



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, March 23, 2022

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

Commence in Closed Session) – 6:00 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.

6:00 pm	Item 1: Call to Order
----------------	------------------------------

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.

Authorized by CA Government Code section 54957(b)(1) Public Employment – Title: District Manager

7:00 pm	Item 4: Reconvene in Open Session
----------------	------------------------------------------

Report as required on any actions taken in Closed Session.

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 2/23/22.
- B. Approve Resolution 2022-3 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 March 29, 2022 to April 27, 2022 in order to hold (if necessary) our next regularly scheduled Board Meeting on April 27, 2022. *(Please see attached MBCSD Resolution 2022-3: AB 361 30-Day Extension 3-29-22 To 4-27-2022)*
- C. Approval of FY21/22 Budget – March 2022 Revision *(Please see attached FY21/22 Budget – March 2022 Revision)*

Item 7: Items Removed from Consent Calendar

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

Item 8: NPS Update – Mia Monroe

NPS Park Ranger and Marin Community Liaison Mia Monroe will give an NPS update.

Item 9: District Manager Report

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

Item 10: MBCC Rental Rate

As part of the previous discussions to help recruit and fund the new (Board approved) paid MBCC Rental Coordinator position, it was proposed that there be a Resident rental rate increase to help offset the cost for this essential position needed to be able to continue rentals at the MBCC. Resident rentals are 95% of all rentals and the rate has been \$10 p/hour for any available weekday or weekend with a 4-hour minimum since anyone can remember, so it was proposed that the rate be increased to \$25 p/hour still for

MBCSD Agenda 3-23-2022

any available weekday or weekend with the same 4-hour minimum. All other rental categories will remain unchanged as there currently are few other types of rentals other than Residents – with the Friends of Muir Beach rentals being the other category that produces a few rentals each year. Note, that the increased rate for the Non-residents rentals several years ago reduced the demand greatly leaving most days open for residents. For reference, currently the Friends of Muir Beach rate is \$75 p/hour for any weekday or weekend with 4-hour minimum, the Non-profit rate is \$750 p/day for select weekdays or \$500 for half day, and the Non-Resident rate is either \$1,000 p/weekday or half day, \$3,000 p/day for Friday or Saturday, and \$2,000 p/day for Sunday. All rentals require a refundable \$750 deposit to ensure the MBCC rules are followed and that everything is left clean, organized, and undamaged. The MBCC is currently not open for rentals either Mondays or after 4pm on Wednesdays due to ongoing community groups and activities.

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, April 20, 2022

Next Board Meeting Date: Wednesday, April 27, 2022

MUIR BEACH COMMUNITY SERVICES DISTRICT
Minutes of the Board of Directors' meeting held on
Wednesday, February 23, 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

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

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)

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.

Item 4: Reconvene in Open Session

Taylor reports that there was no reportable action taken in the closed session, that negotiations are happening, and there will hopefully be a report at the next meeting.

Item 5: Approval of Agenda

Hills suggests that Item 8 is postponed to the next meeting. Robin Collier objects.

MOTION: To approve the agenda as submitted, with the exception of postponing Item 8 to the next meeting.
Moved: Hills, seconded by Shaffer
Vote: AYES: Unanimous

Item 6: 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/2022/01/2021-12-Financial-Reports.pdf>)

1 content/uploads/2022/01/MBCSD-Rev-Draft-Audit-Report-6.30.21.pdf)

2 2. Approve Resolution 2022-1 to make the findings that the proclaimed State of Emergency
3 continues to impact the ability to meet safely in person and declaring that the Board of Directors
4 will continue to meet remotely in order to ensure the health and safety of the public for the next
5 30-day period extending from January 27, 2022 to February 25, 2022 in order to hold our next
6 regularly scheduled Board Meeting on February 23, 2022. (Please see attached MBCSD
7 Resolution 2022-1: AB 361 30-Day Extension 1-27-22 To 2-25-2022)

8
9 MOTION: To approve the consent calendar.

10 Moved: Hills, seconded by Shaffer

11 Vote: AYES: Unanimous
12
13

14 **Item 7: Items Removed from Consent Calendar**

15 None.
16
17

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

19 *Postponed to next meeting.*
20
21

22 **Item 9: Discussion of District Boundaries**

23 As part of the Local Agency Formation Commission's (LAFCo) Municipal Services Review, the district
24 was asked if the Board has ever considered reducing its boundaries. The current MBCSD boundaries
25 were drawn prior to the creation of the GGNRA in 1972. Currently the district is comprised of 1.3 square
26 miles or 834 acres for which over 2/3 or 525 acres reside within the GGNRA and encompasses a majority
27 of land the district will never service. The advantage of adjusting boundaries during a Municipal Services
28 Review is that the usual LAFCo fees are waived. LAFCo doesn't have a particular preference and is just
29 asking about boundary adjustments during the current open review period. (See map of Muir Beach
30 Community Services District, included in packet.)
31

32 Halley notes that during a municipal review, if a district wants to do any boundary changes, that is the
33 time when they can do so for free, without charges. They're also doing a sort of amnesty program where
34 any parcels that the district is serving that are not within the boundaries, this is the time when they can be
35 annexed in without paying fees before the fee schedule goes up. So, this is a good time to look at the
36 issue.
37

