



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, July 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
----------------	------------------------------

Board: David Taylor (Board President), Paul Jeschke (Board Vice-President), Leighton Hills (Director), Christine Murray (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 7-27-2022

- A. Approval of Draft-Minutes from Regular Board Meeting of 6/22/22. *(See attached)*
- B. Approval of Quarterly Financial Reports dated 6/30/22. *(See attached)*
- C. Approve Resolution 2022-8 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 July 28, 2022 to August 26, 2022 in order to hold (if necessary) our next regularly scheduled Board Meeting on August 24, 2022. *(See attached MBCSD Resolution 2022-8: AB 361 30-Day Extension 7-28-22 to 8-26-2022)*

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 a MBVFD 2022 BBQ report.

Item 6: Charlotte's Way Water Leak

Discussion of most recent water leak at the Collier lot on Charlotte's Way – it's cause and cleanup.

Item 7: District Manager Report

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

Item 8: FY22-23 Final Draft-Budget

The proposed FY22-23 Final Draft-Budget will be presented by the District Manager for any further discussion and final approval. *(See attached FY22-23 Final Draft-Budget)*

Item 9: 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 10: Recognitions & Board Member Items

Board recognitions and pending events of interest to the community.

Item 11: Adjournment

Next Agenda Meeting Date: Wednesday, August 17, 2022

Next Board Meeting Date: Wednesday, August 24, 2022

RESOLUTION NO: 2022-8

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 July 28, 2022 to August 26, 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 July 2022.

AYES:

NOES:

ABSTAIN:

§/_____

Board of Directors, Board President

ATESTS:

§/Mary Halley, District Manager

1 **MUIR BEACH COMMUNITY SERVICES DISTRICT**

2 Minutes of the Board of Directors' meeting held on
3 Wednesday, **June 22, 2022**

4
5 **OFFICIAL MINUTES ONLY UPON APPROVAL**

6
7 Prior to approval of these minutes by the Board of Directors in a public meeting, these minutes
8 are draft only and subject to change. Upon approval by the Board, these minutes become the
9 Official Minutes of the meeting.

10
11 **Item 1: Call to Order**

12 David Taylor called the meeting of the Muir Beach Community Services District Board of
13 Directors to order at approximately 7:05pm.

14
15 Board: Steve Shaffer (Board President), David Taylor (Board Vice-President), Leighton
16 Hills (Director), Paul Jeschke (Director), Christine Murray (Director)
17 Staff: Mary Halley (District Manager), Chris Gove (Fire Chief), Ernst Karel (Meeting
18 Secretary)

19
20 **Item 2: Approval of Agenda**

21 Nothing added.

22
23 MOTION: To approve the agenda as submitted.
24 Moved: Hills, seconded by Shaffer
25 Vote: AYES: Unanimous

26
27
28 **Item 3: Consent Calendar**

- 29 1. Approval of Draft-Minutes from Regular Board Meeting of 5/25/22. (Please see attached)
30 2. Approve Resolution 2022-7 to make the findings that the proclaimed State of Emergency
31 continues to impact the ability to meet safely in person and declaring that the Board of
32 Directors will continue to meet remotely in order to ensure the health and safety of the
33 public for the next 30-day period extending from June 28, 2022 to July 27, 2022 in order
34 to hold (if necessary) our next regularly scheduled Board Meeting on July 27, 2022.
35 (Please see attached MBCSD Resolution 2022-7: AB 361 30-Day Extension 6-28-22 to
36 7-27-2022)

37
38 MOTION: To approve the consent calendar.
39 Moved: Shaffer, seconded by Jeschke
40 Vote: AYES: Unanimous

41
42
43 **Item 4: Items Removed from Consent Calendar**

44 None.

45
46 **Item 5: New Firehouse Grading and Earthwork – Fire Chief Chris Gove - Approval**

47 Fire Chief Chris Gove has been soliciting bids/estimates for the grading and earthwork at the old
48 water tank site in preparation for building the new fire house. The Board will be asked to
49 consider and approve one of the contractor bids with any recommendations from the Fire Chief.
50 The most recent bid to come in was for \$118,250, which is much higher than the other two bids.

1 The next one was approximately \$78,000, and Gove would like to go with the Rodas bid which
2 is for approximately \$54,000.

3
4 Jeschke asks for clarification on why we're beginning with this now, rather than when
5 construction is set to begin. Gove explains various reasons, including the MERA tower, a
6 coastal permit which expires 1 July 2023 if we don't have a building permit and an inspection
7 prior to that. Grading and earthwork now would prepare for that. Still in a holding pattern for
8 monies available from county and state; we have enough money to get started.

9
10 Jeschke is concerned with how thoroughly we're locked into the footprint and design of the fire
11 station, if there's any possibility that could change, then why would we do it now. If elements are
12 still to be decided, then he would question that. Gove says that the designs were presented to
13 the board and no major changes are anticipated. Halley points out that during the building
14 process, the county could ask for changes. While this rough grading would not preclude small
15 changes, the design and footprint has already gone through several approval processes. What
16 remains is the engineering approval.

17
18 MOTION: That the CSD accept the bid from Rodas construction for grading and
19 earthwork.

20 Moved: Hills, seconded by Shaffer

21 Vote: AYES: Unanimous
22
23

24 **Item 6. Review CSD Equipment Use Policy – Director Hills**

25 The Board approved a CSD Equipment Use Policy at the December 7, 2021 Board Meeting with
26 the request that it be reviewed in six-months. In particular this is about the use and maintenance
27 of the ASV tractor.

28
29 Gove reports that Ernst Karel and he have discussed this and while they haven't begun to do
30 the work of regularly exercising the ASV, they have plans to do so.

31
32 No changes to the policy are deemed necessary at this time.
33
34

35 **Item 7: Change in CSD Maintenance Classification for Two Roads in Muir Beach –** 36 **Director Hills – Approval**

37 In 2013, the CSD adopted a written policy that had been in effect since 2000, and then
38 reaffirmed it in 2018. It provides that non-County roads in Muir Beach will have different levels of
39 responsibility by the CSD based on a combination of whether the roads are paved or unpaved,
40 and whether there is a district water main in the road having community benefit (such as fire
41 hydrants or system interconnection). Charlotte's Way has recently been repaired, paved, and
42 had drainage improvements completed such that it qualifies for the top classification in which
43 the CSD will "maintain, repair and upgrade." In addition, Greene Lane became a paved road
44 with new drainage facilities during the Sunset Way project, and a water main was installed
45 serving the residents and a fire hydrant. It also now qualifies as a road which the CSD will
46 maintain, repair and upgrade. If the Board agrees, we should pass a motion confirming the
47 changes in classification of Charlotte's Way and Greene Lane to the top level, similar to that of
48 Sunset Way and Pacific Way.

49
50 Christian Riehl asks what this will cost the CSD, for example in the next 10 years. Hills
51 acknowledges that there will be costs, just as there are for the other roads, but just for normal

1 routine maintenance. But now these have been brought up to the same standard of the other
2 roads. He anticipates no expenditure for repairs aside from normal maintenance, i.e. drain
3 clearing etc.

4
5 Jeschke asks which roads are not yet included. Hills replies that White Way is one – it's not
6 paved and does not have a water main. The "shared driveway" at 73/75/77 Seacape is not in
7 that category. There are other roads we consider as shared driveways, without water mains.
8 Starbuck Extension [which the CSD does maintain] is paved and has a water main and would
9 be in the top category.

10
11 Murray asks Hills to speak to the cost of not bringing them [Charlotte's Way] into this category.
12 Hills responds that it's an issue of fairness. The residents spent a lot of money, with the idea of
13 bringing them up to our standards. But because we have this policy, and the roads meet the
14 standards of that policy, this is appropriate.

15
16 Linda Lotriet comments that she's in favor of all roads being treated equitably. In terms of
17 Riehl's question of anticipated costs, the geology indicates that there are possibilities of
18 slippages. To mitigate this, drainage is key, and this underscores the necessity for the CSD to
19 treat all roads equally and take care of storm water management.

20
21 Discussion continues. Board members acknowledge that ultimately costs are unknowable but
22 agree that it is the right thing to do.

23
24 MOTION: That the CSD confirm the changes in classification of Charlotte's Way and
25 Greene Lane to the top level, similar to that of Sunset Way and Pacific
26 Way. As a reference, please see the ILS memo prepared regarding
27 Charlotte's Way (*attached*).
28 Moved: Hills, seconded by Shaffer
29 Vote: AYES: Unanimous

30
31
32 **Item 8: Resident Vegetation Maintenance Policy for CSD Maintained Roads – Director**
33 **Hills – Approval**

34 The Board is being asked to consider for approval a vegetation maintenance policy for roads
35 that are maintained by the CSD (as defined under the MBCSD Roads and Easement Use
36 Policy). The policy would require that roads be kept clear of plants and vegetation that can
37 degrade the quality of the road, as well as block drains, and inhibit emergency vehicle access. A
38 vegetation clear zone should be maintained 12 inches back from the edge of the pavement (with
39 the concrete drainage ways being treated the same as pavement) and 12 feet up from that
40 point. As is customary in most communities, the adjacent residents are responsible for
41 maintaining their vegetation. The District will propose that any necessary clearing be completed
42 by some future date, and if not completed, the CSD will hire some workers to do that - and the
43 cost of that work will be billed to the adjacent residents.

