

MUIR BEACH COMMUNITY SERVICES DISTRICT

19 Seacape Drive Muir Beach, CA 94965 • 415-388-7804 • www.muirbeachcsd.com



**Thursday, October 29, 2015
7:00 PM – Regular Meeting**

**Board of Directors
Community Center
19 Seacape Drive
Muir Beach, CA 94965**

SPECIAL NEEDS

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the District Manager at 415-388-7804. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure participation in the meeting.

AGENDA

Item 1 CALL TO ORDER

Steve Shaffer, Board President
Paul Jeschke, Board Vice President
Scott Bender, Director
Peter Lambert, Director

Steve Wynn, Interim District Manager
Sharry Mullin, Meeting Secretary

Item 2 APPROVAL OF MINUTES

As attached: Draft Minutes from September 24, 2015 meeting and the financial report.

Item 3 CLOSED SESSION RESULTS AND SUMMATION OF SEARCH PROCESS FOR PERMENANT DISTRICT MANAGER

Item 4 BOARD OF DIRECTORS TO VOTE FOR PERMENANT DISTRICT MANAGER

Item 5 NATIONAL PARK SERVICE REPORT

Representatives of the National Park Service may be present to update the community on NPS projects. In accordance with a prior understanding, NPS will provide us with a list of topics to be discussed.

Item 6 FIRE DEPARTMENT

Report by Fire Chief – Steve Wynn may be available to provide a brief update to the Board on the activities of the fire department.

Item 7 DISTRICT MANAGER REPORT

- A) MBDC CERT backpack purchases.
- B) DPW speed limit signs for Seacape and Starbuck.
- C) No beach parking signs at the Community Center.
- D) Fire hose box proposal for the bottom of Cove Ln.
- E) Trimming bushes that encroach onto roadway.
- F) Request for CSD/VFA funds to have dangerous trees that pose a threat to powerlines, removed or trimmed before winter.

Item 8 NATURE CONSERVANCY'S ACCESS PLAN PROPOSAL

Discussion on how to proceed with the proposal and who to appoint as the point guard.

Item 9 HANDICAP ACCESS AT COMMUNITY CENTER

Continuing the rock wall on the path from Seacape to the community center.

Item 10 PUBLIC OPEN TIME

The Brown Act provides that no action or discussion shall be undertaken on any item not published on this agenda. This is intended to let people know a topic is up for discussion so they can decide whether to attend a meeting. That said, items may be proposed by members of the audience during public open time for inclusion in future agendas, and brief responses may be made to questions posed to Board members or staff. In addition:

1. *Topics should be within the four powers of the CSD ((1) water, (2) roads, (3) fire & (4) recreation).*
2. *The topic should not be elsewhere on the agenda.*
3. *Public comments are limited to 3 minutes per speaker, unless waived by the Board.*
4. *The period for public open time is limited to 15 minutes, unless waived by the Board.*

Item 11 SELECTION OF DATE FOR NEXT MEETING

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Item 12 ADJOURNMENT

MUIR BEACH COMMUNITY SERVICES DISTRICT
Minutes of the Board of Directors meeting held on
Thursday, September 24, 2015

OFFICIAL MINUTES ONLY UPON APPROVAL

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

Item 1 CLOSED SESSION ITEM

Item 2 CALL TO ORDER

Paul Jeschke called the meeting of the Muir Beach Community Services District Board of Directors to order at approximately 7:08 PM. Steve Shaffer arrived a few minutes later and presided at the meeting.

Directors present: Steve Shaffer, Scott Bender
 Paul Jeschke, Peter Lambert

Directors absent: None

Staff present: Steve Wynn, Interim District Manager
 Sharry Mullin, Meeting Secretary

Item 3 DISCLOSURE OF ACTION TAKEN DURING CLOSED SESSION

The Board met and unanimously agreed on a rank order of the finalist candidates for the District Manager position. The Board will begin reference checking and extend an offer, or offers if necessary, next week. On the assumption that one of the finalists accepts the role, the Board plans to announce the new District Manager in the October Board meeting

Item 4 APPROVAL OF MINUTES

The date of the minutes referenced in Item 3 was amended to read 7-30-15.

MOTION: To approve the Draft Minutes from the August 27, 2015 meeting, as corrected.
Moved: Bender, seconded by Lambert
Vote: AYES: Unanimous

Item 5 NATIONAL PARK SERVICE REPORT

Mia Monroe was present to offer a report. She handed out a list of items of concern that had been compiled from prior meetings. The list included the topics of trash at Muir Beach, renovation of the house at the Golden Gate Dairy, how to sign up to receive important GGNRA notices and updates, and how to learn about public health and safety issues (including water quality at the beach, fire danger, the Spare the Air Program and more.)

Mia offered an explanation to the number of common murrelets that have been found dead on the beach and gave an update on the Coho salmon and monarch butterfly populations at Muir Beach.

Two studies are underway to learn more about the Highway One safety issues.

She answered questions regarding dogs on the beach and the Kent Canyon firing range.

Item 6 NATURE CONSERVANCY'S ACCESS PLAN PROPOSAL

Alex Tolkach, from The Nature Conservancy, was expected to attend, but did not.

Gerry Pearlman related the background of The Nature Conservancy's acquisition of Spindrift Point in 1966. At that time, and in the years since, Muir Beach residents have enjoyed unlimited visitation access to the point. Spindrift Point was closed in 2012 for trail maintenance and The Nature Conservancy has been unwilling to allow access since the work was completed except in a very restricted way.

Gerry has developed a proposal for unrestricted visitation access that includes conditions that would address the concerns The Nature Conservancy has expressed. Gerry would like the Board to endorse the proposal.

Paul Jeschke read a statement from resident Sigward Moser, which also laid out the history of The Nature Conservancy's acquisition of Spindrift Point as well as a plan to allow residents unlimited access.

After some discussion the following motion was made:

MOTION:	To express support of the idea of open access to Spindrift Point and to develop a management plan that can be presented to The Nature Conservancy.
Moved:	Lambert, seconded by Bender
Vote:	AYES: Unanimous

Item 7 FIRE DEPARTMENT

Fire Chief Steve Wynn encouraged residents to continue filing reports when they witness a bus safety issue on Highway One. He's starting to get some response from the NPS. Steve is attempting to get a conversation going between the various agencies (GGNRA, CHP, County of Marin, etc.)

The department has a new recruit, Antonio Perez, who has completed the first responder course. There are now 11 firefighters in the department.