38 Hills points out that while much of the property is owned by NPS, that there are residents which are
39 considered part of our community, for example at Green Gulch, who feel represented by the CSD and
40 vote in MBCSD elections. Same at Slide Ranch, where we provide fire protection services, they also vote.
41

42 Hills notes that the former head of LAFCo said that it was peculiar that our well sites were outside of
43 district boundaries, and that we should consider annexing that in, and also strange that we are providing
44 water service outside of our district, for example Banducci, and Ocean Riders, Winkelman, and the other
45 properties on the east side of Highway 1. So, Hills proposes asking if instead of decreasing it, if we can
46 increase it for no charge. We wouldn't need to consider the upper Frank Valley well site, because that's
47 just a parcel that we own, but we do use the pumphouse well site as an integral part of running our
48 district.
49

50 Jeschke asks what's at stake, in terms of assets or liabilities. Hills responds that the former head of
51 LAFCo had said that if you provide services outside of your district, you're supposed to get special
52 permissions to do so, and he noted that we had not done that, so he said we could either give special
53 permission or adjust the boundaries. The conversation ended at that point. There is no liability, but people
54 in the boundaries vote for district directors.

1 Halley notes that usually it's parcel owners who apply to join a district, and it is fees to those property
2 owners which would be saved. She will pass on the questions raised to LAFCo.
3
4

5 **Item 12: District Manager Report**

6 District Manager Mary Halley presents brief highlights from her DM report, a written document
7 which (as always) is included with the monthly meeting packet available online at
8 <http://www.muirbeachcsd.com/meetings>.
9

10 We will be opening up the Community Center soon, now that the mask mandate is going away.
11 The board needs to discuss how long they'd like to do meetings via Zoom. For now it's at the
12 board's discretion.
13

14 Community Center had a fire inspection that went very well – they actually commented that they
15 felt very safe there.
16

17 The stairs have been replaced/repared on Dusty's Path, and then we'll start on the park trails
18 after that. More vegetation work: 10 dead/dying/dangerous trees were removed, after being
19 examined by Dave McKenzie to make sure there were no nesting birds in them. Measure C
20 funds are contributing to tree removal.
21
22

23 **Item 13: Public Open Time**

24 Robin Collier *[beginning at 16:29 on the recording]* wants to protest the closed sessions. Those
25 should be for litigation, and there is no litigation underway regarding Charlotte's Way. He is
26 submitting a complaint to the Fair Political Practices Commission regarding the fact that most
27 board members live on Sunset Way, and no residents of Sunset Way paid anything for that
28 street to be repaved. Charlottes Way residents have paid over \$200,000 to pave that road.
29 There seems to be a conflict of interest. The discussions are about public policy and do not
30 require closed sessions. The board is in violation of the Brown Act. He asks that the board treat
31 all roads equally.
32

33 Hills says that the counsel was present in the closed sessions, and that they are doing things
34 according to the letter of the law.
35
36

37 **Item 14: Recognitions & Board Member Items**

38 Shaffer announces a mass for Shirley Nygren on Friday at 5pm, and to RSVP. A special thank
39 you to those who organized the remembrance for her a week and a half ago.
40
41

42 **Item 15: Adjournment**

43 Under current rules for remote meetings rather than in-person, the next meeting will be held
44 within 30 days from this one.
45

46 Next Agenda Meeting Date: Wednesday, March 16, 2022

47 Next Board Meeting Date: Wednesday, March 23, 2022.
48

49 There being no further business to come before the board, the meeting is adjourned.
50 Meeting adjourned at 19:25.

RESOLUTION NO: 2022-3

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 March 29, 2022 to April 27, 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 23rd day of March 2022.

AYES:

NOES:

ABSTAIN:

§/_____

Board of Directors, Board President

ATESTS:

§/Mary Halley, District Manager



MUIR BEACH COMMUNITY SERVICES DISTRICT

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

Budget

Fiscal Year 2021/2022

March 2022 Revision for 3/23/22 Board Meeting

This FY21/22 Budget - March Revision for the Board's approval includes the following updates:

- 1) An increase of \$6,200 in Recreation Payroll from \$2,400 to \$8,600 for MBCC janitorial services missing from the original budget.
- 2) An increase of \$474 in the Recreation Payroll Tax relating to MBCC janitorial payroll.
- 3) Addition of \$3,250 to the Recreation for new paid Rental Coordinator position.
- 4) The expenditures for Measure A projects have been changed from Trail Improvements Sunset to Lagoon to installation of MBCC Under Deck fire screening with redwood lattice support for the same amount of \$10,000.