44
45 There was a recent example of a call on Cove Lane where the vehicles couldn't make it down.
46 Gove adds that Sunset Way is also getting very overgrown. Shaffer adds that we need to make
47 sure that residents don't plant things that could buckle the road, like bamboo.

48
49 Hills would suggest we'd send out an email advising them of this, and that they please have the
50 work by August 15. We would contact Cuco or other maintenance workers for a proposal for

1 them for this work, and mention that to the homeowners, that the CSD would have it done and
2 bill them for it (which might be more economical than what they would be able to do).

3
4 Karel suggests that it's a water issue as well, and that meters have been increasingly overgrown
5 as well throughout the community. Halley's bimonthly courtesy announcements haven't been
6 effective, so it would be good to include the area around water meters in this as well. Hills
7 agrees that this could be included in guidance to homeowners, and then when we have Cuco go
8 around to clear, he could also include the area around water meters.

9
10 Jeschke is concerned about the legality of this in terms of enforcing cutting on private property.
11 Hills repeats that we're talking about only 12 inches to the side of the road, which is still on the
12 easement. Furthermore, under the fire power of the CSD (the power to operate a fire
13 department), we have the authority to direct clearing of private property, just as the county does
14 to us.

15
16 Riehl comments that he understands the 'why' of this, but that the 'how' is all wrong.
17 Participation should be optional. The CSD owns the road but does not own 12 mm or 12 inches
18 to either side. Riehl is opposed to any idea of enforcement of this. Lotriet comments that
19 already, by law, property owners have to adhere to not allowing any damage to the road or
20 water infrastructure. She agrees that the CSD probably does not have the authority to make or
21 enforce such a policy.

22
23 Hills comments that the only thing this policy is adding is to ask homeowners to cut back one
24 foot beyond the roadway. Other municipalities require three feet, or 10 feet. It's very clear to
25 have a policy that says not to have anything growing over the road. In terms of damage to the
26 road, that's not part of this policy; in that case we would reach out to a specific owner.

27
28 Gove is in total agreement with the policy. He has been asked if the Firewise Committee has
29 any authority to do anything, and the answer is no in that case. But this is the CSD, and in
30 several places the roads are overgrown already. If people don't maintain their property, they
31 should pay for it.

32
33 Hills suggests to add language along these lines: If people object, please let us know, and if it's
34 a financial hardship, please let us know.

35
36 Discussion continues. Jeschke is fine with clearing above the road but feels that going 12
37 inches beyond the road is on shaky legal ground and is opposed to that. Richard Kohn notes
38 that the CSD has limited powers, all of which are subject to what Longfellow discussed in her
39 opinion. That's why the committee took a noncoercive approach. Wondering why the current
40 policy [MBCSD Lands Uses and Easement Policy] isn't adequate to dealing with this situation.
41 We tried to get around the CSD not having authority by appealing to the community to do things
42 for the greater good and not through coercion. He quotes from the policy (available at
43 [http://muirbeachcsd.com/wp-content/uploads/2021/05/MBCSD-Land-Use-and-Easement-Policy-](http://muirbeachcsd.com/wp-content/uploads/2021/05/MBCSD-Land-Use-and-Easement-Policy-with-Guidance.pdf)
44 [with-Guidance.pdf](http://muirbeachcsd.com/wp-content/uploads/2021/05/MBCSD-Land-Use-and-Easement-Policy-with-Guidance.pdf)):

45 Purpose of Easement Policy

46 This policy seeks to achieve a balance between the MBCSD's ability to carry out its
47 governmental functions and private property rights. The policy is designed to achieve the
48 goal of keeping the roads and pedestrian easements open and in good repair for the
49 mutual use and benefit of the community and public at large and requires the
50 cooperation by all concerned for the greater good. Indeed, that is the essence of

1 "community." Costly litigation and/or coercive action to secure compliance should be the
2 last resort.

3
4 Kohn notes that if it is not really a problem that residents are refusing, then we shouldn't be
5 resorting to coercive measures until that's been determined. Applying the policy would mean
6 that the CSD would advise people as to what their responsibilities are and let them know that
7 the CSD would help if needed.

8
9 Hills and Taylor clarify that the motion should make clear that we're trying to do a service for
10 homeowners rather than coerce them into anything, and that they should discuss with us if they
11 have any objections or hardships. This should be done with congeniality and with the goal of
12 reducing the burdens on homeowners and on the CSD.

13
14 MOTION: To adopt a policy that will require that CSD roads be kept clear of
15 vegetation that can degrade the quality of the road as well as block drains
16 and inhibit emergency vehicle access. Vegetation clear zone should be
17 maintained twelve inches back from the pavement, and to a height of
18 twelve feet above that. The CSD would contact residents in a friendly
19 fashion and ask them to do this themselves, and if they don't want to do it
20 themselves, the CSD can offer services of a labourer and bill them at our
21 cost, and tell them that if they have any objections of any kind, to please
22 let us know. We will bring any such objections back to the board.

23 Moved: Hills, seconded by Shaffer
24 Vote: AYES: Hills, Shaffer, Taylor
25 NAYS: Jeschke
26 ABSTENTION: Murray
27 The motion passes.
28

29 **Item 9: District Manager Report**

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

33
34 We are in a newly created Marin water district, Marin 25 (we were previously in Sonoma district
35 18), so we have a new engineer and new contacts. This district encompasses all Marin water
36 districts. This is to streamline water interfaces between Marin and Sonoma counties.

37
38 The Fire department was contacted by NPS concerning renewal of the Fire Barn 2-year lease,
39 which had been let go due to COVID-19, but that they are now requiring the CSD to insure the
40 barn for \$500,000. We've filled out our insurance company's information, and they're looking at
41 it but they don't usually do that, so we'll see where this goes.

42
43 Community Center: have put the redwood lathing under the main deck of the building to prepare
44 it for attaching fire-resistant wire mesh, as a fire-safety measure, and we'll oil everything
45 afterwards, all with Measure A funds from this year. Also discussed the progress on the Prop 68
46 bids for work to the parking area.

47
48 Discussion ensues about the insurance for the fire barn.
49

50 **Item 10: Temporary Interfund Loan Agreement - Approval**

1 This is a procedural matter. The purpose of this agreement is to document the temporary
2 interfund transfer of funds from the Water Fund – Lower Tank Reserve account that is restricted
3 within the MBCSD by California Constitution Article XIII D, section 6, and Prop 68, and which,
4 the District does not anticipate using the funds for the purpose of replacing the Lower Water
5 Tank for another 6-10 years (at the earliest) on the current planned capital replacement
6 schedule. This agreement allows for temporary authorization for these Water funds to be used
7 by the General Fund for unassigned operational and general expenses to bridge a short-term
8 cashflow gap between General Services expenses and FY 2022-23 Property Tax revenues.
9 This temporary inter-fund loan agreement has been approved by the District's auditor as being
10 procedurally correct.

11
12 This will be for only six months, because by then we will have received the property tax
13 revenues. This method was suggested by our Auditor and reviewed and approved by County
14 Counsel. This doesn't affect our finances, but just keeps the balances in compliance.

15
16 The reasons for this, and precedents for this kind of action, are discussed.

17
18 MOTION: That we approve the arrangement Halley has proposed under Item 10, for
19 which the agreement is attached to the agenda.
20 Moved: Hills, seconded by Shaffer
21 Vote: AYES: Unanimous
22
23

24 **Item 11: FY22/23 Draft Budget – Public Hearing – Preliminary Approval**

25 First reading of proposed FY22-23 Draft-Budget is presented by the District Manager for review
26 (See *FY22-23 Draft-Budget-May2022 attached*). Public hearing of the FY22-23 Draft-Budget will
27 be held at the 6/22/22 Board meeting with approval of the Final FY22-23 Budget at the 7/27/22
28 Board meeting.

29
30 There have been a few small changes since May but remains fundamentally conservative and
31 covers our needs for the year. Office postage increased because the Quickbooks subscription is
32 now every year rather than every three years. We'll probably be needing to replace the desktop
33 computer in the office soon.

34
35 Final approval would be at the July meeting when we have all of this year's actuals in the
36 budget.

