

1 **MUIR BEACH COMMUNITY SERVICES DISTRICT**  
2 Minutes of the Board of Directors meeting held on  
3 Wednesday, June 1, 2016  
4  
5

6 **OFFICIAL MINUTES ONLY UPON APPROVAL**  
7

8 Prior to approval of these minutes by the Board of Directors in a public meeting, these minutes are draft  
9 only and subject to change. Upon approval by the Board, these minutes become the Official Minutes of  
10 the meeting.  
11

12 **Item 1 Call to Order:**  
13

14 Gary Friedman called the meeting of the Muir Beach Community Services District Board of Directors to  
15 order at approximately 7:15 PM.  
16

17 Directors present: Paul Jeschke, Peter Lambert, Lynda Grose, Gary Friedman,  
18 Victoria Hamilton-Rivers  
19

20 Directors absent: None  
21

22 Staff present: Bill Hansell, District Manager  
23 Sharry Mullin, Meeting Secretary  
24

25 **Item 2 Adoption of Agenda:**  
26

27 MOTION: To adopt the agenda as submitted.  
28 Moved: Hamilton-Rivers, seconded by Jeschke  
29 Vote: AYES: Unanimous  
30

31 **Item 3 Approval of Consent Calendar:**  
32

- 33 A. Draft Minutes from the Regular Meeting of May 4, 2016, as submitted.  
34 B. Financial Report dated 4/30/16, as submitted.  
35

36 MOTION: To approve Items A and B above.  
37 Moved: Grose, seconded by Hamilton-Rivers  
38 Vote: AYES: Unanimous  
39

40 **Item 4 District Manager's Report:**  
41

42 The complete District Manager's Report can be found on the CSD website. Hansell made comments on  
43 the following items:  
44

45 Item 5 – The fire tax is expiring at the end of June. The submittal deadline for the November ballot is  
46 August 11. The Board should get the word out as to why the tax is important. A November renewal of  
47 the tax will be retroactive to July 1.  
48

49 Item 15 – Hansell reiterated the points made in the District Manager's Report.  
50

51 Item 24 – Due to excessive demands on his time, Hansell has not yet been able to draft a budget for  
52 fiscal year 2016-17. One upside to not yet having it done is that Hansell will be able to ask the auditor for  
53 the best format for the budget.  
54

55 Item 26 – Hansell pointed out information that was received from the advocacy group MBAG and said he  
56 will follow up each month on this topic.

1 Requests were made by the Board that the Board packet be sent out at least a week in advance of the  
2 scheduled meeting. There was also a request that draft minutes be posted to the website within a week  
3 of the meeting to which they pertain.  
4

5 **Item 5 Draft MOU with the National Park Service for Provision of Water Service to NPS Tract 03-**  
6 **104:**  
7

8 Hansell offered the following background on this issue: The Banducci property has received water from  
9 the CSD under conditions that were intended to be temporary, but that have gone on for years. There are  
10 two options for providing safe water to the property – install a hard pipe connection, or truck water in.  
11 The MOU would allow the NPS to install permanent pipe for providing water to the residences.  
12

13 Board and public discussion brought up many concerns, most pertaining to Paragraphs 7 and 8 in the  
14 MOU, and the fear that the Park Service could build a nursery or visitor center on the property. Mia  
15 Monroe, representing the NPS, spoke to the concerns.  
16

17 It was felt that the risk of not moving forward outweighed the concerns. Angie Banducci expressed that  
18 she and Amadeo were fine with the proposal and thanked Hansell and the Board for their work.  
19

20 Ultimately, the following motion was made:  
21

22 MOTION: To approve the Draft MOU for a water service connection to NPS Tract  
23 03-104 with an amendment to Article 3.8 to read: Seek MBCSD  
24 approval for any new water uses other than residential; and subject to  
25 legal review.