Item 8 DISTRICT MANAGER REPORT

Grant opportunities for increasing water storage –

Steve had a meeting with Darren Fong of the NPS. They spoke of the possibility of a grant to build a new, larger water tank to replace the current redwood tank which has surpassed its useful life. A larger tank, with its increased storage capacity, could enable regular breaks in pumping, which would be beneficial for Redwood Creek. Another topic was that of turning Muir Beach into a grey water community. Steve can work with the NPS on grant-writing.

Sharing cost of monitoring water levels and fish population in Redwood Creek –

We currently have an agreement with the USGS to pay half the cost of having them monitor Redwood Creek. There was discussion about the benefit of having the District monitor it. Leighton is working on understanding the technology needed to do it. The CSD will pay the upcoming advance payment of \$3750 to the USGS this time.

Sunset Way drainage quick fix proposal –

Steve described a solution that he and Paul have come up with for the drainage problem at 161 Sunset. Cuco has estimated the cost at \$3,000-4,000 and could begin work in the next couple of weeks.

Clearing drainage ditches –

Harvey and Steve are looking at the first week in October to begin cleaning out the drainage ditches on Sunset Way, although there could be weather delays.

Item 9 WATER MAIN REPLACEMENT AND ROAD IMPROVEMENTS TO SUNSET WAY AND COVE LANE

Paul expressed concern over the extent of the delay in moving forward with the Sunset Way and Cove Lane improvement project. He then made a motion to submit the plans to the County and put the project out to bid. There was no second to the motion.

There was a lengthy discussion on the usual topics: turnarounds, drainage, Coastal Commission permit, and engineering reports.

It was suggested that a set of plans be left at the Community Center for residents to look at. It was also suggested that someone go to the County for guidance on the project.

Item 10 BANDUCCI RANCH WATER CONNECTION

Banducci Ranch's water is stored in three tanks on the property. The tanks are filled with a fire hose that runs from the CSD pump. The water usage is not monitored and Amadeo is not charged for the water. Another board decided that Amadeo should not be charged for water.

The NPS wants to run a pipe from the pump to replace the fire hose and start metering the water. In the interest of keeping Amadeo from being charged for water and of retaining control over how much water is available for use on the ranch, the CSD will not charge the NPS the \$6,500 service fee.

MOTION:	To provide a water take-off from the pump to allow the NPS to put in a permanent water line to Banducci Ranch
Moved:	Jeschke, seconded by Bender
Vote:	AYES: Unanimous

Item 11 PUBLIC OPEN TIME

Mike Moore announced that the MBVFA had contributed \$2,500 to the Ted Marshall fund. He then challenged the CSD to match it. Members of the Board questioned the legality of contributing to such a fund.

There was a break-in in Muir Beach and a question was asked about increased patrolling.

A resident asked who to call when contractors doing work on Sunset Way block the turnarounds. The CSD has no enforcement powers. It was suggested that the owner of the property being worked on be called.

Item 12 SELECTION OF DATE FOR NEXT MEETING

The date for the next meeting is set for Thursday, October 22, 2015.

Item 13 ADJOURNMENT

The meeting was adjourned at approximately 9:47 PM.

Muir Beach Community Services District

Balance Sheet

Accrual Basis

As of September 30, 2015

	Sep 30, 15
ASSETS	
Current Assets	
Checking/Savings	
First National Bank	
General Fund	725,703
Total First National Bank	725,703
Morgan Stanley	
Water Dept - Capital Improve	77,544
Fire Department	63,043
General Fund	(46,180)
Total Morgan Stanley	94,406
Clearing	261
Total Checking/Savings	820,370
Accounts Receivable	
Receivables	25,961
Total Accounts Receivable	25,961
Other Current Assets	
Undeposited Funds	10,047
Total Other Current Assets	10,047
Total Current Assets	856,378
Fixed Assets	
Water System Assets	
Storage Tanks	654,493
Land	546,323
Mains and Valves	152,776
Other Water System Assets	57,416
Equipment and Controls	37,789
Wells	21,620
Accumulated Depreciation	(345,401)
Total Water System Assets	1,125,016
Other Fixed Assets	
Buildings	453,756
Playground Upgrades	173,428
Equipment	153,535
Land - Fire Station	147,918
Road Improvements	125,589
Equipment - Fire Trucks	103,871
Land	80,573
Buildings - Fire Station	30,270
Furniture & Fixtures - CC	10,467
Electric Gate	6,473
Shed Roof	3,688
Accumulated Depreciation	(278,336)
Total Other Fixed Assets	1,011,233
Total Fixed Assets	2,136,249
TOTAL ASSETS	2,992,628
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	38,131

Muir Beach Community Services District

Balance Sheet

As of September 30, 2015

Accrual Basis

	Sep 30, 15
Total Accounts Payable	38,131
Other Current Liabilities	
Water Security Deposits	11,300
Vehicle Expense Reserve	1,646
Total Other Current Liabilities	12,946
Total Current Liabilities	51,077
Total Liabilities	51,077
Equity	
Retained Earnings	2,961,042
Net Income	(19,492)
Total Equity	2,941,550
TOTAL LIABILITIES & EQUITY	2,992,628

Muir Beach Community Services District

Profit & Loss

July through September 2015

	Jul - Sep 15
Income	
Combined Water Revenues	
Water Operations Revenues	
Water Service Revenues	29,197
Misc Water Revenues	25
Field for Billing Notices	0
Total Water Operations Revenues	29,222
Water Capital Improvement Revs	
25% Allocation of Water Revs	7,299
Capital Improvement Fees	1,087
Total Water Capital Improvement Revs	8,386
Total Combined Water Revenues	37,608
Recreational Activities Income	
Rental Income	5,225
Total Recreational Activities Income	5,225
Combined Tax Revenues	
Property Tax Revenues	
Refund - Educational Deductions	3,202
Property Tax Revenues	590
Total Property Tax Revenues	3,792
Total Combined Tax Revenues	3,792
Interest Income	243
Total Income	46,868
Expense	
Fire Dept Expenses	
Fire Truck Repairs	33,047
Phone, Radio Link for Bolinas	427
Other Fire Dept Expenses	399
Emergency Med Supplies	117
Total Fire Dept Expenses	33,990
Payroll Expenses	
Wages	25,424
Employer Payroll Taxes	1,945
Workers' Compensation Insurance	(9,040)
Total Payroll Expenses	18,329
Bookkeeping	5,041
Utilities	
Electric	1,411
Telephone	275
Refuse Service	197
Propane	19
Total Utilities	1,903
Health Insurance	1,707
Water Enterprise	
Water Expense & Repairs	809
Water Testing	512
Water Treatment	157
Total Water Enterprise	1,478
Bank Fees & Credit Card Fees	850
Legal Fees	820
Missing CC Receipts	
LP Missing CC Receipts	423
HP Missing CC Receipts	109
Total Missing CC Receipts	532

