

# Tamalpais Community Services District

305 Bell Lane, Mill Valley, CA 94941 • 415 388-6393 • Fax: 415 388-4168  
info@tcsd.us • www.tcsd.us

Minutes of the Closed & Work Session Meeting  
TCSD Board of Directors  
WEDNESDAY, AUGUST 24, 2016  
8:30AM  
TCSD MAIN OFFICE, 305 BELL LANE, MILL VALLEY

## 1. CALL TO ORDER

The Tamalpais Community Services District Board of Directors Work Session Meeting was called to order by President Brown at 8:32 a.m. on Wednesday, August 24, 2016.

## 2. ROLL CALL President Jeff Brown; Vice President Steven Levine; Directors Steffen Bartschat, Jim Jacobs, and Matt McMahon

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

Staff Present: GM Elam, Finance Manager Jerry Taylor, Legal Counsel John Bakker and Lauren Quint, and Recording Secretary Claudia Laughter

Others Present: Jim Kasper, John Lynch

## 3. APPROVE AGENDA

### MOTION TO APPROVE THE AGENDA

M/S/C: S. LEVINE/J. JACOBS AYES: 5 NAYS: 0

## 4. PUBLIC EXPRESSION – None.

## 5. GENERAL BUSINESS

### A. CLOSED SESSION - CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9:  
2 Cases

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.

Facts and Circumstances: Mailed correspondence from Paul C. Smith, dated November 2, 2015 & Email from Bret Andrews, dated July 14, 2016

**MOTION TO GO INTO CLOSED SESSION**

**M/S/C S. LEVINE/M. McMAHON AYES: 5 NAYS: 0**

**B. MOTION TO RECONVENE FROM CLOSED SESSION AT 9:35AM**

**M/S/C M. McMAHON/S. LEVINE AYES: 5**

**REPORTABLE ACTIONS –**

**MOTION TO AGREE TO SETTLE CLAIM WITH MR. BRET ANDREWS AND INSTRUCTION TO LEGAL COUNSEL TO CONTACT AND OFFER SETTLEMENT.**

**M/S/C AYES: 4 NAYS: 1 (McMAHON)**

Legal Counsel Mr. Bakker and Ms. Quint left the meeting. Director Bartschat left the meeting temporarily.

**C. MOTION TO REVIEW AND ACCEPT THE AGREEMENT WITH BOB MURRAY & ASSOCIATES TO CONDUCT AN EXECUTIVE SEARCH FOR THE TCSB GENERAL MANAGER POSITION AT A COST NOT TO EXCEED \$24,400**

The Board reviewed the proposal from Bob Murray & Associates to conduct a General Manager Recruitment Search.

**MOTION TO APPROVE AN AGREEMENT WITH BOB MURRAY & ASSOCIATES TO CONDUCT AN EXECUTIVE SEARCH FOR THE TCSB GENERAL MANAGER POSITION AT A COST NOT TO EXCEED \$24,400**

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

Director Bartschat returned to the meeting.

**D. REVIEW AND APPROVAL OF 2016 FIRE SAFE GRANT WORK PROJECTS AND SPENDING LIMIT AMOUNTS FOR TCSB OWNED LANDS AND ADJACENT PUBLIC PARCELS – Mr. Kasper reviewed the 2016 Fire Safe Grant work projects and updated the Board on the timelines for each with a request to set the spending limits.**

**MOTION TO APPROVE SPENDING LIMIT AMOUNTS FOR 2016 FIRE SAFE GRANT WORK PROJECTS**

**M/S M. McMAHON/S. LEVINE**

PUBLIC COMMENT: None.

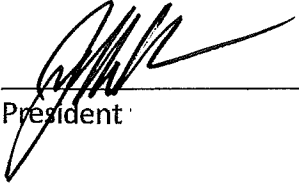
**M/S/C AYES: 5 NAYS: 0**

**5. ADJOURNMENT**

**MOTION TO ADJOURN**

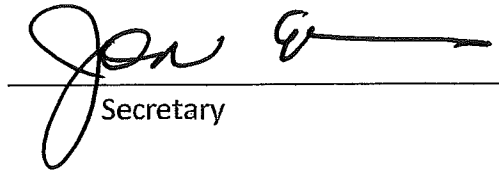
**M/S/C S. LEVINE/J. JACOBS AYES: 5 NAYS: 0**

**MEETING ADJOURNED AT 9:53AM**



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President



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Secretary

