

MUIR BEACH COMMUNITY SERVICES DISTRICT

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



**Wed, January 27, 2010
7:00 PM – Regular Meeting**

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

TIMING OF ITEMS ON AGENDA

The Board attempts to hear all items in order as stated on the agenda, however it reserves the right to take items out of the order listed at any time during the course of the meeting.

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
Scott Bender, Director
Dan Fitzpatrick, Director
Danny Hobson, Director
Peter Rudnick, Director

Maury Ostroff, District Manager
Leighton Hills, Deputy District Manager
Sharry Mullin, Secretary/Treasurer

Item 2 Oath of Office for new Board Members

The oath of office will be administered to the newly elected Board Members.

Item 3 CONSENT CALENDAR

All items on the Consent Calendar are considered to be either routine or non-controversial, and will be enacted by a single action of the Board. Upon request from a Board member, staff, or member of the public, specific items may be transferred from the Consent Calendar to the Regular Agenda for separate discussion and consideration.

- A. **Approval of Minutes** – Regular meeting October 7, 2009 as attached.
- B. **Approval of Financial Statements** – For the period ended December 31, 2009, as attached.

Item 4 NATIONAL PARK SERVICE REPORT

Representatives of the National Park Service may be present to update the community on various ongoing NPS projects.

The National Park Service has requested to have an opportunity to talk informally with the community about recent work at Muir Beach, the different opportunities to be part of the work, and to find out about what's next up on the Dias Ridge Trail. Mia Monroe and the new restoration manager, Bob Flasher, will be at the Community Center from 6 to 7pm before the meeting and all are welcome.

Item 5 GENERAL ADMINISTRATION

1. Rotation of District Manager position. Approval of Leighton Hills to take over the job of District Manager. Maury Ostroff nominated to become the Deputy District Manager.
2. Selection of new Auditor. The CPA firm of Lawrence Mitchell & Co has been retained to do the CSD Audits starting in FY 2009-2010. Mr. Mitchell's firm also prepares the tax returns for the MBVFA and is familiar with government accounting and Quickbooks, and we look forward to further streamlining the district's finances and making the audit process smoother. The audit for Fiscal Years 2005-06 and 2006-07 should be available in the upcoming weeks from our current auditor.

Item 6 FIRE DEPARTMENT REPORT

By John Sward, Fire Chief, or other representative of the Fire Department.

Item 7 WATER DEPARTMENT

1. Several Pressure Regulating Stations, including the one above the Community Center, have been repaired and upgraded, which should help on those occasions when we have to shut off the Lower Tank and provide water to the Lower Zone from the Upper Tank. We have also added a Pressure Relief valve, which could help in event of problem with a malfunction in one of the regulators. However, homeowners are advised that they are better protected having a pressure reducer on their home, which is required by code in all locations where the pressure can climb above 80 psi – which is all of lower Muir Beach.
2. Proposal for a new Upper Water Tank. A detailed presentation on plans for a new, seismically reinforced concrete tank at a location adjacent to our existing redwood tank will be made by Leighton Hills. Several engineering studies and reports have already been completed, and we have already submitted an application for a Coastal Permit to be issued by the County. We are also awaiting bids from Tank construction companies and will review them at the meeting if they are received in time.
3. Renewal of Special Tax for Water Capital Improvements. Need to schedule a Public Hearing before the Board can vote to approve the Ordinance and have it placed on the ballot. Consideration of Resolution 2010-1, proposing renewal of the Water Capital Improvements Tax and establishing the date of the election.

Item 8 PUBLIC HEARING ITEMS

Public hearings provide the general public and interested parties the opportunity to provide testimony on certain items, such as ordinances, rather than to simply comment on regular agenda items. If you later challenge an action on a hearing item in court, you may be limited to raising only those issues you or someone else raised in testimony at the Public Hearing, or in written correspondence delivered to the Board of Directors at or prior to the Public Hearing.

Introduction and Reading of Ordinance (by title only) – Ordinance No, 2010-1, An Ordinance of the Board of Directors of the Muir Beach Community Services District approving and adopting the levy of a special tax on the real property located within the district. The ordinance is included in the Meeting Packet.

After this introduction and initial reading, the Board may schedule the matter to be heard at a future meeting. After taking testimony at such a hearing, the Board may then act on the proposed ordinance.

Item 9 ROADS AND EASEMENTS

1. Signage along CSD easement and path from Pacific Way to Sunset Way. Charles Higgins of Slide Ranch will make a brief presentation on a proposal to add signs indicating directions to Slide Ranch from those hiking up from Muir Beach.

Item 10 RECREATION ITEMS

1. Review Status of Marin Community Funds grant for Community Center Improvements. New stone steps leading down to the deck have been completed, along with new stone walls and handrails on both sides.
2. Granite countertop and new sink installed in Community Center kitchen. Additional trim and/or back-splash may be added. The oven has been repaired so that the left-side oven should be functional again.
3. Office Space and utilization of Community Center rooms. Several parents have cleaned out the small room formerly known as the office, and are in the process of converting it to a Children's Room. It is felt that having the kids' room near the main room will help the parents keep an eye on the kids. Many thanks to Nina Vincent for spearheading this effort. The upstairs room will now need some work to convert it into more usable space as a functioning office.

The overall consideration is to ensure that we are flexible in how we use the space, and to allow each room to serve multiple-purposes if needed. It is not desirable to take up usable space in the community center rooms itself for storage that is rarely accessed.

4. Replacement of Wood Burning Stove made of Oil Drums. The wood burning stove in the corner has rusted out and can no longer be used. We have researched several models of modern, efficient wood-burning stoves and estimate that the total cost of a new woodstove and installation would be approximately \$3500. The high-end models, with a blower, are capable of heating an area of 1500 square feet.

Item 11 ITEMS REMOVED FROM THE CONSENT CALENDAR

Discussion and action on items, if any, transferred from the Consent Calendar to the Regular Agenda.

Item 12 PUBLIC OPEN TIME

1. *Topics should be within the jurisdiction of the CSD (water, roads, fire & public recreation).*
2. *The topic should not be elsewhere on the agenda.*
3. *The Board and staff may only briefly respond to statements and questions (legal requirement for items not posted on an agenda).*
4. *Public comments are limited to 3 minutes per speaker, unless waived by the Board.*
5. *The period for public open time is limited to 15 minutes, unless waived by the Board.*

Item 13 SELECTION OF DATE FOR NEXT MEETING

The 4th Wednesday in February is the 24th. The 4th Wednesday in March is also the 24th.

