



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, April 27, 2022 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.

7:00 pm	Item 1: Call to Order
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Board: David Taylor (Board President), Paul Jeschke (Board Vice-President), Leighton Hills (Director), Steve Shaffer (Director)

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

Item 2: 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 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 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).

MBCSD Agenda 4-27-2022

- A. Approval of Draft-Minutes from Regular Board Meeting of 3/23/22. *(See attached)*
- B. Approval of Quarterly Financial Reports dated 3/31/22. *(See attached)*
- C. Approve Resolution 2022-4 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 April 28, 2022 to May 27, 2022 in order to hold (if necessary) our next regularly scheduled Board Meeting on May 25, 2022. *(See attached MBCSD Resolution 2022-4: AB 361 30-Day Extension 4-28-22 To 5-27-2022)*

Item 4: Items Removed from Consent Calendar

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

Item 5: Fire Department Report

Fire Chief Chris Gove will give his quarterly report including new fire house project update.

Item 6: District Manager Report

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

Item 7: 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 8: Recognitions & Board Member Items

Board recognitions and pending events of interest to the community.

Item 9: Adjournment

Next Agenda Meeting Date: Wednesday, May 18, 2022

Next Board Meeting Date: Wednesday, May 25, 2022

MUIR BEACH COMMUNITY SERVICES DISTRICT
Minutes of the Board of Directors' meeting held on
Wednesday, **March 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 6:36 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).
Not present in closed session: Chris Gove (Fire Chief), Ernst Karel (Meeting Secretary)

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

None.

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

Item 4: Reconvene in Open Session

Meeting reconvened at 7:02 p.m. Taylor reports from the closed session: they had a performance evaluation of the District Manager and discussed making an adjustment to her salary according to inflation.

MOTION: To adjust the District Manager's salary by the April CPI percentage that will be posted in April.
Moved: Shaffer, seconded by Eigsti
Vote: AYES: Unanimous

Charlotte's Way was not discussed during closed session, so that will be deferred to next meeting.

Item 5: Approval of Agenda

Nothing added.

1 MOTION: To approve the agenda as submitted.
2 Moved: Hills, seconded by Shaffer
3 Vote: AYES: Unanimous
4
5

6 **Item 6: Consent Calendar**

- 7 1. Approval of Draft-Minutes from Regular Board Meeting of 2/23/22.
8 2. Approve Resolution 2022-3 to make the findings that the proclaimed State of Emergency
9 continues to impact the ability to meet safely in person and declaring that the Board of
10 Directors will continue to meet remotely in order to ensure the health and safety of the
11 public for the next 30-day period extending from March 29, 2022 to April 27, 2022 in
12 order to hold (if necessary) our next regularly scheduled Board Meeting on April 27,
13 2022. (Please see attached MBCSD Resolution 2022-3: AB 361 30-Day Extension 3-29-
14 22 To 4-27-2022)
15 3. Approval of FY21/22 Budget – March 2022 Revision (Please see attached FY21/22
16 Budget – March 2022 Revision)
17

18 MOTION: To approve the consent calendar.
19 Moved: Hills, seconded by Shaffer
20 Vote: AYES: Unanimous
21
22

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

24 None.
25
26

27 **Item 8: NPS Update – Mia Monroe**

28 *(Monroe was invited to come at 7:30, and so this agenda item was skipped and returned to at*
29 *7:30 p.m.)*
30

31 Mia would like to acknowledge those who have asked for things like a stop sign at MB Overlook,
32 signs on Shoreline directing people to the beach, the memorial at the Overlook to the late
33 fisherman, and that a bench at the beach needs attention.
34

35 With the return of good weather and fewer restrictions for Covid safety, visitation at Muir Woods
36 is back to normal, in some ways. They can book at previous levels, although because the
37 shuttle only runs on weekends and no big buses, the levels are lower.
38

39 Chinook run, otters returning, frogs are happy, banana slugs are slimy, and Earth Day 30th
40 Anniversary, Sunday April 24, will be held at Muir Woods, dedicated to Shirley Nygren who was
41 present for the first one. The Dairy House is being fixed up, due to Covid restrictions being lifted,
42 we will soon be inviting the community to use it for meetings or trainings, etc., for it to be an
43 additional facility for them.
44

45 Taylor asks about Muir Beach signs, three of which have disappeared in recent years. Those
46 are Caltrans signs.
47

48 Jeschke asks more about the big busses returning. Mia doesn't know about that; it may be that
49 bus companies have changed their practices post-covid.
50
51

1 **Item 9: District Manager Report**

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

5
6 On LAFCo, she received answers to the questions that came up regarding district boundaries
7 from the previous meeting. The park parcels that we serve that lie outside our boundaries came
8 into the district prior to the 2001 enactment of State Government Code Section 56133, thus the
9 connections do not require an outside service agreement and do not need to be annexed into
10 our district. They are currently waiving LAFCo fees for changing boundaries, but not waiving
11 state and other fees.

12
13 Our Municipal District Review came out and it was very favorable. Taylor comments that it was
14 very informative to read.

15
16 On Charlotte's Way water main, workers there say it's looking to and so on. Replacing that pipe
17 has already been at the top of the list of future work for the district, so this report supports that.

18
19 We just had an update yesterday on the fire house. Dennis Rodoni said that he had put the
20 project on a list of potential infrastructure projects to be supported at the state level, and Mark
21 Levine thought the project looked good, and so Rodoni contacted us immediately for a budget
22 request, so Halley and Chris Gove turned around a budget request within a day. Halley thought
23 the board should be aware that we have submitted this letter.

24
25 Further update about progress on the work at the Community Center – parking spaces to be
26 postponed, funicular project to be abandoned due to cost. Other CC work planning proceeds.

27
28 On parklands and trails, Cuco has finished upgrading Dusty's Trail.

29
30 Question: Jeschke asks if the LAFCo report can be added to the website; everyone agrees.

31
32
33 **Item 10: MBCC Rental Rate**

34 As part of the previous discussions to help recruit and fund the new (Board approved) paid
35 MBCC Rental Coordinator position, it was proposed that there be a Resident rental rate
36 increase to help offset the cost for this essential position needed to be able to continue rentals
37 at the MBCC. Resident rentals are 95% of all rentals and the rate has been \$10 p/hour for any
38 available weekday or weekend with a 4-hour minimum since anyone can remember, so it was
39 proposed that the rate be increased to \$25 p/hour still for any available weekday or weekend
40 with the same 4-hour minimum. All other rental categories will remain unchanged as there
41 currently are few other types of rentals other than Residents – with the Friends of Muir Beach
42 rentals being the other category that produces a few rentals each year. Note, that the increased
43 rate for the Non-residents rentals several years ago reduced the demand greatly leaving most
44 days open for residents. For reference, currently the Friends of Muir Beach rate is \$75 p/hour
45 for any weekday or weekend with 4-hour minimum, the Non-profit rate is \$750 p/day for select
46 weekdays or \$500 for half day, and the Non-Resident rate is either \$1,000 p/weekday or half
47 day, \$3,000 p/day for Friday or Saturday, and \$2,000 p/day for Sunday. All rentals require a
48 refundable \$750 deposit to ensure the MBCC rules are followed and that everything is left clean,
49 organized, and undamaged. The MBCC is currently not open for rentals either Mondays or after
50 4pm on Wednesdays due to ongoing community groups and activities.

