



TAMALPAIS COMMUNITY SERVICES DISTRICT

305 Bell Lane, Mill Valley, CA 94941 ♦ 415.388.6393 ♦ Fax: 415.388.4168
info@tamcsd.org ♦ www.tamcsd.org

MINUTES OF THE SPECIAL BOARD MEETING

SATURDAY – MARCH 30, 2019

9:30AM – 3:00PM

FERNWOOD CEMETERY - 301 TENNESSEE VALLEY ROAD, MILL VALLEY

1. CALL TO ORDER

The Tamalpais Community Services District Special Board Meeting was called to order by President Bartschat at 9:30 A.M. on Saturday, March 30, 2019.

2. ROLL CALL

President Steffen Bartschat

Directors: Vice President Matt McMahon, Steven Levine, Jim Jacobs, and Jeff Brown

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

Staff Present: GM Heather Abrams, Recording Secretary Cyndie Martel

3. APPROVE AGENDA

MOTION TO APPROVE THE AGENDA

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

AYES: 5

NAYS: 0

ABSENT: 0

4. PUBLIC EXPRESSION

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

No members of the public were present.

5. WORK PLAN STRATEGY/PLANNING

A. Level Setting (40 mins)

1) Heather Abrams: Review of 2018 goals and challenges going forward (15 mins)

GM Abrams reviewed goals and accomplishments from 2018 and stated she was proud of the work completed in the previous year and felt the agency had stabilized and was ready to advance to the next level. Challenges going forward continued to be the SMCSO agreement.

Special Needs: In compliance with the Americans with Disabilities Act (28 C.F.R. 35.102-35.104, ADA Title II) if you need special assistance to participate in this meeting, please contact the TCSD at (415)-388-6393, x10. Notification 48 hours prior to meeting enables TCSD to make reasonable arrangements to ensure accessibility. In compliance with Senate Bill 343 the law requires writings subject to the Public Records Act to be available for public inspection at the time the writing is distributed to the member of the legislative body. In compliance with Senate Bill 343 materials or writings subject to the Public Records Act is available for public inspection at 305 Bell Lane, Mill Valley, California between the hours of 8:00 a.m. through 4:30 p.m. Monday through Friday.

2) Board member reactions (5 mins each)

Jim Jacobs:

- a. TCSO staff was the face of the District and created a sense of community and loyalty
- b. New staff was working well
- c. ADA issues for the community center needs to be addressed
- d. Glad for involvement from residents in the Volunteer Commission
- e. Would like the District to look at solar or wind power
- f. The Board was more sophisticated

Jeff Brown:

- a. Staff working well together; new staff were good hires
- b. Board works well together
- c. CIP in process
- d. Relief that SMCSO agreement was moving to conclusion
- e. In general, the District was the positive face of Tam Valley

Matt McMahon:

- a. Transformation from the last administration was impressive
- b. Staff works well together
- c. Issues from the past being resolved
- d. Anticipated acrimony until a new Board is elected at SMCSO
- e. Engaged TCSO Board and staff
- f. Excited for the future and would like to work on more community oriented items

Steffen Bartschat:

- a. Board was confident in themselves and the GM and staff
- b. Board was a good steward for the community
- c. Board leaving a good legacy for the community
- d. Worried the District would lose touch with the community as compliance requirements increased

Steve Levine:

- a. Perception that the Board reports to the GM has changed
- b. Need to find more ways to get the community involved in District efforts
- c. GM doing a great job – hires were good (raising the bar) – open communication between staff
- d. Good job on the new website
- e. Need to look more closely at the Park & Rec department and perhaps bring back the park & rec commission
- f. Need to address succession planning for finance and parks & rec
- g. Lateral inspections and smoke testing were critical
- h. Comfortable with the District's direction

B. BREAK (15 mins) – No break was taken.

C. Information Generation (2 hours)

President Bartschat explained the method of facilitation the Board would follow for the afternoon. Understanding the underlying concerns would help bring the team together on solutions. The Board would also rank the issues mentioned and provide refinement on those issues most important for 2019.