Item 14 ADJOURNMENT

RESOLUTION NO. 2010-1

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE MUIR BEACH COMMUNITY SERVICES DISTRICT:
PROPOSING A SPECIAL TAX FOR MAINTENANCE AND IMPROVEMENT OF
WATER SUPPLY EQUIPMENT AND FACILITIES, ESTABLISHING A DATE FOR
ELECTION, ADOPTING INTENDED BALLOT LANGUAGE, ORDERING THE
CONSOLIDATION OF SAID ELECTION, REQUESTING ELECTION SERVICE BY
THE MARIN COUNTY CLERK, PROPOSING AN ORDINANCE TO IMPOSE SAID
SPECIAL TAX, ADOPTING A METHOD FOR NOTICING SAID ORDINANCE AND
DIRECTING THAT THE NOTICE BE POSTED, PUBLISHED AND MAILED.**

The Board of Directors of the Muir Beach Community Services District does hereby resolve as follows:

WHEREAS, this Board is the governing Board of the Muir Beach Community Services District; and

WHEREAS, the Muir Beach Community Services District Board has the authority to levy a special tax; and

WHEREAS, the Muir Beach Community Services District Board believes that a special tax is required to provide a stable, financial foundation to improve and maintain the District's water supply equipment and facilities, including, but not limited to, implementation of the recommendations of the District's "Twenty Year Plan" and the requirements of the District's water rights permit, as well as upgrading the District's water supply and distribution system.

WHEREAS, it is the intention of this Board that an Ordinance imposing the special tax should be submitted to the voters of the Muir Beach Community Services District; and

WHEREAS, said Ordinance may be adopted by the Board after notice and public hearing, and it is the desire of this Board to give notice of said Ordinance.

NOW, THEREFORE, BE IT RESOLVED that this Board hereby proposes an Ordinance to impose a special tax to fund capital improvements and maintenance of the District's water supply equipment and facilities in the following amounts: three thousand two hundred and fifty (\$3,250.00) dollars per year on each improved commercially zoned parcel; three hundred (\$300.00) dollars per year per separate habitable structure on each residentially zoned parcel; and three hundred (\$300.00) dollars per year on all other parcels.

1. **IT IS FURTHER RESOLVED** that this Board hereby calls an election to be held on June 8, 2010 at which election the issue to be presented to the voters of the Muir Beach Community Services District is as follows:

**"ADOPTION OF ORDINANCE NO. 2010-1 TO IMPOSE A SPECIAL TAX FOR
CAPITAL IMPROVEMENTS AND MAINTENANCE OF THE DISTRICT'S WATER
SUPPLY EQUIPMENT AND FACILITIES**

Shall Muir Beach CSD Ordinance No. 2010-1, which imposes an annual special tax of \$3,250.00 on each improved commercially zoned parcel, \$300.00 per separate habitable structure on each residentially zoned parcel and \$300.00 on all other parcels for a period of four (4) years, commencing FY 2010-2011 and terminating in FY 2014-2015, be approved and shall the Muir Beach CSD appropriations limit be increased by the amount of this voter-approved tax?"

2. **IT IS FURTHER RESOLVED** that a "parcel" shall be defined as any parcel of land, developed or undeveloped, wholly or partially located within the District, for which the County Assessor of Marin County has assigned an assessor's identification number, provided, however, that any such parcels which are contiguous, used solely for owner-occupied single family residential purposes and held under identical ownership, may, upon approval of an application of the owners thereof to this Board, be treated as a single parcel for purposes of this special tax.

3. **IT IS FURTHER RESOLVED** that this Board hereby orders that said election shall be consolidated with the General Election scheduled on June 8, 2010; and

4. **IT IS FURTHER RESOLVED** that this Board hereby authorizes and requests the County Clerk to provide all necessary election services and canvas the results of said election; and

5. **IT IS FURTHER RESOLVED** that rebuttal shall be received to ballot arguments made by this Board on behalf of said Ordinance No. 2010-1; and

6. **IT IS FURTHER RESOLVED** that the time for public hearing on the Ordinance No. 2010-1 is hereby established as Wednesday, [INSERT DATE], 2010 at 7:00 o'clock PM in the Muir Beach Community Center, located at 19 Seacape Drive, Muir Beach, CA 94965, or soon thereafter as the matter may be heard; and

9. **IT IS FURTHER RESOLVED** that the Clerk of this Board is hereby directed to publish a notice set forth below in a newspaper of general circulation published in the County of Marin at least once fifteen (15) days prior to [INSERT DATE OF PUBLIC HEARING]; and

10. **IT IS FURTHER RESOLVED** that the Clerk of this Board shall cause to be posted copies of the aforesaid notice in three (3) public places in the Muir Beach Community Services District. Said notices to remain continuously posted; and

11. **IT IS FURTHER RESOLVED** that the Notice to be given shall be substantially in the following form:

"NOTICE ON PROPOSED TAX ORDINANCE

NOTICE IS HEREBY GIVEN that on Wednesday, [INSERT DATE OF PUBLIC HEARING] at 7:00 PM at the Muir Beach Community Center at 19 Seacape Drive, Muir Beach, CA 94965, or as soon thereafter as the matter may be heard, the Board of Directors of the Muir Beach Community Services District will

consider the adoption of an ordinance which will, if adopted by the Board, and confirmed by two-thirds (2/3) of the votes cast by the voters of the Muir Beach Community Services District, impose a special tax to fund capital improvements and maintenance of water supply and distribution equipment and facilities within the Muir Beach Community Services District.

NOTICE IS FURTHER GIVEN that the Ordinance will further provide for the method of collection of said tax and for reasonable costs for collection of such tax.

“NOTICE IS FURTHER GIVEN that persons desiring to address the Board regarding the proposed Ordinance should attend the hearing at the above place on the date and time indicated or if they wish to comment on the proposed Ordinance in writing, that they do so no later than 5:00 PM on [INSERT DATE OF PUBLIC HEARING], 2010.”

PASSED AND ADOPTED at the adjourned meeting of the Board of Directors of the Muir Beach Community Services District held this _____ day of _____, 2010 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Steve Shaffer, President
Board of Directors
Muir Beach Community Services District

ATTEST:

Sharon Mullin, District Secretary

ORDINANCE NO. 2010-1

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE MUIR BEACH COMMUNITY SERVICES DISTRICT APPROVING AND ADOPTING THE LEVY OF A SPECIAL TAX ON THE REAL PROPERTY LOCATED WITHIN THE DISTRICT

WHEREAS, the Muir Beach Community Services District has been empowered by its voters to supply water service to the District residents; and

WHEREAS, such services and the maintenance and improvement of the equipment and facilities required to provide such services are of benefit to all parcels within the District to which they are made available, whether or not the service is actually used, and offering but not limited to increasing the value of the land, improvements, and their possible future uses and by reducing the risk of their destruction by fire; and

WHEREAS, the present water service charges and connection fees neither raise the revenue necessary to pay the costs of improving this service nor equitably distribute the costs to all those who benefit from it.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF DIRECTORS OF THE MUIR BEACH COMMUNITY SERVICES DISTRICT AS FOLLOWS:

SECTION 1: Purpose and Intent. The purpose and intent of the Board with respect to the special tax are:

- (A) To provide funds for implementation of the capital improvements necessary to fulfill the recommendations of the "Twenty Year Plan" and the requirements of the District's water rights permit.
- (B) To annually prioritize and implement the actions needed to provide the capital improvements within the guidelines of the "Twenty Year Plan", as deemed fiscally prudent within the funds provided by this tax measure and other possibly available District and grant funds.
- (C) To methodically upgrade the District's water supply and distribution system so as to meet the requirements and reliably provide potable water in compliance with the District's water rights permit, the laws of the State of California and the Federal Safe Drinking Water Act.