General - Revenue and Expenses - 40% of Specific Expenses* Apportioned To Water Department Only						
			Jul2019-Jun2020		Jul2020-June2021	
Gen Revenue	Category		FY19/20 Budget	FY19/20 Actual	FY20/21 Budget	FY21/22 Budget
	Property Taxes (Unassigned)		115,000	121,587	125,000	127,000
	Excess ERAF (Unassigned)		79,000	91,246	90,000	92,000
	Grants/Donation (unassigned)					2,000
	Interest Income (Unassigned)		100	451	80	40
	Other Income (Unassigned)		-			601
	Gen Revenue Total:		194,100	213,284	215,080	219,040
Gen Expense	Category		FY19/20 Budget	FY19/20 Actual	FY20/21 Budget	FY21/22 Budget
	Audit (includes fees+bookkeeping)	F	9,000	9,676	10,000	9,200
	Bank & Credit Card Fees (District)	F	10	-	-	-
	Bookkeeping	F	15,000	16,873	15,000	13,532
	Dues & Memberships	F	1,400	1,712	2,000	1,586
	Insurance: Health (DM)	F	9,400	9,246	9,300	9,561
	Insurance: (Blanket+Gen Lb+Umb)	F	4,000	4,524	4,550	5,300
	Insurance: WComp (Board)	F	70	83	90	76
	Insurance: WComp (DM)	F	1,200	1,384	1,400	1,003
	Interest Expense (loan)		-		10,500	10,500
	Legal Fees	V	2,500	59	9,200	7,646
	Meetings (inc minutes)	F	4,800	498	3,800	6,195
	Office & Postage	F	2,000	1,419	2,000	1,414
	Other Operating	V	500	306	500	282
	Payroll: Salary (DM)	F	72,000	72,000	72,000	72,500
	Payroll: Employer Taxes (DM)	F	5,760	5,508	5,510	5,546
	Payroll Service: Fees	F	2,000	2,067	2,100	1,837
	Permits & Fees (non-election year)	F	2,000	1,816	3,000	2,331
	Repair & Maint (non-department)	V	2,000	-	1,000	-
	Tree Management Program	F	8,000	8,590	6,000	-
	Supplies: (non-water)	V	1,000	-	100	26
	Utilities: Telephone (RingCentral)	F	250	246	250	399
	Website, Internet & Doc Mangmt	F	2,000	225	900	1,330
	Gen Exp Total:		144,890	136,232	159,200	150,187
	Gen Balance (Prior to Dept Allocations) :		49,210	77,052	55,880	69,958
	Gen (Dept Allocations):		43,264	40,809	42,804	43,434
	Gen Balance (After Dept Allocations) :		92,474	117,861	98,684.0	113,392
	Loan Payment Princ (Marin County 12/5/19 -3/yr)				(96,580)	(96,580)
	Gen Balance (After Loan Payment) :		92,474	117,861	2,104.0	16,812
General Notes:	1.)Apportionment: General Expenses are assigned to departments by the following percentages: General = 60%, Water = 40% *(DM Salary, DM Payroll taxes + service, DM Healthcare, DM WC, Audits, Website, Postage and Office, Board Meeting Expenditures incl Minutes)					

Fire Department						
			Jul2019-Jun2020		Jul2020-June2021	
Fire Revenue	Category	FY19/20 Budget	FY19/20 Actual	FY20/21 Budget	FY20/21 Actual	FY21/22 Budget
	Special Parcel Tax for Fire	37,320	37,165	R 37,570	37,772	R 39,342
	Grants/Donations for Fire (Mics)		100	20,000	1,000	
	Grants for Fire (Measure C)			11,000	11,524	11,500
	Grants for Fire (Measure W)	52,000	47,165	R 26,000	28,578	R 26,000
	Grants for Fire (VFA Firehouse) CE			A	25,000	A
	Grants for Fire (West Marin)	8,400	8,400	R 8,400	8,400	R 8,400
	Fire Operations incl Cap Imp Rev:	97,720	92,830	102,970	112,274	85,242
	Deduct Cap Imp Revenue:				(25,000)	
	Fire Operations Revenue:	97,720	92,830	102,970	87,274	85,242
Fire Expense	Category	FY19/20 Budget	FY19/20 Actual	FY20/21 Budget	FY20/21 Actual	FY21/22 Budget
	Dedicated Expenses:					
	Emergency Preparedness	2,000	-	2,000	-	500
	Membership Dues	330	236	300	316	320
	Fire Equipment & Tools	6,500	9,121	7,000	8,939	8,000
	Fire Training/Certification	4,000	2,215	4,000	1,667	2,000
	Fire Truck: Maint/Repairs	6,000	1,400	6,000	169	10,000
	Grant Spending	40,000	25,141	14,420	-	11,000
	Insurance: VFIS	5,720	11,425	-		5,700
	Insurance: WComp	2,800	2,530	2,600	2,395	2,500
	Legal Fees	500	-	500	-	500
	Payroll: Salary (FC)				2,500	30,000
	Payroll: Employer Taxes (FC)				192	2,295
	Other Operating (Fire)	1,000	2,172	1,800	1,073	1,200
	Supplies: Medical	1,280	444	1,200	592	1,000
	Supplies: Sta wear/Turnouts/Other	8,000	589	1,000	1,746	2,000
	Utilities: Electric	350	(22)	300	262	270
	Utilities: Phone, Radio	1,130	1,790	1,800	1,138	1,150
	Dedicated Expense Sub-Total:	79,610	57,041	42,920	20,989	78,435
	Fire Operations Expense Total:	79,610	57,041	42,920	20,989	78,435
	Fire Ops Balance (Restricted Revenue):	18,110	35,789	60,050	91,285	6,807