37
38 MOTION: That we grant preliminary approval as requested by Halley for the budget,
39 to be finalized at the beginning of the fiscal year.
40 Moved: Hills, seconded by Taylor
41 Vote: AYES: Unanimous
42
43

44 **Item 12: Public Open Time**

45 Shaffer asks that in the July meeting the MBVFA talk about the BBQ fundraiser. Gove
46 comments that it went well, no final numbers yet, but better income (both net and gross) than in
47 a decade. It was also very successful from a community-building standpoint.
48
49

1 **Item 13: Recognitions & Board Member Items**

2 Taylor recognizes the Disaster Coordinating Council which did a great job with the evacuation
3 drill on June 11, with a good amount of community participation. A lot of work went into that, and
4 he's proud of everyone. Gove had a wrap-up meeting about it and was pleased with how it
5 went. County-wide participation averages 10%; we had about 25% participation.
6
7

8 **Item 14: Adjournment**

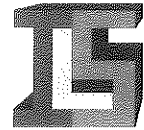
9 The board has passed a resolution to have the July meeting via Zoom.
10

11 Next Agenda Meeting Date: Wednesday, July 20, 2022

12 Next Board Meeting Date: Wednesday, July 27, 2022.
13

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

15 Meeting adjourned at 8:40pm.



ILS ASSOCIATES, INC.
CIVIL ENGINEERING AND LAND SURVEYING

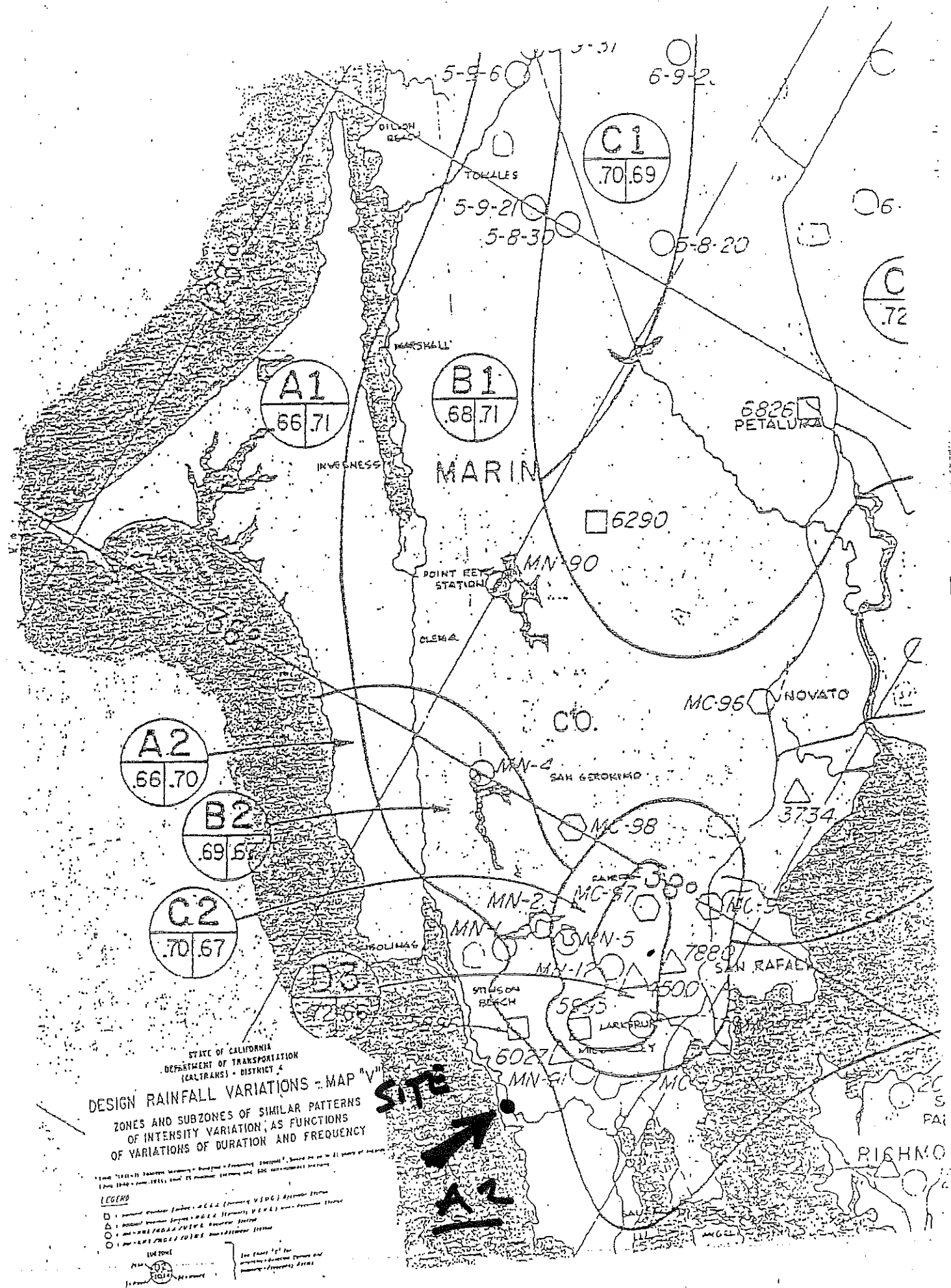
DRAINAGE ANALYSIS

CHARLOTTES WAY
MUIR BEACH, CA

March 8, 2022

JOB NO. 8610







ILS ASSOCIATES, INC.
CIVIL ENGINEERING AND LAND SURVEYING

BY: MEE JOB NO. 9610
DATE: 3/20/22 SHEET NO: _____

RATIONAL METHOD COMPUTATION FORM

(From Cal-Trans Rainfall Intensity-Duration-Frequency Analysis
& County of Marin Hydrology Manual Revised 8/2/00)

$$Q = C \times I \times A$$

Watershed #1 At Point CULVERT #1
Area = 135,800 sq. ft. = 3.1 acres.

Time of Concentration (+C)

$$t_c = \frac{1.8(1.1-C)\sqrt{L}}{[S(100)]^{1/3}} + 5 \text{ Min.}$$

1.8(1.1-0.7)\sqrt{850}
[0.26(100)]^{1/3} = 7+5 = 12 \text{ min}

C = Runoff Coefficient* 0.7

L = Longest run in feet 850 ft

S = Average Slope in ft/ft = $\frac{\Delta H}{L} = \frac{480-260}{850} = 0.26$

Intensity

P₆₀ (chart I) = 1.8 zone (chart V) = A subzone (chart v) 2

I₁₀₀ (chart k) = 4.4 Rd₁₀ (chart k) _____

I₁₀ = I₁₀₀ _____ x Rd₁₀ (chart k) _____ = _____ in/hr.

I _____ = Rd _____ (from Chart R) x I₁₀₀ _____ = _____ in/hr.

100 YEAR STORM

Peak Discharge $Q = C \times I \times A$

$$Q_{100} = 0.7 \times 4.4 \times 3.1 = 9.5 \text{ c.f.s.}$$



ILS ASSOCIATES, INC.
CIVIL ENGINEERING AND LAND SURVEYING

BY: MEE JOB NO. 9610
DATE: 3/20/22 SHEET NO: _____

RATIONAL METHOD COMPUTATION FORM

(From Cal-Trans Rainfall Intensity-Duration-Frequency Analysis
& County of Marin Hydrology Manual Revised 8/2/00)

$$Q = C \times I \times A$$

Watershed #2 At Point CULVERT #2
Area = 137,600 sq. ft. = 3.2 acres.

Time of Concentration (+C) _____

$$t_c = \frac{1.8(1.1-C)L}{[S(100)]^{1/3}} + 5 \text{ Min.} \quad \frac{1.8(1.1-0.7)\sqrt{770}}{[0.29(100)]^{1/3}} = 6 + 5 = 11 \text{ min}$$

C = Runoff Coefficient* 0.7

L = Longest run in feet 770 FT

S = Average Slope in ft/ft = $\frac{\Delta H}{L} = \frac{480-260}{770} = 0.29$

Intensity

P₆₀ (chart I) = 1.8 zone (chart V) = A subzone (chart v) 2

I₁₀₀ (chart k) = 4.6 Rd₁₀ (chart k) _____

I₁₀ = I₁₀₀ _____ x Rd₁₀ (chart k) _____ = _____ in/hr.

I _____ = Rd _____ (from Chart R) x I₁₀₀ _____ = _____ in/hr.

100 YEAR STORM
Peak Discharge $Q = C \times I \times A$

$$Q_{100} = 0.7 \times 4.6 \times 3.2 = 10.3 \text{ c.f.s.}$$

)



CULVERT #2



CULVERT #1 8" Ø PIPE CAPACITY

$$Q = \frac{1.49}{n} R^{2/3} S^{1/2} A$$

n = ROUGHNESS COEFFICIENT
 R = HYDRAULIC RADIUS - FT
 S = SLOPE - FT/FT
 A = AREA - SQ FT
 Q = DISCHARGE - cfs

$$S = 0.20$$

$$A = \pi (0.33)^2 = 0.34$$

$$R = \frac{\pi (0.33)^2}{2\pi (0.33)} = 0.17$$

$$Q = \frac{1.49}{0.01} \times (0.17)^{2/3} \times (0.20)^{1/2} \times 0.34 = 7.0 \text{ cfs}$$

$$7.0 < 9.5 \text{ NO GOOD}$$

CULVERT #1 12" Ø PIPE CAPACITY

$$S = 0.20$$

$$A = \pi (0.5)^2 = 0.79$$

$$R = \frac{\pi (0.5)^2}{2\pi (0.5)} = 0.25$$

$$Q = \frac{1.49}{0.01} \times (0.25)^{2/3} \times (0.2)^{1/2} \times 0.79 = 20.9 \text{ cfs}$$

$$20.9 > 9.5 \text{ OK}$$

CULVERT # 2 15" Ø PIPE CAPACITY

$$Q = \frac{1.49}{n} R^{2/3} S^{1/2} A$$

n = ROUGHNESS COEFFICIENT
R = HYDRAULIC RADIUS - FT
S = SLOPE - FT/FT
A = AREA - SQ. FT
Q = DISCHARGE - CFS

$$S = 0.05$$

$$A = \pi (0.625)^2 = 1.23$$

$$R = \frac{\pi (0.625)^2}{2\pi (0.625)} = 0.3125$$

$$Q = \frac{1.49}{0.01} \times (0.3125)^{2/3} \times (0.05)^{1/2} \times 1.23 = 18.9 \text{ cfs}$$

$$18.9 > 10.3 \text{ OK}$$

CHARLOTTES WAY DRAINAGE RECOMMENDATIONS

Culvert #1: Increase size of existing drop inlet and grate from 1' x 1' to 2' x 2'. Increase size of pipe from 8 inches to 12 inch HDPE smooth interior.

