

**Minutes of the Regular Meeting of the Board of Directors  
Tamalpais Community Services District  
Community Center, 203 Marin Avenue  
January 14, 2009**

The regular meeting of the Board of Directors of and for the Tamalpais Community Services District ("District") was held at the Community Center and called to order by Vice-President R. Johnson at 7:04 PM on Wednesday January 14, 2009.

**ROLL CALL**

**PRESENT:** Richard Johnson ("R. Johnson"), vice-president serving as chairperson, Board Members Linda Johnson ("L. Johnson"), Jim Jacobs and Gretchen Stagg; President Steffen Bartschat was absent by excuse. As for (4) of the five (5) Board Members were present a quorum was constituted.

**STAFF PRESENT:** Jon Elam, General Manager ("GM"), Bob Bunce, Public Works Supervisor, Jerry Taylor, Finance Manager, Carol Buchholz, Parks and Recreation Director and Recording Secretary Jack Schwartz.

**ALSO PRESENT** *District Commissioners:* Robert DeWalt.

2. **APPROVE AGENDA.** Acting Chair R. Johnson 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 R. JOHNSON/STAGG Vote – 4 Ayes**

3. **PUBLIC EXPRESSION.** Acting Chair R. Johnson 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, there was none.

4. **COMMISSION REPORTS**

- A. **Revitalization & Safety Commission.** There was no December Meeting  
B. **Park & Recreation Advisory Commission.** There was no December Meeting.

5. GENERAL BUSINESS.

- A. **Phase II Overflow Action Plan and Response to EPA Administrative Orders.** Acting President R. Johnson called on GM Elam who referred the Board to the written materials contained in the Agenda packet, after which Mr. Elam explained that RMC, the District's Phase I consultants, have prepared a Phase II proposal, due April 15, 2009, for a total cost of \$143,418 (Phase II for 2010, is estimated to cost an additional \$54,824. GM Elam explained that based on prior cost distributions, the District's share for these costs will be \$47,806 for 2009 and \$18,274 for the 2010 costs.

Thereafter, both Members L. Johnson and Stagg reasoned that the Agenda Items 5A and B should properly be considered together, as the Nute "piece" and the RMC "piece" would seem to compliment/integrate the other. Further, Member L. Johnson argued that the Nute "piece" would seem to constitute "double-billing" and seemed to result in excessive costs to the District. Thereafter, Members L. Johnson and R. Johnson challenged the need the RMC study (Public Works Supervisor added to the GM's report by stating that much of the Nute material had already been provided and paid for).

Acting Chair R. Johnson questioned the Nute \$20,000 charge, especially given Nute's long studied history and engineering experience with the District and with this Project. GM Elam agreed that price for work really is really vital.

**MOTION MOVE TO APPROVE TCSD STAFF TO SIGN AN AGREEMENT WITH RMC AND NUTE ENGINEERING TO DO PHASE II AND PHASE III AS REQUIRED UNDER THE EPA ADMINISTRATIVE ORDERS AT A COST NOT TO EXCEED \$47,806 FOR THE APRIL 15, 2009 DEADLINE AND \$18,274 FOR WORK IN 2010, PROVIDED THAT THE GENERAL MANAGER ENSURE BY LETTER OR OTHERWISE THAT NUTE ENGINEERING'S COST COMPONENT OF THIS AUTHORIZATION IS JUSTIFIED AND NOT PARTIALLY ALREADY COMPENSATED.**

M/S/C R. JOHNSON/JACOBS

Vote – 4 Ayes

- B. **Purchase of Sewer Video Equipment.** Acting President R. Johnson called on GM Elam who referred the Board to the written materials contained in the Agenda packet, after which Mr. Elam recommended the District purchase of the Cues Mini Portable T.V System at a cost of \$11,847.11. GM Elam explained that this system would allow the District to independently video all lateral and other sewer lines and would save the District Roto-Rooter costs and might be used by the District to facilitate homeowner sewer line video (with possible future compensation to the District).