1 There are not many external rentals, ever since the price was raised to current levels. The new
2 Rental coordinator, Joani, has been very enthusiastic, and has been getting ready to start
3 rentals in April. We have received enquiries for others to help as Facilitators. That position pays
4 \$25/hr, which is charged extra for certain kinds of events (e.g., attendance over 25, alcohol
5 served, etc.). That is not changing; the only proposal now is to increase the base rate.
6

7 MOTION: To raise the cost of resident rentals to \$25/hr with 4-hr minimum.

8 Moved: Shaffer, seconded by Hills

9 Vote: AYES: Unanimous
10
11

12 **Item 11: Public Open Time**

13 Halley mentions that for those who are interested in knowing when events are happening at the
14 Community Center, there is an active calendar linked from the main MBCSD website.
15

16 Gerald Pearlman asks about the transportation situation: for seniors it would good if the bus
17 service came back. It's not under the jurisdiction of the CSD. Gerry will reach out and see if the
18 County will reconsider.
19
20

21 **Item 12: Recognitions & Board Member Items**

22 At the MBVFD Barbeque David Taylor was glad to see younger people stepping up for roles
23 that older people were stepping down from. Grateful to see people getting involved.
24
25

26 **Item 15: Adjournment**

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

30 Next Agenda Meeting Date: Wednesday, April 20, 2022

31 Next Board Meeting Date: Wednesday, April 27, 2022.
32

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

34 Meeting adjourned at 19:45.

Muir Beach Community Services District

Balance Sheet

As of March 31, 2022

Accrual Basis

	Mar 31, 22
ASSETS	
Current Assets	
Checking/Savings	
TriC Checking	282,412
TriC Fire	106,667
TriC Lower Tank Reserve	34,927
TriC Pipes & Equip Reserve	5,126
Prop 68 20% Matching Reserve	1,370
TriC General Fund	(37,196)
TriC Water	
Total TriC Checking	393,306
TriC MMF - General Fund	163,792
TriC MMF - General Fund - Other	37,840
Reserve for County Loan Pmt	
Total TriC MMF - General Fund	201,632
Total Checking/Savings	594,938
Other Current Assets	37,196
Due from Water Ops to Gen'l Fd	1,777
Undeposited Funds	
Total Other Current Assets	38,973
Accounts Receivable	6,509
Receivables	
Total Accounts Receivable	6,509
Total Current Assets	640,420
Fixed Assets	
Other Fixed Assets	1,135,952
Road Improvements	
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	59,031
Furniture & Fixtures - CC	10,467
Electric Gate	6,967
Shed Roof	3,688
Accumulated Depreciation	(1,014,560)
Total Other Fixed Assets	2,140,994
Water System Assets	652,370
100-Year Equipment Post 2008	546,323
Historic Water System Equipment	354,261
40-Year Equipment Post 2008	60,939
Mains and Valves (historic)	54,217
Other Water System Assets	51,235
10-Year Equipment Post 2008	44,944
15-Year Equipment Post 2008	21,620
Wells (historic)	7,312
20-Year Equipment Post 2008	6,973
Equipt and Controls (historic)	4,084
5-Year Equipment Post 2008	

Muir Beach Community Services District

Balance Sheet

As of March 31, 2022

Accrual Basis

	Mar 31, 22
Accumulated Depreciation	(727,623)
Total Water System Assets	1,076,656
Total Fixed Assets	3,217,649
TOTAL ASSETS	3,858,069
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Loan from Marin Co Treasurer	103,459
Due to Gen'l Fd from Water Ops	37,196
Loans Payable	16,750
Total Other Current Liabilities	157,405
Accounts Payable	
Accounts Payable	5,321
Total Accounts Payable	5,321
Credit Cards	
Credit Card	905
Total Credit Cards	905
Total Current Liabilities	163,631
Total Liabilities	163,631
Equity	
Retained Earnings	3,577,841
Net Income	116,598
Total Equity	3,694,439
TOTAL LIABILITIES & EQUITY	3,858,069

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04/14/22

Accrual Basis

Muir Beach Community Services District
Profit & Loss - Excluding Water (Operations, WCI)
March 2022

	Mar 22
Income	
Combined Tax Revenues	27,357
Measure W Revenues	
Property Tax Revenues	339
Property Tax Revenues	
Total Property Tax Revenues	339
Total Combined Tax Revenues	27,696
Interest Income	3
Total Income	27,699
Expense	
Payroll Expenses	4,724
Wages	748
Employer Payroll Taxes	134
Payroll Service	
Total Payroll Expenses	5,606
Fire Dept Expenses	2,077
Certification & Training	255
Medical Supplies	30
Equipment & Tools	
Total Fire Dept Expenses	2,362
Trails Maintenance	1,763
Bookkeeping	1,012
Grounds Maintenance/Gardening	900
Health Insurance	859
Community Classes & Functions	
Rental Expense	325
Community Center Functions	200
Total Community Classes & Functions	525
Legal Expense	420
Utilities	243
Refuse Service	83
Electric	70
Propane	6
Telephone	
Total Utilities	403
Receipts Outstanding	285
CG Receipts Outstanding	
Total Receipts Outstanding	285
Office and Postage	280
Repairs & Maint (non-water)	60
Website Hosting & Maintenance	50
Other Operating Expenses	28
Meeting Expense	15
Reconciliation Discrepancies	(271)
Total Expense	14,296
Net Income	13,403

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04/14/22

Accrual Basis

Muir Beach Community Services District
Profit & Loss - Water (Operations, WCI)
March 2022

	Mar 22
Income	
Combined Water Revenues	
Water Operations Revenues	17,333
Water Service Revenues	45
Misc Water Revenues	0
Field for Billing Notices	0
Total Water Operations Revenues	17,378
Water Capital Improvement Revs	
Capital Improvement Revenues	12,114
Total Water Capital Improvement Revs	12,114
Total Combined Water Revenues	29,493
Total Income	29,493
Expense	
Payroll Expenses	
Wages	5,057
Total Payroll Expenses	5,057
Water Enterprise	
Water Treatment	3,954
Water Testing	125
Total Water Enterprise	4,079
Utilities	
Electric	967
Telephone	33
Total Utilities	1,000
Bank Fees & Credit Card Fees	634
Bookkeeping	578
Dues & Memberships	465
Receipts Outstanding	
SB Receipts Outstanding	30
Total Receipts Outstanding	30
Total Expense	11,843
Net Income	17,649