1. Happy (30 mins)

What top things were you happy about? Board and staff were given 6 voting dots, and told they could put more than one dot on any one item.

- Great new staff (6 dots)
- The next generation are engaging at TCSO events (5 dots)
- Financial stability (5 dots)
- Community continues to be happy with TCSO services/trusts the Board to make good decisions (4 dots)
- Maintenance of District facilities (3 dots)
- Consultants – professional/talented/experienced/knowledgeable/committed to TCSO (3 dots)
- Reed study for future rate increases less than anticipated (2 dots)
- Management style produces better staff stability and teamwork (2 dots)
- SASM work relationship (2 dots)
- Well-functioning office and operations (1 dot)
- Top notch litigation team (1 dot)
- Volunteer Commission is working on vital community issues (1 dot)
- Nagging issues have been reduced (1 dot)
- Terrific park and rec staff-events are fun and the Board participates (0 dots)
- No Prop 218 hearing this year (0 dots)
- Being a Board member (0 dots)
- Infrastructure (CIP) and facility repairs (0 dots)
- Classes offered by TCSO are good (0 dots)
- Newly (re) established relationships – TVIC & FOTV (0 dots)

Top 3 for Happy

- 1) Great new staff
- 2) The next generation are engaging at TCSO events (tie with 3)
- 3) Financial stability (tie with 2)

2. Frustrated (30 mins)

What top things were you frustrated about? Board and staff were given 4 voting dots and told they could put more than one dot on any one item.

- SMCSO contract negotiations/adversarial relationship (7 dots)
 - SMCSO Board's lack of relationship with TCSO's Board
 - SMCSO and TCSO professional staff relationship
- Community Center kitchen remodel/original architect's lack of ADA knowledge/costs so far (4 dots)
 - Long range plan/execution for facilities/parks
- Lack of movement on setting park use policies/enforcement (parking and dogs) (3 dots)
- Lack of participation in green waste program (40%) (2 dots)
- Haven't done more with smoke testing to reduce I&I (2 dots)
- More innovation on solid waste side (2 dots)

- Had to increase rates higher than the rate of inflation (1 dot)
- Deterioration of private infrastructure/exposed pipes/safety/liability (1 dot)
- No tools or technology to find and reduce I&I, besides smoke testing (1 dot)

Top 3 for Frustrated

- 1) SMCSO relationships – board/staff/contract
- 2) Community Center Remodel/lack of long range plans/execution for facilities/parks
- 3) Lack of movement on setting park use policies/enforcement (parking/dogs)

3. Worried (30 mins)

What top 5 things are you worried about? Board and staff were given 3 voting dots, and told they could put more than one dot on any one item.

- Disaster response – TCSO operations/board roles (5 dots)
 - Lack of contingency plans for low probability/high impact issues (0 dots)
- Future of recyclables – China/cost/system (3 dots)
- Future expenses consistently increasing faster than inflation with no control-SMCSO/landfill (2 dots)
- Difficulty replacing staff/recruiting challenges-traffic/cost of living (2 dots)
- Climate change affecting infrastructure-sea level rise/high storm surge (2 dots)
- Relationship between dog owners and others (2 dots)
- Inexperienced SMCSO staff/disengagement of SMCSO board-managing finances (1 dot)
- Perennial concerns/community conflicts overtake (distract from) actionable issues (1 dot)
- Transition plan – staff/management/P&R/Finance/litigation team (0 dots)
- Impact of moving board meetings (0 dots)

Top 3 for Worried

- 1) Disaster response/lack of contingency plans for low probability/high impact issues/TCSO operations/board roles
- 2) Future of recyclables
- 3) 4 way tie
 - Future expenses consistently increasing faster than inflation with no control-SMCSO/landfill
 - Difficulty replacing staff/recruiting challenges-traffic/cost of living
 - Climate change affecting infrastructure-sea level rise/high storm surge
 - Relationship between dog owners and others

4. Opportunity (30 mins)

Where do you see the 5 top opportunities? Board and staff were given 6 voting dots, and told they could put more than one dot on any one item.