SECTION 2: Tax Imposed. Land parcels to be taxed under this Ordinance shall be defined as any parcel of land, developed or undeveloped, wholly or partially located within the District, for which the County Assessor of Marin County has assigned an assessor's identification number, provided, however, that any such parcels which are contiguous and held under identical ownership, may, upon approval of an application of the owners thereof to this Board, be treated as a single parcel for purposes of this special tax. The special tax shall be levied per annum, commencing FY 2010-2011 and terminating in FY 2014-2015, as follows:

(A) \$3,250.00 on each commercially zoned parcel.

(B) \$300.00 per separate habitable structure (as determined by units listed in the Marin County Assessment roll) on each residentially zoned parcel.

(C) \$300.00 per parcel on all other parcels.

SECTION 3: Increase of Appropriations Limit. Pursuant to the provisions of Article XII-B of the California Constitution, the appropriations limit of the Muir Beach Community Services District is hereby increased by an amount equal to the special taxes imposed by this ordinance for a period of four (4) years.

SECTION 4: Method of Collection. The special tax imposed by this ordinance is due from every person who owns a parcel within the Muir Beach Community Services District and as reflected upon the rolls of the County Assessor at the same time ad valorem tax is due and is to be collected in the same manner. The Marin County Tax Collector shall collect the tax and any penalty or interest due hereunder. The full amount due under this Ordinance shall constitute a debt to the Muir Beach Community Services District. Marin County may deduct the reasonable costs incurred by the County for this service before remittance of the balance to Muir Beach Community Services District.

SECTION 5: Delinquency. To any amount of the special tax created by this Ordinance which becomes delinquent, the Marin County Tax Collector shall add a penalty in the amount equal to any penalty owing for delinquencies in the ad valorem property tax. The tax and penalty shall bear interest at the same rate as the rate for unpaid ad valorem property tax until paid.

SECTION 6: Effective Date. This Ordinance shall not become effective unless approved at the June 8, 2010 election by a two-thirds (2/3) majority of the voting registered voters within the District. This Ordinance shall become effective immediately upon the voter approval.

SECTION 7: Four-Year Tax. When approved by the voters this Ordinance shall remain in effect for a period of four (4) years.

SECTION 8: Invalidity. If any part of this ordinance is held to be invalid for any reason, such decision shall not affect the remaining portion of this Ordinance and the Board hereby declares that it would have passed the remainder of this Ordinance as if such invalid portion thereof had been deleted.

SECTION 9: Adoption and Publication. This Ordinance shall be introduced at least five (5) days prior to the Board meeting at which this Ordinance is to be adopted by the Board. The full text of this Ordinance shall also be published once within fifteen (15) days after this Ordinance's passage by the Board, and not less than thirty (30) days prior to the day of the General Election in which the voters are to vote on it approval.

SECTION 10: Posting. The District Secretary shall post a certified copy of the full text of this Ordinance, as adopted by the Board, along with the names of the board members voting for and against the Ordinance.

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2010 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Steve Shaffer, President
Board of Directors
Muir Beach Community Services District

ATTEST:

Sharon Mullin, District Secretary

L09000035173 309365AG01 WSC00143A
MUIR BEACH
COMMUNITY SERVICES DISTRICT
ATTN: SHARRY MULLIN
19 SEACAPE DRIVE
MUIR BEACH CA 94965-9701

Account number [REDACTED]

Morgan Stanley Smith Barney LLC. Member SIPC.

Your Financial Advisor

Kenneth Tarrant
750 LINDARO STREET
SUITE 300
SAN RAFAEL CA 94901
415 460 6207
Website: www.smithbarney.com

Business FMA Service Center: 888-557-BFMA
Branch Phone: 800 777 3489
TTY/TDD Deaf & Hard of hearing: 800-227-4238

Account carried by Citigroup Global Markets Inc. Member SIPC.

Account value	Last period	This period	%
Money fund	\$ 863,083.62	\$ 924,898.78	100.00
Total value	\$ 863,083.62	\$ 924,898.78	100.00

Earnings summary	This period		This year	
	Taxable	Non-taxable	Taxable	Non-taxable
Money fund earnings	\$ 58.29	\$ 0.00	\$ 3,385.94	\$ 0.00
Total	\$ 58.29	\$ 0.00	\$ 3,385.94	\$ 0.00

Gain/loss summary	This period	This year
Unrealized gain or (loss) to date	\$ 0.00	

Cash, money fund, bank deposits	This period	This year
Opening balance	\$ 863,083.62	
Deposits	83,762.15	385,428.12
Withdrawals	0.00	(472.05)
Checks written	(22,005.28)	(437,430.58)
Money fund earnings reinvested	58.29	
Closing balance	\$ 924,898.78	

A free credit balance in any securities account may be paid to you on demand.
Although properly accounted for, these funds may be used for business purposes.

Portfolio summary	This period	This year
Beginning total value (excl. accr. int.)	\$ 863,083.62	\$ 973,987.35
Net security deposits/withdrawals	0.00	0.00
Net cash deposits/withdrawals	61,756.87	(52,474.51)
Beginning value net of deposits/withdrawals	924,840.49	921,512.84
Total value as of 12/31/2009 (excl. accr. int.)	\$ 924,898.78	\$ 924,898.78
Change in value	\$ 58.29	\$ 3,385.94