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10/16/15
Accrual Basis

Muir Beach Community Services District
Profit & Loss
July through September 2015

	Jul - Sep 15
Supplies (non-water)	481
Vehicle Expense - Water Manager	450
Office and Postage	354
Repairs & Maint (non-water)	245
Other Operating Expenses	180
Field for Billing Notices	0
Total Expense	66,359
Net Income	(19,492)

5:18 PM

10/14/15

Accrual Basis

Muir Beach Community Services District
Expenditures excl Payroll & Cap Assets
July through September 2015

Date	Name	Memo	Amount
Bank Fees & Credit Card Fees			
07/31/2015		Fee ID=1098659364	20
08/12/2015		Fee ID=1101764296	646
08/17/2015		Fee ID=1102486880	44
08/21/2015		Fee ID=1103240384	55
08/31/2015		Fee ID=1104941070	20
09/30/2015		Fee ID=1110591654	20
08/28/2015	Morgan Stanley Smith Barney	NSF check fee - Diane McDonald	25
07/31/2015		Service Charge	10
08/31/2015		Service Charge	10
Total Bank Fees & Credit Card Fees			850
Bookkeeping			
09/30/2015	Mullin, Sharon	Minutes	200
07/31/2015	Mullin, Sharon	Monthly bookkeeping	1,411
08/31/2015	Mullin, Sharon	Monthly bookkeeping	1,420
09/30/2015	Mullin, Sharon	Monthly bookkeeping	1,309
07/14/2015	Paychex, Inc.	Payroll processing service	111
07/28/2015	Paychex, Inc.	Payroll processing service	105
08/11/2015	Paychex, Inc.	Payroll processing service	118
08/25/2015	Paychex, Inc.	Payroll processing service	108
09/08/2015	Paychex, Inc.	Payroll processing service	152
09/22/2015	Paychex, Inc.	Payroll processing service	108
Total Bookkeeping			5,041
Fire Dept Expenses			
Emergency Med Supplies			
08/11/2015	Wynn, Steve	Reimb for fire dept expenditures	117
Total Emergency Med Supplies			117
Fire Truck Repairs			
09/26/2015	Opperman & Son	676 repairs	33,047
Total Fire Truck Repairs			33,047
Phone, Radio Link for Bolinas			
07/26/2015	AT&T	Emergency radio link for fire dept 415 388-0157	79
08/26/2015	AT&T	Emergency radio link for fire dept 415 388-0157	100
07/26/2015	AT&T	Phone @ fire barn; 415 380-9627	114
08/26/2015	AT&T	Phone @ fire barn; 415 380-9627	134
Total Phone, Radio Link for Bolinas			427
Other Fire Dept Expenses			
08/14/2015	Fire Master	Recharge fire extinguishers	78
07/21/2015	Allen, Robert	Reimb for Fire Dept expenditures	28
07/21/2015	Allen, Robert	Reimb for Fire Dept expenditures	40
08/11/2015	Wynn, Steve	Reimb for fire dept expenditures	13
08/11/2015	Wynn, Steve	Reimb for fire dept expenditures	7
09/09/2015	Allen, Robert	Reimb for Fire Dept expenditures	61
09/23/2015	Wynn, Steve	Reimb for fire dept expenditures	75

5:18 PM

10/14/15

Accrual Basis

Muir Beach Community Services District
Expenditures excl Payroll & Cap Assets
July through September 2015

Date	Name	Memo	Amount
09/23/2015	Wynn, Steve	Reimb for fire dept expenditures	75
09/23/2015	Wynn, Steve	Reimb for fire dept expenditures	22
Total Other Fire Dept Expenses			399
Total Fire Dept Expenses			33,990
Legal Fees			
07/08/2015	Marin County Tax Collector	County Counsel Apr-Jun	820
Total Legal Fees			820
Office and Postage			
07/31/2015	Mullin, Sharon	Monthly bookkeeping	40
08/31/2015	Mullin, Sharon	Monthly bookkeeping	49
09/30/2015	Mullin, Sharon	Monthly bookkeeping	10
07/28/2015	Wynn, Steve	Reimb for OOP mailing expenses	55
07/24/2015	Wynn, Steve	Reimb for OOP software purchases	200
Total Office and Postage			354
Other Operating Expenses			
08/31/2015	California State Assn of Counties	Ad for job posting	125
08/27/2015	Pearlman, Harvey - V	Costco membership	55
07/31/2015	Misc Vendor	VOID:	
07/31/2015	Misc Vendor	VOID:	
07/31/2015	Misc Vendor	VOID:	0
07/31/2015	Misc Vendor	VOID:	0
Total Other Operating Expenses			180
Payroll Expenses			
Workers' Compensation Insurance			
09/15/2015	SDRMA	Annual Workers' Comp premium	2,178
07/25/2015	Marin County Treasurer	Reimb for VFA workers comp FY 13-14	-3,205
07/25/2015	Marin County Treasurer	Reimb for VFA workers comp FY 14-15	-3,526
08/11/2015	Marin County Treasurer	Reimb for VFA workers comp FY 15-16	-4,487
Total Workers' Compensation Insurance			-9,040
Total Payroll Expenses			-9,040
Health Insurance			
07/25/2015	CALPERS	Emp'ee health; 444-813-9363	703
08/25/2015	CALPERS	Emp'ee health; 444-813-9363	703
09/25/2015	CALPERS	Emp'ee health; 444-813-9363	703
07/10/2015	CALPERS	Emp'ee health; 444-813-9363	8
08/10/2015	CALPERS	Emp'ee health; 444-813-9363	1
07/01/2015	Pearlman, Harvey - V	Kaiser premium	99
08/01/2015	Pearlman, Harvey - V	Kaiser premium	99
09/01/2015	Pearlman, Harvey - V	Kaiser premium	99
07/01/2015	Pearlman, Harvey - V	Medicare premium	100
08/01/2015	Pearlman, Harvey - V	Medicare premium	100
09/01/2015	Pearlman, Harvey - V	Medicare premium	100