Recreation Department						
			Jul2019-Jun2020		Jul2020-June2021	
Rec Revenue	Category	FY19/20 Budget	FY19/20 Actual	FY20/21 Budget	FY20/21 Actual	FY21/22 Budget
	Community Center Classes	1,200	1,204 A	1,080	- A	600
	Community Center Functions +(XF)	2,800	- A	1,400	- A	1,000
	Donations and Grants for Rec		1,220		28,318	
	Measure A Tax	38,579	38,059 R	17,495	37,517 R	37,442
	Rentals	12,000	4,610	6,000	-	
	Rec Operations Revenue Total:	54,579	45,093	25,975	65,835	39,042
	Rec Ops non-Measure A Total:	16,000	7,034	8,480	28,318	1,600
Rec Expense	Category	FY19/20 Budget	FY19/20 Actual	FY20/21 Budget	FY20/21 Actual	FY21/22 Budget
	Dedicated Expenses:					
	Community Center Classes	1,000	1,459 A	900		A
	Community Center Functions	8,700	6,273 A	8,200	465 A	8,200
	Grant Spending (Rec)		1,000	-	1,020	25,668
	Insurance: Wcomp (Rec)	1,050	1,027	1,050	816	222
	Legal Fees (Rec)	-	-	-	-	-
	Measure A Projects	38,579	40,372 R	17,495	37,104 R	37,442
	Other Operating	100	-	200	-	100
	Pay (Maintenance Sub-Contractors)				3,600	11,400
	Payroll (Rec)	15,000	15,876	15,000	12,476	8,600
	Payroll (Rental Coordinator)				-	3,250
	Payroll Employer Taxes (Rec)	1,200	1,215	1,200	954	658
	Rental Expense (CC)	4,600	450	400	-	500
	Repairs & Maintenance (Rec)	4,000	836	1,000	1,434	1,500
	Trails Maintenance (budget)	1,500	3,659	3,000	1,750	3,000
	Supplies (Rec)	2,500	727	1,000	97	1,000
	Utilities: Elec (Rec)	1,200	380	800	672	800
	Utilities: Phone (Rec - Ooma)	80	62	60	82	65
	Utilities: Propane (Rec)	300	122	300	110	150
	Utilities: Refuse (Rec)	800	892	1,000	1,156	1,200
	Dedicated Expense Sub-Total:	80,609	74,350	51,605	61,736	103,754
	Non-Measure A Expense Total:	42,030	33,978	34,110	24,632	66,312
	Rec Ops Balance (Including Restricted Revenue):	12,549	(29,257)	(25,630)	4,099	(64,712)
	Rec Ops Balance (non-Measure A):		(26,944)	(25,630)	3,686	(64,712)
FY20/21	Capital Spending:					
	Measure A: CC Deck Roof Panels			(8,000)	\$ (7,063)	
	Measure A: CC Upper Deck			(14,700)	\$ (14,683)	
	Measure A: CC Upper Side Deck			(5,000)	\$ (7,153)	
	Measure A: CC Stonewall			(6,000)	\$ (5,279)	
	Measure A: Volleyball Court Rpr			-	\$ (2,926)	
	Total Capital Spending:		(40,372)	(33,700)	(37,104)	-
FY21/22	Measure A: CC Oil deck/siding					(5,000)
	Measure A: CC Deck Curtains					(8,000)
	Measure A: CC Under Deck Fire Net					(10,000)
	Measure A: Trail Improvements-UP					(14,000)
	Total Capital Spending:					(37,000)

Roads Department						
			Jul2019-Jun2020		Jul2020-June2021	
Roads Revenue	Category	FY19/20 Budget	FY19/20 Actual	FY20/21 Budget	FY20/21 Actual	FY21/22 Budget
	Fees for Roads		-			
	Donations for Roads		60,000			
	Grants for Roads		-			
	Loans for Roads (Marin County)		300,000			
	Roads Operations Revenue Total:		360,000	-	-	-
Roads Expense	Category	FY19/20 Budget	FY19/20 Actual	FY20/21 Budget	FY20/21 Actual	FY21/22 Budget
	Dedicated Expenses:					
	Grant spending (Roads)			-		
	Insurance: Wcomp (Roads)	150	155	155	118	-
	Legal Fees (Roads)		-	-		
	Other Operating (Roads)		-	-		
	Pay (Maintenance Sub-Contractors)					1,000
	Payroll (Roads)	3,000	4,228	4,000	2,556	-
	Payroll Employer Taxes (Roads)	240	323	310	196	-
	Repairs & Maint (Gen Exp/Roads)	25,000	11,910	15,000	5,336	10,000
	Supplies (Roads)		-	100	95	
	Dedicated Expense Sub-Total:	28,390	16,616	19,565	8,301	11,000
	Roads Operations Expense Total:	28,390	16,616	19,565	8,301	11,000
	Roads Ops Balance (Unassigned Revenue):	(28,390)	343,384	(19,565)	(8,301)	(11,000)
	Capital Spending:					
	Sunset Way Project	(716,315)	(969,443)	(52,882)	(33,305)	(40,000)
	Total Capital Spending:	(716,315)	(969,443)	(52,882)	(33,305)	(40,000)