Muir Beach Community Services District

Balance Sheet

As of December 31, 2009

Accrual Basis

	Dec 31, 09
ASSETS	
Current Assets	
Checking/Savings	
Smith Barney	
Government Dept. Cash	
General Fund Cash	366,393
Fire Dept Cash	
Fire Tax Cash	52,352
Fire Station Reserve Cash	17,096
West Marin Fund Cash	22,087
Total Fire Dept Cash	91,535
Total Government Dept. Cash	457,928
Water Cap Impr Fund Cash	459,451
SB Unallocated Interest	6,153
Total Smith Barney	923,532
73800 Fund	
Government Fund	
General Fund	968
Total Government Fund	968
Total 73800 Fund	968
Cash Clearing	-42
Total Checking/Savings	924,458
Accounts Receivable	
Receivables	4,053
Undisbursed Receipts at County	1,264
Total Accounts Receivable	5,316
Other Current Assets	
Deposits	
Brentag Container Deposits	450
State Fund Deposit	523
Total Deposits	973
Undeposited Funds	4,049
Total Other Current Assets	5,022
Total Current Assets	934,796
Fixed Assets	
Building	
Building-Cost	366,682
Building Accum Depr	-185,142
Shed -Cost	52,103
Total Building	233,643
Equipment	
Equipment-Cost	139,072
Equipment Accum Depr	-93,194
Total Equipment	45,878
Water System	
Water System-Cost	
Upper Tank Replacement	9,522
Water Lines	95,672

Muir Beach Community Services District

Balance Sheet

Accrual Basis

As of December 31, 2009

	Dec 31, 09
Water Aeration Equipment	1,432
Water Tank Controls	14,197
Water Equipment	20,000
Water Well	21,620
Pumphouse Cost	2,712
Water System-Cost - Other	612,502
Total Water System-Cost	777,656
Water System Accum Depr	-345,401
Total Water System	432,255
Land	74,673
Total Fixed Assets	786,450
TOTAL ASSETS	1,721,245
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	11,115
Total Accounts Payable	11,115
Credit Cards	
Chase VISA 5153	231
Total Credit Cards	231
Other Current Liabilities	
Rental Security Deposits	250
Water Security Deposits	11,100
Total Other Current Liabilities	11,350
Total Current Liabilities	22,697
Total Liabilities	22,697
Equity	
Governmental Funds	
General Fund	723,037
Restricted Gov't Funds	91,885
Total Governmental Funds	814,922
Proprietary (Water) Fund	
Restricted Proprietary Funds	473,703
Proprietary (Water) Fund - Other	409,923
Total Proprietary (Water) Fund	883,626
Retained Earnings	0
Net Income	-0
Total Equity	1,698,549
TOTAL LIABILITIES & EQUITY	1,721,245

Muir Beach Community Services District
Statement of Revenues and Expenditures
September through December 2009

Accrual Basis

	Sep 09	Oct 09	Nov 09	Dec 09	TOTAL
Ordinary Income/Expense					
Income					
Water Operations Income	7,700	6,793	6,663	5,491	26,647
Water Capital Improvement Revs	1,994	1,792	1,753	28,916	34,455
Tax Revenues	0	1,563	-130	53,764	55,196
Recreational Activities Income	2,147	1,560	333	367	4,406
Interest Income	14	44	49	58	164
Other Income	0	0	75	0	75
Total Income	11,855	11,751	8,742	88,595	120,943
Expense					
Accounting & Bookkeeping	3,140	2,105	1,606	1,092	7,942
Community Classes & Functions	417	536	411	128	1,492
Employee Benefits	995	511	511	1,046	3,062
Interest Expense	1	0	0	0	1
Legal & Professional	1,181	0	0	131	1,313
Licenses, Permits & Fees	400	0	101	0	501
Misc Operating Expenses	231	95	155	56	537
Office Expense	85	49	59	79	271
Payroll Expenses	7,769	6,254	6,339	6,909	27,271
Repair & Maintenance	4,905	2,243	3,238	33	10,419
Supply	0	383	1,727	106	2,216
Travel Expense	166	150	150	150	616
Uncategorized Exp	0	172	0	0	172
Utilities	1,436	1,065	693	643	3,836
Water Enterprise	2,456	2,234	2,395	202	7,288
Total Expense	23,183	15,796	17,384	10,575	66,937
Net Ordinary Income	-11,328	-4,045	-8,642	78,021	54,006
Net Income	-11,328	-4,045	-8,642	78,021	54,006

Muir Beach Community Services District

Revenue and Expenditures

Budget vs Actual

Accrual Basis

	<u>Jul - Dec 09</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
Water Operations Income	41,084	75,000	55%
Water Capital Improvement Revs	39,146	64,200	61%
Tax Revenues	55,567	133,000	42%
Recreational Activities Income	8,346	17,000	49%
Grant Revenues	0	8,400	0%
Interest Income	229	12,000	2%
Other Income	75		
Total Income	<u>144,448</u>	<u>309,600</u>	<u>47%</u>
Expense			
Accounting & Bookkeeping	14,348	42,000	34%
Community Classes & Functions	2,011	3,000	67%
Dues & Memberships	201	500	40%
Employee Benefits	5,052	18,000	28%
Fire Dept. Supplies & Exps	0	26,000	0%
Insurance	-197	9,000	-2%
Interest Expense	1		
Legal & Professional	1,313	4,000	33%
Licenses, Permits & Fees	977	7,000	14%
Meals & Entertainment	0	500	0%
Misc Operating Expenses	717	1,000	72%
Office Expense	328	1,500	22%
Payroll Expenses	42,281	87,000	49%
Repair & Maintenance	13,155	30,000	44%
Supply	2,603	2,500	104%
Travel Expense	916	3,000	31%
Uncategorized Exp	172		
Utilities	5,430	12,000	45%
Water Enterprise	14,854	22,000	68%
West Marin Expenditures	0	8,400	0%
Total Expense	<u>104,161</u>	<u>277,400</u>	<u>38%</u>
Net Ordinary Income	<u>40,287</u>	<u>32,200</u>	<u>125%</u>
Net Income	<u><u>40,287</u></u>	<u><u>32,200</u></u>	<u><u>125%</u></u>