5:18 PM

10/14/15

Accrual Basis

Muir Beach Community Services District
Expenditures excl Payroll & Cap Assets
July through September 2015

Date	Name	Memo	Amount
08/20/2015	Hills, Leighton	Reimb cost of monthly health ins premium	-703
07/24/2015	Hills, Leighton	Reimb CSD for health ins post resignation	-305
Total Health Insurance			1,707
Repairs & Maint (non-water)			
07/15/2015	Goodman Building Supply	Bolts	1
07/07/2015	Alpine Appliance Service	Installed valve	50
07/09/2015	Alpine Appliance Service	Installed valve	111
08/27/2015	Pearlman, Harvey - V	laundrying of towels	15
07/14/2015	United Site Services, Inc.	Portable restroom - Pumphouse	34
08/31/2015	United Site Services, Inc.	Portable restroom - Pumphouse	34
Total Repairs & Maint (non-water)			245
Supplies (non-water)			
08/25/2015	Goodman Building Supply	Bags, dish soap	19
08/21/2015	Goodman Building Supply	Bulbs	28
08/27/2015	Goodman Building Supply	Fire starter	33
08/25/2015	Home Depot	Floor finish, bags, towels	142
07/09/2015	Pearlman, Harvey - V	Reimb for OOP expenses	35
07/20/2015	Hagel	Toilet tissue	55
07/07/2015	Jackson's Hardware	Wheelbarrow	170
Total Supplies (non-water)			481
Vehicle Expense - Water Manager			
07/31/2015	Pearlman, Harvey - V	Mileage allowance	150
08/31/2015	Pearlman, Harvey - V	Mileage allowance	150
09/30/2015	Pearlman, Harvey - V	Mileage allowance	150
Total Vehicle Expense - Water Manager			450
Utilities			
Electric			
07/16/2015	OCEAN RIDERS (1061)	Credit for electricity usage	15
07/16/2015	SMITH, Brent (1104)	Credit for electricity usage	8
08/16/2015	OCEAN RIDERS (1061)	Credit for electricity usage	15
09/16/2015	OCEAN RIDERS (1061)	Credit for electricity usage	15
08/16/2015	SMITH, Brent (1104)	Credit for electricity usage	8
09/16/2015	SMITH, Brent (1104)	Credit for electricity usage	8
07/30/2015	PG&E at Comm Ctr 019-6	Electric - Community Center (Net of Solar)	91
08/27/2015	PG&E at Comm Ctr 019-6	Electric - Community Center (Net of Solar)	79
08/27/2015	PG&E Pumping from Wells 745-7	Electric - Community Center (Net of Solar)	454
07/30/2015	PG&E Pumping at Lower Tank 623-9	Electric - Pumping from Lower Tank to Upper Tanks	155
08/27/2015	PG&E Pumping at Lower Tank 623-9	Electric - Pumping from Lower Tank to Upper Tanks	143
07/30/2015	PG&E Pumping from Wells 745-7	Electric - Pumping from Well to Lower Tank	420
Total Electric			1,411
Propane			
07/17/2015	Chevron	Propane	19
Total Propane			19

5:18 PM

10/14/15

Accrual Basis

Muir Beach Community Services District
Expenditures excl Payroll & Cap Assets
July through September 2015

Date	Name	Memo	Amount
Refuse Service			
07/01/2015	Redwood Empire Disposal	Refuse Com Ctr; WMD-1180783	197
Total Refuse Service			197
Telephone			
07/26/2015	AT&T	Summary billing services for phone lines	4
08/26/2015	AT&T	Summary billing services for phone lines	4
07/03/2015	Ooma	Telephone	4
07/04/2015	Ooma	Telephone	4
07/10/2015	Ooma	Telephone	4
07/17/2015	Ooma	Telephone	4
08/03/2015	Ooma	Telephone	4
08/04/2015	Ooma	Telephone	4
08/10/2015	Ooma	Telephone	4
08/17/2015	Ooma	Telephone	4
07/02/2015	Maxemail	Voicemail Service	9
08/02/2015	Maxemail	Voicemail Service	9
09/02/2015	Maxemail	Voicemail Service	9
07/02/2015	AT&T Wireless	Water manager phone	70
08/02/2015	AT&T Wireless	Water manager phone	70
09/02/2015	AT&T Wireless	Water manager phone	70
Total Telephone			275
Total Utilities			1,903
Water Enterprise			
Water Expense & Repairs			
08/04/2015	8 G O Green Enterprises		152
07/17/2015	Ferguson Enterprises	Bushing	7
07/07/2015	Pace Supply Corp.	Check valve	24
07/14/2015	Ferguson Enterprises	Pressure gauge	9
07/14/2015	Goodman Building Supply	PVC parts	6
07/20/2015	Water Components & Building Supply, Inc.	PVC parts	72
07/21/2015	Goodman Building Supply	PVC parts	41
07/21/2015	Ferguson Enterprises	PVC parts	25
07/09/2015	Pearlman, Harvey - V	Reimb for OOP expenses	10
07/29/2015	Goodman Building Supply	Spray paint	14
07/23/2015	Goodman Building Supply	Towels, rags	16
08/24/2015	Pace Supply Corp.	Valve nipple	67
07/01/2015	Fedex	Water quality report	98
07/17/2015	Ferguson Enterprises	Water system parts	44
07/15/2015	Winkelmann, Robert	Worked on priming pumps	225
Total Water Expense & Repairs			809
Water Testing			
08/25/2015	Brelje and Race Laboratories, Inc.	Water testing	225
09/02/2015	Brelje and Race Laboratories, Inc.	Water testing	172
07/01/2015	Public Health Laboratory	Water testing; acct. 733	66
08/03/2015	Public Health Laboratory	Water testing; acct. 733	49

5:18 PM

10/14/15

Accrual Basis

Muir Beach Community Services District
Expenditures excl Payroll & Cap Assets
July through September 2015

Date	Name	Memo	Amount
Total Water Testing			512
Water Treatment			
07/20/2015	Herb's Pool Service	Chlorine	91
09/01/2015	Herb's Pool Service	Chlorine	66
Total Water Treatment			157
Total Water Enterprise			1,478
TOTAL			38,458

1:54 PM

10/16/15

Accrual Basis

Muir Beach Community Services District
Expenditures for Fixed Assets
 As of September 30, 2015

