



MUIR BEACH COMMUNITY SERVICES DISTRICT

19 Seacape Drive Muir Beach, CA 94965 415 383 9969 www.muirbeachcsd.com

AGENDA

Regular Meeting of the Board of Directors

Wednesday, February 23, 2022

Closed Session (Board will Convene in Open Session in order to

Commence in Closed Session) – 6:15 PM

Reconvene in Open Session – 7:00 PM

Meeting held by Teleconference

Agenda will be emailed and posted

Zoom invitation will be emailed

Muir Beach, CA 94965

SPECIAL NOTICE: Due to the COVID-19 pandemic, Governor Newsom signed into law Assembly Bill 361 which allows public agencies to meet remotely using teleconferencing as a means to hold public meetings to prioritize public health and safety during a State declared emergency, the same as under the Governor's Executive Order N-25-20 "Brown Act During a Pandemic", for 30-days by Board resolution, essentially extending the emergency provisions beyond their September 30, 2021 rescission date. The MBCSD will provide for public meeting participation via online "Zoom" access with a dial-in option for the upcoming meeting. The public will be allowed to fully participate and provide public comment, as well as all Board votes are required to be by roll call. Public noticing of meetings and instructions will use the same resident email address and be posted on your local bulletin boards.

TIMING OF AGENDA ITEMS: 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. The following items will be considered, and any item can be discussed, acted upon, or approved 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.

6:15 pm	Item 1: Call to Order
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Board: David Taylor (Board President), Paul Jeschke (Board Vice-President), Lisa Eigsti (Director), Leighton Hills (Director), Steve Shaffer (Director)

Staff: Mary Halley (District Manager), Chris Gove (Fire Chief), Ernst Karel (Meeting Secretary)

Item 2: Public Comment (if any) for Closed Session

Item 3: Closed Session (Directors, District Manager and Legal Counsel)

The California Government Code provides that certain matters such as litigation, personnel matters, and real estate negotiations may be conducted in closed session. The matters shall be identified as set out below. After any closed session, the legislative body shall reconvene in open session prior to adjournment and make disclosure of action taken during the closed session – pursuant to CA Government Code Section 54956.9(d)(2) and (e)(1). Conference with Legal Counsel to discuss facts and circumstances unknown to a potential plaintiff(s) that creates a significant exposure to litigation. 1 matter.

7:00 pm	Item 4: Reconvene in Open Session
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Report as required on any actions taken in Closed Session.

MBCSD Agenda 2-23-2022

Item 5: Approval of Agenda

The following item or items were not included in this agenda, along with the reason for not being included. Pursuant to the Bylaws of the Muir Beach Community Services District, the Board of Directors may now by motion require that the item or items be added back to this meeting's agenda. Should the item or items require research or preparation by staff or by member(s) of the Board of Directors in order to be properly heard, the item or items may be deferred to a subsequent meeting. The motion to approve this agenda may be without change or may be to re-include any item or items listed below.

Item(s) not included in this agenda: None

Item 6: Consent Calendar

All items on the Consent Calendar are considered to be either routine or non-controversial and will be enacted by a single blanket action of the Board. Upon request from a Board member or any member of the public, individual items may be removed from the Consent Calendar in which case they will be discussed in the meeting (under Items Removed from the Consent Calendar).

- A. Approval of Draft-Minutes from Regular Board Meeting of 1/26/22.
- B. Approve Resolution 2022-2 to make the findings that the proclaimed State of Emergency continues to impact the ability to meet safely in person and declaring that the Board of Directors will continue to meet remotely in order to ensure the health and safety of the public for the next 30-day period extending from February 26, 2022 to March 28, 2022 in order to hold our next regularly scheduled Board Meeting on February 23, 2022. *(Please see attached MBCSD Resolution 2022-2: AB 361 30-Day Extension 2-26-22 To 3-28-2022)*

Item 7: Items Removed from Consent Calendar

Items moved from the Consent Calendar to the Regular Agenda, if any.

Item 8: Charlotte's Way – requested by Charlotte's Way Property Owners

Property owners on Charlotte's Way would like to discuss the Charlotte's Way road/slide issue.

