

1 **MUIR BEACH COMMUNITY SERVICES DISTRICT**
2 Minutes of the Board of Directors meeting held on
3 Wednesday, April 6, 2016
4

5 **OFFICIAL MINUTES ONLY UPON APPROVAL**
6

7 Prior to approval of these minutes by the Board of Directors in a public meeting, these minutes are draft
8 only and subject to change. Upon approval by the Board, these minutes become the Official Minutes of
9 the meeting.

10
11 **Item 1 Call to Order:**

12
13 Victoria Hamilton-Rivers called the meeting of the Muir Beach Community Services District Board of
14 Directors to order at approximately 7:26 PM.

15
16 Directors present: Paul Jeschke, Victoria Hamilton-Rivers, Lynda Grose, Peter Lambert

17
18 Directors absent: Gary Friedman

19
20 Staff present: Bill Hansell, District Manager
21 Ciana DeBernardo, Meeting Secretary

22
23 **Item 2 Agenda:**

24 MOTION: To adopt the agenda as submitted.
25 Moved: Jeschke, Second by Grose
26 Vote: AYES Unanimous

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28 **Item 3 Consent Calender:**

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30 MOTION: To approve draft minutes for March 2, 2016 meeting &
31 Financial Reports
32 Moved: Lambert, Second by Grose
33 Vote: AYES Unanimous

34
35 **Item 4 District Managers Report:**

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37 Hansell reviewed on-going meetings and highlighted important items in his report. He noted that the
38 FY15-16 Fire Dept budget has been revised and he hopes to have it approved at the next meeting.

39
40 **DM Report Item #12: Roads – CalTrans Easment at Hwy 1/Sunset Way:** It is in the right of way of
41 CalTrans. Any work on the road will have to go through CalTrans approval process first.

42
43 **DM Report Item #14: Water – Well Issues:** The 2002 Well has been cleaned and a video was taken.
44 Two holes were found in the wall of the well at 14 ft and 18 ft. The next step is to repair the holes by
45 inserting a new liner into the well. Weeks Drilling will provide a proposal and it could be repaired in the
46 next week depending upon scheduling by their dispatch. Also, samples from the 2008 well water came
47 back positive for e coli and coliforms. The Water Board directed the CSD to increase chlorine levels
48 because of this recent contamination. Hansell noted that the 2008 well pumps slower than the 2002 well
49 and therefore takes longer to fill the tanks resulting in greater energy expense. Hansell asked that
50 residents continue to conserve water usage by avoiding outdoor watering when possible. Former DM,
51 Leighton Hills, spoke about the well pumping and possible cause of the damage to the 2002 well.

52
53 **DM Report Item #20: General Business - Financial Audits:** Hansell emphasized that we must get
54 these going as soon as possible

55
56 Gross commented that the Personnel Committee help Hansell with finding a Water Manager successor.
57
58

59 **Item 5 Draft MBCSD Contract for Provision of Temporary Water Service (1820 & 1850 Shoreline**
60 **Hwy):**

61
62 Hansell reported on the draft of a contract to provide temporary water service to 1820 & 1850 Shoreline
63 Hwy. He asked for a motion from The Board to go ahead with the contract. The previous Board approved
64 the need for a connection and Hansell requests final approval because the District is exposed to liability
65 with the existing connection. He emphasized that a contract is needed at this point and construction has
66 a small seasonal window for completion. Delaying the contract would push back completion even further.
67 Hansell explained County Counsel's position that the District cannot waive the connection fee as that
68 would constitute an illegal gifting of public funds. He further clarified that NPS will pay the connection fee
69 and all construction costs, and will be responsible for monitoring water quality as stated in the draft
70 contract. He pointed out that the contract protects the District's interests by allowing termination after the
71 Banducci's cease to occupy the property.

72 ACTION: No Motion was made. Board members stated that they do not have enough information to
73 approve the contract and will do due diligence and revisit this item at the next meeting.

74

75 **Item 6 Committee Reports:**

76

77 *Capital Projects and Facilities Ad-Hoc Committee:* Jeschke reported that the committee has met twice to
78 review all facilities located in Muir Beach to determine what needs to be done and then prioritized all
79 items. A full report is available as part of the meeting packet. A survey went out to Muir Beachers on what
80 facilities they would like prioritized. Jeschke will get back to the Board in two months with
81 recommendations on what facilities should be prioritized.

82

83 *Sunset Way Ad-Hoc Committee:* Hamilton-Rivers reported that the ILS plan, including the turn around at
84 Cove Lane along with alternatives were submitted for a Pre-App Review and the committee is waiting for
85 a response. A written response has been received from the Fire Marshall but not the other agencies. The
86 DM has requested rough pricing from Ghilotti, Argonaut, and other recommended GC's. The owners of
87 161 Sunset (Lainie Case and Kim Warren) agreed to have an independent engineer inspect the retaining
88 wall on the edge of their property to more accurately assess its condition. The interim patching of Sunset
89 Way and Pacific Way has been completed. The committee will have further discussion on the intersection
90 of Sunset Way/Hwy 1 before it's presented to the Board. The CSD is committed to keeping roads safe for
91 everyone and speeding on Sunset Way is an area of great concern to the community. Encroachment in
92 the CSD easement area needs further discussion but in the interim the DM has posted a prior resolution
93 from March 17, 2004, that addresses the issue. The committee will review this resolution and go from
94 there.