Date	Num	Name	Memo	Amount
Water System Assets				
Land				
Total Land				
Storage Tanks				
Total Storage Tanks				
Mains and Valves				
Total Mains and Valves				
Equipment and Controls				
Total Equipment and Controls				
Wells				
Total Wells				
Other Water System Assets				
07/14/2015	7211	Robertson Engineering, Inc.	Review of Cove Lane drainage	912.00
08/22/2015	7268	Robertson Engineering, Inc.	Review of Cove Lane drainage	865.79
Total Other Water System Assets				1,777.79
Total Water System Assets				1,777.79
Other Fixed Assets				
Playground Upgrades				
Total Playground Upgrades				
Land				
Total Land				
Land - Fire Station				
Total Land - Fire Station				
Buildings				
Total Buildings				
Buildings - Fire Station				
Total Buildings - Fire Station				
Equipment				
Total Equipment				
Equipment - Fire Trucks				
Total Equipment - Fire Trucks				
Electric Gate				
Total Electric Gate				

1:54 PM

10/16/15

Accrual Basis

Muir Beach Community Services District
Expenditures for Fixed Assets
As of September 30, 2015

Date	Num	Name	Memo	Amount
Furniture & Fixtures - CC				
Total Furniture & Fixtures - CC				
Road Improvements				
Shed Roof				
Total Shed Roof				
Total Other Fixed Assets				
TOTAL				1,777.79

COMPENSATION REPORT

Name		7/1/2014 to 6/30/2015	7/1/2015 to 9/30/2015	Notes
Hills	Leighton	55,005	28	Annual salary: \$55,000 changed to \$120 on 6/18/2015.
Pearlman	Harvey	\$ 20,561	\$ 6,038	Hourly rate increased 21% 8/1/2015 to \$35/hr from \$29/hr.
Gonzales	Salvador	7,680	1,760	Hourly rate increased 18% 11/13/2012 to \$20/hr from \$17/hr.
Perez	Enrique	5,962	2,453	Starting rate \$22/hr.
Gonzales	Juana	5,832	1,296	Hourly rate increased 20% 11/13/2012 to \$18/hr from \$15/hr.
Alcala	Jose	2,213	850	Hourly rate increased 25% 11/13/2012 to \$25/hr from \$20/hr.
Sward	Jes	2,180	-	Hourly rate \$20/hr.
Wynn	Steve	-	13,000	Annual salary: \$55,000 - Hire date 6/18/2015.
		<hr/>	<hr/>	
		\$ 99,433	\$ 25,425	



FIRST NATIONAL BANK
OF NORTHERN CALIFORNIA

ACCOUNT:
DOCUMENTS:

PAGE: 1
09/30/2015

MUIR BEACH COMMUNITY SVCS DIST 30-0
19 SEACAPE DR 0
MUIR BEACH CA 94965-9701 0

PREMIER BANKING
975 EL CAMINO REAL

TELEPHONE: 650-875-4826

SOUTH SAN FRANCISCO, CA 94080

On January 1, 2015, the VISA ISA fee for International ATM transactions
will increase to 2%.

PUBLIC MARKET ACCOUNT

DESCRIPTION	DEBITS	CREDITS	DATE	BALANCE
BALANCE LAST STATEMENT			08/31/15	725.703.40
Ecorp Fee MAINTENANCE	10.00		09/18/15	725.693.40
INTEREST AT .2000 %		119.29	09/30/15	725.812.69
BALANCE THIS STATEMENT			09/30/15	725.812.69
TOTAL CREDITS (1)	119.29	MINIMUM BALANCE		725.693.40
TOTAL DEBITS (1)	10.00	AVG AVAILABLE BALANCE		725.699.06
INTEREST THIS STATEMENT	119.29	AVERAGE BALANCE		725.699.06



CLIENT STATEMENT | For the Period September 1-30, 2015

STATEMENT FOR:

MUIR BEACH
COMMUNITY SERVICES DISTRICT

TOTAL VALUE OF YOUR ACCOUNT (as of 9/30/15)
Includes Accrued Interest

\$95,326.16

Morgan Stanley Smith Barney LLC. Member SIPC.

Your Financial Advisor

Kenneth P Tarrant

First Vice President

Kenneth.P.Tarrant@morganstanley.com

415 482-2708

Your Branch

750 LINDARO ST, SUITE 300

SAN RAFAEL, CA 94901

Telephone: 415-460-6207; Alt. Phone: 800-777-3489; Fax: 415-482-2750

063331 MSGDD478

#BWNJGWM

00063331 02 AV 0.388 02 TR 00583 MSGDD478 100000

MUIR BEACH

COMMUNITY SERVICES DISTRICT

ATTN: DISTRICT MANAGER

19 SEACAPE DRIVE

MUIR BEACH CA 94965-9701



Client Service Center (24 Hours a Day; 7 Days a Week): 800-869-3326

Access Your Account Online: www.morganstanley.com/online



Standard Disclosures

The following Disclosures are applicable to the enclosed statement(s). Expanded Disclosures are attached to your most recent June and December statement (or your first Statement if you have not received a statement for those months). The Expanded Disclosures are also available by selecting Account Documents when you log on to www.morganstanley.com/online or, call 800-869-3326.

Questions?

Questions regarding your account may be directed to your Financial Advisor or the Branch Manager for the branch office where you maintain your account. If you require further assistance, call Client Service Center at (800) 869-3326 or for account-related concerns call our Client Advocate at (866) 227-2256.

Errors and Inquiries

It is your responsibility to review your statement promptly and to seek immediate clarification about entries that you do not understand or believe were made in error by contacting the Branch Manager of the office where you maintain your account. Oral communications regarding any inaccuracy or discrepancy in this statement should be re-confirmed in writing to further protect your rights, including rights under the Securities Investor Protection Act (SIPA). Your statement will be deemed correct unless we receive a written inquiry of a suspected error. See your account documentation for special rules regarding your rights and responsibilities with respect to erroneous electronic fund transfers, including a description of the transfers covered.

Availability of Free Credit Balances and Financial Statements

Under the customer protection rules of the SEC [17 CFR §240.15c3-3], we may use funds comprising free credit balances carried for customer accounts here, provided that these funds are payable to customers on demand (i.e., are free of a lien or right of set-off in our favor or on behalf of some third party to whom you have given control). A financial statement of this organization is available for your personal inspection at its offices, or a copy will be mailed to you upon your written request.