Muir Beach Community Services District
Expenditures
September 2009

<u>Name</u>	<u>Memo</u>	<u>TOTAL</u>	<u>Gov't</u>	<u>Water</u>	<u>W Cap Impr</u>
Schwartz & Assoc. and crew	Cove Lane easement trail & stair repair	4,287.50	4,287.50	0.00	0.00
Sharon Mullin	Secretary-Treasurer wages	3,224.45	2,307.50	916.95	0.00
Harvey Pearlman	wages	2,225.00	350.00	1,875.00	0.00
Bellagio Wood Tank Company	water tank repairs	2,055.69	0.00	2,055.69	0.00
Maury Ostroff	District Manager's salary	1,846.16	1,107.68	369.24	369.24
Jose Alcala	wages	1,260.00	1,260.00	0.00	0.00
Marin County Tax Collector	legal fees relating to Fire Tax	1,181.25	1,181.25	0.00	0.00
CalPers	medical coverage: Hills \$511, Pearlman \$485	996.34	498.17	498.17	0.00
PG&E	\$132 Community Center, \$726 well site & pump house	858.04	132.09	725.95	0.00
Salvador Gonzalez	wages	680.00	476.00	204.00	0.00
Payroll taxes	employer payroll taxes	508.42	508.42	0.00	0.00
Lamberth	return of rental security deposit	500.00	500.00	0.00	0.00
Home Depot	\$349 Community Center, \$110 water	458.99	348.71	110.28	0.00
State Compensation Insurance Fund	worker's compensation insurance	449.72	184.81	234.71	30.20
Cole Farms	pavement marking tape	419.71	209.85	209.86	0.00
Stewart Title of California	title report for upper tank site	400.00	0.00	0.00	400.00
Juana Gonzalez	wages for Community Center cleaning	360.00	360.00	0.00	0.00
McPhails	propane	251.82	251.82	0.00	0.00
Hayden	return of rental security deposit	250.00	250.00	0.00	0.00
AT&T	telephone: \$103 admin, \$41 fire, \$93 water	241.72	148.24	93.48	0.00
Intuit Merchant Services	water account payment by credit card processing fees	231.46	0.00	231.46	0.00
Lonna Richmond	wages for running Bistro	210.00	210.00	0.00	0.00
Paychex	payroll service	164.69	164.69	0.00	0.00
Harvey Pearlman	mileage allowance	150.00	0.00	150.00	0.00
Emiko Wang	tai chi instruction	112.40	112.40	0.00	0.00
Cyprex	return of water security deposit	100.00	0.00	100.00	0.00
Bendahan	return of water security deposit	100.00	0.00	100.00	0.00
Harvey Pearlman	reimbursement for children's party	83.18	83.18	0.00	0.00
Tamalpais Color & Paint	supply	72.55	45.77	26.78	0.00
Ely Pearlman	wages	65.00	0.00	65.00	0.00
Herb's Pool Service	water system supplies - chlorine	52.56	0.00	52.56	0.00
Muir Beach Quilters	wages for running Bistro	52.50	52.50	0.00	0.00
Misc Vendor	Bistro expense	45.50	45.50	0.00	0.00
Nancy Knox	reimbursement for scone pastry for Bistro	42.00	42.00	0.00	0.00
Staples	water department supply	37.77	0.00	37.77	0.00
AT&T Mobility	Harvey's cell phone	33.20	0.00	33.20	0.00
Big 5 Sporting Goods	children's party	31.58	31.58	0.00	0.00
Joann Fabric	children's party	30.46	30.46	0.00	0.00

Muir Beach Community Services District Expenditures

September 2009

Marin County Public Health Laboratory	water testing	30.00	0.00	30.00	0.00
Marin Resource and Recovery	fees for disposal of debris at Community Center	30.00	30.00	0.00	0.00
Goodman	water department expense	27.20	0.00	27.20	0.00
Maxemail	voicemail service	20.85	20.85	0.00	0.00
Walgreen's	childrens party	19.87	19.87	0.00	0.00
Grand Gas	propane	16.42	0.00	16.42	0.00
Martin Brothers	Community Center	12.99	12.99	0.00	0.00
Woodland Auto Center	water department expense	6.35	0.00	6.35	0.00
		<u>24,233.34</u>	<u>15,263.83</u>	<u>8,170.07</u>	<u>799.44</u>

Muir Beach Community Services District
Expenditures
October 2009

Name	Memo	TOTAL	Gov't	Water	W Cap Impr
Sharon Mullin	Secretary-Treasurer wages	2,193.50	1,746.50	447.00	0.00
Maury Ostroff	District Manager's salary	1,846.16	1,107.68	369.24	369.24
Randy Bonney	replace sink and counter top at Community Center	1,813.00	1,813.00	0.00	0.00
Harvey Pearlman	wages	1,800.00	762.50	1,037.50	0.00
Omega Engineering	water level detectors	1,530.20	0.00	0.00	1,530.20
PG&E	\$69 Community Center, \$570 well site & pump house	638.63	68.76	569.87	0.00
Pond Landscape Solutions	water tank aerators	633.80	0.00	633.80	0.00
Salvador Gonzalez	wages	544.00	408.00	136.00	0.00
State Compensation Insurance Fund	worker's compensation insurance	543.91	308.12	205.59	30.20
CalPers	medical coverage: Hills \$510, Pearlman \$485 less rebate	510.50	255.25	255.25	0.00
Ferguson	return of rental security deposit	500.00	500.00	0.00	0.00
Smith	return of rental security deposit	500.00	500.00	0.00	0.00
Jose Alcala	wages	440.00	220.00	220.00	0.00
Pipemarker	valve tags for water system	432.05	0.00	0.00	432.05
Payroll taxes	employer payroll taxes	393.77	393.77	0.00	0.00
Juana Gonzalez	wages for Community Center cleaning	360.00	360.00	0.00	0.00
AT&T	telephone: \$103 admin, \$41 fire, \$93 water	235.34	142.06	93.28	0.00
Emiko Wang	tai chi instruction	234.40	234.40	0.00	0.00
Goodman	\$38 water department expense, \$185 faucet for CC	222.89	185.29	37.60	0.00
Office Depot	tables for CC	175.18	175.18	0.00	0.00
Paychex	payroll service	168.97	168.97	0.00	0.00
Jose Alcala	reimbursement for CC expenses	166.30	166.30	0.00	0.00
Lonna Richmond	wages for running Bistro	157.50	157.50	0.00	0.00
Redwood Empire Disposal	refuse	157.02	157.02	0.00	0.00
Harvey Pearlman	mileage allowance	150.00	0.00	150.00	0.00
Staples	toner cartridge	150.00	150.00	0.00	0.00
Ravica	water level detectors	145.00	0.00	0.00	145.00
Water Components & Building Supply	water department expense	134.50	0.00	134.50	0.00
Picard	return of water security deposit	100.00	0.00	100.00	0.00
Intuit Merchant Services	water account payment by credit card processing fees	69.88	0.00	69.88	0.00
Marin County Public Health Laboratory	water testing	60.00	0.00	60.00	0.00
Harvey Pearlman	reimbursement for CC supply	57.74	57.74	0.00	0.00
Fedex	\$11 timecards, \$23 children's party	34.18	23.27	10.91	0.00
United Site Services	porto-potty servicing	33.00	33.00	0.00	0.00
Delano's Market	meeting refreshments	24.96	24.96	0.00	0.00
Nancy Knox	reimbursement for scone pastry for Bistro	24.50	24.50	0.00	0.00
Maxemail	voicemail service	20.85	20.85	0.00	0.00
Walgreens	water department expense	15.48	0.00	15.48	0.00
AT&T Mobility	Harvey's cell phone	12.77	0.00	12.77	0.00
Ram Print & Communications	children's party	7.61	7.61	0.00	0.00
USPS	postage	4.95	4.95	0.00	0.00
Misc Vendor	Bistro expense	3.50	3.50	0.00	0.00
		<u>17,246.04</u>	<u>10,180.68</u>	<u>4,558.67</u>	<u>2,506.69</u>