Item 9: Discussion of District Boundaries

As part of the Local Agency Formation Commission's (LAFCo) Municipal Services Review, the district was asked if the Board has ever considered reducing its boundaries. The current MBCSD boundaries were drawn prior to the creation of the GGNRA in 1972. Currently the district is comprised of 1.3 square miles or 834 acres for which over 2/3 or 525 acres reside within the GGNRA and encompasses a majority of land the district will never service. The advantage of adjusting boundaries during a Municipal Services Review is that the usual LAFCo fees are waived. LAFCo doesn't have a particular preference and is just asking about boundary adjustments during the current open review period. *(See attached map of Muir Beach Community Services District)*

Item 10: District Manager Report

District Manager Mary Halley will present brief highlights from her DM report.

Item 11: Public Open Time

Please note:

1. Topics should be within the jurisdiction of the CSD (Water, Roads, Fire Protection, & Recreation).
2. The topic should not be elsewhere on the agenda.
3. The Board and staff may only briefly respond to statements and questions (i.e. the legal requirement for items not posted on an agenda which otherwise informs community members that a topic is up for discussion and/or action.)
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 10 minutes, unless waived by the Board.

Item 12: Recognitions & Board Member Items

Board recognitions and pending events of interest to the community.

Item 13: Adjournment

Next Agenda Meeting Date: Wednesday, March 16, 2022

Next Board Meeting Date: Wednesday, March 23, 2022

MUIR BEACH COMMUNITY SERVICES DISTRICT
Minutes of the Board of Directors' meeting held on
Wednesday, January 26, 2022

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: Call to Order

Steve Shaffer called the meeting of the Muir Beach Community Services District Board of Directors to order at approximately 6:15pm.

Board: Steve Shaffer (Board President), David Taylor (Board Vice-President), Lisa Eigsti (Director), Leighton Hills (Director), Paul Jeschke (Director)
Staff: Mary Halley (District Manager), Chris Gove (Fire Chief), Ernst Karel (Meeting Secretary)

Item 2: Public Comment (if any) for Closed Session

Item 3: Closed Session (Directors, District Manager, and Legal Counsel)

Item 4: Reconvene in Open Session

Nothing to report.

Item 5: Approval of Agenda

Items 9 and 10 will be handled in reverse order.

Item(s) not included in this agenda: None

MOTION: To approve the agenda as submitted
Moved: Hills, seconded by Taylor
Vote: AYES: Unanimous

Item 6: Election of Board Officers

Board will elect a new Board President and Vice President.

Article 2.3 of the CSD Bylaws (available on the CSD website) provides:

"The Board President and Board Vice President shall be elected at the first meeting of the calendar year.... The term of office shall commence upon election and shall continue for one year and until his/her successor is elected and takes office."

The Election of Officers will proceed accordingly:

(1) Nominations – Candidate(s) for Board President should be nominated by any one or more Directors.

(2) Motion to Close Nominations – A motion should then be made to close the nominations, seconded and voted upon.

(3) Vote – The Board President should then call a vote for or against each nominated candidate, and declare the outcome of the election.
The process should be repeated for the Board Vice President.
The new Board President should chair the remainder of the meeting.

MOTION: David Taylor for President, and Paul Jeschke for Vice President
Moved: Hills, seconded by Taylor
Vote: AYES: Unanimous

The election is completed.

Item 7: Consent Calendar

- A. Approval of Draft-Minutes from Regular Board Meeting of 12/7/21.
- B. Approval of Quarterly Financial Reports dated 12/31/21. (See attached or view at <http://muirbeachcsd.com/wp-content/uploads/2022/01/2021-12-Financial-Reports.pdf>)
 - 1. Approval of Draft-Audits FY 2021 (See <http://muirbeachcsd.com/wp-content/uploads/2022/01/MBCSD-Rev-Draft-Audit-Report-6.30.21.pdf>)
 - 2. Approve Resolution 2022-1 to make the findings that the proclaimed State of Emergency continues to impact the ability to meet safely in person and declaring that the Board of Directors will continue to meet remotely in order to ensure the health and safety of the public for the next 30-day period extending from January 27, 2022 to February 25, 2022 in order to hold our next regularly scheduled Board Meeting on February 23, 2022. (Please see attached MBCSD Resolution 2022-1: AB 361 30-Day Extension 1-27-22 To 2-25-2022)

MOTION: To approve the consent calendar.
Moved: Shaffer, seconded by Hills
Vote: AYES: Unanimous

Item 8: Items Removed from Consent Calendar

None.

