



Tamalpais Community Services District

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Minutes of the Regular Meeting of TCSD Board of Directors Held at 203 Marin Avenue, Mill Valley July 6, 2011 7:00 p.m.

1. CALL TO ORDER. The Session of the Tamalpais Community Services District Board of Directors was called to order by President Bartschat at 7:10 p.m. on Wednesday, July 6, 2011.

2. ROLL CALL.

Board Members Present: The following members were present:

President Steffen Bartschat
Linda Johnson
Jeff Brown

Not Present: Vice President Jim Jacobs, Gretchen Stagg

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

Staff Present: General Manager Jon Elam, Finance Director Jerry Taylor, Carol Buchholz, Director of Park & Recreation, and Recording Secretary Claudia Laughter.

Not Present: Bob Bunce, Sewer Maintenance Supervisor

Others Present: Sue Hayes, Tam Valley Residents The O'Connors, Maureen Parton, Supervisor Kate Sears

3. APPROVE AGENDA

MOTION TO APPROVE THE AGENDA:

M/S/C L.Johnson/J.Brown AYES: 3 NAYS: 0 ABSENT: 2 (J. Jacobs, G. Stagg)

1. PUBLIC EXPRESSION. President Bartschat invited public expression on non-agenda items, in response to which there was the following:

Celia O'Connor, a resident of Tam Valley as well as property owner of apartments on Maple Street, made a statement to the Board to consider switching to a water use based rate system. President Bartschat thanked her for her statement.

2. COMMISSION REPORTS.

Park and Recreation – Commissioner Sue Hayes reported the following from the June Meeting:

- **Lighting Plan:** The permit process has been very slow and the hope is to complete the project before winter
- **Community Center Rental Rates** – The Commission discussed raising the rates for rentals to cover additional incurred costs
- **Rhubarb Trail** – Progress is on hold for the SEQA permits
- **Marinview Slide** – Awaiting budget approval then bids will be requested

Revitalization and Safety – No update.

GENERAL BUSINESS. It should be noted that GM Elam (and Staff) provided this work session's reports, financials, and other written materials.

A. **WELCOME NEW DISTRICT 3 SUPERVISOR KATHRIN SEARS** – GM Elam welcomed newly appointed Marin County Supervisor Kate Sears as well as Supervisor Aide Maureen Parton. Supervisor Sears said that she is happy to be here and spending time with TCSD and get up to speed with our issues. The Board welcomed her and gave her a brief overview of TCSD and what the District's focus and priorities are as well as an overview of the community. After discussion with the Board, Supervisor Sears and Ms. Parton thanked them for their time and stated they are looking forward to working with TCSD.

B. **PUBLIC HEARING AND PRESENTATION OF THE DISTRICT'S 2011/2012 BUDGET – MOTION TO ADOPT THE DISTRICT'S 2011/2012 BUDGET**– GM Elam and Finance Manager Jerry Taylor presented the District's budget to the Board and requested formal motion to adopt the budget document. President Bartschat inquired as to the changes from the previous Board Workshop. Mr. Taylor stated that the figures were slightly higher from SMCSO (\$4.8 million up from \$4.7 million the previous year). Benefits were down to \$572,000. The largest fiscal challenge will be to rebuild the sewer fund balances.

MOTION TO APPROVE AND ADOPT THE TCSD 2011/2012 BUDGET

M/S/C S. Bartschat/L.Johnson **AYES: 3 NAYS: 0 ABSENT: 2 (J. Jacobs, G. Stagg)**

C. **CONSIDERATION OF PROPOSED ORDINANCE NO. 92 TO RESTATE AND AMEND TCSD ORDINANCE NO. 84 THAT ESTABLISHES SOLID WASTE POLICIES AND STANDARDS FOR REFUSE COLLECTION AND ESTABLISHES FEES FOR THE ADMINISTRATION OF TCSD'S PROGRAM** – JON ELAM