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04/14/22

Accrual Basis

Muir Beach Community Services District
Expenditures excl Payroll & Cap Assets
March 2022

Date	Name	Memo	Amount
Bank Fees & Credit Card Fees			
03/23/2022	Intuit Pymt Soln Tran Fee		620
03/30/2022	Intuit Pymt Soln Tran Fee		4
03/30/2022	TriCounties Bank	Kingsbury NSF check	10
Total Bank Fees & Credit Card Fees			634
Bookkeeping			
03/31/2022	Mullin, Sharon	Bookkeeping/water billing	1,012
03/31/2022	Mullin, Sharon	Bookkeeping/water billing	578
Total Bookkeeping			1,590
Dues & Memberships			
03/21/2022	California Rural Water Assn.	Annual membership dues 2022-2023	465
Total Dues & Memberships			465
Fire Dept Expenses			
Equipment & Tools			
03/22/2022	Allen, Robert	Reimb for OOP expense	30
Total Equipment & Tools			30
Total Fire Dept Expenses			30
Health Insurance			
03/14/2022	CALPERS	Halley	859
Total Health Insurance			859
Legal Expense			
03/15/2022	Epstein & Holtzapple	Charlotte's Way legal review	420
Total Legal Expense			420
Office and Postage			
03/27/2022	Costco	Office supplies	100
03/18/2022	Adobe Acropro Subscription	Subscription renewal	180
Total Office and Postage			280
Other Operating Expenses			
03/31/2022	Mullin, Sharon	Parking & tolls	28
Total Other Operating Expenses			28
Repairs & Maint (non-water)			
03/09/2022	Alcala, Jose - v	Drainage survey	60
Total Repairs & Maint (non-water)			60
Utilities			
Electric			
03/16/2022	SMITH, Brent (1104)	Credit for electricity usage	8
03/25/2022	PG&E at Comm Ctr 019-6	Electric - Community Center (Net of Solar)	59
03/25/2022	PG&E Firehouse 6226-2	Electric - Firehouse	24
03/25/2022	PG&E Pumping at Lower Tank 623-9	Electric - Pumping from Lower Tank to Upper Ta...	248
03/25/2022	PG&E Pumping from Wells 745-7	Pumping	711
Total Electric			1,050
Propane			
03/25/2022	McPhail's	Propane tank rental for CC to 3/26/23	70
Total Propane			70
Refuse Service			
03/24/2022	Uline	Garbage cans for volleyball court	205
03/21/2022	United Site Services, Inc.	Portable restroom - Volleyball court	38
Total Refuse Service			243

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04/14/22

Accrual Basis

Muir Beach Community Services District
Expenditures excl Payroll & Cap Assets
March 2022

Date	Name	Memo	Amount
Telephone			
03/01/2022	Ooma	Telephone	6
03/01/2022	Ooma	Telephone	6
03/03/2022	Ooma	Telephone	6
03/05/2022	Ooma	Telephone	6
03/17/2022	Ooma	Telephone	6
03/29/2022	Ooma	Telephone	6
03/29/2022	Ooma	Telephone	6
Total Telephone			39
Total Utilities			1,403
Water Enterprise			
Water Testing			
03/11/2022	Brelje and Race Laboratories, Inc.	Monthly bacs	37
03/11/2022	Brelje and Race Laboratories, Inc.	Monthly bacs	88
Total Water Testing			125
Water Treatment			
03/22/2022	Herb's Pool Service	Chlorine	159
03/14/2022	Brenntag Pacific	Sodium Silicate for Water Treatment	3,795
Total Water Treatment			3,954
Total Water Enterprise			4,079
TOTAL			9,847

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04/14/22

Accrual Basis

Muir Beach Community Services District
Expenditures for Fixed Assets
 As of March 31, 2022

Date	Num	Name	Memo	Amount
Water System Assets				
Historic Water System Equipment				
Total Historic Water System Equipment				
Mains and Valves (historic)				
Total Mains and Valves (historic)				
Equipt and Controls (historic)				
Total Equipt and Controls (historic)				
Wells (historic)				
Total Wells (historic)				
100-Year Equipment Post 2008				
Total 100-Year Equipment Post 2008				
40-Year Equipment Post 2008				
Total 40-Year Equipment Post 2008				
20-Year Equipment Post 2008				
Total 20-Year Equipment Post 2008				
15-Year Equipment Post 2008				
Total 15-Year Equipment Post 2008				
10-Year Equipment Post 2008				
Total 10-Year Equipment Post 2008				
5-Year Equipment Post 2008				
Total 5-Year Equipment Post 2008				
Other Water System Assets				
Total Other Water System Assets				
Total Water System Assets				
Other Fixed Assets				
Playground Upgrades				
Total Playground Upgrades				
Land				
Total Land				
Land - Fire Station				
Total Land - Fire Station				
Buildings				
Total Buildings				
Buildings - Fire Station				
03/25/2022	24981	Questa Engineering Corp.	Site plan edits: Firehouse septic holding tank design	1,407.91
Total Buildings - Fire Station				1,407.91
Equipment				
Total Equipment				
Equipment - Fire Trucks				
Total Equipment - Fire Trucks				
Electric Gate				
Total Electric Gate				
Furniture & Fixtures - CC				
Total Furniture & Fixtures - CC				
Road Improvements				
Shed Roof				
Total Shed Roof				

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04/14/22

Accrual Basis

Muir Beach Community Services District
Expenditures for Fixed Assets
As of March 31, 2022

Date	Num	Name	Memo	Amount
				1,407.91
Total Other Fixed Assets				1,407.91
TOTAL				

COMPENSATION REPORT

Name	7/1/2020 to		7/1/2021 to		Notes
	6/30/2021	3/31/2022	6/30/2021	3/31/2022	
Halley	73,076	58,656			Hire date 7/10/17. Salary increase to \$72,000 effective 6/1/19.
Blank	14,087	10,175			\$486/month for daily monitoring, \$354 if meter reading done, \$39.75/hour for additional hours.
Blank	10,466	7,886			\$486/month for daily monitoring, \$354 if meter reading done, \$39.75/hour for additional hours.
Gonzales	6,156	4,662			Hourly rate increased 11/13/2012 to \$18/hr from \$15/hr.
Karel	4,754	3,749			\$972/month for daily monitoring, \$354 if meter reading done, \$39.75/hour for additional hours.
Gove	2,500	2,500			Hire date 6/1/21. Salary \$30,000. 8/1/21 change to independent contractor. No change in de minimus pay.
Pearlman	2,400	1,800			Change in job desc: water manager to consultant effective June 2017. Annual salary: \$2,400.
Gonzales	6,120	0			Hourly rate increased 11/13/2012 to \$20/hr from \$17/hr. Left employment June 2021.
Mirra	0	0			\$354 if meter reading done, \$39.75/hour for additional hours, retired March 2022
		\$ 119,559	\$ 89,428		