Item 10: Muir Beach Christmas Fair Report – Laurie Piel

A successful event. The fair was only one day this year, with only MB artists as participants, and no publicity. As a result, while great fun was had by all, fees were a little less than half than last year. On the other hand, there were more cash donations than usual, so in sum, about the same amount of money went to the CSD as did in 2019.

Item 9: Charlotte's Way – requested by Charlotte's Way Property Owners

[9:50 on the audio recording]

Property owners on Charlotte's Way would like to discuss the Charlotte's Way road/slide issue.

John Schick reports that there is a new wall, two new culverts, and new pavement; some pavement patching yet to happen. The neighbors are interested to hear what's going on with the legal consultations. Hills notes that legal counsel has said that anything that happens in closed session is confidential, and so they really can't yet say anything further about it.

1 Robin Collier reiterates his view that until 2010, the CSD helped maintain and treated
2 Charlotte's Way the same as all other roads in the district. He has been on the board, two
3 different times, and the guidance was that if a road served more than two people, it was a CSD
4 road. Somehow between 2010 and 2012 the CSD seems to have decided that CW simply
5 wasn't a CSD road. The criteria decided in 2012, he had no notice of. It was designed to
6 exclude CW. There was never any explanation of how that determination was made. Also, since
7 1970, nobody on Sunset Way has contributed any money to maintain the road. In contrast to
8 SW, CW was dedicated to the public from the very beginning.

10 Kathie Fischer wants to back up and say something about community. It's a precious
11 commodity that cannot be quantified. As we live in a semi-rural environment, we really depend
12 on each other. Situations like this – there's bad juju in conversations with neighbors about some
13 faction in the community taking more than their share or acting unfairly towards others. That
14 kind of thing is erosive (not only of roads) but of community. She would hope that in the interest
15 of fairness, whoever goes forward with this conversation with the legal counsel, that there is a
16 fair process for choosing the members of the board to be in that conversation with John.

18 Bev asks when the results of the meeting with the legal counsel will be disclosed. Hills clarifies
19 that they have gotten advice, not an opinion. He says that the advice received is confidential.

21 Paul Jeschke appreciates and echoes Fischer's comments.

24 **Item 11: Fire Department Report**

25 Chief Gove prefaces his report by announcing that the MBVFD fundraising barbecue will
26 happen this year, and also by noting the sad loss of Kathy Sward, who has been important to
27 the Fire Department over many years.

29 **ACTIVITY**

30 Last year we had a total of 69 calls of which 62% were in the community, beaches and
31 Overlook. Fifty three percent of our calls were medical emergencies. This month we responded
32 to the tsunami warning and coordinated that emergency response with the other coastal fire
33 departments.

34 We held 31 drills last year and continue to train on a regular basis although this month we
35 canceled two indoor medical training drills because of the present COVID surge. We are in the
36 process of working on our EMR continuing education program with Otis Guy. This weekend we
37 are doing an outdoor chainsaw drill and we will be testing everyone prior.

38 So far our operations have not been disrupted by COVID though this remains a major concern
39 given our limited pool of fully trained personnel.

40 Last year David Taylor was promoted to Captain in acknowledgement of his contributions to the
41 management of the department.

43 **FIREWISE**

44 The Firewise committee has been busy these last few months. They are in the process of
45 reevaluating our progress as a community. You may have noticed some of the team members
46 roaming the area taking stock of any changes the community has implemented since our last
47 survey. Progress must be documented to continue membership in the program.

48 One of our goals is to run a virtual evacuation drill. The plan is to conduct this exercise in the
49 springtime and more announcements will follow.

51 **FIREHOUSE**

1 The MERA tower and building is starting to take shape. Our architect, engineer and myself
2 have been meeting with the MERA team about how best to coordinate the construction
3 together. We expect them to do most of the site grading while they are up there with their
4 equipment. A MOU is being drafted to outline this collaboration.
5 I'm continuing to seek bids on the firehouse. Prices are very high. I will provide a more detailed
6 update in the next few months.

7 8 MAINTENANCE

9 We have replaced the anti-corrosion anodes in the tank on Engine 676. This involved removing
10 900 feet of heavy supply line and the hose racks.

11 At the request of County EMS I have completed maintenance, cleaning and inventory of the
12 disaster trailer.

13 We obtained replacement SCBA bottles and a RIT rescue kit pending grant funding to upgrade
14 the SCBA system as a whole.