MOTION TO OPEN PUBLIC HEARING

M/S/C S. Bartschat/J. Brown **AYES: 3 NAYS: 0 ABSENT: 2 (J. Jacobs, G. Stagg)**

ANY PUBLIC COMMENTARY: NONE

MOTION TO CONTINUE THE MATTER FOR 2ND READING ON AUGUST 10TH

M/S/C S. Bartschat/J. Brown **AYES: 3 NAYS: 0 ABSENT: 2 (J. Jacobs, G. Stagg)**

- D. PROPOSAL TO ADOPT A MOTION TO UPDATE TCSD GUIDELINES GOVERNING SOLID WASTE, RECYCLING AND GREEN WASTE SERVICES – JON ELAM JE-wanted to develop a set of policy guidelines to address details in the refuse service program.
- E. MOTION TO ADOPT ANNUAL CHARGES FOR SANITARY SEWER COLLECTION SERVICES AND SOLID WASTE COLLECTION AND SUBMIT CHARGES TO MARIN COUNTY AUDITOR'S OFFICE FOR COLLECTION WITH FY 2011-12 PROPERTY TAX BILLS – GM Elam presented the proposal to adopt the change in the annual charges for solid waste collection. After discussion, the Board requested the change of a "32-gallon can" to be corrected to "35-gallon can".
MOTION TO ADOPT TCSD GUIDELINES – ALL 32 TO BE CHANGED TO 35 –
M/S/C S. Bartschat/L. Johnson **AYES: 3 NAYS: 0 ABSENT: 2 (J. Jacobs, G. Stagg)**
- F. MOTION TO ADOPT TCSD COST OF LIVING SALARY ADJUSTMENTS AT A RATE OF 2.82% EFFECTIVE JULY 1, 2011 – GM Elam presented a Cost of Living increase of 2.82
MOTION TO ADOPT COST OF LIVING ADJUSTMENT
M/S/C S. Bartschat/L. Johnson **AYES: 3 NAYS: 0 ABSENT: 2 (J. Jacobs, G. Stagg)**
- G. CSDA ELECTION FOR BOARD OF DIRECTORS – JON ELAM – MOTION TO VOTE FOR STANLEY CALWELL
M/S/C S. Bartschat/J. Brown **AYES: 3 NAYS: 0 ABSENT: 2 (J. Jacobs, G. Stagg)**

STAFF REPORTS

- Carol Buchholz – Park and Recreation:
 - o CREEKSIDE FRIDAY – The program has been a huge success; \$3,500 1st weekend; \$3,877 2nd weekend; \$4,188 3rd weekend; total just over 11k so far and a fantastic group of new volunteers
 - o September Newsletter Deadline – July 31st will cover fall programs
 - o Arts & Crafts fair started planning
 - o Halloween planning beginning
 - o Farmer's Market – going well despite weather

- Bob Bunce – Wastewater Management – Since Mr. Bunce was not at the meeting, GM Elam gave an update. TCSD has gone more than 100 days without a sewer spill and there is only one lateral repair project left to be completed.

- Jerry Taylor – Finance – Mr. Taylor gave his report with the budget section.

- Jon Elam – Refuse: Going well – there have been reports of refuse workers mixing garbage; may want to write letter to that street, hold neighborhood meeting to explain how we collect the garbage, if they have questions, then they can be addressed.

BOARD REPORTS: None.

OTHER ISSUES:

- None

CONSENT CALENDAR –MOTION TO APPROVE MINUTES -

M/S/C L. Johnson/J. Brown AYES: 3 NAYS: 0 ABSENT: 2 (J. Jacobs, G. Stagg)

NEXT MEETING AGENDA ITEMS –

- July 27 – Cancel Meeting

MOTION TO ADJOURN:

M/S/CL. Johnson/J. Brown AYES: 3 NAYS: 0 ABSENT: 2 (J. Jacobs, G. Stagg)

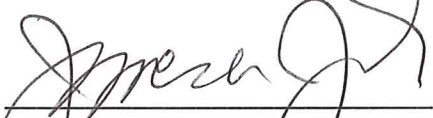
Meeting was adjourned at 9:00pm.

Next Scheduled Board Workshop:

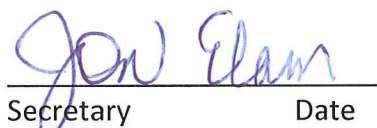
Date: July 27, 2011

Time: 8:45am

Location: TCSD Main Office, 305 Bell Lane, Mill Valley



President Date
Vice President 7/22/11



Secretary Date
9-27-11