Muir Beach Community Services District: Budget vs. Actual - year-to-date

General - Revenue and Expenses Apportioned To All Departments

3/31/2022

Gen Revenue	Category	FY21/22 Budget	FY21/22 Actual	% of Budget
	Property Taxes (Unassigned)	127,000	73,775	58%
	Excess ERAF (Unassigned)	92,000	63,978	70%
	Interest Income (Unassigned)	40	30	75%
	Other Income (Unassigned)	-	100	
	Gen Revenue Total:	219,040	137,883	63%

Gen Expense	Category	FY21/22 Budget	FY21/22 Actual	% of Budget
	Audit (incl fees+bookkeeping) *	9,200	9,452	103%
	Bank & Credit Card Fees (District)	-	-	
	Bookkeeping	15,000	10,056	67%
	Dues & Memberships	1,600	1,665	104%
	Insurance (DM Health) *	9,800	7,515	77%
	Insurance (Umbrella)	5,300	5,453	103%
	Insurance (Board Workers Comp)	80	-	0%
	Insurance (DM Workers Comp) *	1,100	-	0%
	Interest Expense	7,120	7,120	100%
	Legal Fees	2,500	186	7%
	Meetings (inc Minutes) *	3,500	635	18%
	Office & Postage *	1,500	1,387	92%
	Other Operating	500	221	44%
	Payroll (DM) - Total *	78,000	58,500	75%
	Payroll Employer Taxes (DM) *	5,967	4,475	75%
	Payroll Service *	1,800	1,422	79%
	Permits & Fees	2,350	1,025	44%
	Repair & Maint (non-water)	500	-	0%
	Tree Management Program	6,000	-	0%
	Supplies	50	-	0%
	Utilities (Telephone-RingCentral)	400	398	100%
	Website & Document Managment *	700	85	12%
	General Expense Total:	152,967	109,595	72%
	General Expenses (Net of Dept Allocations Total:	108,340	69,087	64%
	General Balance (Prior to Dept Allocations) :	66,073	28,288	43%
	Gen Balance (After Dept Allocations):	110,700	68,796	62%
	Loan Payment(Marin County 12/5/19-3yr):	(99,960)	(99,960)	100%
	Gen Balance (After Loan Payment):	10,740	(31,164)	

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) Capital
 Improvement Projects: Fire = 10%, Rec = 10%, Roads = 10% (DM Salary, DM Payroll taxes + service,
 DM Healthcare, DM WC)

Muir Beach Community Services District: Budget vs. Actual - year-to-date

Fire Department

3/31/2022

Fire Revenue	Category	FY21/22 Budget	FY21/22 Actual	% of Budget
	Special Parcel Tax for Fire	39,342	21,638	55%
	Grants/Donations for Fire (Misc)	-	200	
	Grants for Fire (Measure C)	11,500	7,273	63%
	Grants for Fire (Measure W)	26,000	27,357	105%
	Grants for Fire (FVA Firehouse)	-	-	
	Grants for Fire (West Marin)	8,400	8,400	100%
	Fire Revenue incl Cap Imp Rev:	85,242	64,868	76%
	Deduct Cap Imp Revenue:	-	-	
	Fire Operations Revenue:	85,242	64,868	76%

Fire Expense	Category	FY21/22 Budget	FY21/22 Actual	% of Budget
	General Expenses (0% Share):	NA	NA	NA
	Dedicated Expenses:			
	Credit Card Receipts Outstanding		285	
	Emergency Preparedness	500	-	0%
	Dues: Membership	320	247	77%
	Fire Chief Stipend	27,500	20,000	73%
	Fire Equip & Tools	8,000	13,202	165%
	Fire Training/Certification	2,000	2,077	104%
	Fire Truck Maint & Repair	10,000	3,855	39%
	Grant Spending	11,000	-	0%
	Insurance: VFIS	5,700	5,695	100%
	Insurance: Workers Comp	2,500	-	0%
	Legal	500	-	0%
	Other Operating (Fire)	1,200	871	73%
	Payroll	2,500	2,500	100%
	Payroll employer taxes	191	191	100%
	Supplies: Medical	1,000	278	28%
	Supplies: Sta wear/Turnouts	2,000	2,900	145%
	Utilities: Electric	270	219	81%
	Utilities: Phone, Radio	1,150	1,049	91%
	Dedicated Expense Sub-Total:	76,331	53,369	70%
	Fire Operations Expense Total:	76,331	53,369	70%
	Fire Operations Balance:	8,911	11,499	129%

Fire Station Donations/Grants 40,000
Fire Station Expenditures (28,760)
Funds Remaining 11,240

Muir Beach Community Services District: Budget vs. Actual - year-to-date

Recreation Department

3/31/2022

Rec Revenue	Category	FY21/22 Budget	FY21/22 Actual	% of Budget
	Community Center Classes	600	-	0%
	Community Center Functions (+XF)	-	-	
	Grants/Donations for Rec	-	1,000	
	Measure A Tax	37,442	23,308	62%
	Rentals	-	-	
	Rec Operations Revenue Total:	38,042	24,308	64%
	Rec Ops non-Measure A Total:	600	1,000	167%

Rec Expense	Category	FY21/22 Budget	FY21/22 Actual	% of Budget
	General Expenses (0% Share):	NA	NA	NA
	Dedicated Expenses:			
	Community Center Classes	-	-	
	Community Center Functions	8,200	1,143	14%
	Grant Spending (Rec)	25,668	19,522	
	Legal Fees (Rec)	-	-	
	Measure A Projects	37,442	-	0%
	Other Operating (Rec)	100	-	0%
	Grounds Maintenance	11,400	8,550	
	Payroll (Rec)	8,600	6,462	75%
	Payroll (Rental Coordinator)	3,250	-	
	Payroll Employer Taxes (Rec)	658	494	75%
	Payroll (WC-Rec)	45	(302)	-671%
	Rental Expenses (CC)	500	325	65%
	Repairs & Maintenance (Rec)	1,500	689	46%
	Trails Maintenance	3,000	3,828	128%
	Supplies (CC)	1,000	390	39%
	Utilities: Elec (CC)	800	577	72%
	Utilities: Phone (CC-Ooma)	65	46	71%
	Utilities: Propane (CC)	150	70	47%
	Utilities: Refuse (Rec)	1,200	1,145	95%
	Dedicated Expense Sub-Total:	103,578	42,939	41%
	Non-Measure A Expense Total:	66,136	42,939	65%
	Rec Ops Balance(including Restricted Revenue):	(65,536)	(18,631)	28%
	Rec Ops Balance(non-Measure A)):	(65,536)	(41,939)	64%

