

# Marin County Special Districts Association

An Organization to propose and advocate constructive means for the improvement and functioning of Special Districts within the County of Marin, State of California, and to assist such Special Districts and their governing bodies to provide a more effective and efficient government at the closest level to the citizens of Marin County that will result in benefit to the public.

## NOTICE OF EXECUTIVE OFFICERS MEETING MINUTES

Tuesday, July 7, 2020

Tamalpais Community Services District /Hosted Zoom, Phone Call Meeting

### 1. CALL TO ORDER

President Heather Abrams called the meeting to order at 2:36pm

### 2. ROLL CALL BY ASSOCIATION SECRETARY

Roll was taken and quorum was met. The following were in attendance:

Officers: Heather Abrams, President, General Manager, Tamalpais Community Services District

Bill Hansell, Vice President, District Manager, Alto Sanitary District

Shelley Redding, Secretary, Administrator, Inverness Public Utilities District

Craig K. Murray, Treasurer, Board Director, Las Gallinas Valley Sanitary District

Lew Kious, Officer At Large, Board Director, Almonte Sanitary District

Officers Absent None

Staff Present Colleen Haley, CSDA

Public Present Judy Schriebman, Board Director, LGVSD

Michael Boorstein, RVSD

Pamela ?, RVSD

Jeanne Villa, NFPD

### 3. OPEN FORUM/PUBLIC COMMENT

There were no public comments.

### 4. AGENDA REVIEW

Approved: M/S by Officers Bill Hansell and Lew Kious to accept the Agenda. Ayes: Abrams, Hansell, Redding, Murray, Kious. Nays: None, Abstain: None. Motion approved unanimously.

### 5. CONSENT CALENDAR ITEMS

a) Approval of Minutes for April 28, 2020 Executive Officers Meeting

Approved: M/S by Officers Hansell and Murray to accept the consent calendar. Ayes: Abrams, Hansell, Redding and Murray. Nays: None. Abstain: Kious.

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6. Round Robin (REPORT FROM CHAPTER COMMITTEES):

• Tamalpais Community Services District

Heather Abrams reported Tam Valley is managing operations, providing COVID Testing for employees and managing operations with social distancing criteria and continue to work from home for past 4 months with the Shelter In Place orders. The District is starting a large CIP project with an \$11 million debt service.

• Alto Sanitary District

Bill Hansel reported everything is fairly normal. Reviewing the budgetary concerns with regard to the Excess ERAF legislation and how it will impact the District.

• Inverness Public Utility District

Shelley Redding reported that the Water Operations are fully functioning, preparing for A CIP project to replace water tanks. The Fire Department is participating in the Marin Wildfire Prevention Authority and is currently reviewing shovel ready projects for this summer including fuel load reduction and shaded fuel breaks. Working remotely part-time and in the office on days when staff is not present.

• Las Gallinas Valley Sanitary District

Craig Murray reported District is coping well. RGS reviewed overall staffing and recommended adding 10 new positions, which the Board approved. CASA-CWA has identified COVID in the wastewater. He noted the excess ERAF calculation is also a concern and expects the County will have information on the new formula soon. Judy Schriberman reported they are continuing with their big project; essential services are ongoing. Mentioned One Water Group offered information regarding funding for parklets.

• Almonte Sanitary District

Lew Kious reported that they have a new website, which is similar to LAFCo. Lew requested information from Craig about the COVID in wastewater.

• Ross Valley Sanitary District

Michael reported that operations are working with social distancing protocols for staff. He reported a new lab at UC Berkeley that is testing effluent for COVID virus using RNA. He also reported bug projects were delayed a little bit, but now Larkspur Landing project is back up and running.

• Novato Fire Protection District

Jeanne Villa reported District staff is working remotely, services continuing with social distancing protocols and planning for fire season. MWPA activities rolling out. Planning for PG&E PSPS events, which will be more streamlined with more micro-grids and more targeted approach.

7. REVIEW OF LOGOS CSDA PROVIDED:

Lew Kious reports the image is straightforward and recommends use of the logo on the website. M/S by Officers Kious and Murray to adopt the logo provided by CSDA. Ayes: Abrams, Hansell, Redding Murray and Kious. Nays: None.

8. REVIEW OF CHAPTER WEBSITE: STREAMLINE

Shelley Redding reported that the website provider, Streamline, is easy to maintain once it is setup. Contact for the Association can be made through the website to a generic email address that can be setup. Discussion about information and documents available on website.

9. REVIEW OF CHAPTER MEETING SPEAKERS

Craig Murray proposed potential speakers for future meeting. A Possible speaker could be the County Auditor regarding the ERAF funding legislation, and he can extend an invitation for the October Meeting. Colleen Haley offered to arrange speakers from CSDA for related issues. Carol Mills from State Senator McGuire's office may be available, as well as State Assembly Member Marc Levine.

10. REVIEW OF PROCEDURAL ITEMS:

Bill Hansell proposed strategies for scheduling meetings with notices, virtual and in person, and how to engage with potential new members. A bulk email could be sent with an initial invitation and LAFCo has a contact list with approximately 30 agencies in an excel format.

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**11. REVIEW FROM CHAPTER COMMITTEES:**

- A. Nominating Committee: No Activity
- B. Legislation Committee: Colleen Haley reported on the State Budget activity. She reported that there is no money for Special Districts, except for the Excess ERAF Counties. The State is reviewing the calculation methods used by the Counties. The State Controller will decide the correct calculation and administer the fund. Also mentioned the HR 707.3 Garamendi Bill – Funding measures for COVID.
- C. Local Government Committee: Bill Hansell reported on the California Government Code that establishes process for election process for 2 representatives and 1 alternate for the MCISDC. Described that LAFCo has been running the elections. MCSDA can now facilitate the running of the election. He reported that there will be a descriptive document about the change proposed and it will be sent to the list provided by LAFCo for Board approval. MCSDA role would be to appoint a person to run the election, an Election Officer. It is proposed that after the next Executive Meeting adjourns, the Election Committee will convene to facilitate the individual to run the election according to State law. The timetable would be set by Jason Fried of the Marin County LAFCo.
- D. Other Chapter Committees:
  - a. Chapter Formation Committee:
    - 1. Chapter By-Laws: Heather suggested Chapter By-Laws be loaded onto the website
    - 2. Member Application: Applications received should be sent to Heather.

Lew Kious Left the meeting at 3:28 p.m.

**12. Community Partner Updates:** None to report

**13. Informational Items:**

- A. Reports
  - 1. CSDA: Colleen Haley noted legislative updates available on CSDA website and in newsletter.
  - 2. Chapter President: Nothing further
  - 3. Chapter Officers
    - Bill Hansell, nothing further
    - Craig Murray, nothing further

**14. BOARD REQUESTS:**

None

**15. ADJOURNMENT:** Next meeting scheduled for Tuesday, October 6, 2020 at 2:30 p.m. Zoom Video Conference.

M/S by Officers Murray and Hansell to adjourn the meeting. [Ayes:](#) Officers [Abrams, Hansell, Redding and Murray](#). [Nays:](#) None, Abstain: None. Motion approved unanimously.

Meeting adjourned at 4:03 p.m.

Meeting adjourned at 3:40pm

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