**MOTION MOVE TO AUTHORIZE THE GENERAL MANAGER TO SIGN A PURCHASE AGREEMENT WITH WECO INDUSTRIES, IN THE AMOUNT OF \$11,847.11, FOR THE PURCHASE OF A CUES MINI PORTABLE T.V. SYSTEM.**

**M/S/C R. JOHNSON/L. JOHNSON**

**Vote – 4 Ayes**

Following this Motion, the Mr. Bunce thanked the Board for its approval and the Board thanked Mr. Bunce for his leadership.

- C. Pump Station Reliability Certification.** This Item was consolidated with Item 5A above and the Board reminded /staff that the Nute component of this contract was to be challenged for prior work and services performed to perhaps reduce the \$20,000 cost projected.

**6. STAFF REPORTS.**

- A. Carol Buchholz – Park and Recreation.** Parks & Recreation Director Buchholz referred the Board to the written materials included with the Agenda packet, and otherwise reported, as follows: (a) Newsletter would be out next week; (b) Friday Bingo will start next week; (c) Murder Mystery is coming; (d) the Community Center has been improved with electrical advancements, the internet and a new sink/disposal; (e) the Cabin has a new heater, sink and disposal; (f) the summer Creekside events are being “booked”; (g) the Farmers Market will be at Mill Valley’s Whole Foods for 2009, but we’re still looking to have a Tam Valley Market as well; (h) Kay Park Master Plan is being updated by the Advisory Commission.

The Board thanked Director Buchholz for her extraordinary efforts!

- B. Bob Bunce – Sanitation.** The Chair called on Public Works Supervisor Bunce who reported, as follows: (a) sewer repairs are discussed with photos shown to demonstrate the sewer problems; (b) spill repairs continue, with NO spill for several months. GM Elam adds: (c) flow levels are abating; and (d) the District holding tank requirements might well require a smaller size than originally envisioned; and (e) seven new folk(s) want laterals; (f) part of the SASM settlement will net \$800,000, a part of which can be claimed by the District (perhaps some for watershed protection and improvements)
- C. Jon Elam, General Manager – Refuse Update.** Mr. Elam was again called upon and he referred the Board to the written materials included within the Agenda packet, after which Mr. Elam repeated that refuse levels (including recycling) were down. GM Elam then reminded all of the District’s varied and forefront “green” services including Debris and Green Days, battery, pharmaceuticals, fluorescent bulb and composting community outreach

projects. Mr. Elam also reported the brisk and aggressive holiday tree removal system with the added benefit of renewing contact with Bolinas recycling, who took all of the District tendered trees!

GM Elam then reminded the Board members of their Form 700 requirements.

**7. BOARD REPORTS AND COMMENTS.**

**A. SMCSD Update 01/05/09.** Member Jacobs reported on the SMCSD meeting; Mr. Jacobs also warned of likely sea level risings within the next 50 years.

Member L. Johnson commented that the highest tides cause Coyote Creek to rise above "Bird Land"; Ms. Johnson also lamented that the Water District and the District's sewer folk (not to mention SASM and SMCSD) have no shared emergency communication. Ms. Johnson recommends that this communication be improved.

**8. COUNTY ISSUES OF CONCERN.** Member L. Johnson reported that a Gateway Coalition meeting was coming.

**9. CONSENT CALENDAR.**

**MOTION MOVE TO APPROVE THE CONSENT CALENDAR AS SUBMITTED.**

**M/S/C L. JOHNSON/STAGG Vote – 4 Ayes**

**10. MEETING REVIEW – DUSCUSS THE BOARD MEETING.** None

**11. ADJOURNMENT.**

**MOTION MOVE TO ADJOURN.**

**M.S.C JACOBS/L. JOHNSON Vote – 4 Ayes**

**(The January Board Meeting adjourned at 8:16 PM)**

**NEXT MEETING JANUARY 24, 2009**

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

**Next Regular Board Meeting**

**Date: January 24, 2009  
Time: 9:00 AM  
Place: Rec House (Cabin)**