Listed Options

Information with respect to commissions and other charges related to the execution of options transactions has been included in confirmations of such transactions previously furnished to you and such information will be made available to you promptly at your request. Promptly advise us of any material change in your investment objectives or financial situation.

Important Information if you are a Margin Customer (not available for certain retirement accounts)

If you have margin privileges, you may borrow money from us in exchange for pledging assets in your accounts as collateral for any outstanding margin loan. The amount you may borrow is based on the

value of the eligible securities in your margin accounts. If a security has eligible shares, the number of shares pledged as collateral will be indicated below the position.

Margin Interest Charges

We calculate interest charges on margin loans as follows: (1) multiply the applicable margin interest rate by the daily close of business net settled debit balance, and (2) divide by 360 (days). Margin interest accrues daily throughout the month and is added to your debit balance at month-end. The month-end interest charge is the sum of the daily accrued interest calculations for the month. We add the accrued interest to your debit balance and start a new calculation each time the applicable interest rate changes and at the close of every statement month. For current margin loan interest rates, go to www.morganstanley.com/online/MIRates.

Information regarding Special Memorandum Account

If you have a Margin Account, this is a combined statement of your Margin Account and Special Memorandum Account maintained for you under Section 220.5 of Regulation T issued by the Board of Governors of the Federal Reserve System. The permanent record of the Special Memorandum Account as required by Regulation T is available for your inspection at your request.

Important Information About Auction Rate Securities

Due to market conditions, certain Auction Rate Securities experience no or limited liquidity. Therefore, the price(s) for any Auction Rate Securities shown on this statement may not reflect the price(s) you would receive upon a sale at auction or in a secondary market transaction, and are not an indication of any offer to purchase at such price.

Structured Investments

Structured Investments are complex products and may be subject to special risks. Investors should consider the concentration risk of owning the related security and their total exposure to any underlying asset. Structured Investments may not perform in a manner consistent with the statement product category in which they appear and therefore may not satisfy portfolio asset allocation needs for that category.

Security Measures

This statement features several embedded security elements to safeguard its authenticity. One is a unique security mark—a blue rectangle printed in heat-sensitive ink on the back of every page. When exposed to warmth, the blue rectangle will disappear, and then reappear.

SIPC Protection

We are a member of Securities Investor Protection Corporation (SIPC), which protects securities of its customers up to \$500,000 (including \$250,000 for claims for cash). An explanatory brochure is available

upon request or at www.sipc.org. Losses due to market fluctuation are not protected by SIPC and assets not held with us may not be covered by SIPC protection. To obtain information about SIPC, including an explanatory SIPC brochure, contact SIPC at 1-202-371-8300 or visit www.sipc.org.

Transaction Dates and Conditions

Upon written request, we will furnish the date and time of a transaction and the name of the other party to a transaction. We and/or our affiliates may accept benefits that constitute payment for order flow. Details regarding these benefits and the source and amount of any other remuneration received or to be received by us in connection with any transaction will be furnished upon written request.

Equity Research Ratings Definitions and Global Investment Manager Analysis Status

Some equity securities may have research ratings from Morgan Stanley & Co. LLC or Standard & Poor's. Research ratings are the research providers' opinions and not representations or guarantees of performance. For more information about each research provider's rating system, see the Research Ratings on your most recent June or December statement (or your first statement if you have not received a statement for those months), go to www.morganstanley.com/online or refer to the research provider's research report. Research reports contain more complete information concerning the analyst's views and you should read the entire research report and not infer its contents from the rating alone. If your account contains an advisory component or is an advisory account, a GIMA status will apply.

Credit Ratings from Moody's Investors Service and Standard & Poor's
The credit rating from Moody's Investors Service and Standard & Poor's may be shown for certain securities. All credit ratings represent the opinions of the provider and are not representations or guarantees of performance. Your Financial Advisor will be pleased to provide you with further information or assistance in interpreting these credit ratings.

Revised 09/2015



Account Summary

Active Assets Account

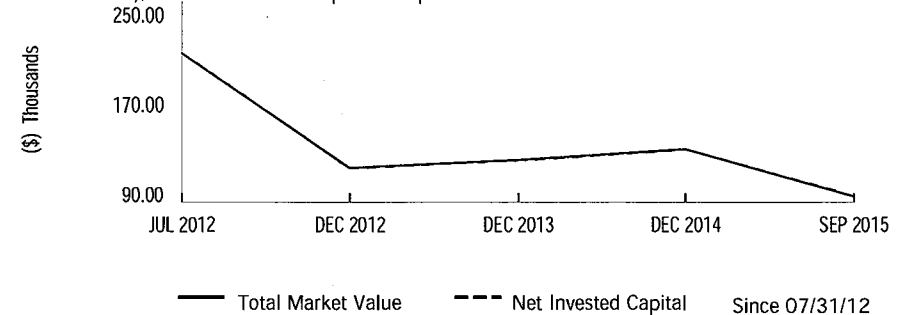
MUIR BEACH
COMMUNITY SERVICES DISTRICT

CHANGE IN VALUE OF YOUR ACCOUNTS (includes accrued interest)

	This Period (9/1/15-9/30/15)	This Year (1/1/15-9/30/15)
TOTAL BEGINNING VALUE	\$99,795.74	\$132,670.63
Credits	10,617.31	346,324.04
Debits	(15,087.82)	(383,682.90)
Security Transfers	—	—
Net Credits/Debits/Transfers	\$(4,470.51)	\$(37,358.86)
Change in Value	0.93	14.39
TOTAL ENDING VALUE	\$95,326.16	\$95,326.16

CHANGE IN VALUE OVER TIME

The display of market value (total account value) and net invested capital (total amount invested minus total withdrawn), demonstrates the impact of deposits and withdrawals.

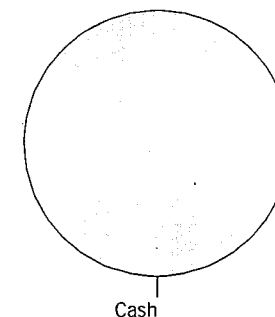


This graph does not reflect corrections to Net Invested Capital or Market Value made subsequent to the dates depicted. It may exclude transactions in Annuities or positions where we are not the custodian, which could delay the reporting of Market Value or affect the Net Invested Capital.