Muir Beach Community Services District
Expenditures
November 2009

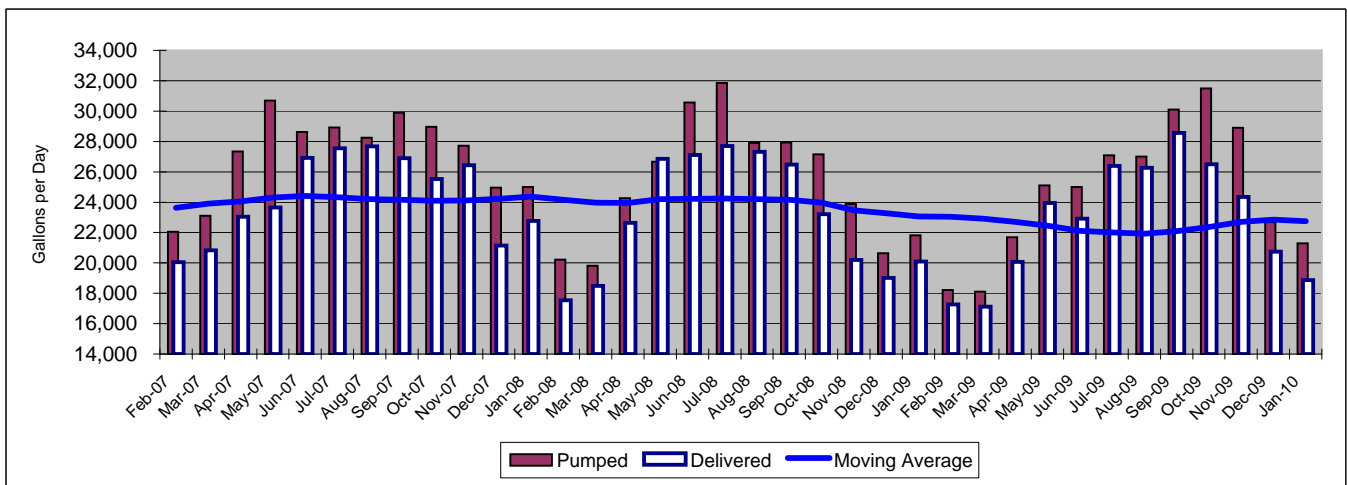
Name	Memo	TOTAL	Gov't	Water	W Cap Impr
Cactus Metal Design	new handrail at Community Center	2,900.00	2,900.00	0.00	0.00
Linscott Engineering Contractors, Inc.	diaphragm replacement & maint. of existing pressure reduction valves	2,170.61	0.00	2,170.61	0.00
Sharon Mullin	Secretary-Treasurer wages	1,653.90	1,254.50	399.40	0.00
Harvey Pearlman	wages	1,950.00	762.50	1,187.50	0.00
Maury Ostroff	District Manager's salary	1,846.16	1,107.68	369.24	369.24
Maury Ostroff	reimbursement for stove repair paid out-of-pocket	250.00	250.00	0.00	0.00
Payroll taxes	employer payroll taxes	394.36	394.36	0.00	0.00
Mity-Lite, Inc.	new lighting at Community Center	819.96	819.96	0.00	0.00
Darata Design Associates, Inc.	chair covers for Community Center	750.00	750.00	0.00	0.00
State Compensation Insurance Fund	worker's compensation insurance	610.92	352.33	213.28	45.31
Salvador Gonzalez	wages	629.00	578.00	51.00	0.00
CalPers	medical coverage: Hills \$0, Pearlman \$510	510.50	255.25	255.25	0.00
Patricia Hylton	return of rental security deposit	500.00	500.00	0.00	0.00
Harvey Pearlman	\$335 Day of the Dead celebration, \$150 mileage allowance	484.91	334.91	150.00	0.00
PG&E	\$79 Community Center, \$265 well site & pump house	344.08	79.52	264.56	0.00
Juana Gonzalez	wages for Community Center cleaning	360.00	360.00	0.00	0.00
AT&T	telephone: \$112 admin, \$41 fire, \$93 water	246.27	152.89	93.38	0.00
Lonna Richmond	wages for running Bistro	210.00	210.00	0.00	0.00
Paychex, Inc.	payroll service	178.64	178.64	0.00	0.00
Bankcard	merchant account banking fees	154.61	0.00	154.61	0.00
Jose Alcala	wages	160.00	0.00	160.00	0.00
Home Depot	Community Center supplies	133.14	133.14	0.00	0.00
Office Depot	office supplies for Harvey	132.46	0.00	132.46	0.00
Goodman Building Supply	\$52 supplies for CC, \$5 water dept. exp, \$47 parts for water system	103.96	51.73	5.44	46.79
State Water Resources Control Board	water rights permit fee	100.93	0.00	100.93	0.00
Martin Bros. Supply	maintenance items for Community Center	60.33	60.33	0.00	0.00
Nancy Knox	reimbursement for scone pastry for Bistro	45.50	45.50	0.00	0.00
Chevron	propane for heaters at Community Center	41.32	41.32	0.00	0.00
Herb's Pool Service	chlorine	39.42	0.00	39.42	0.00
AT&T Mobility	Harvey's cell phone	32.75	0.00	32.75	0.00
Misc Vendor	\$14 Bistro expense, \$16 Day of the Dead event	30.34	30.34	0.00	0.00
Maxemail	voicemail service	20.85	20.85	0.00	0.00
Ideal Stationers	office supply	10.65	10.65	0.00	0.00
		<u>17,875.57</u>	<u>11,634.40</u>	<u>5,779.83</u>	<u>461.34</u>

