



Tamalpais Community Services District

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Minutes of the Regular Work Session Meeting of TCSD Board of Directors

Held at 305 Bell Lane, Mill Valley

May 25, 2011

8:45 a.m.

1. **CALL TO ORDER.** The Session of the Tamalpais Community Services District Board of Directors was called to order by Acting President Linda Johnson at 8:46 a.m. on Wednesday, May 25, 2011.

2. **ROLL CALL.**

Board Members Present: The following members were present:

Acting President Linda Johnson
Gretchen Stagg
Jeff Brown

Not Present: President Steffen Bartschat, Vice President Jim Jacobs

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, Wastewater Facility Manager Bob Bunce, and Recording Secretary Claudia Laughter.

Not Present: None

Others Present: Michael Morisoli from Miller-Pacific Engineering and Pippen Cabagnaro from Nute Engineering

3. **APPROVE AGENDA WITH CHANGES.**

MOTION TO APPROVE THE AGENDA WITH THE FOLLOWING CHANGES:

M/S/C G. Stagg/J. Brown AYES: 3 NAYS: 0 Absent: 2

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

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

- A. **DISCUSS AND REVIEW MATERIALS RELATING TO SLIDE REPAIR ON COUNTYVIEW DRIVE AND AUTHORIZE SOLICITATION OF BIDS** – GM Elam introduced Michael Morisoli from Miller-Pacific and Pippen Cabagnaro from Nute Engineering. Mr. Morisoli presented the findings from the engineering investigation into the hillside slide that is occurring on Countyview Drive. The report stated that only a few yards of material had been displaced and there is no risk to any inhabited structures present but if left unattended, the slide could continue to work its way upslope. Mr. Morisoli presented two options for maintaining the slide: Option 1: Construction of a retaining wall across the top of the slide area to prevent migration of the slide upslope; Option 2: Trimming the vegetative debris that has the potential to slide and to flatten the slope. Mr. Morisoli suggested using his presented materials in bid submission packages and that the work should remain under \$50,000 and suggested a two week timeline for submission of bids. He also suggested contacting the surrounding residents to discuss the proposed work.

MOTION TO PROVIDE APPROVAL DIRECTION TO STAFF AND BEGIN PROCESS OF BID SUBMISSION FOR THE PROJECT ON COUNTYVIEW DRIVE

M/S/C J. Brown/G. Stagg AYES: 3 NAYS: 0 ABSENT: 2

- B. **DISCUSSION OF 2011-2012 REFUSE RATE INCREASE** – GM Elam reported that after reviewing preliminary budget figures, the Staff have worked with District Legal Counsel to produce a letter to distribute to all District residences regarding a cost of living increase to refuse rates in the amount of 3.13%. This letter will need to be postmarked by June 1, 2011 to meet the 30 day notification deadline of July 1, 2011. This is the first rate increase since 2007 and the letter will cover the proposed increases as well as rates for optional debris bins and additional services.

MOTION TO AUTHORIZE STAFF TO SEND NOTICE OF INCREASE IN REFUSE RATES TO DISTRICT RESIDENTS

M/S/C L. Johnson/G. Stagg AYES: 3 NAYS: 0 ABSENT: 2

6. **ADDITIONAL ISSUES**

- GM Elam presented the draft brochure for Summer 2011 Sewer information that is to be sent to all residences. The brochure covers maintenance work and projects the District has been focused on as well as suggestions to residents on keeping sewer lines clear.
- GM Elam presented several news editorials from the Marin IJ regarding sewer boards, food scrap composting, and water rate increases.
- GM Elam stated there will be a closed session at the June Board Meeting to discuss the recent letter received from Mr. Paul Davis.

MOTION TO ADJOURN:

M/S/C J. Brown/G. Stagg AYES: 3 NAYS: 0 ABSENT: 2

Meeting Adjourned at 9:51 a.m.

NEXT MEETING:

Meeting: TCSD Work Session

Date: June 10, 2011 Time: 10:00 a.m.

Location: 305 Bell Lane, Mill Valley

SA PA 6/15/11

President

Date

JW Th 6-15-11

Secretary

Date