Water Department								
			Jul2019-Jun2020		Jul2020-June2021			
Water Revenue	Category		FY19/20 Budget	FY19/20 Actual	FY20/21 Budget	FY20/21 Actual	FY21/22 Budget	
	Water Service Fee Revenue	fv	172,115	161,020	A	174,000	187,315	180,600
	Water Conservation Discount		(52,000)	(42,533)		(52,500)	(56,589)	(54,500)
	Meter Reading Fee + Bookkpg	F	7,400	6,185	A	7,660	7,442	7,860
	Water Service Revenue (Misc)	V	500	765	A	500	2,030	500
	Water Service Fee Net Revenue		128,015	119,252		129,660	132,756	134,460
	Water Cap Impr (Meter Charge)	F	68,000	57,585	A	68,660	69,272	71,270
	Cap Impr (25% of Service)			3,867				-
	Other Income	V		13,000		6,500		6,500
	Grants/Donations/Loans (Water)	V	-	16,750	-	6,000		-
	Water Revenue incl Cap Imp:	fv	196,015	210,454	204,820	208,028	212,230	
	Move Cap Impr to Reserves:	F	(68,000)	(57,585)	(68,660)	(69,272)	(71,270)	
	Move 25% CPI Service to Reserves	V		(3,867)		-		
	Move Service Revenue (Misc)			(16,750)				
	Water Cap Impr+ 25%CPI Reveues:		(68,000)	(78,202)	(68,660)	(69,272)	(71,270)	
	Water Operations Revenue:		128,015	132,252	136,160	138,756	140,960	
	Water Cap Impr Reserves:		68,000	78,202	68,660	69,272	71,270	
Water Expense	Category		FY19/20 Budget	FY19/20 Actual	FY20/21 Budget	FY20/21 Actual	FY21/22 Budget	
	Gen Exp (40% Specific*) Sub-Total:	F	43,264	40,809	42,804	43,434	44,627	
	Dedicated Expenses:							
	Bank Credit Card Fees (Customer)	V	4,400	5,167	5,150	4,836	5,150	
	Bookkeeping (Water)	V	4,500	5,721	5,000	4,930	5,460	
	Debt (Due to DT-10 years/no int)		-	-		-	3,350	
	Debt (Due to GF-20 years/no int)		2,600	-	2,600	-	2,600	
	Dues & Memberships (Water)	F	400	443	450	443	450	
	Grant Spending	V			-	-		
	Insurance (Water-G Liab+ % Umb)	F	2,000	2,261	2,300	2,444	2,500	
	Insurance: Wcomp (Water)	F	1,580	1,308	1,310	1,165	1,000	
	Legal Fees (Water)	V	2,000	1,305	1,000	-	1,000	
	Other Operating (Water)	V	500	885	500	16	500	
	Pay (Water Sub-Contractors)	V	-		-	-	700	
	Payroll (Compromise - WM)	F	5,000	5,000	5,000	5,000	5,000	
	Payroll (Other Water Salaries)	F	500	1,100	1,100	220	-	
	Payroll (Water Team)	F	28,790	29,447	29,400	29,307	29,400	
	Payroll Employer Taxes (Water)	F	2,430	2,337	2,340	2,259	2,249	
	Permits & Fees (Water)	F	1,360	1,366	1,370	1,366	1,370	
	Repairs & Maintenance (Water)	V	15,000	18,885	21,000	14,034	15,000	
	Testing (Water) non-full panel yr	V	3,600	4,604	2,800	2,305	2,500	
	Treatment (Water)	V	5,000	4,613	4,500	3,434	5,000	
	Utilities: Elec (Water)	V	11,700	12,915	13,300	11,730	12,100	
	Utilities: Tel (Ooma)	F	340	360	370	360	380	
	Dedicated Expense Sub-Total:		91,700	97,717	99,490	83,849	95,709	
	Water Operations Expense Total:		134,964	138,526	142,294	127,283	140,336	
	Water Conservation Reserve (Beginning Balance):		52,000	52,000	52,500	52,500	54,500	
	Water Conservation Discount (Balance to Reserve):		(52,000)	(42,533)	(52,500)	(56,589)	(54,500)	
	Water Conservation Reserve (Ending Balance):		-		-	(4,089)	-	
	Water Ops Balance (Assigned Revenue):		(6,949)	(6,274)	(6,134)	11,473	625	
	Water Capital Improvement (Balance to Reserves):		68,000	78,202	68,660	69,272	71,270	
	Water Capital Improvement Beg Balance (Reserves):		180,229	180,229	36,687	36,687	81,197	
	Water Capital Improvement (SWP) Spending:			(218,505)	(213,326)		-	
	Water Capital Improvement (GL) Spending:			(25,429)		(13,828)	-	
	Water Capital Improvement (Well Pump) Spending:				(11,000)	(10,934)	-	
	Loan Payment (DT 5-2020/ \$16,750 / 10yr/0% int):					-		
	Water Capital Improvement (Reserves):			14,497	(107,979)	81,197	152,467	
Notes:	Meter Reading charge \$2400 + Water bookkeeping \$5460 = \$7860							

