



TAMALPAIS COMMUNITY SERVICES DISTRICT

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TCSO BOARD OF DIRECTORS MEETING

MINUTES

WEDNESDAY, AUGUST 14, 2019

7:00 P.M. – BOARD MEETING

TAMALPAIS VALLEY COMMUNITY CENTER, 203 MARIN AVE, MILL VALLEY

1. CALL TO ORDER

The Tamalpais Community Services District Board of Directors meeting was called to order by Vice President McMahon at 7:00 p.m. on Wednesday, August 14, 2019.

2. ROLL CALL

Directors Jeff Brown, Steve Levine, Jim Jacobs, VP Matt McMahon

Absent: President Steffen Bartschat

As four of five Board members were present at Roll Call, a quorum was constituted.

Staff Present: General Manager Heather Abrams; Finance Manager Jerry Taylor; Recording Secretary Cyndie Martel

Others Present: Danny McDonald, Andy Allen, Steve Weber

3. APPROVE AGENDA

MOTION TO APPROVE THE AGENDA

M/S/C: S. LEVINE/J. JACOBS

AYES: 4

NAYS: 0

ABSENT: 1 (BARTSCHAT)

4. PUBLIC EXPRESSION

VP McMahon invited public expression on non-agenda items, in response to which there was the following:

- Mr. Allen commented on the cost of the walking path repairs on Marin Avenue, costs in general, fiscal responsibility, transparency, and more public notification for Board meetings.
- Mr. Weber commented on an electrical project at the O'Hanlon Center for the Arts in Mill Valley and bidding on projects.
- Mr. McDonald agreed with the comments from Mr. Allen and Mr. Weber.

5. REGULAR BUSINESS: Parks and Recreation

A. Oral update on new central Tam Valley park

GM Abrams reported she met with the county regarding the feasibility of a new central park in Tam Valley. She described two properties, one of which was not available. County staff were generally supportive, and funding was discussed. The Board was encouraged but understood the obstacles.

Public comment: Mr. Allen discouraged using the old gas station land due to possible contamination.

B. Update on backyard fences on Hawk Hill park

GM Abrams gave a brief historical review of the issue with property owners fencing on Hawk Hill Park land. Staff mailed out a Board approved letter which received a few call backs. Neighbors were actively looking for solutions. A reminder letter would be mailed in January 2020 with a follow up agenda item in February.

Public comment: Mr. McDonald asked questions about the age Hawk Hill Park and who was the developer.

Mr. Allen suggested looking at County permit records for lot figures and set-backs to determine property lines.

C. Parks Subcommittee reports

- Dir Levine reported the park use survey was completed and would be included in the fall 2019 TCSO newsletter. Fences on Hawk Hill property as well as towing at Eastwood tennis courts was moving forward. With the recent announcement of Ms. Buchholz's retirement in 2020, succession planning would also need to be addressed.
- VP McMahon stated additionally the 5 year park and rec financial plan would be added for review and discussion.

Public comment: Mr. McDonald commented on the minutes.

6. REGULAR BUSINESS: Administration

A. Financial and Disbursement reports

Mr. Taylor stated the numbers presented were preliminary and highlighted items of interest. He asked the Board for questions.

The Board discussed the open space acquisition fund and expanding it to include park land acquisition. Mr. Taylor suggested a new policy for managing the reserve account. VP McMahon stated the park subcommittee would discuss this policy and bring recommendations back to the Board. He also asked that capital expenditures be included for comparison to last year, and for looking forward.

B. Review of TCSO 2019/2020 Goals

GM Abrams reviewed 2019/2020 goals with the Board and presented a progress report. Of particular note, the SMCSO mediation was scheduled for 8/26/19.

GM Abrams was planning to meet with Mr. David Kessel, a local resident, regarding his expertise on disaster preparedness. Next Gen programs would begin later in the year. Litigation with SMCSO, was currently an obstacle in getting a bond for sewer projects.

The Board stated good progress was being made.