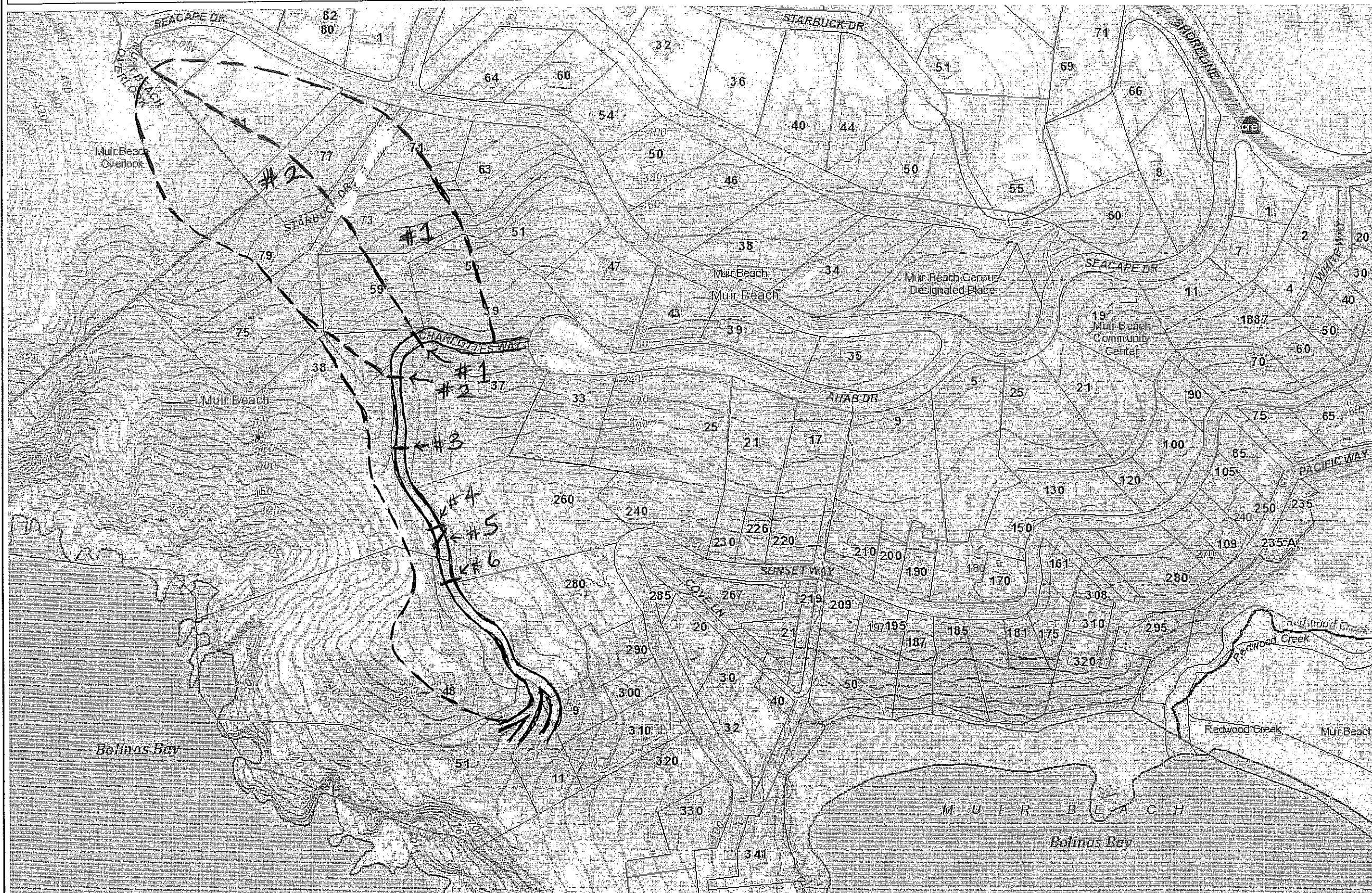
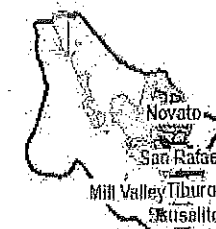
Culvert #2: Add side opening to inlet at upstream side and add asphalt or concrete berm on top of side and downstream edge of inlet.

Culvert #3: No improvements.

Culvert #4: No improvements.

Culvert #5: No improvements.

Culvert #6: Add side opening to inlet at upstream side and add asphalt or concrete berm on top of side and downstream edge of inlet.



Legend

- Parcel Note
- easement
 - centerline
- Address
- Parcel
 - Condominium Common Area
 - Mobile Home Pad
 - City
 - Community
 - Marin County Legal Boundary
 - Other Bay Area County
 - Stream - Perennial (NHD)

1:2,400



400.0 0 200.00 400.0 Feet

NAD_1983_HARN_StatePlane_California_III_FIPS_0403_Feet
© Latitude Geographics Group Ltd.

CHARLOTTE'S WAY DRAINAGE MAP

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

Notes

This map was automatically generated using Geocortex Essentials.

Muir Beach Community Services District

Balance Sheet

As of June 30, 2022

Accrual Basis

	Jun 30, 22
ASSETS	
Current Assets	
Checking/Savings	
TriC Checking	
TriC Fire	322,314
TriC Lower Tank Reserve	113,334
TriC Pipes & Equip Reserve	40,374
Prop 68 20% Matching Reserve	(1,913)
TriC Water	(43,853)
TriC General Fund	(159,699)
Total TriC Checking	270,557
TriC MMF - General Fund	
TriC MMF - General Fund - Other	136,802
Reserve for County Loan Pmt	64,840
Total TriC MMF - General Fund	201,642
Total Checking/Savings	472,198
Other Current Assets	
Due from Water Ops to Gen'l Fd	43,853
Undeposited Funds	3,193
Total Other Current Assets	47,046
Accounts Receivable	
Receivables	3,644
Total Accounts Receivable	3,644
Total Current Assets	522,888
Fixed Assets	
Other Fixed Assets	
Road Improvements	1,305,973
Land	755,573
Buildings	615,206
Playground Upgrades	174,189
Equipment	153,535
Land - Fire Station	147,918
Equipment - Fire Trucks	103,871
Buildings - Fire Station	57,085
Furniture & Fixtures - CC	10,467
Electric Gate	6,967
Shed Roof	3,688
Accumulated Depreciation	(1,014,560)
Total Other Fixed Assets	2,319,912
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	52,206
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 June 30, 2022

Accrual Basis

	Jun 30, 22
Accumulated Depreciation	(727,623)
Total Water System Assets	1,077,627
Total Fixed Assets	3,397,539
TOTAL ASSETS	3,920,428
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Loan from Marin Co Treasurer	103,459
Due to Gen'l Fd from Water Ops	43,853
Loans Payable	16,750
Total Other Current Liabilities	164,062
Accounts Payable	
Accounts Payable	5,122
Total Accounts Payable	5,122
Credit Cards	
Credit Card	1,132
Total Credit Cards	1,132
Total Current Liabilities	170,317
Total Liabilities	170,317
Equity	
Retained Earnings	3,577,841
Net Income	172,270
Total Equity	3,750,111
TOTAL LIABILITIES & EQUITY	3,920,428

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

June 2022

	Jun 22
Income	0
Expense	
Payroll Expenses	
Wages	4,754
Total Payroll Expenses	4,754
Water Enterprise	
Water Expense & Repairs	925
Water Testing	374
Total Water Enterprise	1,299
Utilities	
Electric	932
Telephone	22
Total Utilities	954
Bookkeeping	170
Bank Fees & Credit Card Fees	27
Total Expense	7,204
Net Income	(7,204)

Muir Beach Community Services District

Profit & Loss - Excluding Water (Operations, WCI)

June 2022

	Jun 22
Income	
Combined Tax Revenues	
Measure W Revenues	38,433
Property Tax Revenues	
Property Tax Revenues	5,683
Total Property Tax Revenues	5,683
\$200 Parcel Tax for Fire	1,731
Total Combined Tax Revenues	45,847
Interest Income	3
Total Income	45,850
Expense	
Compromise Agreement	38,000
Payroll Expenses	
Wages	4,808
Employer Payroll Taxes	756
Payroll Service	134
Total Payroll Expenses	5,698
Legal Expense	2,610
Fire Dept Expenses	
Fire Chief Stipend	2,500
Phone, Radio Link for Bolinas	50
Total Fire Dept Expenses	2,550
Community Classes & Functions	
Community Center Functions	1,707
Rental Expense	350
Total Community Classes & Functions	2,057
Bookkeeping	927
Grounds Maintenance/Gardening	900
Health Insurance	859
Receipts Outstanding	
CG Receipts Outstanding	749
LH Receipts Outstanding	21
Total Receipts Outstanding	770
Supplies (non-water)	226
Utilities	
Electric	82
Refuse Service	38
Telephone	6
Total Utilities	126
Other Operating Expenses	21
Meeting Expense	15
Website Hosting & Maintenance	5
Uncategorized Expenses	0
Total Expense	54,763
Net Income	(8,912)