26 Moved: Grose, seconded by Hamilton-Rivers

27 Vote: AYES: Friedman, Hamilton-Rivers, Grose, Lambert

28 NOES: Jeschke  
29

30 **Item 6 Ad-Hoc Committee on Audits recommendation:**  
31

32 Lambert reported. Twenty-two RFPs were sent and four proposals were received in return. Three of  
33 those seemed to have the experience level to perform the audits. Two of the three are local and the other  
34 is in Sacramento. Estimates for the eight years ranged from \$59,000 to \$82,000.  
35

36 Lambert recommended that the CSD engage the lowest bid, which was from Ricciardi in San Rafael. The  
37 audits are estimated to take about 3-4 months to complete. Hansell is familiar with Ricciardi. The Audit  
38 Committee hopes to facilitate Hansell on the project.  
39

40 MOTION: To approve the Audit Committee's recommendation to hire Ricciardi to  
41 perform the audits.

42 Moved: Jeschke, seconded by Hamilton-Rivers

43 Vote: AYES: Unanimous  
44

45 **Item 7 Quilters Donation for Enhancements to the CC Deck:**  
46

47 Outi presented. Several years ago, the MB Quilters donated \$5,000 to the CSD to repair the large  
48 window in the Community Center. That repair has not yet been done, and there is a need to make some  
49 improvements to the outer deck. The quilters would like to switch the previous donation to the deck and  
50 add another \$5,000 to it. In addition, there is \$8,000 that was never utilized for the awning. The sum of  
51 these would provide \$18,000 for the deck project.  
52

53 The quilters want to end their non-profit status effective November 1 and need to disburse the funds by  
54 then.  
55

1 Hansell described the proposed project which includes glazing in the deck, partially with windows that  
2 open. Dotto Glass has made a bid of \$20,000 and needs a 14-16 week lead time.

3  
4 Board and public discussion covered varying opinions about whether the proposed project should  
5 channel through the Facilities Committee, whether the money was better spent on repair items, and the  
6 aesthetics of the project.

7  
8 The following motion was made:

9  
10 MOTION: To approve earmarking of a donation of \$10,000 from the Muir Beach  
11 Quilters to be used for windows for the deck pending timely community  
12 input and a decision by July 1.  
13 Moved: Grose, seconded by Hamilton-Rivers  
14 Vote: AYES: Unanimous  
15

16 **Item 8 Community Center Rental Policy revision:**

17  
18 Amy Utstein presented a proposal for a revision to the Community Center rental policy to address  
19 parking, noise, and other issues. The revision calls for a facilitator to be present, at a cost of \$25/hour, for  
20 certain events.

21  
22 MOTION: To approve the proposal as submitted.  
23 Moved: Hamilton-Rivers, seconded by Grose  
24 Vote: AYES: Unanimous  
25

26 **Item 9 Formation of Ad-Hoc Committee for Fire Department Facilities:**

27  
28 Lambert offered to serve on the committee.

29  
30 MOTION: To form an Ad-Hoc Committee for Fire Department Facilities.  
31 Moved: Jeschke, seconded by Hamilton-Rivers  
32 Vote: AYES: Unanimous  
33

34 **Item 10 Ad-Hoc Committee on Sunset Way Project Recommendations:**

35  
36 Debra MacDonald reported that parking is a horrendous issue on Seacape and Ahab and would like  
37 someone from Seacape to be added to the committee.

38  
39 A special meeting is scheduled for Wednesday, June 29 at 7:15 PM.

40  
41 **Item 11 Committee Reports:**

42  
43 These were tabled due to lack of time.

44  
45 **Item 12 Public Open Time:**

46  
47 Mike Moore reported that the annual Fireman's BBQ was a success with around \$50,000 in revenues  
48 taken in. There will be an open meeting at 5:00 at the picnic grounds on June 4<sup>th</sup>. Pizza will be served.  
49 He thanked the CSD and the volunteers for their efforts.

50  
51 Gerry Pearlman would like to have the pool table moved to the Community Center.

52  
53 Peter Rosselli thanked Deborah MacDonald for her committee work.

54  
55 Harvey Pearlman brought up the difficulty of driving Pacific Way on the weekends.  
56

1 Christian Riehl said there are two public meetings coming up in which to have your voice heard.

2

3 **Item 13 Recognitions and Board Member Items of Interest:**

4

5 Hansell wanted to recognize the extent of the work that the Board President has been doing. He has put  
6 in many hours and it's been very helpful.

7

8 Hamilton-Rivers wanted to recognize the Ad-Hoc Committee for Sunset Way and the Fire Department,  
9 which has helped by providing the fire truck to test various maneuvers.

10

11 **Item 14 Request for Future Meeting Agenda Items:**

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13 There were no requests for future meeting agenda items.

14

15 **Item 15 Items Removed from Consent Calendar:**

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17 No items were removed from the Consent Calendar.

18

19 **Item 16 Adjournment:**

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21 MOTION: To adjourn the meeting.

22 Moved: Hamilton-Rivers, seconded by Grose

23 Vote: AYES: Unanimous

24

25 The meeting was adjourned at approximately 9:15 PM.