Budget for Capital Spending:	
Measure A: CC Deck/Siding-Oil	(5,000)
Measure A: CC Deck Curtains	(8,000)
Measure A: Trail Improvement-SL	(10,000)
Measure A: Trail Improvement-UP	(14,000)
Total Spending:	(37,000)

Muir Beach Community Services District: Budget vs. Actual - year-to-date

Roads Department

3/31/2022

Roads Revenue	Category	FY21/22 Budget	FY21/22 Actual	% of Budget
	Fees for Roads	-	-	
	Donations for Roads	-	-	
	Grants for Roads	-	-	
	Roads Operations Revenue Total:	-	-	

Roads Expense	Category	FY21/22 Budget	FY21/22 Actual	% of Budget
	General Expenses (0% Share):	NA	NA	NA
	Gen Exp (10% Share): p/project			

Dedicated Expenses:

Legal Fees (Roads)	-	4,380	
Other Operating (Roads)	-	-	
Pay (Maintenance Sub-Contractor)	1,000	450	
Payroll (Roads)	-	156	
Payroll Employer Taxes (Roads)	-	12	
Payroll (WC-Roads)	-	-	
Repairs & Maintenance (Roads)	10,000	2,955	30%
Supplies (Roads)	-	-	
Dedicated Expense Sub-Total:	11,000	7,953	72%
Roads Operations Expense Total:	11,000	7,953	72%
 Roads Operations Balance:	 (11,000)	 (7,953)	 72%

Capital Spending:

Sunset Way Project Contract	(40,000)		
Capital Expenditures			
Total Capital Project Balance:	(40,000)	-	-

Muir Beach Community Services District: Budget vs. Actual - year-to-date

Water Department

3/31/2022

Water Revenue	Category	FY21/22 Budget	FY21/22 Actual	% of Budget
	Water Service Revenue	180,600	126,813	70%
	Water Conservation Discount	(54,500)	(39,593)	73%
	Meter Reading Fee	7,860	6,451	82%
	Water Service Revenue (Misc)	500	8,056	1611%
	Water Service fee Net Revenue	134,460	95,276	71%
	Meter Charge (CIP Reserves)	71,270	60,128	84%
	Connection Fees	6,500	6,500	100%
	Donations & Grants	-	-	
	Water Revenue incl Meter Charge:	212,230	161,904	76%
	Move Meter Charge to Reserves:	(71,270)	(60,128)	84%
	Water Operations Revenue:	140,960	101,776	72%
	Water CIP (PE Reserves):	31,270	26,794	86%
	Water CIP (LT Reserves):	40,000	33,334	83%

Water Expense	Category	FY21/22 Budget	FY21/22 Actual	% of Budget
	General Expenses (40% Share):*	44,627	33,389	75%
	Audit	3,680	3,781	103%
	Health Insurance (DM)	3,920	3,006	77%
	Insurance (Workers Comp)	440	-	0%
	Meetings (incl Minutes)	1,400	254	18%
	Office & Postage	600	555	92%
	Payroll (DM) - Total	31,200	23,400	75%
	Payroll Employer Taxes (DM)	2,387	1,790	75%
	Payroll Service	720	569	79%
	Website & Doc Management	280	34	12%
	Gen Exp (Water Ops 40% Share):	44,627	33,389	75%
	Dedicated Expenses:			
	Bank & Credit Card Fees(Customer)	5,150	3,550	69%
	Bookkeeping (Water)	5,460	3,783	69%
	Debt (Due to DT - 10yrs/no int)	3,350	-	
	Debt (Due to GF - 20yrs/no int)	2,600	-	0%
	Dues & Memberships (Water)	450	465	103%
	Grant Spending	-	-	
	Insurance (Water)	2,500	2,726	109%
	Legal Fees (Water)	1,000	-	0%
	Other Operating (Water)	500	58	12%
	Pay (Maintenance Sub-contractor)	700		
	Payroll (Compromise - WM)	5,000	5,000	100%
	Payroll (Water Team)	29,400	21,810	74%
	Payroll (Other water salaries)	-	-	

Muir Beach Community Services District: Budget vs. Actual - year-to-date

Water Department

3/31/2022

Payroll Employer Taxes (Water)	2,249	1,668	74%
Payroll Employer (WC)	1,000	-	0%
Permits & Fees (Water)	1,370	1,647	120%
Rep & Maint incl Grant Spending	15,000	3,838	26%
Supplies (Water)	-	-	
Testing (Water)	2,500	1,533	61%
Treatment (Water)	5,000	4,474	89%
Utilities: Electric (Water)	12,100	7,632	63%
Utilities: Telephone (Water-Ooma)	380	327	86%
Dedicated Expense Sub-Total:	95,709	58,511	61%
Water Operations Expense Total:	140,336	91,900	65%
 Water Conservation Reserve (Beginning Balance):	 54,500	 54,500	
Water Conservation Reserve (Discounts):	(54,500)	(39,593)	73%
Water Conservation Reserve (Ending balance):	-	14,907	
 Water Operations Balance :	 624	 9,876	 1582%
 Water Capital Improvements (Beginning PE Balance):	 8,133	 8,133	
Water Capital Improvement (Balance to PE Reserves):	31,270	26,794	86%
Water Capital Improvement (Capital spending):	-	-	
Water Capital Improvement (Change to PE Reserve):	39,403	34,927	89%
Water Capital Improvements (Beginning LT Balance):	73,336	73,336	100%
Water Capital Improvement (Balance to LT Reserves):	40,000	33,334	83%
Water Capital Improvement (Change to LT Reserve):	113,336	106,670	94%
Water Capital Improvement (Net PE and LT Reserves):	152,739	141,597	93%

Notes: *Meter Reading Charge (\$2400) + Water Bookkeeping (\$5460) = \$7860*



Service With Solutions®

P.O. Box 909, Chico CA 95927

Statement Ending 03/31/2022

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


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 EQUAL HOUSING
LENDER NMLS #458732

Member FDIC



Overall Balance Summary

Account Type	Account Number	Ending Balance
Public Checking Images	342025376	\$419,942.07

Public Checking Images-342025376

Account Summary

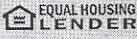
Date	Description	Amount
03/01/2022	Beginning Balance	\$409,896.35
	8 Credit(s) This Period	\$51,625.71
	21 Debit(s) This Period	\$41,579.99
03/31/2022	Ending Balance	\$419,942.07
	Service Charges	\$10.00