Muir Beach Community Services District Expenditures excl Payroll & Cap Assets

June 2022

Date	Name	Memo	Amount
Bank Fees & Credit Card Fees			
06/30/2022		Batch Fee ID=-47870904975	20
06/03/2022		Batch Fee ID=43613080385	7
Total Bank Fees & Credit Card Fees			27
Bookkeeping			
06/30/2022	Mullin, Sharon	Bookkeeping/water billing	927
06/30/2022	Mullin, Sharon	Bookkeeping/water billing	170
Total Bookkeeping			1,097
Fire Dept Expenses			
Phone, Radio Link for Bolinas			
06/11/2022	AT&T	Phone @ fire barn; 415 380-9627	50
Total Phone, Radio Link for Bolinas			50
Total Fire Dept Expenses			50
Health Insurance			
06/14/2022	CALPERS	Halley	859
Total Health Insurance			859
Legal Expense			
06/09/2022	Epstein & Holtzaple	285 Sunset Way - legal review	2,610
Total Legal Expense			2,610
Other Operating Expenses			
06/30/2022	Mullin, Sharon	Parking & tolls	21
Total Other Operating Expenses			21
Supplies (non-water)			
06/10/2022	Goodman Building Supply	Electric lights	17
06/30/2022	Pearlman, Harvey - V	Small Community Center purchases	209
Total Supplies (non-water)			226
Utilities			
Electric			
06/16/2022	SMITH, Brent (1104)	Credit for electricity usage	8
06/23/2022	PG&E at Comm Ctr 019-6	Electric - Community Center (Net of Solar)	59
06/23/2022	PG&E Firehouse 6226-2	Electric - Firehouse	22
06/23/2022	PG&E Pumping at Lower Tank 623-9	Electric - Pumping from Lower Tank to Upper Ta...	239
06/23/2022	PG&E Pumping from Wells 745-7	Pumping	686
Total Electric			1,014
Refuse Service			
06/13/2022	United Site Services, Inc.	Portable restroom - Volleyball court	38
Total Refuse Service			38
Telephone			
06/01/2022	Ooma	Telephone	6
06/04/2022	Ooma	Telephone	6
06/17/2022	Ooma	Telephone	6
06/29/2022	Ooma	Telephone	6
06/29/2022	Ooma	Telephone	6
Total Telephone			28
Total Utilities			1,080
Water Enterprise			
Water Expense & Repairs			
06/24/2022	Ambery.com	Controls for tank aerators	324
06/27/2022	Blank, Stephanie	Water team mileage	600

3:06 PM

07/18/22

Accrual Basis

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

Date	Name	Memo	Amount
Total Water Expense & Repairs			925
Water Testing			
06/15/2022	Brelje and Race Laboratories, Inc.	Iron, manganese, nitrate	202
06/01/2022	Public Health Laboratory	Water testing; acct. 733	172
Total Water Testing			374
Total Water Enterprise			1,299
TOTAL			7,268

3:06 PM

07/18/22

Accrual Basis

Muir Beach Community Services District

Expenditures excl Payroll & Cap Assets

June 2022

Date	Name	Memo	Amount
Bank Fees & Credit Card Fees			
06/30/2022		Batch Fee ID=-47870904975	20
06/03/2022		Batch Fee ID=43613080385	7
Total Bank Fees & Credit Card Fees			27
Bookkeeping			
06/30/2022	Mullin, Sharon	Bookkeeping/water billing	927
06/30/2022	Mullin, Sharon	Bookkeeping/water billing	170
Total Bookkeeping			1,097
Fire Dept Expenses			
Phone, Radio Link for Bolinas			
06/11/2022	AT&T	Phone @ fire barn; 415 380-9627	50
Total Phone, Radio Link for Bolinas			50
Total Fire Dept Expenses			50
Health Insurance			
06/14/2022	CALPERS	Halley	859
Total Health Insurance			859
Legal Expense			
06/09/2022	Epstein & Holtzapple	285 Sunset Way - legal review	2,610
Total Legal Expense			2,610
Other Operating Expenses			
06/30/2022	Mullin, Sharon	Parking & tolls	21
Total Other Operating Expenses			21
Supplies (non-water)			
06/10/2022	Goodman Building Supply	Electric lights	17
06/30/2022	Pearlman, Harvey - V	Small Community Center purchases	209
Total Supplies (non-water)			226
Utilities			
Electric			
06/16/2022	SMITH, Brent (1104)	Credit for electricity usage	8
06/23/2022	PG&E at Comm Ctr 019-6	Electric - Community Center (Net of Solar)	59
06/23/2022	PG&E Firehouse 6226-2	Electric - Firehouse	22
06/23/2022	PG&E Pumping at Lower Tank 623-9	Electric - Pumping from Lower Tank to Upper Ta...	239
06/23/2022	PG&E Pumping from Wells 745-7	Pumping	686
Total Electric			1,014
Refuse Service			
06/13/2022	United Site Services, Inc.	Portable restroom - Volleyball court	38
Total Refuse Service			38
Telephone			
06/01/2022	Ooma	Telephone	6
06/04/2022	Ooma	Telephone	6
06/17/2022	Ooma	Telephone	6
06/29/2022	Ooma	Telephone	6
06/29/2022	Ooma	Telephone	6
Total Telephone			28
Total Utilities			1,080
Water Enterprise			
Water Expense & Repairs			
06/24/2022	Ambery.com	Controls for tank aerators	324
06/27/2022	Blank, Stephanie	Water team mileage	600

3:06 PM

07/18/22

Accrual Basis

Muir Beach Community Services District Expenditures excl Payroll & Cap Assets

June 2022

Date	Name	Memo	Amount
Total Water Expense & Repairs			925
Water Testing			
06/15/2022	Brelje and Race Laboratories, Inc.	Iron, manganese, nitrate	202
06/01/2022	Public Health Laboratory	Water testing; acct. 733	172
Total Water Testing			374
Total Water Enterprise			1,299
TOTAL			7,268

3:06 PM

07/18/22

Accrual Basis

Muir Beach Community Services District

Expenditures for Fixed Assets

As of June 30, 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				
06/28/2022		Rodas Construction	Community Center fire screening	10,842.50
Total Buildings				10,842.50
Buildings - Fire Station				
Total Buildings - Fire Station				
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				

3:06 PM

07/18/22

Accrual Basis

Muir Beach Community Services District Expenditures for Fixed Assets

As of June 30, 2022

Date	Num	Name	Memo	Amount
Total Other Fixed Assets				10,842.50
TOTAL				10,842.50

3:08 PM

07/18/22

Accrual Basis

Muir Beach Community Services District Sunset Way Improvement Project

As of June 30, 2022

Type	Date	Num	Name	Class	Debit	Credit
Water System Assets						
40-Year Equipment Post 2008						
Total 40-Year Equipment Post 2008						
Other Water System Assets						
Total Other Water System Assets						
Total Water System Assets						
Other Fixed Assets						
Road Improvements						
Bill	04/01/2022		Rodas Trucking, Inc. DBA ...	Sunset Way Upgrades	6,706.13	
Bill	04/04/2022		Rodas Construction	Sunset Way Upgrades	122,800.64	
Bill	04/04/2022		Rodas Construction	Sunset Way Upgrades	38,867.40	
Bill	04/04/2022		Rodas Construction	Sunset Way Upgrades	1,647.48	
Total Road Improvements					170,021.65	0.00
Total Other Fixed Assets					170,021.65	0.00
TOTAL					170,021.65	0.00

COMPENSATION REPORT

Name	7/1/2020 to 7/1/2021 to		Notes
	6/30/2021	6/30/2022	
Halley Mary	73,076	79,137	Hire date 7/10/17. Salary incr to \$72,000 eff 6/1/19. Incr to \$78,000 7/21. 5% CPI incr to \$81,900 eff 5/22.
Blank Thimo	14,087	13,767	\$486/month for daily monitoring, \$354 if meter reading done, \$39.75/hour for additional hours.
Blank Stephanie	10,466	11,275	\$486/month for daily monitoring, \$354 if meter reading done, \$39.75/hour for additional hours.
Gonzales Juana	6,156	5,967	Hourly rate increased 11/13/2012 to \$18/hr from \$15/hr.
Karel Ernst	4,754	3,749	\$972/month for daily monitoring, \$354 if meter reading done, \$39.75/hour for additional hours.
Gove Christopher	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 Harvey	2,400	2,400	Change in job desc: water manager to consultant effective June 2017. Annual salary: \$2,400.
Gonzales Salvador	6,120	0	Hourly rate increased 11/13/2012 to \$20/hr from \$17/hr. Left employment June 2021.
Mirra Helen	0	0	\$354 if meter reading done, \$39.75/hour for additional hours, retired March 2022
	<u>\$ 119,559</u>	<u>\$ 118,795</u>	