Muir Beach Community Services District
Expenditures
December 2009

Name	Memo	TOTAL	Gov't	Water	W Cap Impr
Maury Ostroff	District Manager's salary	2,769.24	1,661.52	553.86	553.86
Harvey Pearlman	wages	1,462.50	475.00	987.50	0.00
Sharon Mullin	Secretary-Treasurer wages	1,122.80	721.50	401.30	0.00
CalPers	medical coverage: Hills \$523, Pearlman \$523	1,045.78	522.89	522.89	0.00
Payroll taxes	employer payroll taxes	692.57	692.57	0.00	0.00
PG&E	\$143 Community Center, \$401 well site & pump house	544.16	142.61	401.55	0.00
Salvador Gonzalez	wages	544.00	416.50	127.50	0.00
Juana Gonzalez	wages for Community Center cleaning	540.00	540.00	0.00	0.00
State Compensation Insurance Fund	worker's compensation insurance	416.10	241.66	144.24	30.20
Lonna Richmond	wages for running Bistro	315.00	315.00	0.00	0.00
Harvey Pearlman	\$80 supplies for Community Center, \$150 mileage allowance	230.06	80.06	150.00	0.00
Paychex, Inc.	payroll service	169.14	169.14	0.00	0.00
Marin County Tax Collector	county council fees	131.25	43.75	0.00	87.50
Cellular World	new cell phone for Harvey	120.69	0.00	120.69	0.00
Bankcard	merchant account banking fees	56.49	0.00	56.49	0.00
Nancy Knox	reimbursement for scone pastry for Bistro	56.00	56.00	0.00	0.00
Goodman Building Supply	\$46 for upper tank project, \$9 water dept. expense	55.02	0.00	9.11	45.91
Laura Van Amburgh	wages for running Bistro	52.50	52.50	0.00	0.00
Chevron	propane for heaters at Community Center	36.97	36.97	0.00	0.00
United Site Services, Inc.	porto-pot maintenance at volleyball court	33.00	33.00	0.00	0.00
AT&T Mobility	Harvey's cell phone	32.81	0.00	32.81	0.00
Frys Electronics	toner	30.55	30.55	0.00	0.00
Home Depot	repair supplies for Community Center	26.21	26.21	0.00	0.00
Maxemail	voicemail service	20.85	20.85	0.00	0.00
Misc Vendor	Bistro supplies	19.00	19.00	0.00	0.00
Ideal Stationers	office expense	13.18	13.18	0.00	0.00
Container Store	water department expense	10.89	0.00	10.89	0.00
Walgreens	water department expense	10.32	0.00	10.32	0.00
Office Depot	office expense for Harvey	5.46	0.00	5.46	0.00
USPS	postage	3.97	3.97	0.00	0.00
		<u>10,566.51</u>	<u>6,314.43</u>	<u>3,534.61</u>	<u>717.47</u>

Water Production Table

End Date	Monthly Totals (Gallons)					Gallons Per Day			Billing		
	Pumped	Delivered	Est Maint	Unaccounted For		Pumped	Delivered	12 Mo Avg (Delivered)	Month	Rolling 12 Months	% change prev month
Jan 16, 10	660,019	585,085	-	74,934	11%	21,291	18,874	22,752	\$ 6,814	\$ 93,240	-0.5%
Dec 16, 09	680,761	622,633	-	58,128	9%	22,692	20,754	22,854	\$ 7,120	\$ 93,672	0.9%
Nov 16, 09	895,944	755,038	-	140,906	16%	28,901	24,356	22,709	\$ 8,267	\$ 92,839	0.9%
Oct 16, 09	944,706	794,673	-	150,033	16%	31,490	26,489	22,362	\$ 8,460	\$ 91,983	1.0%
Sep 16, 09	933,446	885,340	-	48,106	5%	30,111	28,559	22,089	\$ 9,469	\$ 91,063	1.2%
Aug 16, 09	836,855	814,173	-	22,682	3%	26,995	26,264	21,915	\$ 9,160	\$ 89,954	-1.1%
Jul 16, 09	812,431	791,868	-	20,563	3%	27,081	26,396	22,003	\$ 8,969	\$ 90,956	-1.1%
Jun 16, 09	750,162	687,516	-	62,646	8%	25,005	22,917	22,112	\$ 7,779	\$ 91,931	-1.4%
May 17, 09	778,259	742,635	-	35,624	5%	25,105	23,956	22,461	\$ 8,423	\$ 93,269	-0.9%
Apr 16, 09	672,416	622,338	-	50,078	7%	21,691	20,075	22,703	\$ 6,929	\$ 94,086	-1.1%
Mar 16, 09	507,269	479,256	-	28,013	6%	18,117	17,116	22,916	\$ 5,655	\$ 95,098	-0.7%
Feb 16, 09	564,844	535,259	-	29,585	5%	18,221	17,266	23,031	\$ 6,196	\$ 95,755	-0.1%
Jan 16, 09	676,368	622,876	25,000	28,492	4%	21,818	20,093	23,054	\$ 7,246	\$ 95,886	-1.1%
Dec 16, 08	598,541	551,419	-	47,122	8%	20,639	19,014	23,277	\$ 6,287	\$ 96,995	-1.1%
Nov 17, 08	788,024	666,591	25,000	96,433	12%	23,880	20,200	23,456	\$ 7,412	\$ 98,047	-0.7%
Oct 15, 08	814,365	696,194	20,000	98,171	12%	27,146	23,206	23,975	\$ 7,539	\$ 98,698	-0.3%
Sep 15, 08	782,230	741,381	-	40,849	5%	27,937	26,478	24,168	\$ 8,360	\$ 99,034	-0.9%
Aug 18, 08	921,225	901,604	-	19,621	2%	27,916	27,321	24,202	\$ 10,162	\$ 99,892	0.6%
Jul 16, 08	1,019,495	886,431	50,000	83,064	8%	31,859	27,701	24,232	\$ 9,943	\$ 99,295	0.8%
Jun 14, 08	886,260	786,171	50,000	50,089	6%	30,561	27,109	24,219	\$ 9,117	\$ 98,461	-0.3%
May 16, 08	799,880	805,496	-	(5,616)	-1%	26,663	26,850	24,204	\$ 9,240	\$ 98,718	1.2%
Apr 16, 08	751,932	701,613	2,000	48,319	6%	24,256	22,633	23,937	\$ 7,940	\$ 97,595	-0.2%
Mar 16, 08	574,692	536,377	-	38,315	7%	19,817	18,496	23,970	\$ 6,313	\$ 97,787	-0.5%
Feb 16, 08	626,884	544,007	-	82,877	13%	20,222	17,549	24,165	\$ 6,326	\$ 98,279	-1.1%
Jan 16, 08	775,196	705,942	-	69,254	9%	25,006	22,772	24,374	\$ 8,356	\$ 99,368	0.8%
Dec 16, 07	748,500	634,576	-	113,924	15%	24,950	21,153	24,227	\$ 7,339	\$ 98,560	0.7%
Nov 16, 07	859,301	819,373	-	39,928	5%	27,719	26,431	24,108	\$ 8,062	\$ 97,842	-1.1%
Oct 16, 07	868,701	765,543	50,000	53,158	6%	28,957	25,518	24,085	\$ 7,876	\$ 98,950	-1.1%
Sep 16, 07	926,834	833,808	1,200	91,826	10%	29,898	26,897	24,163	\$ 9,218	\$ 100,062	-1.2%
Aug 16, 07	875,355	857,880	3,500	13,975	2%	28,237	27,674	24,201	\$ 9,565	\$ 101,310	0.3%
Jul 16, 07	867,395	826,506	-	40,889	5%	28,913	27,550	24,335	\$ 9,109	\$ 101,025	-0.2%
Jun 16, 07	887,125	834,569	-	52,556	6%	28,617	26,922	24,421	\$ 9,374	\$ 101,193	0.4%
May 16, 07	920,930	709,577	80,000	131,353	14%	30,698	23,653	24,295	\$ 8,117	\$ 100,762	1.0%
Apr 16, 07	847,807	713,964	8,000	125,843	15%	27,349	23,031	24,061	\$ 8,132	\$ 99,806	0.4%
Mar 16, 07	647,188	583,249	10,000	53,939	8%	23,114	20,830	23,905	\$ 6,805	\$ 99,383	0.9%
Feb 16, 07	683,373	621,782	15,000	46,591	7%	22,044	20,057	23,641	\$ 7,415	\$ 98,530	



1 **MUIR BEACH COMMUNITY SERVICES DISTRICT**
2 **Minutes of the Board of Directors' meeting held on**
3 **Wednesday, October 7, 2009**

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
9 minutes are draft only and subject to change. Upon approval by the Board, these minutes
10 become the Official Minutes of the meeting.

