

**Minutes of the Regular Meeting of TCSD Board of Directors**  
**Held at 203 Marin Avenue, Mill Valley**  
**February 16, 2011**  
**7:00pm**

1. **CALL TO ORDER.** The Session of the Tamalpais Community Services District Board of Directors was called to order by President Bartschat at 7:08 p.m. on Wednesday, February 16, 2011.

2. **ROLL CALL.**

**Board Members Present:** The following members were present:

President Steffen Bartschat  
Vice President Jim Jacobs  
Linda Johnson  
Gretchen Stagg  
Jeff Brown

Not Present: None

As five 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

Others Present: Sue Hayes

3. **APPROVE AGENDA WITH CHANGES.**

**MOTION TO APPROVE THE AGENDA:**

**M/S/C**

**J. Jacobs/J. Brown**

**AYES: 5**

**NAYS: 0**

1. **PUBLIC EXPRESSION.** President Bartschat invited public expression on non-agenda items, in response to which there was the following: None

2. **COMMISSION REPORTS.**

**Revitalization & Safety Advisory Commission** – The R&S Advisory Commission met on February 15<sup>th</sup> and a report will be presented at the March Board of Directors meeting. – report will be next month.

**Park & Recreation Advisory Commission** – Commissioner Sue Hayes presented an update from the January 2011 Meeting:

- *Community Center Lighting Project* – The plan has been decided on and contractors are currently being interviewed.
- *Rhubarb Trail* – A full update will be given by GM Elam later on the agenda.
- *Firesafe Projects* – Marinview HOA has completed a large amount of clearing work specifically around Tamalpais Elementary.
- *Community Center* – The Commission agreed that the hardwood floors should be refinished in 2011.
- *Learning Garden* – the garden has been winterized and prepped for spring planting

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

A. **Review of Refuse Operation** – GM Elam reminded the Board that if the District is considering a refuse rate analysis, then Sloan Vasquez is recommended as a solid waste reporting specialist. A formal proposal can be requested if the Board approves. After discussion, the Board requested a copy of a refuse report for review that has already been completed by Sloan Vasquez for a District similar to TCSD. Once the report has been studied, the Board will then decide if a similar analysis should be requested for the District.

B. **Formal Mutual Aid Agreement** – GM Elam reported that at the Sausalito Board meeting in January that many of the local treatment plants have entered into mutual aid agreements with each other to offer assistance during emergency situations. GM Elam requested guidance from the Board if they would be interested in forming an alliance with SMCSO and/or SASM. President Bartschat and the other members of the Board suggested sending a letter with a sample mutual aid agreement with fellow Marin agencies.

C. **Proposed Personnel Policies on Bullying in the Workplace & Prevention of Violence in the Workplace** – GM Elam reported that the District is in the process of updating these areas to be folded into the existing personnel policy. The policies have been reviewed by TCSD Legal Counsel.

**MOTION TO APPROVE AND ADD TO TCSD PERSONNEL POLICIES REGARDING BULLYING & WORKPLACE VIOLENCE**

M/S/C    S. Bartschat/G. Stagg    AYES: 5    NAYS: 0

D. **SDRMA Board of Directors Ballot** – GM Elam requested nominations from the Board for the SDRMA Board of Directors. No nominations were presented.

E. **LAFCO Special District Ballots** – GM Elam presented the nominations for the LAFCO Special District seat and the Alternate Member seat.

**MOTION OF THE TCSD BOARD OF DIRECTORS AFTER DUE CONSIDERATION TO PLACE ITS VOTE FOR DENNIS RODONI AS THE LAFCO SPECIAL DISTRICT SEAT DUE TO EXPIRE IN MAY 2015**

**M/S/C S. Bartschat/J. Brown AYES: 5 NAYS: 0**

**MOTION OF THE TCSD BOARD OF DIRECTORS AFTER DUE CONSIDERATION TO PLACE ITS VOTE FOR RUSS GREENFIELD AS THE LAFCO SPECIAL DISTRICT SEAT ALTERNATE DUE TO EXPIRE IN MAY 2015**

**M/S/C S. Bartschat/L. Johnson AYES: 5 NAYS: 0**

F. **Proposed Improvements for Rhubarb Trail** – GM Elam presented an update on the Rhubarb Trail progress. The Park Conservancy has been conducting analysis of the Tam Valley corridor. The next step is to request authorization for a CEQA review and then hiring a contractor for the work to be completed.

**MOTION TO APPROVE BID REQUESTS FOR CEQA PROJECT ON RHUBARB TRAIL**

**M/S/C L. Johnson/S. Bartschat AYES: 5 NAYS: 0**

G. **Food Waste Composting** – GM Elam presented a report on green waste disposal originally from Garbarino Refuse Company as an information piece for the Board.

#### **STAFF REPORTS**

- **Park and Recreation** – Carol Buchholz – Ms. Buchholz reported that the Murder Mystery finished its two week run and has brought in approximately \$6,200. Upcoming events include Spaghetti Bingo and the Opera. The Seniors Group are working in conjunction with Southern Marin Fire Department on a “Vile of Life” project. The next TCSD newsletter will be published in early April.

- **Sewers** - Bob Bunce– Mr. Bunce was not present. GM Elam reported that there had recently been a small sewer spill on Browning and that the responses to the EPA report were being compiled and will be submitted shortly.

At this time, Sue Hayes and Carol Buchholz left the meeting.

- **Finance** – Jerry Taylor – Mr. Taylor presented the disbursements and expense reports to the Board and answered their questions regarding those reports.

- **Refuse** – Jon Elam – GM Elam had no new reports from the refuse department.