MUIR BEACH CSD 2021/22 FULL YEAR CASH PROJECTIONS								
		Fire	Recreation	Roads	General	Total Govt Svc	Water	Total
Beginning Cash Balance	as of 6/30/21	\$ 271,967	\$ 24,648	\$ -	\$ 185,019	\$ 481,634	\$ (40,254)	\$ 562,831
Sources of Income								
	Income	\$ -	\$ 1,600	\$ -	\$ 219,040	\$ 220,640	\$ 140,960	\$ 361,600
	Expenses	\$ (78,435)	\$ (66,312)	\$ (11,000)	\$ (108,340)	\$ (264,088)	\$ (95,709)	\$ (359,796)
	Overhead Allocation from Gen.	\$ -	\$ -	\$ -		\$ -	\$ (44,627)	\$ (44,627)
	Net Income from Operations	\$ (78,435)	\$ (64,712)	\$ (11,000)	\$ 110,700	\$ (43,448)	\$ 625	\$ (42,823)
	Depreciation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Non-Cash Transactions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Tax/Fee Initiatives	\$ 39,342	\$ -	\$ -	\$ -	\$ 39,342	\$ -	\$ 39,342
	Grants	\$ 45,900	\$ 37,442	\$ -	\$ -	\$ 83,342	\$ -	\$ 83,342
	Other (WCI reserve)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 71,270	\$ 71,270
	Total Sources	\$ 6,807	\$ (27,270)	\$ (11,000)	\$ 110,700	\$ 79,236	\$ 71,895	\$ 151,131
Uses of Income								
	Capital Expenditures	\$ -	\$ (37,442)	\$ (39,567)	\$ -	\$ (77,009)		\$ (77,009)
	Transfer of Water Funds to WCI	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (71,270)	\$ (71,270)
	County Loan Payment (12/5/2019)				\$ (99,960)	\$ (99,960)		\$ (99,960)
	Total Uses	\$ -	\$ (37,442)	\$ (39,567)	\$ (99,960)	\$ (176,969)	\$ (71,270)	\$ (248,239)
Change in Cash Flow from Operations		\$ 6,807	\$ (64,712)	\$ (50,567)	\$ 10,740	\$ (97,733)	\$ 625	\$ (97,108)
Ending Cash Balance	(projected 6/30/22)	\$ 278,774	\$ (40,064)	\$ (50,567)	\$ 195,759	\$ 383,901	\$ (39,630)	\$ 465,723
Net Operating Income/Loss from Water Dept								
	WCI - Beginning Cash Balance 6/30/21						\$ 81,197	
	Funds moved into WCI Fund						\$ 71,270	
	WCI - Loan payments						\$ -	
	Capital Expenditures							
WCI Cash Balance	(projected 6/30/22)						\$ 152,467	
Amount Owed to Government Svc (2021/2022 only)							\$ (32,883)	
	Debt payment						\$ 2,600	
	Net Operating Income/Loss						\$ 625	
	Projected Debt Balance 6/30/22						\$ (29,659)	
1. Capital Expenditures:								
	A. Measure A: \$37,441							
	B. SWP -Apprx. Bal due 6/30/20: \$39,567							
	C. Prop 68 Rec Project \$25,668							
	D. Loan Payments							
2. Restricted Funds	Projected Balance 6/30/22	\$ 278,774					\$ 152,467	\$ 431,241
3. Assigned Funds	Projected Balance 6/30/22						\$ (29,659)	
4. Unrestricted Funds	Projected Balance 6/30/22							\$ 34,482

Muir Beach Community Services District

Balance Sheet

As of February 28, 2022

Accrual Basis

	Feb 28, 22
ASSETS	
Current Assets	
Checking/Savings	
TriC Checking	
TriC Fire	261,633
TriC Lower Tank Reserve	100,001
TriC General Fund	43,001
TriC Pipes & Equip Reserve	29,479
Prop 68 20% Matching Reserve	6,126
TriC Water	(42,650)
Total TriC Checking	397,590
TriC MMF - General Fund	
TriC MMF - General Fund - Other	172,789
Reserve for County Loan Pmt	28,840
Total TriC MMF - General Fund	201,628
Total Checking/Savings	599,218
Other Current Assets	
Due from Water Ops to Gen'l Fd	42,650
Undeposited Funds	1,676
Total Other Current Assets	44,326
Accounts Receivable	
Receivables	512
Total Accounts Receivable	512
Total Current Assets	644,056
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

As of February 28, 2022

Accrual Basis

	Feb 28, 22
Accumulated Depreciation	(727,623)
Total Water System Assets	1,076,656
Total Fixed Assets	3,216,242
TOTAL ASSETS	3,860,298
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Loan from Marin Co Treasurer	103,459
Due to Gen'l Fd from Water Ops	42,650
Loans Payable	16,750
Total Other Current Liabilities	162,859
Credit Cards	
Credit Card	13,417
Total Credit Cards	13,417
Accounts Payable	
Accounts Payable	12,467
Total Accounts Payable	12,467
Total Current Liabilities	188,743
Total Liabilities	188,743
Equity	
Retained Earnings	3,577,841
Net Income	93,713
Total Equity	3,671,554
TOTAL LIABILITIES & EQUITY	3,860,298



Service With Solutions®

P.O. Box 909, Chico CA 95927

Statement Ending 02/28/2022

MUIR BEACH COMMUNITY SVCS




Page 1 of 4

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

Home Equity Lines of Credit

Historic low rates. Historically better service.