15 We have obtained a stair chair to help evacuate and move people in and out of our many steep
16 hillside properties.

17 18 GRANTS

19 We have re-applied for a grant to replace the SCBA system. Stinson Beach FD is the lead
20 agency on this grant.

21 We were awarded a small grant to upgrade the sirens on the trucks to get them in compliance
22 with a upcoming push from the state for a special tone to use in the case of an evacuation. This
23 is particularly helpful to us as the siren and PA system on 660 have been malfunctioning for
24 over a year.

25 26 MWPA

27 We are continuing to work with the Marin Wildfire Prevention Authority (MWPA) team,
28 environmental consultants and the NPS on the project to reduce the fuel load on the side of
29 Hwy 1 in the southwestern extension of the Banducci Ranch. Because the project overlaps
30 several jurisdictions addition review is required. The permit will cover the whole multi-year
31 effort, so we hope that there will not be a need for repeated environmental reviews.

32 A new application portal is being developed by the MWPA. David Taylor and myself are on the
33 MWPA committees that participate in these developments and will work on a second year
34 application for funding. Proposals are due in April.

35 36 PARKING RESTRICTIONS

37 I've been meeting with the Sheriff's office and the County on the ongoing struggle to discourage
38 illegal parking and ensure adequate emergency access. They have been researching past
39 resolutions and rules in this area and are trying to help with solutions. As soon as they have a
40 draft proposal I will be presenting it to the CSD for approval.

41 42 43 **Item 12: District Manager Report**

44 District Manager Mary Halley presents brief highlights from her DM report, a written document
45 which (as always) is included with the monthly meeting packet available online at
46 <http://www.muirbeachcsd.com/meetings>.

47 48 Highlights:

49 Due to the omicron variant, we'll continue to do CSD meetings via Zoom for now.

1 MMWD has asked how water districts can collaborate on conservation and supplies. Halley is
2 looking to see if there's anything that could benefit our district.

3
4 We do have a coordinator for the Community Center but have postponed any events at least to
5 the beginning of February because of omicron. In any case there will be no rentals for June
6 because that's when the construction work will be done.

7
8 Work on paths is ongoing in the community.

9
10 A question came up about whether district boundaries should continue to include GGNRA land
11 (which accounts for approx. 63%). Hills responds that it's mostly Green Gulch and Slide Ranch,
12 which are valuable parts of our community. The question will be put on the agenda for next
13 meeting. (Hills also notes that a previous LAFCO director had suggested expanding the district
14 to include the Banducci area.)

15
16
17 **Item 13: Public Open Time**

18 None

19
20
21 **Item 14: Recognitions & Board Member Items**

22 Steve Shaffer notes that in addition to Kathy Sward, mentioned earlier, we have also lost Shirley
23 Nygren. Both were pillars of the community and will be greatly missed.

24
25 Hills reports that Deborah Kamradt has also died; she was a board member for many years.

26
27
28 **Item 15: Adjournment**

29 Under current rules for remote meetings rather than in-person, the next meeting will be held
30 within 30 days from this one.

31
32 Next Agenda Meeting Date: Wednesday, February 16, 2022

33 Next Board Meeting Date: Wednesday, February 23, 2022.

34
35 There being no further business to come before the board, the meeting is adjourned.

36
37 Meeting adjourned at 20:00.

RESOLUTION NO: 2022-2

A RESOLUTION OF THE BOARD OF DIRECTORS OF MUIR BEACH COMMUNITY SERVICES DISTRICT MAKING FINDINGS THAT THE PROCLAIMED STATE OF EMERGENCY CONTINUES TO IMPACT THE ABILITY TO MEET SAFELY IN PERSON AND DECLARING THAT THE BOARD OF DIRECTORS WILL CONTINUE TO MEET REMOTELY IN ORDER TO ENSURE THE HEALTH AND SAFETY OF THE PUBLIC

WHEREAS, the Muir Beach Community Services District (the “District”) is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of the District’s legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District’s legislative body conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, on March 4, 2020, Governor Newsom declared a State of Emergency to make additional resources available, formalize emergency actions already underway across multiple state agencies and departments, and help the State prepare for a broader spread of COVID-19; and

WHEREAS, on March 17, 2020, in response to the COVID-19 pandemic, Governor Newsom issued Executive Order N-29-20, which suspended certain provisions of the Ralph M. Brown Act in order to allow local legislative bodies to conduct meetings electronically without a physical meeting place; and

WHEREAS, as a result of Executive Order N-29-20, staff set up Zoom teleconference meetings for all District Board of Directors meetings; and

