



# TAMALPAIS COMMUNITY SERVICES DISTRICT

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## TCSD BOARD OF DIRECTORS MEETING AGENDA WEDNESDAY, NOVEMBER 18, 2020 at 7:00PM

Coronavirus (COVID-19) Advisory Notice: The health and safety of community members, public officials, and employees is a top priority for the Tamalpais Community Services District (TCSD) as we deliver our critical services of solid waste, sewer, and parks and recreation. In compliance with local and state shelter-in-place orders, and as allowed by Executive Order N-29-20 (March 17, 2020), TCSD will no longer offer an in-person meeting location for the public to attend this meeting. The meeting will be streamed live (see below), and members of the public are encouraged to participate remotely from a safe location as described below. Members of the Board of Directors or staff may participate in this meeting electronically or via teleconference.

### HOW TO PARTICIPATE REMOTELY –

Enter the following website address: <https://us02web.zoom.us/j/83895940903>

Or call the following telephone number: (346) 248-7799, and enter the following meeting ID: 838 9594 0903 and password 409301

#### 1. CALL TO ORDER

#### 2. ROLL CALL President Matt McMahon

Directors: Vice President Jeff Brown, Steffen Bartschat, Steven Levine, and Jim Jacobs.

#### 3. APPROVE AGENDA

#### 4. PUBLIC EXPRESSION

*Members of the public are invited to address the Board concerning topics, which are not listed on the Agenda (If an item is agendaized, interested persons may address the Board during the Board's consideration of that item). Speakers should understand that except in very limited situations, State law precludes the Board from taking action on or engaging in extended deliberations concerning items of business which are not on the Agenda. Consequently, if further consideration is required, the Board may refer the matter to its staff or direct that the subject be added to an agenda for a future meeting. The Board reserves the right to limit the time devoted to this portion of the Agenda and to limit the duration of speakers' presentations.*

#### 5. REGULAR BUSINESS: Information Only

##### A. General Manager's update

- i. Solid waste quarterly tonnage report
- ii. Household Hazardous Waste (HHW) annual report (form 303)
- iii. Annual Sewer System Management Plan (SSMP) report and quarterly wastewater reports to EPA
- iv. Parks and Recreation Five-Year Financial Plan update
- v. Wastewater CIP update
- vi. Operations update, including PSPS grant, COVID-19, PSPS and Winter Weather upcoming
- vii. Financial reports

##### B. Sewer treatment plants updates: SASM and SMCS

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.

**6. REGULAR BUSINESS: Requested for Board Action**

- A. Review and approval of remaining 2020 and 2021 Board Meetings and Work Sessions Schedule
- B. Review and approval of updates to Personnel Policy to reflect previous Board decisions
- C. Review and approval of General Manager Evaluation Process and Closed Session Date
- D. Review and approve engineering agreement with Nute Engineering and authorize General Manager to pay for engineering of second project in updated Capital Improvement Program (CIP) of FY 2020/2021

**7. 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 of October 14, 2020 Board Meeting
- B. Approve Minutes of October 28, 2020 Work Session
- C. Authorize regular budgeted payment of \$71,550.50 to SASM for biannual member agency assessment due in December
- D. Authorize regular budgeted payment of \$1,220,886.70 to SMCSO for December FY 20/21 payment
- E. Authorize regular planned payment of \$550,172.23 to US Bank National Association for January 1, 2021 wastewater debt service payment

**8. FUTURE AGENDA ITEMS**

- A. Board input for December 9, 2020 Board Meeting Agenda

**9. ADJOURNMENT**

**NEXT TCSO BOARD MEETING**  
December 9, 2020 – 7:00 PM  
**TAMALPAIS COMMUNITY CENTER, 203 MARIN AVE, MILL VALLEY**