Minutes of the Regular Meeting of the Board of Directors
Tamalpais Community Services District
District Offices: 305 Bell Lane
February 4, 2009

The regular meeting of the Board of Directors of and for the Tamalpais Community Services District ("District") was held at the District Offices, located at 305 Bell Lane and called to order by President Bartschat at 7:02 PM on Wednesday February 4, 2009.

ROLL CALL
PRESENT: President Steffen Bartschat Board Members Linda Johnson ("L. Johnson"), Richard Johnson ("R. Johnson") Jim Jacobs and Gretchen Stagg. As all five (5) of the Members were present a quorum was constituted.

STAFF PRESENT Jon Elam, General Manager ("GM"), Bob Bunce, Public Works Supervisor, Carol Buchholz, Parks & Recreation Director (Jerry Taylor, Finance Manager, was absent due to rehearsals); and Recording Secretary Jack Schwartz

ALSO PRESENT ***District Commissioners***: Sue Hayes (P&R Advisory Commission and R&S Commission) and Robert DeWalt (P&R/R&S Commissioner), residents Jim Casper, Jim Burns, Phillip Norris, Ralph Alexander and LAFCO candidate Peter Sullivan.

2. **APPROVE AGENDA.** President Bartschat asked the Members to approve the Agenda, in response to which the following motion was made and passed:

MOTION **MOVE TO APPROVE AGENDA AS SUBMITTED**

M/S/C **L. JOHNSON/R. JOHNSON** **Vote – 4 Ayes**
(Mr. Jacobs arrived immediately after this vote)

3. **PUBLIC EXPRESSION.** President Bartschat invited non-agenda public expression, noting that the expression should be brief and that no action may be taken on any such expression, in response to which, the following was submitted:

Noting that in view of the Board's early meeting date the Parks & Recreation Advisory Commission's January meeting minutes were not included in the Agenda, Commission Chair Sue Hayes reported on the substance of the Advisory Commission's meeting, as follows: (a) the daffodils planted throughout the District are spouting!; (b) the Commission

met with Farmers Market representative Lynn Bagley and all agreed that the 2009 Farmers Market might best be located, if possible, in front of the Video Droid – Staff to continue efforts at making this happen; (c) the Commission was working on an amendment to the Kay Park Master plan; (d) the Commission was working on refining its "Goals and Priorities"; electrical work at the Community Center continue under the oversight of Robert DeWalt and Jeff Brown; (e) the Eastwood Park tennis court resurfacing issue continues to be discussed; and (f) the youth organization use of the Cabin was discussed and re-defined.

Thereafter, and noting that in view of the Board's early meeting date the Revitalization and Safety Commission's January meeting minutes were not included in the Agenda, Commission member Sue Hayes (on behalf of Chairperson Robb Schaaf) reported on the substance of the R&S Commission's meeting, as follows: (a) Kathy McLeod's extraordinary efforts to create a bike and pedestrian alternative transportation element to the County Plan was supported by the Commission with particular support of the Highway 1 to Coyote Creek to Loring corridor; (b) the Post Office substation at DeLano's is coming thanks to Lester Kaufman.

Thereafter, the Board thanked Ms. Hayes for her continuing great efforts on behalf of the District!

4. GENERAL BUSINESS.

A. Marinview Demonstration Garden Project. GM Elam referred the Board to the written materials included with the Board's Agenda packet and introduced Jim Burns and Ralph Alexander, both with the Marinview Homeowners Association.

Mr. Burns provided the preface of the Association's fire safety efforts, which included the Marinview "entrance" across the street from the District Office. Thereafter, Mr. Alexander articulated the "concept", which included a Demonstration Garden (a garden that will be fire, cold, frost and deer resistant and Bay friendly). The Association is looking to use District property to enable this project and seeks Board support for this disaster relief and educational environmental program.

MOTION	**MOVE TO APPROVE THE MARINVIEW DEMONSTRATION GARDEN "CONCEPT" WITH DESIGN REVIEW AND PUBLIC INPUT THROUGH THE PARKS & RECREATION ADVISORY COMMISSION.**	
M/S/C	**BARTSCHAT/R. JOHNSON**	**Vote – 5 Ayes**

B. Muir Wood Neighborhood Fire Safety Grant Program and Request Support from TCSD. Phillip Norris reported on the relevant issues, including the group's success in garnering Federal grant funding ($75,000) to assist with fire prevention systems. This group assures that they will assist in cleaning-up Shoreline Blvd. and the Marinview corridor. This group seeks the District's help in providing free green waste pick-up.