WHEREAS, on June 11, 2021, Governor Newsom issued Executive Order N-08-21, which specified that Executive Order N-29-20 would remain in effect through September 30, 2021, at which point it would expire; and

WHEREAS, since the issuance of Executive Order N-08-21, the Delta variant has emerged, causing a spike in COVID-19 cases throughout the state; and

WHEREAS, the Governor's proclaimed State of Emergency remains in effect, and State and local officials, including the Marin County Director of Health and Human Services, the California Department of Public Health, and the Department of Industrial Relations, have imposed or recommended measures to promote social distancing; and

WHEREAS, on September 16, 2021, the Governor signed Assembly Bill 361 into law, as urgency legislation that goes into effect on October 1, 2021, amending Government Code Section 54953 of the

Brown Act to allow legislative bodies to continue to meet remotely during a proclaimed state of emergency, provided certain conditions are met and certain findings are made; and

WHEREAS, the continued local rates of transmission of the virus and variants causing COVID-19 are such that the Director of Health & Human Services has recommended that the County continue to emphasize social distancing in order to minimize the potential spread of COVID-19 during indoor, public meetings.

WHEREAS, the District cannot maintain adequate safe social distance between members of the public, Board members and staff in their respective meeting locations; and

WHEREAS, because of the rise in cases due to the Delta variant, the District is concerned about the health and safety of attendees, the District's Board of Directors desires to take the actions necessary to comply with AB 361 and to continue to hold its Board and committee meetings remotely.

NOW, THEREFORE, THE MUIR BEACH COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS RESOLVES AS FOLLOWS:

1. The Board has reconsidered the circumstances of the State of Emergency, and finds that:
 - a. The factors triggering the State of Emergency continue to directly impact the ability of the members of the Board of Directors and District staff, and members of the public to meet safely in person; and
 - b. State and local officials continue to recommend measures to promote social distancing.
2. District Board of Directors meetings will continue to be conducted remotely extending into the next 30-day period from February 26, 2022 to March 28, 2022 in compliance with AB 361 and Government Code Section 54953(e)(2), in order to ensure the health and safety of the public while providing access to public meetings.
3. The Board of Directors will reconsider the circumstances of the State of Emergency and revisit the need to conduct meetings remotely within 30 days of the adoption/or expiration of this Resolution.

REGULARLY PASSED AND ADOPTED this 23th day of February 2022.

AYES:

NOES:

ABSTAIN:

§/_____

Board of Directors, Board President

ATESTS:

§/Mary Halley, District Manager

Muir Beach Community Services District

Balance Sheet

Accrual Basis

As of January 31, 2022

	Jan 31, 22
ASSETS	
Current Assets	
Checking/Savings	
TriC Checking	
TriC Fire	275,345
TriC Lower Tank Reserve	100,001
TriC Pipes & Equip Reserve	29,479
TriC General Fund	9,938
Prop 68 20% Matching Reserve	6,126
TriC Water	(32,865)
Total TriC Checking	388,025
TriC MMF - General Fund	
TriC MMF - General Fund - Other	181,786
Reserve for County Loan Pmt	19,840
Total TriC MMF - General Fund	201,625
Total Checking/Savings	589,650
Other Current Assets	
Due from Water Ops to Gen'l Fd	32,865
Undeposited Funds	4,184
Total Other Current Assets	37,049
Accounts Receivable	
Receivables	5,189
Total Accounts Receivable	5,189
Total Current Assets	631,888
Fixed Assets	
Other Fixed Assets	
Road Improvements	1,135,952
Land	755,573
Buildings	604,364
Playground Upgrades	174,189
Equipment	153,535
Land - Fire Station	147,918
Equipment - Fire Trucks	103,871
Buildings - Fire Station	57,623
Furniture & Fixtures - CC	10,467
Electric Gate	6,967
Shed Roof	3,688
Accumulated Depreciation	(1,014,560)
Total Other Fixed Assets	2,139,586
Water System Assets	
100-Year Equipment Post 2008	652,370
Historic Water System Equipment	546,323
40-Year Equipment Post 2008	354,261
Mains and Valves (historic)	60,939
Other Water System Assets	54,217
10-Year Equipment Post 2008	51,235
15-Year Equipment Post 2008	44,944
Wells (historic)	21,620
20-Year Equipment Post 2008	7,312
Equipt and Controls (historic)	6,973
5-Year Equipment Post 2008	4,084