95

96 *Personnel Ad-Hoc Committee:* Lambert reported on the committee meeting and the Water Manager's
97 retirement status. The committee will review all areas of the District Manager's work to create an accurate
98 job description. It will also make recommendations on a benefits package for Harvey. Also addressed at
99 the meeting was the topic of the District Manager's hours. There will be a meeting on Friday, April 15, at
100 11:30 AM to further discuss this situation.

101

102 *Spindrift Ad-Hoc Committee:* Grose reported that the committee had two meetings and are in a
103 brainstorming phase to determine what the needs of both the community and Nature Conservancy are.

104

105 *Community Skills Ad-Hoc Committee:* Grose reported that a questionnaire is currently in 1st draft and
106 there is nothing else to report at this time.

107

108 *Audits Ad-Hoc Committee:* Nothing to report at this time.

109

110 **Item 7 Muir Beach Advocacy Group Issues:**

111

112 Hamilton-Rivers reported on the Muir Beach Advocacy Group (MBAG). It was formed two years ago and
113 its objective is to respond to issues that directly impact the community. She wants to acknowledge the
114 work done by MBAG at the County, State and Federal level and the importance for CSD collaboration
115 with them whenever possible. She would like to encourage collaboration and give support to MBAG.
116 Hamilton-Rivers volunteered to be the point person with this collaboration. Hansell will include the MBAG

117 updates in his District Manager's Report.

118

119 **Item 8 GGNRA Dog Management Plan:**

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121 Resident Laura Pandapas reported that the NPS plan is currently in draft rule form and will eliminate all
122 dogs on trails and fires roads. She noted that NPS wants to have leashed dogs on Big Beach and will
123 allow unleash dogs on Little Beach only. She sees this as a huge red flag to residents because it will
124 increase both foot and car traffic to Little Beach causing parking issues on both Cove Lane and Sunset
125 Way. She has been working with "Marin County Dog" on some compromises that can be made. One is
126 time usage for off leash dogs on Big Beach and at least one fire road out of Muir Beach for dog use.

127

128 Resident Chris Gove would like the Board to consider making a motion to reaffirm the Board's
129 commitment to resolutions made in December of 2013 and also adopt and publish Gary Friedman's letter
130 with his suggested revisions.

131

132 Jeschke voiced his opinion in favor of the GGNRA Management Plan. His concern is that dogs are
133 natural hunters and they are a direct threat to local wildlife. He fully supports the NPS efforts to control
134 dogs on the beaches and trails.

135

136 A resident spoke up that the real issue is not whether dogs should be allowed on the beach or not but the
137 direct impact this new law will have on Muir Beach as a community with the foot traffic and cars going to
138 Little Beach. The real issue is protecting Little Beach and the children and dogs that play on Sunset Way.

139

140 MOTION: To send the NPS a letter based on Gary Friedman's letter
141 with copies of previous CSD and County resolutions.

142

143 Moved: Hamilton-Rivers, Second by Gross

144

145 Vote: AYES 3 NAYS 1

146

147 Note: Jeschke proposed a friendly amendment to the motion stating that many people in Muir Beach
148 support the NPS proposed dog management plan and that criticism of this report is not unanimous.

149

150 **Item 9 Green Gulch Emergency Siren Update:**

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152 Green Gulch Director Sara Tashker talked about an emergency siren that will be installed at the entrance
153 of Green Gulch and HWY 1. Green Gulch is currently a designated Red Cross center but there is no
154 Emergency Director. Resident John John Sward spoke about attempts to install a siren in the past but
155 because of the fog they were unable to find one loud enough for all of Muir Beach to hear. Other
156 residents agreed, including the Fire Chief, that having something is better than nothing when it come to
157 alarming the community of emergencies.

158

159 **Item 10 Public Open Time:**

160

161 A resident asked grass growing at the entrance of Sunset Way and HWY 1 be cut because it's blocking
162 visibility.

163

164 Resident Maury Ostroff announced that the Beachcomber is still looking for an Editor.

165

166 Resident Mary Halley spoke about the CSMART meeting held at the community center. Muir Beachers
167 can have a chance to do the poll online and contribute to the new policies in the County. April 15 is the
168 deadline to complete the poll online.

169

170 Resident Arlene Robertson submitted a letter she would like to have added to the minutes. It concerns the
171 storm drainage pipe on Cove Lane. Hansell received the letter but noted that it should have been part of
172 comments to Item 6 since Public Open Time is for non-agenda topics.

173

174

175 **Item 11 Recognitions and Board Member Items of Interest:**

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177 Hansell thanked Harvey for helping with the recent road patching. He also thanked Leighton Hills for
178 helping with the water issues and Michael Kaufman for tallying the Water Manager's hours.

179

180 Hamilton-Rivers recognized Bill Hansell for doing an awesome job and MBAG for all their hard work and
181 time they put in attending meetings. She hopes to form a better collaboration between MBAG and the
182 MBCSD.

183

184 Grose thanked Mary Halley for bringing C-SMART to the Board's attention.

185

186 **Item 12 Request for Future Meeting Agenda Items:**

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188 No additional requests were made.

189

190 **Item 13 Items Removed from Consent Calendar:**

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192 No Items were removed from the Consent Calendar.

193

194 **Item 14 Adjournment:**

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|-----|---------|--------------------------|
| 196 | MOTION: | To adjourn the meeting |
| 197 | Moved: | Jeschke, Second by Grose |
| 198 | Vote: | AYES Unanimous |

199

200 Meeting was adjourned at 9:24pm