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

General - Revenue and Expenses Apportioned To All Departments

6/30/2022

Gen Revenue	Category	FY21/22 Budget	FY21/22 Actual	% of Budget
	Property Taxes (Unassigned)	127,000	130,619	103%
	Excess ERAF (Unassigned)	92,000	111,669	121%
	Interest Income (Unassigned)	40	40	100%
	Other Income (Unassigned)	-	100	
	Gen Revenue Total:	219,040	242,428	111%

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	13,133	88%
	Dues & Memberships	1,600	1,665	104%
	Insurance (DM Health) *	9,800	10,093	103%
	Insurance (Umbrella)	5,300	5,453	103%
	Insurance (Board Workers Comp)	80	105	131%
	Insurance (DM Workers Comp) *	1,100	1,567	142%
	Interest Expense	7,120	7,120	100%
	Legal Fees	2,500	186	7%
	Meetings (inc Minutes) *	3,500	2,430	69%
	Office & Postage *	1,500	2,070	138%
	Other Operating	500	412	82%
	Payroll (DM) - Total *	78,000	78,680	101%
	Payroll Employer Taxes (DM) *	5,967	6,019	101%
	Payroll Service *	1,800	1,843	102%
	Permits & Fees	2,350	1,832	78%
	Repair & Maint (non-water)	500	-	0%
	Tree Management Program	6,000	5,250	88%
	Supplies	50		0%
	Utilities (Telephone-RingCentral)	400	398	100%
	Website & Document Managment *	700	399	57%
	General Expense Total:	152,967	148,107	97%
	General Expenses (Net of Dept Allocations Total:	108,340	103,086	95%
	General Balance (Prior to Dept Allocations) :	66,073	94,321	143%
	Gen Balance (After Dept Allocations):	110,700	139,342	126%
	Loan Payment(Marin County 12/5/19-3yr):	(99,960)	(99,960)	100%
	Gen Balance (After Loan Payment):	10,740	39,382	

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				
6/30/2022				
Fire Revenue	Category	FY21/22 Budget	FY21/22 Actual	% of Budget
	Special Parcel Tax for Fire	39,342	39,106	99%
	Grants/Donations for Fire (Misc)	-	200	
	Grants for Fire (Measure C)	11,500	9,039	79%
	Grants for Fire (Measure W)	26,000	65,790	253%
	Grants for Fire (FVA Firehouse)	-	-	
	Grants for Fire (West Marin)	8,400	8,400	100%
	Fire Revenue incl Cap Imp Rev:	85,242	122,535	144%
	Deduct Cap Imp Revenue:	-	-	
	Fire Operations Revenue:	85,242	122,535	144%

Fire Expense	Category	FY21/22 Budget	FY21/22 Actual	% of Budget
	General Expenses (0% Share):	NA	NA	NA
	Dedicated Expenses:			
	Credit Card Receipts Outstanding		1,039	
	Emergency Preparedness	500	-	0%
	Dues: Membership	320	326	102%
	Fire Chief Stipend	27,500	27,500	100%
	Fire Equip & Tools	8,000	14,439	180%
	Fire Training/Certification	2,000	2,077	104%
	Fire Truck Maint & Repair	10,000	4,398	44%
	Grant Spending	11,000	5,250	48%
	Insurance: VFIS	5,700	5,695	100%
	Insurance: Workers Comp	2,500	3,358	134%
	Legal	500	-	0%
	Other Operating (Fire)	1,200	1,180	98%
	Payroll	2,500	2,500	100%
	Payroll employer taxes	191	191	100%
	Supplies: Medical	1,000	278	28%
	Supplies: Sta wear/Turnouts	2,000	3,136	157%
	Utilities: Electric	270	277	103%
	Utilities: Phone, Radio	1,150	1,435	125%
	Dedicated Expense Sub-Total:	76,331	73,079	96%
	Fire Operations Expense Total:	76,331	73,079	96%
	Fire Operations Balance:	8,911	49,456	555%
	Fire Station Donations/Grants	40,000		
	Fire Station Expenditures	(26,815)		
	Funds Remaining	13,185		

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

Recreation Department				
6/30/2022				
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	2,850	35%
	Grant Spending (Rec)	25,668	37,404	146%
	Legal Fees (Rec)	-	-	
	Measure A Projects	37,442	-	0%
	Other Operating (Rec)	100		0%
	Grounds Maintenance	11,400	11,250	99%
	Payroll (Rec)	8,600	8,367	97%
	Payroll (Rental Coordinator)	3,250	-	0%
	Payroll Employer Taxes (Rec)	658	640	97%
	Payroll (WC-Rec)	45	280	622%
	Rental Expenses (CC)	500	1,400	280%
	Repairs & Maintenance (Rec)	1,500	689	46%
	Trails Maintenance	3,000	3,828	128%
	Supplies (CC)	1,000	616	62%
	Utilities: Elec (CC)	800	735	92%
	Utilities: Phone (CC-Ooma)	65	64	98%
	Utilities: Propane (CC)	150	70	47%
	Utilities: Refuse (Rec)	1,200	1,455	121%
	Dedicated Expense Sub-Total:	103,578	69,648	67%
	Non-Measure A Expense Total:	66,136	69,648	105%
	Rec Ops Balance(including Restricted Revenue):	(65,536)	(45,340)	69%
	Rec Ops Balance(non-Measure A)):	(65,536)	(68,648)	105%
	Budget for Capital Spending:			
	Measure A: CC Deck/Siding-Oil	(5,000)		
	Measure A: CC Deck Curtains	(8,000)		
	Measure A: CC Under Deck Fire Net	(10,000)	10,843	
	Measure A: Trail Improvement-UP	(14,000)		
	Total Spending:	(37,000)		

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

Roads Department				
6/30/2022				
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:			
	Compromise Agreement		38,000	
	Legal Fees (Roads)	-	8,670	
	Other Operating (Roads)	-	-	
	Pay (Maintenance Sub-Contractor)	1,000	450	45%
	Payroll (Roads)	-	488	
	Payroll Employer Taxes (Roads)	-	37	
	Payroll (WC-Roads)	-	-	
	Repairs & Maintenance (Roads)	10,000	5,755	58%
	Supplies (Roads)	-	-	
	Dedicated Expense Sub-Total:	11,000	53,400	485%
	Roads Operations Expense Total:	11,000	53,400	485%
	Roads Operations Balance:	(11,000)	(53,400)	485%
	Capital Spending:			
	Sunset Way Project Contract		(170,022)	
	Capital Expenditures			
	Total Capital Project Balance:	-	(170,022)	-

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

Water Department

6/30/2022

Water Revenue	Category	FY21/22 Budget	FY21/22 Actual	% of Budget
	Water Service Revenue	180,600	151,679	84%
	Water Conservation Discount	(54,500)	(47,117)	86%
	Meter Reading Fee	7,860	7,745	99%
	Water Service Revenue (Misc)	500	8,276	1655%
	Water Service fee Net Revenue	134,460	120,583	90%
	Meter Charge (CIP Reserves)	71,270	72,242	101%
	Connection Fees	6,500	6,500	100%
	Donations & Grants	-	-	
	Water Revenue incl Meter Charge:	212,230	199,325	94%
	Move Meter Charge to Reserves:	(71,270)	(72,242)	101%
	Water Operations Revenue:	140,960	127,083	90%
	Water CIP (PE Reserves):	31,270	32,242	103%
	Water CIP (LT Reserves):	40,000	40,000	100%

Water Expense	Category	FY21/22 Budget	FY21/22 Actual	% of Budget
	General Expenses (40% Share):*	44,627	45,021	101%
	Audit	3,680	3,781	103%
	Health Insurance (DM)	3,920	4,037	103%
	Insurance (Workers Comp)	440	627	142%
	Meetings (incl Minutes)	1,400	972	69%
	Office & Postage	600	828	138%
	Payroll (DM) - Total	31,200	31,472	101%
	Payroll Employer Taxes (DM)	2,387	2,408	101%
	Payroll Service	720	737	102%
	Website & Doc Management	280	160	57%
	Gen Exp (Water Ops 40% Share):	44,627	45,021	101%
	Dedicated Expenses:			
	Bank & Credit Card Fees(Customer)	5,150	4,259	83%
	Bookkeeping (Water)	5,460	4,905	90%
	Debt (Due to DT - 10yrs/no int)	3,350	-	0%
	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	217	43%
	Pay (Maintenance Sub-contractor)	700	-	0%
	Payroll (Compromise - WM)	5,000	5,000	100%
	Payroll (Water Team)	29,400	28,791	98%
	Payroll (Other water salaries)	-	-	