ASSET ALLOCATION (includes accrued interest)

	Market Value	Percentage
Cash	\$95,326.16	100.0
TOTAL VALUE	\$95,326.16	100.0%

FDIC rules apply and Bank Deposits are eligible for FDIC insurance but are not covered by SIPC. Cash and securities (including MMFs) are eligible for SIPC coverage. See Expanded Disclosures. Values may include assets externally held, which are provided to you as a courtesy, and may not be covered by SIPC. For additional information, refer to the corresponding section of this statement.



This allocation represents holdings on a trade date basis, and projected settled Cash/ BDP and MMF balances. These classifications are not intended to serve as a suitability analysis.

Account Summary

Active Assets Account

MUIR BEACH
COMMUNITY SERVICES DISTRICT

BALANCE SHEET (^ includes accrued interest)

	Last Period (as of 8/31/15)	This Period (as of 9/30/15)
Cash, BDP, MMFs	\$99,977.68	\$95,326.16
Total Assets	\$99,977.68	\$95,326.16
Cash, BDP, MMFs (Debit)	(181.94)	—
Total Liabilities (outstanding balance)	\$(181.94)	—
TOTAL VALUE	\$99,795.74	\$95,326.16

CASH FLOW

	This Period (9/1/15-9/30/15)	This Year (1/1/15-9/30/15)
OPENING CASH, BDP, MMFs	\$99,795.74	\$132,670.63
Income and Distributions	0.93	14.39
Total Investment Related Activity	\$0.93	\$14.39
Checks Deposited	7,405.35	139,817.04
Electronic Transfers-Credits	3,211.96	206,507.00
Other Debits	—	(175.00)
Total Cash Related Activity	\$10,617.31	\$346,149.04
Checks Written	(4,784.08)	(282,619.23)
Automated Payments	(10,303.74)	(100,888.67)
Total Card/Check Activity	\$(15,087.82)	\$(383,507.90)
CLOSING CASH, BDP, MMFs	\$95,326.16	\$95,326.16

INCOME AND DISTRIBUTION SUMMARY

	This Period (9/1/15-9/30/15)	This Year (1/1/15-9/30/15)
Other Dividends	\$0.93	\$13.51
Total Taxable Income And Distributions	\$0.93	\$13.51
Total Tax-Exempt Income	—	—
TOTAL INCOME AND DISTRIBUTIONS	\$0.93	\$13.51

Taxable and tax exempt income classifications are based on the characteristics of the underlying securities and not the taxable status of the account.

GAIN/(LOSS) SUMMARY

	Realized This Period (9/1/15-9/30/15)	Realized This Year (1/1/15-9/30/15)	Unrealized Inception to Date (as of 9/30/15)
TOTAL GAIN/(LOSS)	—	—	—

The Gain/(Loss) Summary, which may change due to basis adjustments, is provided for informational purposes and should not be used for tax preparation. Refer to Gain/(Loss) in the Expanded Disclosures.



Account Detail

Active Assets Account

MUIR BEACH
COMMUNITY SERVICES DISTRICT

Investment Objectives†: Income, Capital Appreciation

Brokerage Account

† Inform us if your investment objectives, as defined in the Expanded Disclosures, change.

HOLDINGS

This section reflects positions purchased/sold on a trade date basis. "Market Value" and "Unrealized Gain/(Loss)" may not reflect the value that could be obtained in the market. Fixed Income securities are sorted by maturity or pre-refunding date, and alphabetically within date. Estimated Annual Income a) is calculated on a pre-tax basis, b) does not include any reduction for applicable non-US withholding taxes, c) may include return of principal or capital gains which could overstate such estimates, and d) for securities that have a defined maturity date within the next 12 months, is reflected only through maturity date. Actual income or yield may be lower or higher than the estimates. Current yield reflects the income generated by an investment, and does not reflect changes in its price. Structured Investments, identified on the Product Detail Description line as an "Asset Class," may appear in various statement product categories. When displayed, the accrued interest, annual income and current yield for those with a contingent income feature (e.g., Range Accrual Notes or contingent Income Notes) are estimates and assume specified accrual conditions are met during the relevant period and payment in full of all contingent interest. For Floating Rate Securities, the accrued interest, annual income and current yield are estimates based on the current floating coupon rate and may not reflect historic rates within the accrual period.

CASH, BANK DEPOSIT PROGRAM AND MONEY MARKET FUNDS

Cash, Bank Deposit Program, and Money Market Funds are generally displayed on a settlement date basis. You have the right to instruct us to liquidate your bank deposit balance(s) or shares of any money market fund balance(s) at any time and have the proceeds of such liquidation remitted to you. Estimated Annual Income, Accrued Interest, and APY% will only be displayed for fully settled positions.

Description	Market Value	7-Day Current Yield %	Est Ann Income	APY %
MS ACTIVE ASSETS MONEY TRUST	\$95,326.16	0.010	\$9.53	—

	Percentage of Assets	Market Value	Est Ann Income
CASH, BDP, AND MMFs	100.0%	\$95,326.16	\$9.53

Money market funds seek to maintain a share price of \$1.00, therefore the dollar amounts listed equal the number of shares. Additional information concerning these transactions is available upon request. For more information about the pricing of Money Market Funds, please see the Expanded Disclosures. The money market funds reflected above include the balances in your automatic sweep feature, if any, and may include other money market funds that have been purchased in your account.

	Percentage of Assets	Total Cost	Market Value	Unrealized Gain/(Loss)	Est Ann Income Accrued Interest	Current Yield %
TOTAL MARKET VALUE		\$0.00	\$95,326.16		\$9.53	0.01%
					\$0.00	
TOTAL VALUE (includes accrued interest)	100.0%		\$95,326.16			

Unrealized Gain/(Loss) totals only reflect positions that have both cost basis and market value information available. Cash, MMF, Deposits and positions stating 'Please Provide' are not included.

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Account Detail

Active Assets Account

MUIR BEACH
COMMUNITY SERVICES DISTRICT

ALLOCATION OF ASSETS

	Cash	Equities	Fixed Income & Preferred Securities	Alternatives	Annuities & Insurance	Structured Investments	Other
Cash, BDP, MMFs	\$95,326.16	—	—	—	—	—	—
TOTAL ALLOCATION OF ASSETS	\$95,326.16	—	—	—	—	—	—

ACTIVITY

INVESTMENT RELATED ACTIVITY

TAXABLE INCOME AND DISTRIBUTIONS

Date	Activity Type	Description	Comments	Credits/(Debits)
9/29	Dividend	MS ACTIVE ASSETS MONEY TRUST DIV PAYMENT		\$0.93
TOTAL TAXABLE INCOME AND DISTRIBUTIONS				\$0.93
TOTAL OTHER DIVIDENDS				\$0.93

CASH RELATED ACTIVITY

CHECKS DEPOSITED

Date	Activity Type	Description	Comments	Credits/(Debits)
9/9	Check Deposit	FUNDS RECEIVED		\$7,346.94
9/9	Check Deposit	FUNDS RECEIVED		58.41
TOTAL CHECKS DEPOSITED				\$7,405.35

ELECTRONIC TRANSFERS

Check disbursements from branch offices are displayed as Electronic Transfers.

