



TAMALPAIS COMMUNITY SERVICES DISTRICT

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TCSD BOARD OF DIRECTORS MEETING 7:00PM

MINUTES

WEDNESDAY, FEBRUARY 12, 2020

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 President McMahon at 7:00 p.m. on Wednesday, February 12, 2020.

2. ROLL CALL President Matt McMahon

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

Staff Present: General Manager Heather Abrams, Finance Manager Trish Brady, Recording Secretary Cyndie Martel

Others Present: Gale Conner, Miller Star & Regalia; Bob Reed, The Reed Group; Cliff Waldeck, Jennifer Nasiri

Pres McMahon announced changes with how actionable items would be placed on the agenda, when the financials would be addressed, as well as a request that public comment be expressed before motions were made.

3. APPROVE AGENDA

MOTION TO APPROVE THE AGENDA WITH CHANGES AS EXPRESSED ABOVE

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

AYES: 4

NAYS: 0

ABSENT: 1 (LEVINE)

4. PUBLIC EXPRESSION

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

- Ms. Nasiri commented on support for Measure B.
- Mr. Waldeck commented on a curbside plastic bag/film recycling pilot program.

5. REGULAR BUSINESS: Sanitation

Requested for Board Action

- A. Review and approve amended and restated wastewater services agreement between Sausalito-Marín City Sanitary District and Tamalpais Community Services District
- GM Abrams gave a brief history of issues with SMCS D and recommended approval of the agreement. At the Board's question about signing the agreement, Mr. Connor stated SMCS D had signed the agreement, and would share the signature page once TCSD had signed.

There was no public comment.

MOTION TO APPROVE AMENDED AND RESTATED WASTEWATER SERVICES AGREEMENT VERSION 17, BETWEEN SAUSALITO-MARIN CITY SANITARY DISTRICT AND TAMALPAIS COMMUNITY SERVICES DISTRICT

M/S: S. BARTSCHAT/M. MCMAHON AYES: 4 NAYS: 0 ABSENT: 1 (LEVINE)

Pres McMahon thanked everyone for their hard work bringing this item to its conclusion.

- B. Authorize General Manager to approve change orders for spot repairs up to \$65,000; and FY 19/20 sewer Capital Improvement Program (CIP) update
GM Abrams reminded the Board of the CIP projects underway. She stated the District was able to do more work due to the success of the project so far and asked the Board to approve change orders as requested.

There was no public comment.

MOTION TO AUTHORIZE GENERAL MANAGER TO APPROVE CHANGE ORDERS FOR SPOT REPAIRS UP TO \$65,000

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

Information-Only Items

- C. Presentation and discussion of financing options to address force main at Tam Junction and speed CIP work
Mr. Reed presented the Board with updated sewer financial information which included financing options for the force main work needed at Tam Junction. He identified and discussed three financing scenarios. The Board discussed the benefits and risks.

- D. General Manager’s sewer operations updates including EPA 2008 Administrative Order Evaluation review and update of costs from December 2019 Sewer Emergency
GM Abrams reported that the recent meeting with the EPA went very well and the agency was impressed with the District’s presentation of information. The EPA was shown a recent spill site and were impressed with the repairs.

Costs for the December 2019 sewer emergency were estimated to be \$29,000. The District submitted a document request to CalTrans for documents related to work in the area. To date, there was no answer back.

- E. Board updates on treatment plants: SASM and SMCSO
 - SASM – Dir Jacobs reported that there was no meeting in January.
 - SMCSO – Pres McMahon & Dir Bartschat reported they would introduce Dir Levine at the next meeting. The Board wanted to usher in an era of cooperation. GM Abrams would offer to brief SMCSO’s Board on the CalTrans related sewer force main emergency.

6. REGULAR BUSINESS: Solid Waste

Information-Only Items

- A. General Manager’s operations updates, including holiday tree recycling and quarterly tonnage update

GM Abrams reported the new holiday tree pick up process went well with few missed trees as compared with past years. The cart stickering project would start in April using a contractor.

7. REGULAR BUSINESS: Parks and Recreation

Information-Only Items

- A. Review and approve request for time for Marin County Registrar of Voters in the Community Center on March 3, 2020 and November 3, 2020

GM Abrams stated the Marin County Registrar of Voters had used the community center on election day in past years and the District wanted to request time from the Board as had other agencies and groups. The election equipment would be delivered the day before and picked up the day after the election on Tuesday, March 3, 2020.

There was no public comment.

MOTION TO APPROVE REQUEST FOR TIME FOR MARIN COUNTY REGISTRAR OF VOTERS IN THE COMMUNITY CENTER ON MARCH 3, 2020 AND NOVEMBER 3, 2020

MSC: S. BARTSCHAT/M. MCMAHON AYES: 4 NAYS: 0 ABSENT: 1 (LEVINE)

- B. General Manager's Parks and Recreation operations update

GM Abrams gave the Board an update including the use of Brown Paper Tickets for the Murder Mystery. The Park and Recreation Planning work session was scheduled, and would provide the GM with direction for succession planning for an upcoming retirement.

8. REGULAR BUSINESS: Administration

Requested for Board Action

- A. Adopt resolution for TCSB to join Marin County Special Districts Association and designate voting representatives

GM Abrams gave the Board background on the MCSDA and stated membership would be beneficial, especially with a LAFCO review in the near future. The resolution also outlined that the GM would be a voting representative with the Board President as alternate.

There was no public comment.

MOTION TO ADOPT RESOLUTION 2020-01

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

Information-Only Items

- B. General Manager's operations updates and financial reports

GM Abrams presented the Board with new financial reports. The Board asked for reporting on reserve balances and Measure A funds.

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 of January 15, 2020 Board of Directors Meeting and Closed Session

There was no public comment.

MOTION TO APPROVE THE CONSENT CALENDAR

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

10. FUTURE AGENDA ITEMS

- A. Board suggestions for future agenda items and input on these future potential agenda items:
- Parks and Recreation work session, February 26, 2020 – Dirs Bartschat and Jacobs stated they were not available on February 26, 2020. A new date would be vetted.
 - Archive Storage ribbon cutting ceremony, May 9, 2020 – The District was excited to celebrate the opening and welcome the public.
 - March 27 planning meeting – Confirmed for noon to 5:00pm at Fernwood Cemetery.
 - February 13 - Jerry's room dedication – Dir Brown reminded the Board of the dedication.
 - November 11 Board meeting which was moved to November 18 due to Veteran's Day holiday, not a school recess.
 - Neighborhood Emergency Response meeting on February 20 at 7:00pm

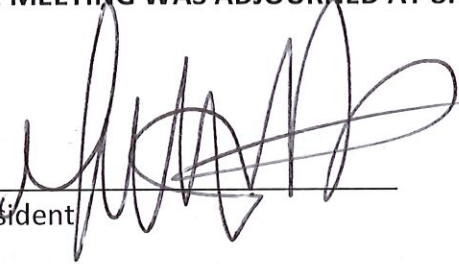
11. ADJOURNMENT

MOTION TO ADJOURN

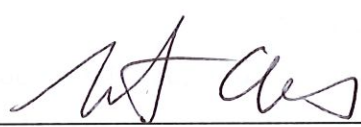
M/S/C: M. MCMAHON/J. BROWN AYES: 4 NAYS: 0 ABSENT: 1 (LEVINE)

THE MEETING WAS ADJOURNED AT 8:41 P.M.

President



Secretary



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