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

Water Department			
		6/30/2022	
Payroll Employer Taxes (Water)	2,249	2,203	98%
Payroll Employer (WC)	1,000	1,576	158%
Permits & Fees (Water)	1,370	1,647	120%
Rep & Maint incl Grant Spending	15,000	4,970	33%
Supplies (Water)	-	-	
Testing (Water)	2,500	3,063	123%
Treatment (Water)	5,000	4,678	94%
Utilities: Electric (Water)	12,100	10,329	85%
Utilities: Telephone (Water-Ooma)	380	394	104%
Dedicated Expense Sub-Total:	95,709	75,223	79%
Water Operations Expense Total:	140,336	120,244	86%
 Water Conservation Reserve (Beginning Balance):	 54,500	 54,500	
Water Conservation Reserve (Discounts):	(54,500)	(47,117)	86%
Water Conservation Reserve (Ending balance):	-	7,383	
 Water Operations Balance :	 624	 6,839	 1096%
 Water Capital Improvements (Beginning PE Balance):	 8,133	 8,133	
Water Capital Improvement (Balance to PE Reserves):	31,270	32,242	103%
Water Capital Improvement (Capital spending):	-	-	
Water Capital Improvement (Change to PE Reserve):	39,403	40,375	102%
Water Capital Improvements (Beginning LT Balance):	73,336	73,336	100%
Water Capital Improvement (Balance to LT Reserves):	40,000	40,000	100%
Water Capital Improvement (Change to LT Reserve):	113,336	113,336	100%
Water Capital Improvement (Net PE and LT Reserves):	152,739	153,711	101%

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



Service With Solutions®

P.O. Box 909, Chico CA 95927

Statement Ending 06/30/2022

MUIR BEACH COMMUNITY SVCS

Page 1 of 4

Account Number **442025376**

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](https://www.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	442025376	\$303,429.73

Public Checking Images-**442025376**

Account Summary

Date	Description	Amount
06/01/2022	Beginning Balance	\$328,325.45
	6 Credit(s) This Period	\$12,060.13
	22 Debit(s) This Period	\$36,955.85
06/30/2022	Ending Balance	\$303,429.73

Deposits

Date	Description	Amount
06/10/2022	DEPOSIT	\$2,719.40
06/21/2022	DEPOSIT	\$1,699.41

Electronic Credits

Date	Description	Amount
06/06/2022	INTUIT 46112375 DEPOSIT MUIR BEACH COMMUNITY S	\$229.29
06/10/2022	COUNTY OF MARIN COM PAY MUIR BEACH CSD	\$76.38

EQUAL HOUSING
LENDER NMLS #458732

Member FDIC



Statement Ending 06/30/2022

MUIR BEACH COMMUNITY SVCS

Page 3 of 4

Account Number [REDACTED]

Public Checking Images- [REDACTED] (continued)

Electronic Credits (continued)

Date	Description	Amount
06/14/2022	COUNTY OF MARIN COM PAY MUIR BEACH CSD	\$7,139.15
06/14/2022	COUNTY OF MARIN COM PAY MUIR BEACH CSD	\$196.50

Electronic Debits

Date	Description	Amount
06/02/2022	INTUIT 83880485 ACCT FEE MUIR BEACH COMMUNITY S	\$20.00
06/02/2022	PAYCHEX INC. PAYROLL MUIR BEACH COMMUNITY S	\$10,498.30
06/03/2022	PAYCHEX EIB INVOICE MUIR BEACH COMMUNITY S	\$133.69
06/03/2022	PAYCHEX TPS TAXES MUIR BEACH COMMUNITY S	\$2,945.14
06/06/2022	INTUIT 11283685 TRAN FEE MUIR BEACH COMMUNITY S	\$7.40
06/14/2022	PGANDE WEB ONLINE MUIR BEACH CSD	\$20.86
06/14/2022	PGANDE WEB ONLINE MUIR BEACH CSD	\$52.16
06/14/2022	PGANDE WEB ONLINE MUIR BEACH CSD	\$207.06
06/14/2022	PGANDE WEB ONLINE MUIR BEACH CSD	\$648.40
06/24/2022	CHASE CREDIT CRD AUTOPAYBUS HILLS LEIGHTON J	\$2,167.78

Checks Cleared

Check Nbr	Date	Amount	Check Nbr	Date	Amount	Check Nbr	Date	Amount
2284	06/07/2022	\$859.20	2288	06/22/2022	\$91.00	2292	06/30/2022	\$2,610.00
2285	06/14/2022	\$1,750.00	2289	06/10/2022	\$37.92	2293	06/24/2022	\$203.74
2286	06/07/2022	\$350.00	2290	06/22/2022	\$859.20	2294	06/28/2022	\$172.00
2287	06/03/2022	\$1,922.00	2291	06/27/2022	\$900.00	2296*	06/21/2022	\$10,500.00

* Indicates skipped check number

Muir Beach Community Services District
Reconciliation Summary
TriC Checking, Period Ending 06/30/2022

	Jun 30, 22
Beginning Balance	328,933.80
Cleared Transactions	
Checks and Payments - 43 items	-101,822.83
Deposits and Credits - 20 items	76,318.76
Total Cleared Transactions	-25,504.07
Cleared Balance	<u>303,429.73</u>
Uncleared Transactions	
Checks and Payments - 16 items	-71,288.22
Deposits and Credits - 2 items	38,435.01
Total Uncleared Transactions	-32,853.21
Register Balance as of 06/30/2022	<u>270,576.52</u>
New Transactions	
Checks and Payments - 13 items	-31,404.27
Deposits and Credits - 7 items	22,090.34
Total New Transactions	-9,313.93
Ending Balance	<u>261,262.59</u>

Muir Beach Community Services District

Reconciliation Detail

TriC Checking, Period Ending 06/30/2022

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						328,933.80
Cleared Transactions						
Checks and Payments - 43 items						
Check	05/23/2022	CCADJ		X	-582.84	-582.84
Check	05/24/2022	CCADJ		X	-3.00	-585.84
Check	05/25/2022	CCADJ		X	-22.51	-608.35
General Journal	05/31/2022			X	-10,666.00	-11,274.35
Check	05/31/2022	DD10...	Mary C Halley	X	-4,958.48	-16,232.83
Check	05/31/2022	PR	Payroll taxes	X	-2,945.14	-19,177.97
Bill Pmt -Check	05/31/2022	DD10...	Gove, Chris	X	-2,500.00	-21,677.97
Bill	05/31/2022	3220	LTD Engineering, Inc	X	-1,995.00	-23,672.97
Check	05/31/2022	DD10...	Stephanie Blank {e}	X	-1,295.33	-24,968.30
Check	05/31/2022	DD10...	Thiemo Blank	X	-1,044.48	-26,012.78
Bill	05/31/2022	3221	LTD Engineering, Inc	X	-725.00	-26,737.78
Check	05/31/2022	DD10...	Juana Gonzalez	X	-515.31	-27,253.09
Check	05/31/2022	DD10...	Harvey Pearlman	X	-184.70	-27,437.79
Check	05/31/2022	CCADJ		X	-20.00	-27,457.79
Credit Card Charge	06/01/2022		Amazon Marketplace	X	-323.98	-27,781.77
Credit Card Charge	06/01/2022		Zenith Printing	X	-260.16	-28,041.93
Bill Pmt -Check	06/03/2022	2287	Mullin, Sharon	X	-1,922.00	-29,963.93
Bill Pmt -Check	06/03/2022	2285	Karel, Ernst	X	-1,750.00	-31,713.93
Bill Pmt -Check	06/03/2022	2284	CALPERS	X	-859.20	-32,573.13
Bill Pmt -Check	06/03/2022	2286	Marinoff, Joanie	X	-350.00	-32,923.13
Bill Pmt -Check	06/03/2022	2288	Public Health Labor...	X	-91.00	-33,014.13
Bill Pmt -Check	06/03/2022	2289	United Site Services...	X	-37.92	-33,052.05
Check	06/03/2022	CCADJ		X	-7.40	-33,059.45
Bill Pmt -Check	06/05/2022	EFT	Paychex, Inc.	X	-133.69	-33,193.14
Bill	06/11/2022		AT&T	X	-49.78	-33,242.92
Sales Receipt	06/13/2022		Marin County Treas...	X	-1,731.05	-34,973.97
Bill Pmt -Check	06/13/2022	EFT	PG&E Pumping fro...	X	-648.40	-35,622.37
Bill Pmt -Check	06/13/2022	EFT	PG&E Pumping at L...	X	-207.06	-35,829.43
Bill Pmt -Check	06/13/2022	EFT	PG&E at Comm Ctr ...	X	-52.16	-35,881.59
Bill Pmt -Check	06/13/2022	EFT	PG&E Firehouse 62...	X	-20.86	-35,902.45
Bill Pmt -Check	06/17/2022	2296	Mazariegos, Alexan...	X	-10,500.00	-46,402.45
Bill Pmt -Check	06/17/2022	2292	Epstein & Holtzapple	X	-2,610.00	-49,012.45
Bill Pmt -Check	06/17/2022	2291	Eleazar Ortega	X	-900.00	-49,912.45
Bill Pmt -Check	06/17/2022	2290	CALPERS	X	-859.20	-50,771.65
Bill Pmt -Check	06/17/2022	2293	Herb's Pool Service	X	-203.74	-50,975.39
Bill Pmt -Check	06/17/2022	2294	Public Health Labor...	X	-172.00	-51,147.39
Check	06/23/2022	EFT	Chase Card Services	X	-2,167.78	-53,315.17
Credit Card Charge	06/23/2022		Woodland Auto Sup...	X	-26.56	-53,341.73
Bill	06/23/2022		PG&E Firehouse 62...	X	-22.43	-53,364.16
Credit Card Charge	06/29/2022		Drivetrain America	X	-137.88	-53,502.04
Sales Receipt	06/30/2022		Marin County Treas...	X	-38,432.79	-91,934.83
General Journal	06/30/2022			X	-7,388.00	-99,322.83
Bill	06/30/2022		Gove, Chris	X	-2,500.00	-101,822.83
Total Checks and Payments					-101,822.83	-101,822.83
Deposits and Credits - 20 items						
Bill Pmt -Check	04/14/2022	2258	Mazariegos, Alexan...	X	0.00	0.00
Bill	05/31/2022	3221	LTD Engineering, Inc	X	725.00	725.00
Bill	05/31/2022	3220	LTD Engineering, Inc	X	1,995.00	2,720.00
General Journal	05/31/2022			X	10,666.00	13,386.00
Credit Card Charge	06/01/2022		Zenith Printing	X	260.16	13,646.16
Credit Card Charge	06/01/2022		Amazon Marketplace	X	323.98	13,970.14
Deposit	06/03/2022			X	229.29	14,199.43
Deposit	06/03/2022			X	2,719.40	16,918.83
Deposit	06/09/2022			X	76.38	16,995.21
Bill	06/11/2022		AT&T	X	49.78	17,044.99
Deposit	06/13/2022			X	196.50	17,241.49
Sales Receipt	06/13/2022		Marin County Treas...	X	1,731.05	18,972.54
Deposit	06/13/2022			X	7,139.15	26,111.69
Deposit	06/17/2022			X	1,699.41	27,811.10
Bill	06/23/2022		PG&E Firehouse 62...	X	22.43	27,833.53
Credit Card Charge	06/23/2022		Woodland Auto Sup...	X	26.56	27,860.09
Credit Card Charge	06/29/2022		Drivetrain America	X	137.88	27,997.97
Bill	06/30/2022		Gove, Chris	X	2,500.00	30,497.97

