

1 **MUIR BEACH COMMUNITY SERVICES DISTRICT**
2 Minutes of the Board of Directors meeting held on
3 Wednesday, January 28, 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 Paul Jeschke called the meeting of the Muir Beach Community Services District Board of Directors to
15 order at approximately 7:04 PM.
16

17 Directors present: Paul Jeschke, Gary Friedman, Victoria Hamilton-Rivers,
18 Lynda Grose, Peter Lambert (arrived after the votes in Item 3)
19

20 Directors absent:
21

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

25 **Item 2 Agenda:**
26

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

31 **Item 3 Election of Board Officers for 2016:**
32

33 Nominated: Gary Friedman for the position of President of the Board.
34 By: Jeschke, seconded by Grose
35 Vote: AYES: Unanimous
36

37 Nominated: Victoria Hamilton-Rivers for the position of Vice-President of the Board.
38 By: Grose, seconded by Jeschke
39 Vote: AYES: Unanimous
40

41 Gary presided over the remainder of the meeting.
42

43 **Item 4 Consent Calendar:**
44

- 45 A. Draft Minutes from the Regular Meeting of December 16, 2015, as attached.
46 B. Financial Report dated 12/31/15, as attached.
47

48 No questions were raised by the Board or by the audience.
49

50 MOTION: To approve Items A and B above.
51 Moved: Hamilton-Rivers, seconded by Grose
52 Vote: AYES: Unanimous
53
54

1 **Item 5 District Manager's Report:**

2
3 Bill included a seven page District Manager's Report in the Board packet.

4
5 Topics from the report that were discussed included: the Banducci Ranch water connection, the
6 functioning of the back-up well, water conservation, and the sufficiency of our water testing schedule.

7
8 **Item 6 Sunset Way Project Update and Direction to Proceed:**

9
10 Bill included in the Board packet a written report which set out possible directions for this project. Given
11 the time frame for completion of the design, community review, permitting, and bidding the project, plus
12 seasonal constraints, there is a question of whether this will be a summer 2016 project or a summer 2017
13 project. Bill sketched out possible construction timelines for the two years and then presented them to
14 the room.

15
16 There was extensive discussion that included the topics of design triggers, segmenting the project,
17 change-orders, the ILS plans as they exist now, budget, creation of an ad-hoc committee to keep things
18 moving forward, and County pre-plan review.

19
20 Victoria made a motion to finalize the design plans by March 1, 2016, but there was no second.

21
22 Once the discussion ended, the following motion was made:

23
24 MOTION: To form an ad-hoc committee that will meet prior to the next Board
25 meeting for the purpose of trying to determine which design aspects
26 need to be solved.
27 Moved: Jeschke, seconded by Lambert
28 Vote: AYES: Unanimous
29

30 Hamilton-Rivers and Jeschke volunteered to be on the committee. Any community member who wants to
31 be on it should let Victoria or Paul know in the next three days. Bill will send out a community email.

32
33 **Item 7 Approval of Funds for Temporary Road Patching and Drainage Remediation at Sunset**
34 **Way:**

35
36 Bill thinks patching the roads now could be beneficial if the Sunset Way project is to be postponed to
37 2017.

38
39 Resident Don Cohon reiterated his request that a particular speed bump near his home be repaired.

40
41 MOTION: To approve an expenditure of up to \$10,000 for road patching at the
42 discretion of the District Manager.
43 Moved: Hamilton-Rivers, seconded by Lambert
44 Vote: AYES: Unanimous
45

46 **Item 8 Formation of an Ad-Hoc Committee on the Retirement of the Water Manager and**
47 **Recruitment of his Successor:**

48
49 MOTION: To form an ad-hoc committee to explore the transition steps needed for
50 retirement of the water manager and hiring of his successor.
51 Moved: Lambert, seconded by Grose
52 Vote: AYES: Unanimous
53 Lambert and Grose were appointed as Board representatives to the committee.
54

1 **Item 9 Formation of Ad-Hoc or Standing Committees to Support the Board and Foster**
2 **Community Engagement:**

3
4 MOTION: To form an ad-hoc committee on the Spindrift neighbor issue.
5 Moved: Grose, seconded by Jeschke
6 Vote: AYES: Lambert, Grose, Jeschke, Friedman
7 Opposed: Hamilton-Rivers
8 Grose and Friedman were appointed as Board representatives to the committee.
9

10 MOTION: To form an ad-hoc committee on audits.
11 Moved: Jeschke, seconded by Grose
12 Vote: AYES: Unanimous
13 Lambert and Friedman were appointed as Board representatives to the committee.
14

15 **Item 10 Fire Chief's Report:**

16
17 Chief Wynn submitted a written report that was included in the Board packet. There were no questions
18 concerning the report.
19

20 **Item 11 Selection of Board Meeting Dates for 2016:**

21
22 MOTION: To set the 2016 Board meeting dates to take place on the first
23 Wednesday of the month.
24 Moved: Grose, seconded by Hamilton-Rivers
25 Vote: AYES: Unanimous
26

27 The date for the next meeting is set for Wednesday, February 3, 2016.
28

29 **Item 12 Public Open Time**

30
31 Mary Halley raised the question of a recent LAFCO report that stated that Muir Beach's water storage
32 was insufficient to support future population growth. Other district managers are challenging LAFCOs
33 conclusions due to flawed methods. Leighton pointed out that County planners will look at the report and
34 make a determination against certain types of remodeling activities in Muir Beach. He believes that a
35 dissenting opinion should be submitted. A response must be submitted by February 11. Leighton and
36 Steve Shaffer will help Bill draft it.
37

38 Laura Chariton of the Watershed Alliance of Marin announced that the Marin Resource Conservation
39 District and her organization will be presenting at a meeting next week. Information can be found at
40 watermarin.org.
41

42 Paul received an email from Suzanne Bender. The Mill Valley City Council is supporting a pilot school
43 bus program that will include a stop in Muir Beach.
44

45 A Valentine's Day dance will take place at the Community Center.
46

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

48
49 Bill offered thanks to Harvey and Leighton for their help with recent water issues.
50

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

52
53 Requests for future meeting agenda items included the pilot school bus program to Muir Beach and a
54 change to the District Manager's part-time status.
55

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

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No items were removed from the Consent Calendar.

Item 16 Adjournment:

MOTION: To adjourn the meeting.
Moved: Grose, seconded by Jeschke
Vote: AYES: Unanimous

The meeting was adjourned at 9:47 PM.