



# Tamalpais Community Services District

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## Minutes of the Special Meeting of TCSD Board of Directors

Saturday, January 30, 2016

9:00am

Fernwood Cemetery Meeting Room-301 Tennessee Valley Rd, Mill Valley

### A. CALL TO ORDER

The Tamalpais Community Services District Board of Directors Meeting was called to order by President Brown at 9:03am on January 30, 2016.

### 2. ROLL CALL President Jeff Brown; Vice President Steven Levine; Directors Steffen Bartschat, Matt McMahon and Jim Jacobs

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

Staff Present: General Manager Jon Elam and Recording Secretary Claudia Laughter

Others Present: Dan McDonald, Malcolm Harvey, Bret Andrews and Shirley Hasley

### 3. APPROVE WORK PLAN STRATEGY AGENDA

#### MOTION TO APPROVE THE AGENDA

M/S/C: J. JACOBS/S. LEVINE                      AYES: 5                      NAYS: 0

President Brown stated that there will be an opportunity for the public to make statements after each agenda item.

### 4. WORK PLAN STRATEGY

A. **DEVELOPING A PLAN FOR A FIVE-YEAR SEWER RATE STRUCTURE** – GM Elam reviewed that the rate structure the Board implemented in 2015 was a one-year plan and that the Board would need to start developing a timeline and process to address the rate structure for FY 2016-17. He outlined steps that

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included determining consultant options, holding a community meeting, carrying out the Prop 218 process including the public hearing, and to implement before the budget deadline of June 30, 2016. GM Elam recommended hiring Tom Gould of HDR Engineering for this year's study as Mr. Reed who conducted previous studies has retired. He stressed that today's meeting was to discuss work plan process and not actual rates and structures. The Board agreed that Mr. Gould should be contacted by Staff to present a proposal that will include financial analysis and methodology that aligns with the goals that the Board will determine. The Board also suggested presenting a town hall meeting for the public for feedback before the Prop 218 process. Director Bartschat suggested that the Board consider a five-year plan. Director McMahon suggested reviewing the potential Prop 218 timeline at the February Regular Board Meeting.

**PUBLIC COMMENT:**

Mr. Bret Andrews spoke stating that if he didn't agree with the rate structure for the year, he would be taking the District to court and that the rates should be based on per parcel.

Mr. Malcolm Harvey spoke saying he agreed with Mr. Andrews and that the Board should go to volumetric to avoid a lawsuit. He also asked the Board to encourage conservation among residents.

Mr. MacDonald left the meeting.

B. DEVELOPING A PLAN FOR 2016-17 REFUSE RATES – GM Elam stated that the current refuse rate structure is in its third year and has been modestly successful but there are not incorporated revenues to be able to purchase a new large truck and other expenses. The other issue will be to review the yard use permit with Marin County which will be discussed later in the agenda. Staff is looking for direction from the Board whether to create a Prop 218 rate change before the June 2016 Budget deadline or to examine the rates further later in the year. After discussion, the Board agreed to not implement a Prop 218 rate change before the end of the fiscal year but to conduct further examination later in the year for implementation in FY 2017-18.

**PUBLIC COMMENT:**

Mr. Andrews encouraged the Board to look at recycling and green waste costs and to implement additional charges for pickup or reduce frequency of green cart collection. He suggested discussing transferring services over to another hauler such as Mill Valley Refuse.

Mr. Harvey suggested looking at the diversion rates and encouraging residents to reuse and reduce their consumption. He also agreed that later in the year would be a good time to review the rates.

The Board took a brief break at 9:58 a.m. Mr. Andrews and Ms. Hasley left the meeting.

C. REVIEW ROLES AND RESPONSIBILITIES OF PARK AND RECREATION ADVISORY COMMISSION – GM Elam reviewed with the Board that the Park and Recreation Advisory Commission has not met since last

September due to the Chair and Vice resigning and the contention at the last meeting. Staff would like feedback from the Board on what direction the Commission should go in, whether they need regular meetings or should be convened as necessary and what the future plan for the group would be. The Board agreed that the Commission did not need to meet monthly and that further discussion with Staff to define what the needs are. Director McMahon added that one of the reasons the meeting was so contentious was the misinformation being spread about an issue and that it was a disservice to the community.

PUBLIC COMMENT:

Mr. Harvey recommended the Commission remaining positive and stressed listening and transparency.

D. REVIEW WORK IN CONJUNCTION WITH SMCS D – GM Elam reported that the subcommittee will be reviewing the JPA Agreement the coming week in preparation of meeting with SMCS D. He stated that this year will be the first time that there will be a test of the success of reducing flows beyond the drought period and it will reevaluate peak wet weather flows. The Board agreed that the District having a voice with the JPA was important in the future projects.

PUBLIC COMMENT:

Mr. Harvey stated he was delighted that the percentage was being looked at and that the Board should look at Mill Valley since their revenues increase every year due to incidental increments.

E. EXPLORE IDEA OF USE PERMIT UPDATE FOR TCS D YARD – GM Elam stated this was reviewed earlier in the meeting but that Staff have requested that consultant Scott Haucstrasser to review the existing permit and to report back to the Board on changes that will be necessary since the permit hasn't been updated since the 1970s. He also stated that several options are being considered for reducing the noise issues and that the attorney for the property that was threatening litigation has agreed that if the transfer noise is removed, they will drop their case.

PUBLIC COMMENT:

Mr. Harvey asked what time of day and percentage of noise is from the transferring. Director Bartschat stated that information was available in the noise study completed in early 2015.

The Board took a short break at 11:03 a.m.

F. DISCUSS GOALS FOR FY 2016-17 BUDGET – GM Elam reviewed the current financial reports from the agenda packet. Director McMahon asked for a five-year forecast instead of just the annual budget to review this year. Director Bartschat suggested bringing up the issue with SMCS D of overpayments being refunded instead of credited to TCS D's account for smaller capital projects.

PUBLIC COMMENT:

Mr. Harvey stated he was pleased to see the present actuals over the long term.

G. REPORT ON POTENTIAL NEW PROJECTS – GM Elam reviewed several potential future projects including patching the road along Marin Avenue, the need to have the office and shop buildings repainted, re-graveling of the parking lot at the Cabin and Eastwood Park, and new chairs for the Community Center rentals and programs. Vice Levine asked if truck replacement would be included as well. Director Bartschat suggested holding another community leader meeting like the District did a few years ago.

**PUBLIC COMMENT:**

Mr. Harvey stated that he believed the roof on the Cabin was old and not a Class A roof and should be considered as a project.

**5. ADJOURNMENT**

**MOTION TO ADJOURN**

**M/S/C J. JACOBS/M. McMAHON    AYES: 5    NAYS: 0**

**MEETING ADJOURNED AT 11:49AM**

  
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President

  
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Secretary