7. REGULAR BUSINESS: Sanitation

A. Oral presentation on CIP progress

VP McMahon stated GM Abrams would give SMCSO this presentation on September 9, 2019 at their Board meeting. GM Abrams went through a similar presentation and the Board offered comments.

B. Approve engineering agreement with Nute Engineering and authorize General Manager to pay for engineering of sewer CIP for fiscal year 2019/2020

GM Abrams reviewed the sewer CIP agreement with Nute Engineering and asked the Board for approval. This would start the clock on the legal process including running ads for bids, opening the bids and getting Board approval at the October meeting.

MOTION TO APPROVE THE ENGINEERING AGREEMENT WITH NUTE ENGINEERING AND AUTHORIZE GENERAL MANAGER TO PAY UP TO \$25,000 FOR ENGINEERING OF SEWER CIP FOR FISCAL YEAR 2019/2020

M/S/C: J. JACOBS/S. LEVINE

AYES: 4

NAYS: 0

ABSENT: 1 (BARTSCHAT)

C. SASM Meeting

Dir Jacobs reported back on the point Dir Brown made from the last meeting about budget changes. He confirmed that if SASM was making budget adjustments, they needed to be called budget adjustments. He also confirmed that Lew Kious won the open Board seat.

D. SMCSO Update and Meeting

VP McMahon informed the SMCSO Board that GM Abrams would present at their September Board meeting. The tour of their new facility was also confirmed for October 14, 2019 at 8:30am.

8. REGULAR BUSINESS: Solid Waste

A. Discuss draft recycling guide, recycling trends and markets

GM Abrams stated staff was updating the TCSO solid waste guide. The Board discussed ideas to increase awareness about how to discard the District's three streams. GM Abrams alerted the Board to the State of California's requirement for uniform cart colors. Garbage carts must now be black or gray, recycling must be blue and composting must be green. The District would replace carts with those of the proper color over time.

With the state mandated requirement to divert 75% of waste from landfills by 2020, the Board wanted to know how the District might achieve that goal. GM Abrams stated education would be key including articles in the newsletter, information online and other forms of outreach.

9. CONSENT CALENDAR

All matters listed on the Consent Calendar are considered to be routine and will be enacted by a single action of the Board. There will be no separate discussion unless specific items are removed from the Consent Calendar during adoption of the Agenda for separate discussion and action.

A. Approve Minutes

- July 17, 2019 Board of Directors Meeting

MOTION TO APPROVE THE CONSENT CALENDAR

M/S/C: S. LEVINE/J. BROWN AYES: 4 NAYS: 0 ABSENT: 1 (BARTSCHAT)

10. FUTURE AGENDA ITEMS

- A. Reschedule TCSD October 2019 Board Meeting to October 16, or confirm October 9
The Board discussed moving the October Board meeting as it was Yom Kippur on October 9 and the recording secretary would be out at that time.

MOTION TO MOVE THE OCTOBER 9, 2019 BOARD OF DIRECTORS MEETING TO OCTOBER 16, 2019

M/S/C: J. JACOBS/S. LEVINE AYES: 4 NAYS: 0 ABSENT: 1 (BARTSCHAT)

Dir Jacobs alerted the Board that he would not attend the September 11, 2019 Board meeting.

- B. Board suggestions for future agenda items and input on these future potential agenda items:
- Parks and Recreation Five Year Financial Plan
 - Planning meeting with community leaders to brainstorm community priorities and long-term goals

11. ADJOURNMENT

MOTION TO ADJOURN

M/S/C: J. BROWN/J. JACOBS AYES: 4 NAYS: 0 ABSENT: 1 (BARTSCHAT)

THE MEETING WAS ADJOURNED AT 8:45 P.M.



President



Secretary

**NEXT TCSD BOARD MEETING
SEPTEMBER 11, 2019 – 7:00 PM
TAMALPAIS COMMUNITY CENTER, 203 MARIN AVE, MILL VALLEY**