MOTION **MOVE TO SUPPORT TCSD STAFF PARTICIPATING AND SUPPORT FOR THE MUIR MEADOWS FIRE MITIGATION PROJECT BY COLLECTING AND HAULING BRUSH TO TCSD COMPOST SITES.**

M/S/C **L. JOHNSON/STAGG** **Vote – 5 Ayes**

(The Board joined in thanking Mr. Norris for his community efforts and successes!)

C. **Accept Resignation of April Post from the R&S Commission and send a letter of thanks.** The Board joined in thanking April for her contributions to the Tam Valley community and approved sending a letter of appreciation.

D. **Proposed Agreement with Central Marin Sanitary Agency to set up a Fats, Oils and Grease Program in TCSD.** GM Elam discussed this issue and sought Board approval of the EPA request to upgrade the District's fats, oils and grease (FOG) program.

MOTION **MOVE TO AUTHORIZE THE GENERAL MANAGER AND BOARD PRESIDENT TO SIGN THE "FOG" AGREEMENT WITH CENTRAL MARIN SANITARY AGENCY WITH A PROPOSED ANNHUAL COST OF $2,300.**

M/S/C **STAGG/R. JOHNSON** **Vote – 5 Ayes**

E. **Proposed "Red Flag" Policy in TCSD as required under the Fair and Accurate Credit Transition Act to detect, prevent and mitigate identity theft.** GM Elam referred the Board to the written materials included with the Agenda packet and explained that the District legal counsel had developed the proposed policy.

MOTION **MOVE TO PASS A RESOLUTION IDENTIFY THEFT PREVENTION PROGRAM AS DEVELOPED BY THE DISTRICT'S LEGAL COUNSEL (INCLUDED IN THE AGENDA PACKET).**

F. **Request to suspend the District's Second Residential Unit Amnesty Fee Program for Sewers.** Following discussion led by GM Elam, the following motion was approved:

MOTION **MOVE TOCANCEL THE TCSD'S PARTICIPATION IN THE SECOND UNIT AMNEST FEE REDUCTION PROGRAM WITH ITS SEWER CONNECTION FEE PROGRAM EFFECTIVE JANUARY 1, 2009**

M/S/C **L. JOHNSON/STAGG** **Vote – 5 Ayes**

(Agenda Item Four G* – Consideration of TCSD Board position regarding voting for Special District Representative to LAFCO*)

G. Consideration of TCSD Board position regarding voting for Special District Representative to LAFCO. President Bartschat called on Peter Sullivan, a representative of the Ross Valley Sanitary Board, who was running for local LAFCO office. Mr. /Dr. Sullivan briefly explained his purpose and sought District support.

The Board thanked Mr. /Dr. Sullivan for his attendance and his community efforts. Following Mr. /Dr. Sullivan's leave, the Board approved the following:

MOTION	**MOVE TO SUPPORT THE FOLLOWING FOR LAFCO IN THE FOLLOWING ORDER:** **1ST PETER SULLIVAN** **2ND CRAIG MURRAY** **3RD EINAR ASBOS**	
M/S/C	**L. JOHNSON/BARTSCHAT**	**Vote – 5 Ayes**

H. Proposed Adoption of the 2009 Board Meeting Calendar. President Bartschat called on GM Elam who referred the Board to the written materials included in the Agenda packet, including the proposed 2009 Board calendar schedule.

MOTION	**MOVE TO APPROVE THE SCHEDULED BOARD MEETING DATES, WITH THE CHANGES REQUESTED.**	
M/S/C	**JACOBS/L. JOHNSON**	**Vote – 5 Ayes**

I. Request from Los Angeles County Sanitation District to Support AB 87 regarding plastic bags. GM Elam sought Board approval of this environmental issue, in response to which the Board voted, as follows:

MOTION	**MOVE TO AUTHORIZE THE BOARD PRESIDENT TO SUPPORT BY LETTER AB 87.**	
M/S/C	**JACOBS/STAGG**	**Vote – 5 Ayes**

(Agenda Item Four J – Review and Adoption of Proposed 2009 Board Goals as drafted at the January 24, 2009 retreat)

J. **Review and Adoption of Proposed 2009 Board Goals as drafted at the January 24, 2009 Retreat.** President Bartschat briefly reviewed the Board's Retreat session and the "Goals" that were decided upon, among which was Board "outreach" to the District Commissions, which sought Board member volunteering, as follows:

Goals:

- **Sewer System Flow adjustments between SMCSD and SASM to ensure the most cost effective ways are achieved**
- **Develop and approve a long-term District Finance Plan, as follows:**
  - **a) 218**
  - **b) Annual Fiscal**
  - **c) Post and Future 3-year planning**
- **Succession Planning for Board and Staff**
- **Public and Agency Outreach:**
  - **a) Develop Volunteer Brochure**
  - **b) Board Members reach out to the District's Commissions**
  - **c) Organize Tam Valley Leadership**
  - **d) Create a new garbage can sticker to encourage recycling**
  - **e) Develop a Construction & Demolition Policy covering outside contractors**

Re the Commission Outreach, the following Board members were appointed to attend the following Commission:

- **Parks & Recreation Advisory Commission – R. Johnson and Stagg**
- **Revitalization & Safety Commission – L. Johnson and Bartschat**
- **Arts Commission – Jacobs**

(President Bartschat brought up affordable housing, which after discussion, was crossed off his list),

K. **Request to Consider Meeting Per-Diem Adjustment.** Board member Jacobs reported on the special difficulty, contentiousness and arduousness of attending SMCSD and SASM meetings and asked that the Board consider raising the Board attendee's (presently Mr. Jacob's) per diem for these two meetings. There followed much discussion and debate on the propriety of raising payment in the present economic climate, as well as the overall fairness of the proposal. Following this wide-ranging debate, the following motion was made:

MOTION	**MOVE TO DIRECT STAFF TO ADD TO THE BAORD'S MARCH AGENDA, THE DISCUSSION AND APPROVAL OF RAISING THE PER DIEM FOR SMCSD AND SASAMEETINGS ONLY, TO THE PER MEETING SUM OF $150.00**	
M/S/C	**JACOBS/L. JOHNSON**	**Vote – 5 Ayes**

5. STAFF REPORTS.

A. Parks & Recreation Report. As Director Buchholz was not present, there was no report.

B. Sanitation Report. Public Works Supervisor Bob Bunce showed-off the District's new color sewer video equipment which was approved by the Board as a cost-effective alternative to using Roto-Rooter. Mr. Bunce explained that this device will allow the District to video laterals and mains, has a narrative mike system, is self-levelizing and can travel a distance of 300 feet. The Board all thanked Mr. Bunce for his enthusiasm and his highly professional assistance to the District.

C. Finance Report. As Finance Manager Jerry Taylor was not present, there was no report (however, GM Elam reminded the Board that the District's financials were reviewed and discussed at the recent Board Retreat).

D. General Manager Report. GM Elam briefly reported on refuse and recycling; Mr. Elam also stated that the SASM package was complete and that he would forward the same to each Board member; lastly, Mr. Elam commented that could envision a time (perhaps within five-years) when the District might well contract-out its refuse collection to Mill Valley Refuse.

(Board member Stagg left the meeting at 9:30PM)

6. BOARD REPORTS AND COMMENTS.

A. SASM Update. Board member Jacobs referred the Board to his written report included in the Agenda packet.

B. SMCSD Update. Board member Jacobs again referred the Board to his written report included in the Agenda packet and reported that SMCSD wants to know the District's Plan regarding flow and storage, in response to which Mr. Jacobs assured that the District is studying these issues and are awaiting a final report.

7. COUNTY ISSUES OF CONCERN. President Bartschat reported that he was editing the letter in support of Kathy McLeod's alternative transportation plan.

8. CONSENT CALENDAR. It was noted that the January 7 Minutes were incomplete, in response to which recording secretary Schwartz assured that a mistake had been made and he would that evening provide Staff with another full version of the completed minutes. President Bartschat asked that the Finance Manger "void" the unused hand-written check to Team Ghilotti.

MOTION	**MOVE TO APPROVE THE CONSENT CALENDAR AS SUBMITTED.**	
M/S/C	**JACOBS/L. JOHNSON**	**Vote – 4 Ayes**

9. MEETING REVIEW. President Bartschat observed that the meeting got "bogged down" over the SASM/SMCSD meeting issue.

President Bartschat then reminded that the following items should be included on the Board's March Agenda: (a) Disaster Preparedness (the "Red Book"); and (b) the SMCSD/SASM meeting per diem issue.

10. ADJOURNMENT.

MOTION	**MOVE TO ADJOURN**	
M/S/C	**JACOBS/L. JOHNSON**	**Vote – 4 Ayes**

The February 4 Board Meeting adjourned at 10:00 PM.

President Secretary

Next Meeting:
Workshop: February 13, 2009, at 8:45AM at the District Office

Next Regular Board Meeting
Date: March 18, 2009 -- Time: 7:00 PM -- Place: District Office