Deposits

Date	Description	Amount
03/09/2022	DEPOSIT	\$1,675.87
03/25/2022	DEPOSIT	\$1,568.92
03/31/2022	DEPOSIT	\$1,556.85

Electronic Credits

Date	Description	Amount
03/09/2022	COUNTY OF MARIN COM PAY MUIR BEACH CSD	\$337.08

 EQUAL HOUSING
LENDER
NMLS #458732

Member FDIC

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

Date	Description	Amount
03/09/2022	COUNTY OF MARIN COM PAY MUIR BEACH CSD	\$1.60
03/23/2022	COUNTY OF MARIN COM PAY MUIR BEACH CSD	\$27,357.13
03/23/2022	INTUIT 11197995 DEPOSIT MUIR BEACH COMMUNITY S	\$19,011.31
03/30/2022	INTUIT 46730795 DEPOSIT MUIR BEACH COMMUNITY S	\$116.95

Electronic Debits

Date	Description	Amount
03/02/2022	INTUIT 45376315 ACCT FEE MUIR BEACH COMMUNITY S	\$20.00
03/03/2022	PAYCHEX INC. PAYROLL MUIR BEACH COMMUNITY S	\$9,864.62
03/04/2022	PAYCHEX EIB INVOICE MUIR BEACH COMMUNITY S	\$134.20
03/04/2022	PAYCHEX TPS TAXES MUIR BEACH COMMUNITY S	\$2,669.70
03/15/2022	PGANDE WEB ONLINE MUIR BEACH CSD	\$36.21
03/15/2022	PGANDE WEB ONLINE MUIR BEACH CSD	\$55.55
03/15/2022	PGANDE WEB ONLINE MUIR BEACH CSD	\$220.78
03/15/2022	PGANDE WEB ONLINE MUIR BEACH CSD	\$655.42
03/23/2022	INTUIT 71595265 TRAN FEE MUIR BEACH COMMUNITY S	\$619.93
03/24/2022	CHASE CREDIT CRD AUTOPAYBUS HILLS LEIGHTON J	\$13,416.86
03/30/2022	INTUIT 07425755 TRAN FEE MUIR BEACH COMMUNITY S	\$3.90

Other Debits

Date	Description	Amount
03/30/2022	Charge Back Item Check 190	\$518.92
03/30/2022	Chargeback Fee	\$10.00

Checks Cleared

Check Nbr	Date	Amount	Check Nbr	Date	Amount	Check Nbr	Date	Amount
2230	03/04/2022	\$859.20	2233	03/01/2022	\$34.47	2236	03/18/2022	\$1,760.00
2231	03/16/2022	\$88.00	2234	03/11/2022	\$8,179.00	2237	03/21/2022	\$62.73
2232	03/03/2022	\$1,270.00	2235	03/07/2022	\$1,100.50			

* Indicates skipped check number

11:29 AM

04/14/22

Muir Beach Community Services District
Reconciliation Summary
TriC Checking, Period Ending 03/31/2022

	Mar 31, 22
Beginning Balance	409,896.35
Cleared Transactions	
Checks and Payments - 41 items	-71,644.27
Deposits and Credits - 24 items	81,689.99
Total Cleared Transactions	10,045.72
Cleared Balance	419,942.07
Uncleared Transactions	
Checks and Payments - 20 items	-26,956.89
Deposits and Credits - 1 item	321.07
Total Uncleared Transactions	-26,635.82
Register Balance as of 03/31/2022	393,306.25
New Transactions	
Checks and Payments - 15 items	-169,966.42
Deposits and Credits - 1 item	2,031.57
Total New Transactions	-167,934.85
Ending Balance	225,371.40