Apply online at TriCountiesBank.com/heloc-apply,
contact your local branch, or call 1-800-982-2660.

 EQUAL HOUSING
LENDER NMLS #458732

Member FDIC



Overall Balance Summary

Account Type	Account Number	Ending Balance
Public Checking Images	342025376	\$409,896.35

Public Checking Images-342025376

Account Summary


Date	Description	Amount
02/01/2022	Beginning Balance	\$390,010.67 ?
	12 Credit(s) This Period	\$39,169.03 ✓
	20 Debit(s) This Period	\$19,283.35 ✓
02/28/2022	Ending Balance	\$409,896.35 ✓

Deposits

Date	Description	Amount
02/07/2022	DEPOSIT	\$4,058.29
02/09/2022	DEPOSIT	\$274.66
02/23/2022	DEPOSIT	\$669.15

Electronic Credits

Date	Description	Amount
02/01/2022	COUNTY OF MARIN COM PAY MUIR BEACH CSD	\$8,400.00
02/03/2022	INTUIT 56230635 DEPOSIT	\$1,763.27

 EQUAL HOUSING
LENDER
NMLS #458732

Member FDIC

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

Date	Description	Amount
	MUIR BEACH COMMUNITY S	
02/04/2022	DOI TREAS 310 MISC PAY	\$103.27
	MUIR BEACH COMMUNITY S	
02/04/2022	DOI TREAS 310 MISC PAY	\$82.56
	MUIR BEACH COMMUNITY S	
02/04/2022	DOI TREAS 310 MISC PAY	\$69.73
	MUIR BEACH COMMUNITY S	
02/08/2022	INTUIT 81411965 DEPOSIT	\$156.61
	MUIR BEACH COMMUNITY S	
02/11/2022	COUNTY OF MARIN COM PAY	\$281.95
	MUIR BEACH CSD	
02/11/2022	COUNTY OF MARIN COM PAY	\$1.13
	MUIR BEACH CSD	
02/25/2022	COUNTY OF MARIN COM PAY	\$23,308.41
	MUIR BEACH CSD	

Electronic Debits

Date	Description	Amount
02/02/2022	INTUIT 95664125 ACCT FEE	\$20.00
	MUIR BEACH COMMUNITY S	
02/03/2022	INTUIT 12881965 TRAN FEE	\$56.51
	MUIR BEACH COMMUNITY S	
02/03/2022	PAYCHEX INC. PAYROLL	\$10,118.13
	MUIR BEACH COMMUNITY S	
02/04/2022	PAYCHEX EIB INVOICE	\$314.04
	MUIR BEACH COMMUNITY S	
02/04/2022	PAYCHEX TPS TAXES	\$2,711.68
	MUIR BEACH COMMUNITY S	
02/08/2022	INTUIT 38403165 TRAN FEE	\$5.14
	MUIR BEACH COMMUNITY S	
02/14/2022	PGANDE WEB ONLINE	\$21.77
	MUIR BEACH CSD	
02/14/2022	PGANDE WEB ONLINE	\$64.25
	MUIR BEACH CSD	
02/14/2022	PGANDE WEB ONLINE	\$235.84
	MUIR BEACH CSD	
02/14/2022	PGANDE WEB ONLINE	\$618.17
	MUIR BEACH CSD	
02/22/2022	ATT Payment	\$240.65
	MUIR BEACH	
02/24/2022	CHASE CREDIT CRD AUTOPAYBUS	\$842.59
	HILLS LEIGHTON J	

Checks Cleared

Check Nbr	Date	Amount	Check Nbr	Date	Amount	Check Nbr	Date	Amount
2215	02/03/2022	\$36.15	2225	02/07/2022	\$859.20	2228	02/09/2022	\$186.00
2223*	02/25/2022	\$270.00	2226	02/09/2022	\$900.00	2229	02/02/2022	\$1,592.00
2224	02/09/2022	\$95.00	2227	02/14/2022	\$96.23			

* Indicates skipped check number



Service With Solutions®

P.O. Box 909, Chico CA 95927

Statement Ending 02/28/2022

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

Service With Solutions



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



Automated
Phone Banking: 1-844-822-2447



Online Banking: TriCountiesBank.com

Home Equity Lines of Credit

Historic low rates. Historically better service.

Apply online at TriCountiesBank.com/heloc-apply,
contact your local branch, or call 1-800-982-2660.