Muir Beach Community Services District

Balance Sheet

Accrual Basis

As of January 31, 2022

	Jan 31, 22
Accumulated Depreciation	(727,623)
Total Water System Assets	1,076,656
Total Fixed Assets	3,216,242
TOTAL ASSETS	3,848,129
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Loan from Marin Co Treasurer	103,459
Due to Gen'l Fd from Water Ops	32,865
Loans Payable	16,750
Total Other Current Liabilities	153,074
Accounts Payable	
Accounts Payable	7,313
Total Accounts Payable	7,313
Credit Cards	
Credit Card	837
Total Credit Cards	837
Total Current Liabilities	161,224
Total Liabilities	161,224
Equity	
Retained Earnings	3,577,841
Net Income	109,064
Total Equity	3,686,905
TOTAL LIABILITIES & EQUITY	3,848,129

**tri counties bank**

Service With Solutions®

P.O. Box 909, Chico CA 95927

Statement Ending 01/31/2022

MUIR BEACH COMMUNITY SVCS

Page 1 of 6

Account Number: 342025376

ADDRESS SERVICE REQUESTED

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

Service With Solutions

Speak with a
Banker: 1-800-922-8742



Automated
Phone Banking: 1-844-822-2447



Online Banking: TriCountiesBank.com

Business Credit Cards

Manage your business expenses with ease.

To Apply

Contact your Business Banker or visit your local branch.

For more details, visit TriCountiesBank.com/creditcards/business.

Member FDIC

Overall Balance Summary

Account Type	Account Number	Ending Balance
Public Checking Images	342025376	\$390,010.67

Public Checking Images-342025376

Account Summary

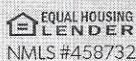
Date	Description	Amount
01/01/2022	Beginning Balance	\$378,905.48
	16 Credit(s) This Period	\$30,520.22
	24 Debit(s) This Period	\$19,415.03
01/31/2022	Ending Balance	\$390,010.67

Deposits

Date	Description	Amount
01/05/2022	DEPOSIT	\$119.00
01/14/2022	DEPOSIT	\$6,686.11
01/14/2022	DEPOSIT	\$1,000.00
01/20/2022	DEPOSIT	\$2,849.93

Electronic Credits

Date	Description	Amount
01/04/2022	PAYCHEX EIB INVOICE MUIR BEACH COMMUNITY S	\$58.00



NMLS #458732



Member FDIC

Public Checking Images-342025376 (continued)
Electronic Credits (continued)

Date	Description	Amount
01/07/2022	COUNTY OF MARIN COM PAY MUIR BEACH CSD	\$639.88
01/10/2022	COUNTY OF MARIN COM PAY MUIR BEACH CSD	\$173.71
01/10/2022	COUNTY OF MARIN COM PAY MUIR BEACH CSD	\$25.14
01/12/2022	COUNTY OF MARIN COM PAY MUIR BEACH CSD	\$804.14
01/18/2022	INTUIT 76820545 DEPOSIT MUIR BEACH COMMUNITY S	\$16,614.91
01/19/2022	INTUIT 77009445 DEPOSIT MUIR BEACH COMMUNITY S	\$351.53
01/19/2022	COUNTY OF MARIN COM PAY MUIR BEACH CSD	\$50.20
01/19/2022	COUNTY OF MARIN COM PAY MUIR BEACH CSD	\$1.89
01/20/2022	INTUIT 85042795 DEPOSIT MUIR BEACH COMMUNITY S	\$365.26
01/21/2022	COUNTY OF MARIN COM PAY MUIR BEACH CSD	\$483.73
01/21/2022	COUNTY OF MARIN COM PAY MUIR BEACH CSD	\$296.79