Date	Activity Type	Description	Comments	Credits/(Debits)
9/2	Funds Received	COUNTY OF MARIN	COM PAY	\$3,202.17
9/17	Funds Received	COUNTY OF MARIN	COM PAY	9.79
TOTAL ELECTRONIC TRANSFERS				\$3,211.96
TOTAL ELECTRONIC TRANSFERS-CREDITS				\$3,211.96



CLIENT STATEMENT | For the Period September 1-30, 2015

Page 7 of 8

Account Detail

Active Assets Account

MUIR BEACH
COMMUNITY SERVICES DISTRICT

DEBIT CARD & CHECKING ACTIVITY

CHECKS WRITTEN

Date Written	Date Paid	Check Number	Activity Type	Payee	Expense Category	Credits/(Debits)
6/3	9/15	3196	Check	JOSEPH CASH		\$(56.25)
6/3	9/18	3202	Check	JACKSON MOORE		(43.75)
8/20	9/8	3240	Check	PUBLIC HEALTH LABORATORY		(49.00)
8/20	9/14	3241	Check	STEVE WYNN		(392.49)
8/20	9/4	3244	Check	JOSE ALCALA		(790.00)
9/16	9/29	3246	Check	ROBERT ALLEN		(60.98)
9/16	9/29	3247	Check	BRELJE AND RACE LABORATORIES		(397.00)
9/16	9/25	3249	Check	CALPERS		(1,414.74)
9/16	9/28	3250	Check	FIRE MASTER		(77.50)
9/16	9/25	3251	Check	SHARON MULLIN		(1,468.50)
9/16	9/28	3253	Check	UNITED SITE SERVICES INC		(33.87)
TOTAL CHECKS WRITTEN						\$(4,784.08)

AUTOMATED PAYMENTS

Bill pay and other electronic activity, which may include checks you wrote that were processed by Automated Clearing House processing.

Date of Payment	Date Paid	Activity Type	Payee	Credits/(Debits)
9/1	9/1	Automated Payment	INTUIT PYMT SOLN ACCT FEE	\$(19.95)
9/8	9/8	Automated Payment	PAYCHEX INC. PAYROLL	(3,099.76)
9/8	9/8	Automated Payment	PAYCHEX TPS TAXES	(833.23)
9/9	9/9	Automated Payment	PAYCHEX EIB INVOICE	(151.99)
9/15	9/15	Automated Payment	PGANDE WEB ONLINE	(454.42)
9/15	9/15	Automated Payment	PGANDE WEB ONLINE	(142.76)
9/15	9/15	Automated Payment	PGANDE WEB ONLINE	(79.46)
9/18	9/18	Automated Payment	ATT Payment	(237.19)
9/21	9/21	Automated Payment	PAYCHEX INC. PAYROLL	(3,317.00)
9/22	9/22	Automated Payment	PAYCHEX TPS TAXES	(888.35)
9/22	9/22	Automated Payment	PAYCHEX EIB INVOICE	(107.54)
9/24	9/24	Automated Payment	ATT Payment	(69.83)
9/29	9/29	Automated Payment	CHASE AUTOPAYBUS	(902.26)
TOTAL AUTOMATED PAYMENTS				\$(10,303.74)

063331 MSGDD478

Account Detail

Active Assets Account

MUIR BEACH
COMMUNITY SERVICES DISTRICT

MONEY MARKET FUND (MMF) AND BANK DEPOSIT PROGRAM ACTIVITY

Date	Activity Type	Description	Credits/(Debits)
9/1	Automatic Redemption	MS ACTIVE ASSETS MONEY TRUST	\$(181.94)
9/2	Automatic Redemption	MS ACTIVE ASSETS MONEY TRUST	(19.95)
9/3	Automatic Investment	MS ACTIVE ASSETS MONEY TRUST	3,202.17
9/8	Automatic Redemption	MS ACTIVE ASSETS MONEY TRUST	(790.00)
9/9	Automatic Redemption	MS ACTIVE ASSETS MONEY TRUST	(3,981.99)
9/10	Automatic Investment	MS ACTIVE ASSETS MONEY TRUST	7,253.36
9/15	Automatic Redemption	MS ACTIVE ASSETS MONEY TRUST	(392.49)
9/16	Automatic Redemption	MS ACTIVE ASSETS MONEY TRUST	(732.89)
9/18	Automatic Investment	MS ACTIVE ASSETS MONEY TRUST	9.79
9/21	Automatic Redemption	MS ACTIVE ASSETS MONEY TRUST	(280.94)
9/22	Automatic Redemption	MS ACTIVE ASSETS MONEY TRUST	(3,317.00)
9/23	Automatic Redemption	MS ACTIVE ASSETS MONEY TRUST	(995.89)
9/25	Automatic Redemption	MS ACTIVE ASSETS MONEY TRUST	(69.83)
9/28	Automatic Redemption	MS ACTIVE ASSETS MONEY TRUST	(2,883.24)
9/29	Automatic Redemption	MS ACTIVE ASSETS MONEY TRUST	(111.37)
9/30	Automatic Investment	MS ACTIVE ASSETS MONEY TRUST	0.93
9/30	Automatic Redemption	MS ACTIVE ASSETS MONEY TRUST	(1,360.24)

NET ACTIVITY FOR PERIOD

\$(4,651.52)

MESSAGES

Statement of Financial Condition

At June 30, 2015 Morgan Stanley Smith Barney LLC had net capital of \$5,031 which exceeded the Securities and Exchange Commission's minimum requirement by \$4,868. A copy of the Morgan Stanley Smith Barney LLC Consolidated Statement of Financial Condition at June 30, 2015 can be viewed online at: http://www.morganstanley.com/about-us-ir/shareholder/morganstanley_smithbarney_llc.pdf or may be mailed to you at no cost by calling 1 (866) 825-1675, after September 15, 2015.

Sign up for eDelivery of your Statements Today

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