11
12 **Item 1 CALL TO ORDER**

13
14 President Shaffer called the regular meeting of the Muir Beach Community Services District
15 Board of Directors to order at 7:18 PM on Wednesday, October 7, 2009.

16
17 **Roll Call**

18
19 DIRECTORS PRESENT: Hobson, Shaffer, Fitzpatrick, Rudnick
20 OFFICERS PRESENT: District Manager Ostroff, Deputy District Manager Hills,
21 Secretary-Treasurer Mullin

22
23 **Item 2 CONSENT CALENDAR**

24
25 A. **Approval of Minutes** – Regular meeting July 22, 2009.

26
27 B. **Approval of Financial Statements** – For the period ended August 31, 2009.

28
29 MOTION: To approve items A and B above.
30 Moved: Rudnick, seconded by Fitzpatrick
31 Vote: AYES: Unanimous

32
33 **Item 3 NATIONAL PARK SERVICE REPORT**

34
35 Brian Aviles reported. Redwood Creek Restoration project is underway and on schedule.
36 Mia Monroe asked him to convey that the Welcome Back Salmon day is coming up. Brian
37 made available newly printed Muir Beach Park brochures.

38
39 Steve Griswold's progress report on the Dias Ridge Trail was read. The trail is closed west
40 of the Miwok trail junction but will open in the spring.

41
42 An open house is scheduled in San Francisco for November 17 from 4:00-7:00.

43
44 **Item 4 FIRE DEPARTMENT REPORT**

45
46 No one from the fire department was present to offer a report.

1 **Item 5 WATER DEPARTMENT**

2
3 Work has been completed on the new water line and service connection from Sunset Way to
4 Cove Lane. A new fire hydrant with increased water flow has also been installed at the
5 bottom of Cove Lane. The new 6" line replaced the last segment of galvanized steel piping
6 that dated from the 1950's. Leighton displayed a remnant of the old 1.5" water line as well
7 as a segment of the new 6" pipe for comparison.
8

9 The installation of a new inter-tie from the beginning of Sunset Way to Highway One has
10 been completed. A new fire hydrant has been installed at that location.
11

12 The leak in the lower water tank has been repaired and the 10 HP pump has been reinstalled.
13

14 A member of the California Rural Water Association, a 501(c)3 organization that is funded
15 by the state, paid an unannounced visit to inspect the Muir Beach water system. Her
16 determination was that this was the best small water system she had ever seen. Having two
17 people certified, pumping at night, and making capital improvements that adhere to a plan
18 were the basis for her opinion. She will prepare a report that could prove beneficial should
19 we need to apply for funding from that organization.
20

21 One resident voiced the opinion that the water system is part of the historic record and as
22 such, the recent improvements should be posted to the website.
23

24 The upper tank was installed in 1965 and is coming to the end of its useful life. Various
25 options for replacement exist including steel and concrete. Steel does not hold up in a marine
26 environment. Although more expensive (\$400,000 initial cost with \$75,000 in side work),
27 concrete tanks are built to last 100 years. A new tank will take 5-6 months to build. Enough
28 space exists to allow for building a new tank prior to removal of the existing tank. A
29 topographical map and record of survey have been prepared and a meeting with two
30 geotechnical consultants has taken place.
31

32 **Item 6 ROADS AND EASEMENTS**

33
34 The trail from Cove Lane up to the end of Sunset Way has been restored.
35

36 The pavement on Sunset Way between #5 and #35 is in need of repair. The Peter Lambert
37 project at 70 Sunset Way is scheduled to begin in April and large trucks will be trafficking
38 that segment of Sunset Way for weeks. Peter has offered to help pay for the repairs.
39

40 Due to the high cost of building the necessary retaining wall, Peter is having second thoughts
41 about depositing his excess fill dirt below the Community Center.
42
43

1 **Item 7 RECREATIONAL ITEMS**

2
3 The annual Day of the Dead celebration will be held on November 7. Harvey requested
4 funding of up to \$500 to pay for the event, which was granted.
5

6 The electrical work at the Community Center has been completed. Installation of stone steps
7 leading down to the deck is underway. Both projects are being funded by grants received
8 from the Marin Community Foundation.
9

10 The granite countertop and new sink for the kitchen at the Community Center are on order.
11

12 The new retaining wall above the children's playground has been completed.
13

14 A proposal has been made to convert the upstairs Children's Room into an office that can be
15 utilized by the CSD, the MBVFA, and members of the community for shared resources such
16 as printers and photocopiers. As space is limited, every room at the Community Center must
17 be multi-purpose. Some parents who attend Bistro have voiced that they would like to have
18 the children's toys go in the room that was the former office so that they can more closely
19 monitor their children while they are in the main room attending events.
20

21 Muir Beach LAN has provided a free wireless "hot-spot" at the Community Center. No
22 password is required.
23

24 Gerry Pearlman requested that the Board establish a committee, with Gerry as chair, to
25 determine the use of the space below the Community Center. He would like to canvas the
26 entire community, see what ideas come up, what they would cost, and then report the
27 findings to the Board. It was suggested that Gerry find residents to sit on the committee.
28

29 Gerry Pearlman, as he requested at the prior Board meeting, would like a letter sent by the
30 Board to the GGNRA requesting that the pool table be moved from the fire barn to the
31 creamery house. As the situation has not changed since the prior meeting, the Board held
32 with its prior position, that it would be inappropriate to send a letter at this time.
33

34 **Item 8 ITEMS REMOVED FROM THE CONSENT CALENDAR**

35
36 No items were removed from the Consent Calendar.
37

38 **Item 9 PUBLIC OPEN TIME**

39
40 The Muir Beach Quilters are having a get together on Wednesday, October 21 at 7:00.
41

42 **Item 10 NEXT MEETING DATE**

43
44 The next public meeting date is scheduled for Wednesday, January 27, 2010.
45

46 **Item 11 ADJOURNMENT**

47
48 The meeting was adjourned at 8:38 PM.