Muir Beach Community Services District

Reconciliation Detail

TriC Checking, Period Ending 03/31/2022

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						409,896.35
Cleared Transactions						
Checks and Payments - 41 items						
Bill Pmt -Check	02/21/2022	2232	Rodas Trucking, Inc....	X	-1,270.00	-1,270.00
Bill Pmt -Check	02/21/2022	2230	CALPERS	X	-859.20	-2,129.20
Bill Pmt -Check	02/21/2022	2231	Public Health Labor...	X	-88.00	-2,217.20
Bill Pmt -Check	02/21/2022	2233	United Site Services...	X	-34.47	-2,251.67
Bill	02/24/2022		PG&E Firehouse 62...	X	-36.21	-2,287.88
Credit	02/26/2022		AT&T	X	-280.04	-2,567.92
General Journal	02/28/2022			X	-9,785.00	-12,352.92
Check	02/28/2022	DD10...	Mary C Halley	X	-4,759.20	-17,112.12
Check	02/28/2022	PR	Payroll taxes	X	-2,669.70	-19,781.82
Bill Pmt -Check	02/28/2022	PR	Gove, Chris	X	-2,500.00	-22,281.82
Check	02/28/2022	DD10...	Thiemo Blank	X	-1,007.76	-23,289.58
Check	02/28/2022	DD10...	Stephanie Blank {e}	X	-897.65	-24,187.23
Check	02/28/2022	DD10...	Juana Gonzalez	X	-515.31	-24,702.54
General Journal	02/28/2022			X	-270.75	-24,973.29
Check	02/28/2022	DD10...	Harvey Pearlman	X	-184.70	-25,157.99
Check	02/28/2022	CCADJ		X	-20.00	-25,177.99
Bill Pmt -Check	03/04/2022	EFT	Paychex, Inc.	X	-134.20	-25,312.19
Credit Card Charge	03/06/2022		Amazon.com	X	-64.92	-25,377.11
Bill Pmt -Check	03/07/2022	2234	CRWRMA	X	-8,179.00	-33,556.11
Bill Pmt -Check	03/07/2022	2235	Mullin, Sharon	X	-1,100.50	-34,656.61
Credit Card Charge	03/08/2022		Amazon.com	X	-43.28	-34,699.89
Bill Pmt -Check	03/14/2022	2236	Alcala, Jose - v	X	-1,760.00	-36,459.89
Bill Pmt -Check	03/14/2022	EFT	PG&E Pumping fro...	X	-655.42	-37,115.31
Bill Pmt -Check	03/14/2022	EFT	PG&E Pumping at L...	X	-220.78	-37,336.09
Bill Pmt -Check	03/14/2022	2237	Goodman Building S...	X	-62.73	-37,398.82
Bill Pmt -Check	03/14/2022	EFT	PG&E at Comm Ctr ...	X	-55.55	-37,454.37
Bill Pmt -Check	03/14/2022	EFT	PG&E Firehouse 62...	X	-36.21	-37,490.58
General Journal	03/16/2022			X	-12,114.20	-49,604.78
Bill	03/22/2022		Guy, Otis	X	-2,025.00	-51,629.78
Bill	03/22/2022		Allen, Robert	X	-336.59	-51,966.37
Check	03/23/2022	EFT	Chase Card Services	X	-13,416.86	-65,383.23
Check	03/23/2022	CCADJ	Intuit Pymt Soln Tra...	X	-619.93	-66,003.16
Bill	03/25/2022	24981	Questa Engineering ...	X	-1,407.91	-67,411.07
Bill	03/25/2022		PG&E Firehouse 62...	X	-24.02	-67,435.09
Credit Card Charge	03/26/2022		Bolinas Market	X	-154.04	-67,589.13
Credit Card Charge	03/26/2022		Bolinas Market	X	-22.32	-67,611.45
Bill	03/29/2022		Michael Watkins	X	-1,000.00	-68,611.45
Check	03/30/2022	EFT	Kingsbury, Charles	X	-518.92	-69,130.37
Check	03/30/2022	EFT	TriCounties Bank	X	-10.00	-69,140.37
Check	03/30/2022	CCADJ	Intuit Pymt Soln Tra...	X	-3.90	-69,144.27
Bill	03/31/2022		Gove, Chris	X	-2,500.00	-71,644.27
Total Checks and Payments					-71,644.27	-71,644.27
Deposits and Credits - 24 items						
Bill	02/24/2022		PG&E Firehouse 62...	X	36.21	36.21
Credit	02/26/2022		AT&T	X	280.04	316.25
General Journal	02/28/2022			X	9,785.00	10,101.25
Credit Card Charge	03/06/2022		Amazon.com	X	64.92	10,166.17
Deposit	03/07/2022			X	1,675.87	11,842.04
Deposit	03/08/2022			X	1.60	11,843.64
Credit Card Charge	03/08/2022		Amazon.com	X	43.28	11,886.92
Deposit	03/08/2022			X	337.08	12,224.00
General Journal	03/16/2022			X	5,447.53	17,671.53
General Journal	03/16/2022			X	6,666.67	24,338.20
Bill	03/22/2022		Allen, Robert	X	336.59	24,674.79
Deposit	03/22/2022			X	1,568.92	26,243.71
Bill	03/22/2022		Guy, Otis	X	2,025.00	28,268.71
Deposit	03/22/2022			X	27,357.13	55,625.84
Deposit	03/23/2022			X	19,011.31	74,637.15
Deposit	03/23/2022			X	24.02	74,661.17
Bill	03/25/2022		PG&E Firehouse 62...	X	1,407.91	76,069.08
Bill	03/25/2022	24981	Questa Engineering ...	X	22.32	76,091.40
Credit Card Charge	03/26/2022		Bolinas Market	X	154.04	76,245.44
Credit Card Charge	03/26/2022		Bolinas Market	X	1,000.00	77,245.44
Bill	03/29/2022		Michael Watkins	X		

Muir Beach Community Services District
Reconciliation Detail
TriC Checking, Period Ending 03/31/2022

Type	Date	Num	Name	Clr	Amount	Balance
Deposit	03/29/2022			X	1,556.85	78,802.29
Deposit	03/30/2022			X	116.95	78,919.24
General Journal	03/31/2022			X	270.75	79,189.99
Bill	03/31/2022		Gove, Chris	X	2,500.00	81,689.99
Total Deposits and Credits					81,689.99	81,689.99
Total Cleared Transactions					10,045.72	10,045.72
Cleared Balance					10,045.72	419,942.07
Uncleared Transactions						
Checks and Payments - 20 items						
Bill Pmt -Check	03/29/2022	2244	Epstein & Holtzapple		-4,200.00	-4,200.00
Bill Pmt -Check	03/29/2022	2239	Brenntag Pacific		-3,795.17	-7,995.17
Bill Pmt -Check	03/29/2022	2245	Guy, Otis		-2,025.00	-10,020.17
Bill Pmt -Check	03/29/2022	2243	Eleazar Ortega		-1,800.00	-11,820.17
Bill Pmt -Check	03/29/2022	2241	CALPERS		-859.20	-12,679.37
Bill Pmt -Check	03/29/2022	2240	California Rural Wat...		-465.00	-13,144.37
Bill Pmt -Check	03/29/2022	2242	Chuck Terpo Piano ...		-200.00	-13,344.37
Bill Pmt -Check	03/29/2022	2238	Brelje and Race Lab...		-125.00	-13,469.37
Bill Pmt -Check	03/29/2022	2246	McPhail's		-70.36	-13,539.73
Bill Pmt -Check	03/29/2022	2247	United Site Services...		-37.92	-13,577.65
Stmt Charge	03/30/2022		KINGSBURY, Charl...		-25.00	-13,602.65
Check	03/31/2022	DD 10...	Mary C Halley		-4,852.99	-18,455.64
Check	03/31/2022	PR	Payroll taxes		-2,790.31	-21,245.95
Bill Pmt -Check	03/31/2022	DD 10...	Gove, Chris		-2,500.00	-23,745.95
Check	03/31/2022	DD10...	Thiemo Blank		-1,007.77	-24,753.72
Check	03/31/2022	DD10...	Stephanie Blank {e}		-897.63	-25,651.35
Check	03/31/2022	DD10...	Juana Gonzalez		-432.21	-26,083.56
Check	03/31/2022	DD 10...	Ernst Karel {e}		-363.63	-26,447.19
Check	03/31/2022	2248	Marinoff, Joanie		-325.00	-26,772.19
Check	03/31/2022	DD 10...	Harvey Pearlman		-184.70	-26,956.89
Total Checks and Payments					-26,956.89	-26,956.89
Deposits and Credits - 1 item						
Deposit	12/02/2021				321.07	321.07
Total Deposits and Credits					321.07	321.07
Total Uncleared Transactions					-26,635.82	-26,635.82
Register Balance as of 03/31/2022					-16,590.10	393,306.25
New Transactions						
Checks and Payments - 15 items						
Bill Pmt -Check	04/05/2022	2254	Rodas Construction		-122,800.64	-122,800.64
Bill Pmt -Check	04/05/2022	2256	Rodas Construction		-38,867.40	-161,668.04
Bill Pmt -Check	04/05/2022	2257	Rodas Construction		-1,647.48	-163,315.52
Bill Pmt -Check	04/05/2022	2252	Mullin, Sharon		-1,617.50	-164,933.02
Bill Pmt -Check	04/05/2022	2253	Questa Engineering ...		-1,407.91	-166,340.93
Bill Pmt -Check	04/05/2022	2251	Michael Watkins		-1,000.00	-167,340.93
Bill Pmt -Check	04/05/2022	2249	Allen, Robert		-336.59	-167,677.52
Bill Pmt -Check	04/05/2022	2250	Herb's Pool Service		-158.87	-167,836.39
Bill Pmt -Check	04/05/2022	EFT	Paychex, Inc.		-139.99	-167,976.38
Bill Pmt -Check	04/05/2022	2255	United Site Services...		-37.92	-168,014.30
Bill Pmt -Check	04/11/2022	EFT	PG&E Pumping fro...		-710.90	-168,725.20
Bill Pmt -Check	04/11/2022	EFT	PG&E Pumping at L...		-247.78	-168,972.98
Bill Pmt -Check	04/11/2022	EFT	PG&E at Comm Ctr ...		-59.37	-169,032.35
Bill Pmt -Check	04/11/2022	EFT	PG&E Firehouse 62...		-24.02	-169,056.37
Check	04/23/2022	EFT	Chase Card Services		-910.05	-169,966.42
Total Checks and Payments					-169,966.42	-169,966.42
Deposits and Credits - 1 item						
Deposit	04/05/2022				2,031.57	2,031.57
Total Deposits and Credits					2,031.57	2,031.57