Electronic Debits

Date	Description	Amount
01/03/2022	INTUIT 49323325 ACCT FEE MUIR BEACH COMMUNITY S	\$20.00
01/04/2022	PAYCHEX INC. PAYROLL MUIR BEACH COMMUNITY S	\$9,781.51
01/05/2022	PAYCHEX EIB INVOICE MUIR BEACH COMMUNITY S	\$254.49
01/05/2022	PAYCHEX TPS TAXES MUIR BEACH COMMUNITY S	\$2,655.93
01/11/2022	PGANDE WEB ONLINE MUIR BEACH CSD	\$26.49
01/11/2022	PGANDE WEB ONLINE MUIR BEACH CSD	\$109.65
01/11/2022	PGANDE WEB ONLINE MUIR BEACH CSD	\$224.71
01/11/2022	PGANDE WEB ONLINE MUIR BEACH CSD	\$604.67
01/18/2022	INTUIT 31222075 TRAN FEE MUIR BEACH COMMUNITY S	\$544.63
01/19/2022	INTUIT 31397905 TRAN FEE MUIR BEACH COMMUNITY S	\$11.20
01/20/2022	INTUIT 39444845 TRAN FEE MUIR BEACH COMMUNITY S	\$11.65
01/20/2022	ATT Payment MUIR BEACH	\$239.16
01/24/2022	CHASE CREDIT CRD AUTOPAYBUS HILLS LEIGHTON J	\$398.56

Checks Cleared

Check Nbr	Date	Amount	Check Nbr	Date	Amount	Check Nbr	Date	Amount
2209	01/19/2022	\$88.00	2214	01/10/2022	\$1,342.74	2218	01/18/2022	\$196.14
2211*	01/12/2022	\$665.00	2216*	01/26/2022	\$180.00	2219	01/18/2022	\$135.00
2213*	01/07/2022	\$184.19	2217	01/11/2022	\$1,452.00	2220	01/18/2022	\$34.47

Public Checking Images-342025376 (continued)

Checks Cleared (continued)

<u>Check Nbr</u>	<u>Date</u>	<u>Amount</u>	<u>Check Nbr</u>	<u>Date</u>	<u>Amount</u>
2221	01/21/2022	\$119.00	2222	01/21/2022	\$135.84

* Indicates skipped check number



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Statement Ending 01/31/2022

MUIR BEACH COMMUNITY SVCS

Page 1 of 2

Account Number: 342024049

ADDRESS SERVICE REQUESTED

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

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Member FDIC

Overall Balance Summary

Account Type	Account Number	Ending Balance
Business MMI Images	342024049	\$201,625.04

Business MMI Images-342024049

Account Summary

Date	Description	Amount
01/01/2022	Beginning Balance	\$201,621.62
	1 Credit(s) This Period	\$3.42
	0 Debit(s) This Period	\$0.00
01/31/2022	Ending Balance	\$201,625.04

Interest Summary

Description	Amount
Interest Earned From 01/01/2022 Through 01/31/2022	
Annual Percentage Yield Earned	0.02%
Days in Statement Cycle	31
Interest and/or Reward Paid	\$3.42
Interest Paid this Statement Cycle	\$3.42
Interest Paid Year-to-Date	\$3.42

Other Credits

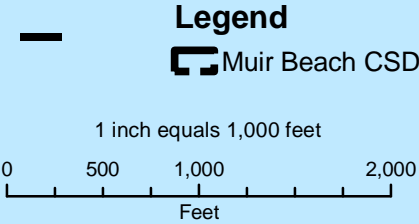
Date	Description	Amount
01/31/2022	INT PMT SYS-GEN	\$3.42

EQUAL HOUSING
LENDER
NMLS #458732



Member FDIC

map of
Muir Beach
Community Service District



2/23/22 District Manager Report – Mary Halley

Water, Fire, Recreation, Roads, Finance, and Communications

General:

Covid-19 – coronavirus “omicron” surge now subsiding again. Marin County (and the CDPH) rescinded the indoor mask requirement on 2/15. The CSD Board meetings will continue to be held by ‘zoom’ under Assembly Bill AB 361 using 30-day extensions out of an abundance of caution to allow for the highest attendance until the Board feels comfortably safe to resume in-person meetings.

ACMV – there is a meeting scheduled for 3/3/22 with Supervisor Rodoni. Chloe Cook from HHS and Sarah Jones from CDA will also be attending the meeting to introduce themselves.

Coastal Communities Working Group (CCWG) – the Marin County LCP-EH still delayed waiting for CCC comments.

LAFCo – the district seems in good shape according to the draft-2022 Marin Municipal Services Review. A question asked by LAFCo – whether the district has ever considered reducing its boundaries – is now on the agenda for the 2/23 Board meeting. Currently the district is comprised of 63% GGNRA lands or 525 acres out of a total of 834 acres.

Water:

Redwood Creek Stream Monitoring – stream flows dropping steadily – around 2.7 cu.ft. per second of discharge and with height hovering now around .60 ft. into mid-February. Outlook for additional winter rains still not promising.