- Expand parks – central town park/dedicated dog park (9 dots)
- Re-establish Park and Recreation Commission (5 dots)
- Bond financing for significant CIP – ability to do more/faster (5 dots)
- Sustainable energy - solar/wind (3 dots)
- Acquire land for conservation and trail expansion (3 dots)
- Manzanita – solve flooding issues (2 dots)
- Expand relationship with National Parks Service as Gateway Community (2 dots)
- Administrative review for streamlining and compliance (2 dots)
- Route study – increase solid waste efficiencies (1 dot)
- Get ADA issues with Tam Valley Community Center resolved to expand CC in the future (1 dot)

- Expand relationship with schools to educate the next generation about community (1 dot)
- Initiate public awareness about SMCSB (1 dot)
- Photo stockpile to educate/communicate with the community-increase social media presence (1 dot)
- Complete Park and Recreation financial study (0 dots)
- Electric vehicles – trucks (0 dots)
- Fix Marin Avenue sidewalk and boardwalk transition (0 dots)
- More work with the Volunteer Commission (0 dots)

Top 3 for Opportunities

- 1) Expand parks – central town park/dedicated dog park
- 2) Re-establish Park and Recreation Commission (tie with 3)
- 3) Bond financing for significant CIP – ability to do more/faster (tie with 2)

E. LUNCH BREAK (30 mins)

12:00 PM. Reconvened at 12:20 PM

F. Public Expression on Goals

There was no public expression.

G. Refinement (1 hour)

1. Identify Key Themes (30 mins)

- Next generation – schools
- Financial – bond, P&R study
- SMCSB relationship
- Disaster preparation – agency perspective, plan, vulnerability test
- New parks - town park, dog park
- Staff – operations
- Park use – P&R commission
- Garbage - future recyclables, why not using green cart
- Sustainability/solar

2. Identify Goals (30 mins)

- In addition to executing our mission on a daily basis...
- Parks - create parks ad-hoc committee
 - Create plan for town park (explore) (5 dots)
 - Complete financial analysis (2 dots)
 - Parks use (2 dots)
- SMCSB
 - Complete the right agreement (4 dots)
 - Plan for post agreement relationship (1 dot)
- Disaster – district preparation
 - Briefing by theme: earthquake, landslide, flood, major system failure, fire (1 dot)
 - Determine changes/additions needed (1 dot)
 - Create “red binder” for Board and staff
 - Proactive prevention
- Next generation programs (explore) (involve schools)
 - Sustainability demonstration projects (1 dot)
 - Internship program – high school (1 dot)

- Junior "ranger" program
- Finance
 - Explore bond issue for sewer CIP

H. Meeting Review (30 mins)

1. Accomplished a lot
2. Good brainstorming
3. Board involvement
4. Advanced input
5. Location/food/time of year

Next Steps

1. Produce minutes with items prioritized by dots
2. Bring back to the April 17 Board meeting
3. Board adopts goals for 2019

The Board discussed moving the April 10 Board meeting and decided on April 17. Additionally, it was decided to move the May 8 Board meeting to May 1.

MOTION TO MOVE THE APRIL 10, 2019 BOARD MEETING TO APRIL 17 AND TO MOVE THE MAY 8 BOARD MEETING TO MAY 1

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

AYES: 5

NAYS: 0

ABSENT: 0

7. ADJOURNMENT

MOTION TO ADJOURN

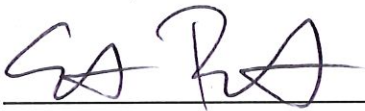
M/S/C: J. BROWN/S. BARTSCHAT

AYES: 5

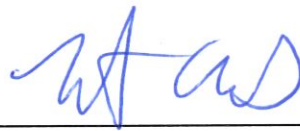
NAYS: 0

ABSENT: 0

MEETING ADJOURNED AT 1:43 P.M.



President



Secretary

NEXT TCSD REGULAR BOARD MEETING:

TUESDAY – APRIL 17, 2019, 7:00 PM

TAM VALLEY COMMUNITY CENTER - 203 MARIN DRIVE, MILL VALLEY