11:29 AM

04/14/22

Muir Beach Community Services District
Reconciliation Detail
TriC Checking, Period Ending 03/31/2022

Type	Date	Num	Name	Clr	Amount	Balance
Total New Transactions					-167,934.85	-167,934.85
Ending Balance					-184,524.95	225,371.40



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Statement Ending 03/31/2022

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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NMLS #458732

Member FDIC



Overall Balance Summary

Account Type	Account Number	Ending Balance
Business MMI Images	342024049	\$201,631.55

Business MMI Images-342024049

Account Summary

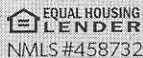
Date	Description	Amount
03/01/2022	Beginning Balance	\$201,628.13
	1 Credit(s) This Period	\$3.42
	0 Debit(s) This Period	\$0.00
03/31/2022	Ending Balance	\$201,631.55

Interest Summary

Description	Amount
Interest Earned From 03/01/2022 Through 03/31/2022	
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	\$9.93

Other Credits

Date	Description	Amount
03/31/2022	INT PMT SYS-GEN	\$3.42



NMLS #458732



Member FDIC

Board Packet Page 28

RESOLUTION NO: 2022-4

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 April 28, 2022 to May 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 27th day of April 2022.

AYES:

NOES:

ABSTAIN:

§/_____

Board of Directors, Board President

ATESTS:

§/Mary Halley, District Manager

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

General:

Board Resignation – Director Eigsti gave her notice to Board President Taylor that she was stepping down on 4/14/2022 effective immediately. The District will follow the protocols set out in the California Government Code as to the process to appoint a replacement at the May 25, 2022 Board meeting to fill the remaining term which expires December 2, 2022 that was originally held by previous Director Lambert.

Covid-19 – coronavirus pandemic is easing, masking on public transportation is now not required by court order (verses by recommendation of the CDC). The CSD Board can still continue to hold remote meetings by ‘zoom’ under Assembly Bill AB 361 using 30-day extensions out of an abundance of caution if they feel it necessary to allow for the highest attendance until the Board feels it is comfortably safe to resume in-person meetings.

ACMV – next meeting is scheduled for 5/9/22 with Supervisor Rodoni to discuss the Marin County LCP update and the issues of importance to coastal communities and villages.

LAFCo – LAFCo will continue to take public comment on the various Municipal Service Reviews (MSR), including the MBCSD, through April 29, 2022. Once approved, we will post the MBCSD MSR 2022 on our website.

Frank Valley Road address – have contacted the Marin County CDA Planning Department concerning assigning a street address to the district’s work yard. The County has been slow to get back – left messages on 3/7, 3/21 and again 4/22.

Water:

Redwood Creek Stream Monitoring – stream flows benefited by recent rains – now around 5.0 cu.ft. per second of discharge and height around .7 ft. which is average for mid-April.

System Maintenance – water team completed annual water main flushing on 4/2 and 4/3.

Annual Water Reports – have already submitted the annual Water Use Report (Water Rights), delivered, and posted the annual Water Quality Report 2021 (CCR), and am currently working on the 2021 Annual Water Report (EAR).

Pacific Way Bridge Water Main Break 6/13/2020 Insurance Claim – filed a Restitution claim (along with our insurance company) with the Marin County District Attorney’s office to recover damages.

Marin County Water District Meetings – the ‘fifth’ meeting of all Marin water district general managers was held on 4/5 hosted by Dennis Rodoni where we discussed SB 1219 and grant funding resources.

Charlotte’s Way Water Main – Rodas Brothers Construction repaired a water main break while installing a new culvert on Charlotte’s Way and reported the water line as being in poor condition with cracks from flexing. Charlotte’s Way water main is currently the next line due to be replaced according to the piping inventory list.

Fire:

Firehouse – we submitted a budget request proposal for a \$1-million grant to the State for infrastructure funding. Assemblyman Marc Levine has shown an interest in our fire house as a potentially selected project. A Marin IJ reporter will be attending the 4/27 Board Meeting to get an update on the new fire house project.

Fire Tax – we received our April installment in the amount of \$15,657.80.

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

Recreation:

MB Community Center – our Community Center open for rentals as of April. We have four residents interested in being facilitators with three attending a facilitator orientation session on 4/1 and an additional facilitator training/workshop scheduled for 4/29 to accommodate the schedules of all four potential facilitators.

Prop 68 Per Capita Recreation grant – we have contracted with a third-party plan reviewer and inspector, Michael Watkins of Ballard & Watkins, to facilitate the building permit process and submitted our building permit application (on 4/14) using the County ProjectDox portal. The County application processor has asked for an additional elevation detail with the handrail included. Our Civil engineer LTD Engineering provided the additional detail drawing. I have sent out an RFP for the parking project to three prospective/interested contractors (Rodas Brothers, Schwartz and Assoc, and Pemintel) with a 4/30 submittal deadline.

Parks and Trails – Cuco to 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 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 – improvement project is now complete except for small follow up repair at 320 Sunset Way.

Charlotte's Way – road negotiations continue.

Communications:

Website – am still waiting for several bios and photos to update Elected Officials and staff page. Then, as always, continuing to update pages and post routine documents on the website.

Muir Beach Directory – is current thru 4/22/22 and continue to post every new updated version on the district website 'Contact and Links' page.

Finance:

Audits – MWPA/Measure C 2021 report was completed and submitted on time.

Budget – have started working on the draft-FY22-23 budget and will present the first draft at the May 25 Board meeting.

Water Billing – working on resolving any persistent water meter reading issues. Ocean Riders meter still waiting to 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 this year.

Insurance – worker's compensation policy renewal in progress.

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

MBCSD District Manager