System Maintenance – we will do routine asbestos water test sampling this coming month (all previous tests have been Non-Detectable), then flushing of the water lines and cleaning of the lower tank are scheduled for early March.

Marin County Water District Meetings – the ‘fourth’ meeting of all the water district general managers was held on 1/27 hosted by Dennis Rodoni to discuss the future of Marin water supplies, conservation, collaboration, etc. I am following up separately with Ben Horenstein from Marin Water on a group he is organizing.

Charlotte’s Way Water Main – am looking into the condition/s of the water line at the beginning of the road as Charlotte’s Way is due to be replaced on the piping inventory list.

Fire:

Firehouse – Fire Chief Chris Gove gave an update at the January Board meeting. He confirmed there is a proposal for sharing costs for grading the old lower tank lot (new firehouse site) with the Marin County MERA tower project.

Fire Tax – nothing new to report.

WMJPA – so far in FY21-22 we have received a total of \$7,272.98 in Measure C funds through January 2022. We are planning to share tree removal costs between measure C funds and the regularly budgeted tree maintenance funds to be able to do more work than previously scheduled this year.

Recreation:

MB Community Center – we now have a Community Center Rental Coordinator Joani Marinoff who will start hopefully at the beginning of March as the pandemic and indoor mask restrictions are removed again. We will revise the rental info sheets and send out a notice to the community introducing our new coordinator and giving updated rental information likely in March. Depending on the pandemic, our target is still to be able to open back up for rentals starting March or April.

Prop 68 Per Capita Recreation grant – the structural engineer is hoping to have the plans for the Building Permit ready by 2/28. After review, the next step will be to apply for the building permits and to put the project out for bids.

Contractor pool will be among construction companies that the CSD has used previously for successfully completed road projects. Once the district is under contract, I can start the process of applying for 50% advanced funding while still looking towards starting construction June 2022.

Parks and Trails – coordinating materials purchases with Cuco to complete trail stair repair at the top of Dusty's Path. After the Dusty's Path repair, Cuco will begin the Upper Park trail (fairly simple) improvement plan to begin removing invasive weeds (Echium and Poison Oak) and some minor trail modification with signage to make the paths and trails safer for both hikers and bikers to be able to share, and slight relocation of stone bench to get it out of the current path of oncoming bikers. This will be a recreational Measure A budgeted project. Also, we just finished removing ten dead or dying pine trees on CSD park lands that were a fire hazard and dangerously close to roads or neighboring property if they were to fall. This is also part of a budgeted long range phased plan to remove dangerous trees on CSD properties. Renewal of Measure A was approved by the Marin County Supervisors on 2/15 for the June ballot.

Roads:

Sunset Way Project – (same as last few month) still waiting to finish any last payments and tracking costs as required.

Charlotte's Way – after meeting with legal counsel Emily Longfellow in Closed session at the 1/26 Board meeting, the Board agreed to have Directors Hills and Shaffer meet with Charlotte's Way resident John Schick to discuss issues.

Communications:

Website – same as last month, as I have almost finished hand-linking leftover files from the website migration to the new web host platform to ensure the files can never get separated from the website. Am still waiting for new Board member bios and photos to update Elected Officials page. Then, as always, continuing to update pages and post routine documents on the website.

Muir Beach Directory – is current thru 2/18/22 and continue to post every new updated version on the district website 'Contact and Links' page. Current Directory is in a printable format for a home printer if someone desires a physical copy, but contact information is updated so regularly, that it is probably better just to bookmark the Directory location and access it online for the most current and complete information.

Finance:

Audits – the Board approved and finalized the FY20-21 draft-audits at the 1/26 meeting.

Budget – will present the mid-year FY21-22 revised budget at the March Board meeting.

Water Billing – working on resolving any persistent water meter reading issues.

Capital Planning – currently the only capital projects in planning are those using grant funding: Measure A, Recreation Per Capita OGALS, and the Firehouse. No other major infrastructure projects are being planned until the Sunset Way project loan is fully paid off next year.

Insurance – finished worker's comp audit and working on property/liability policy renewals.

District Office Business – visitors will be allowed to drop by the MB office again with easing of the mask mandates. As always, I am continuing to process all District mail and work with Sharry to make sure payroll timesheets, routine/event reimbursements, Credit Card expenditures, incoming payments and outgoing checks are all processed and expedited between agencies, employees, and vendors promptly.

Respectfully submitted,

Mary Halley

MBCSD District Manager