EQUAL HOUSING
LENDER NMLS #458732

Member FDIC



Overall Balance Summary

Account Type	Account Number	Ending Balance
Business MMI Images	342024049	\$201,628.13

Business MMI Images-342024049

Account Summary

Date	Description	Amount
02/01/2022	Beginning Balance	\$201,625.04
	1 Credit(s) This Period	\$3.09
	0 Debit(s) This Period	\$0.00
02/28/2022	Ending Balance	\$201,628.13

Interest Summary

Description	Amount
Interest Earned From 02/01/2022 Through 02/28/2022	
Annual Percentage Yield Earned	0.02%
Days in Statement Cycle	28
Interest and/or Reward Paid	\$3.09
Interest Paid this Statement Cycle	\$3.09
Interest Paid Year-to-Date	\$6.51

Other Credits

Date	Description	Amount
02/28/2022	INT PMT SYS-GEN	\$3.09



EQUAL HOUSING
LENDER
NMLS #458732



Member FDIC

3/23/22 District Manager Report – Mary Halley

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

General:

Covid-19 – coronavirus pandemic easing, although there seems to be a new Ba2 variant (Omicron was Ba1) on the horizon in Europe. The CSD Board still continues to hold remote meetings 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 – meeting was held 3/3/22 with Supervisor Rodoni, Chloe Cook from HHS, and Sarah Jones from CDA. Main topics discussed were the Marin County LCP and the Marin Housing Element update.

Coastal Communities Working Group (CCWG) – the Marin County staff and CCC staff have been meeting in non-public working sessions to discuss various components of the Marin County LCP-EH updates. There will be a CCC and CDA joint staff "listening session" open to the public to give comments on 3/30 from 6-7:30pm on zoom. If anyone is interested in listening, I can forward them the zoom link.

LAFCo – after the Board review of the CSD boundary issue at the 2/23 Board meeting, the Board determined it wasn't necessary to align our District boundary with its Sphere of Influence, but that I could look into it further. After making additional inquiries, it seems that only the LAFCo fees are currently waived, and not all the State and County fees, so if aligning isn't necessary, it would seem better not to spend district funds on the process. LAFCo staff Jeren Seibel said the decision is fine and he will just make a note in the MSR. At the Marin Chapter CSDA meeting, LAFCo Director Jason Fried encouraged all districts to take advantage of the LAFCo amnesty period before new fee increases and to cleanup parcels that are served by the district but have not been annexed in and do not have an OSA (Outside Service agreement). The 3 CSD connections that lie outside of the District's jurisdictional boundary (Mt. Tamalpais State Park Horse Camp, GGNRA's Park Ranger residences, and GGNRA's horse stables) were established prior to the 2001 enactment of State Government Code Section 56133, thus the connections do not require an outside service agreement. The Draft-LAFCo Municipal Services Review (MSR) was released and the MBCSD section indicates no deficiencies in our District management. I will forward the Draft-MSR to our Board for their review. LAFCo MSR hearing will be on 4/14.

Water:

Redwood Creek Stream Monitoring – stream flows dropping steadily – around 1.5 cu.ft. per second of discharge and with height hovering now around .5 ft. into mid-March. Looks like we may get a few light spring showers in March.

System Maintenance – requested our water team to schedule water mains flushing for this month.

Marin County Water District Meetings – the 'fifth' meeting of all Marin water district general managers is scheduled for 4/5 to be hosted by Dennis Rodoni to discuss the future of Marin water supplies, conservation, collaboration, etc.

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 – have no current update at this time except a Marin IJ reporter was interested in writing a story on it.

Fire Tax – nothing new to report.

WMJPA – we completed and paid for half of this year's tree removal with a matching portion Measure C funds.

Recreation:

MB Community Center – our new Community Center Rental Coordinator Joani Marinoff started at the beginning of March as the indoor mask restrictions are now removed again. We have revised the rental info sheets and sent out an

invitation to the community looking for facilitators. Depending on the pandemic, our target is still to be able to open back up for rentals starting April once we have a few facilitators available for those rentals that require one. The notice received a several respondents. Joani and Laurie Piel will hold a facilitator training workshop in the next few weeks to train in the new facilitators. A Resident rental rate fee increase is on the agenda for board approval at the 3/23 meeting.

Prop 68 Per Capita Recreation grant – we received a first draft of the parking lot project drawings from the structural engineer for the Building Permit. Members of the Prop 68 project committee are doing an initial review for any changes or additions and then the Prop 68 committee will meet soon for a project update. After that, the next step will be to apply for the building permits and to put the project out for bids.

Parks and Trails – Cuco completed trail stair repair at the top of Dusty's Path and should begin the Upper Park trail (fairly simple) improvement plan soon. We will be removing invasive weeds (Echium and Poison Oak), making 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. Renewal of Measure A will be on the June ballot, and if approved again, it will go back into effect around October with a limited funding distribution early next year.

Roads:

Sunset Way Project – we just received the last Change Order invoices for the 2019 Sunset Way improvement project. Final billing of CO invoices totals \$121,200 plus the \$39,969.78 (budgeted) retainer, for a total due of \$160,896.78.

Charlotte's Way – legal research on the Charlotte's Way issue was completed fairly close to on budget at \$4,200.

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 2/22/22 and continue to post every new updated version on the district website 'Contact and Links' page.

Finance:

Audits – SCO report was completed and submitted on time.

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. Ocean Riders meter will be relocated.

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 – property/liability policy renewals are completed.

District Office Business – visitors are welcome to drop by the MB office again. 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