Muir Beach Community Services District

Reconciliation Detail

TriC Checking, Period Ending 06/30/2022

Type	Date	Num	Name	Clr	Amount	Balance
General Journal	06/30/2022			X	7,388.00	37,885.97
Sales Receipt	06/30/2022		Marin County Treas...	X	38,432.79	76,318.76
Total Deposits and Credits					76,318.76	76,318.76
Total Cleared Transactions					-25,504.07	-25,504.07
Cleared Balance					-25,504.07	303,429.73
Uncleared Transactions						
Checks and Payments - 16 items						
Bill Pmt -Check	04/14/2022	2262	Rodas Trucking, Inc...		-6,706.13	-6,706.13
Bill Pmt -Check	06/17/2022	2295	Schick, John		-38,000.00	-44,706.13
Bill Pmt -Check	06/28/2022	2297	Rodas Construction		-10,842.50	-55,548.63
Bill Pmt -Check	06/28/2022	2302	Piel, Laurie		-1,206.59	-56,755.22
Bill Pmt -Check	06/28/2022	2298	Blank, Stephanie		-600.40	-57,355.62
Bill Pmt -Check	06/28/2022	2300	Brelje and Race Lab...		-202.00	-57,557.62
Bill Pmt -Check	06/28/2022	2301	AT&T		-49.78	-57,607.40
Bill Pmt -Check	06/28/2022	2299	United Site Services...		-38.00	-57,645.40
Check	06/30/2022	DD10...	Mary C Halley		-5,149.98	-62,795.38
Check	06/30/2022	PR	Payroll taxes		-2,965.68	-65,761.06
Bill Pmt -Check	06/30/2022	DD 10...	Gove, Chris		-2,500.00	-68,261.06
Check	06/30/2022	DD 10...	Thiemo Blank		-971.05	-69,232.11
Check	06/30/2022	DD 10...	Stephanie Blank {e}		-897.65	-70,129.76
Bill Pmt -Check	06/30/2022	2303	David Kell		-500.00	-70,629.76
Check	06/30/2022	DD 10...	Juana Gonzalez		-473.76	-71,103.52
Check	06/30/2022	DD 10...	Harvey Pearlman		-184.70	-71,288.22
Total Checks and Payments					-71,288.22	-71,288.22
Deposits and Credits - 2 items						
Deposit	06/30/2022				2.22	2.22
Deposit	06/30/2022				38,432.79	38,435.01
Total Deposits and Credits					38,435.01	38,435.01
Total Uncleared Transactions					-32,853.21	-32,853.21
Register Balance as of 06/30/2022					-58,357.28	270,576.52
New Transactions						
Checks and Payments - 13 items						
Bill	07/01/2022		VFIS		-5,611.00	-5,611.00
Bill Pmt -Check	07/06/2022	2304	Marinoff, Joanie		-375.00	-5,986.00
Bill Pmt -Check	07/15/2022	2311	VFIS		-5,611.00	-11,597.00
Bill Pmt -Check	07/15/2022	2308	LTD Engineering, Inc		-1,995.00	-13,592.00
Bill Pmt -Check	07/15/2022	2305	Alcala, Jose - v		-1,242.50	-14,834.50
Bill Pmt -Check	07/15/2022	2309	Mullin, Sharon		-1,117.50	-15,952.00
Bill Pmt -Check	07/15/2022	2307	Eleazar Ortega		-900.00	-16,852.00
Bill Pmt -Check	07/15/2022	2312	LTD Engineering, Inc		-725.00	-17,577.00
Bill Pmt -Check	07/15/2022	2310	Pearlman, Harvey - V		-208.86	-17,785.86
Bill Pmt -Check	07/15/2022	2306	Brelje and Race Lab...		-136.00	-17,921.86
General Journal	07/16/2022				-12,114.20	-30,036.06
Sales Receipt	07/18/2022		Marin County Treas...		-236.05	-30,272.11
Check	07/23/2022	EFT	Chase Card Services		-1,132.16	-31,404.27
Total Checks and Payments					-31,404.27	-31,404.27
Deposits and Credits - 7 items						
Bill	07/01/2022		VFIS		5,611.00	5,611.00
Deposit	07/15/2022				3,185.12	8,796.12
General Journal	07/16/2022				5,447.53	14,243.65
General Journal	07/16/2022				6,666.67	20,910.32
Deposit	07/18/2022				123.83	21,034.15
Sales Receipt	07/18/2022		Marin County Treas...		236.05	21,270.20
Deposit	07/18/2022				820.14	22,090.34
Total Deposits and Credits					22,090.34	22,090.34
Total New Transactions					-9,313.93	-9,313.93

12:04 PM

07/18/22

Muir Beach Community Services District

Reconciliation Detail

TriC Checking, Period Ending 06/30/2022

Type	Date	Num	Name	Clr	Amount	Balance
Ending Balance					-67,671.21	261,262.59



Service With Solutions®
P.O. Box 909, Chico CA 95927

Statement Ending 06/30/2022

MUIR BEACH COMMUNITY SVCS




Page 1 of 2

Account Number [REDACTED]

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	\$201,641.59

Business MMI Images [REDACTED]

Account Summary


Date	Description	Amount
06/01/2022	Beginning Balance	\$201,638.28
	1 Credit(s) This Period	\$3.31
	0 Debit(s) This Period	\$0.00
06/30/2022	Ending Balance	\$201,641.59

Interest Summary

Description	Amount
Interest Earned From 06/01/2022 Through 06/30/2022	
Annual Percentage Yield Earned	0.02%
Days in Statement Cycle	30
Interest and/or Reward Paid	\$3.31
Interest Paid this Statement Cycle	\$3.31
Interest Paid Year-to-Date	\$19.97

Other Credits

Date	Description	Amount
06/30/2022	INT PMT SYS-GEN	\$3.31

 EQUAL HOUSING
LENDER NMLS #458732

Member FDIC

Water, Fire, Recreation, Roads, Finance, and Communications – July 2022

General:

Reminder: Board Elections 2022 – upcoming Board elections are scheduled for **November 8, 2022**. We have three seats open this year. Candidate nomination filing dates are as follows:

July 18th thru August 12th - Nomination filing period for all candidates. Incumbents must file during this period.

August 13th thru August 17th - If an incumbent does not file by Aug. 12th an extension of the nomination filing period opens for all candidates other than the incumbent.

I have posted required noticing at three billboards where the community usually views publicly posted announcements.

Covid-19 – coronavirus infection rates and hospitalization rates are again peaking in the bay area, and for the first time, I am hearing reports of many cases in Muir Beach. Indoor masking is still only recommended for the most part. The CSD Board can still continue to hold remote meetings by 'zoom' under Assembly Bill AB 361 using 30-day extensions if needed out of an abundance of caution to allow for the highest attendance until the Board feels it is comfortably safe to resume in-person meetings.

LAFCo – commission approved the various Municipal Service Reviews (MSR), including the MBCSD, at their June 9, 2022 meeting. It is currently still in a draft version, but once finalized, I will post the MBCSD MSR 2022 on our website. LAFCo will hold an in-person MSR Workshop on 7/27/22 from 9 – 12pm for all agencies.

Water:

Redwood Creek Stream Monitoring – stream flows now around .3 cu.ft. per second of discharge and height around .39 ft. – which is about average for mid-June. We will start creek monitoring when discharge levels fall below .3cu.ft. and height is less than .1 ft.

Banducci Water Main – we are replacing a section of water main that feeds the Banducci Ranch due to its age.

Fire:

Firehouse – Fire Chief Chris Gove obtained three bids for the new firehouse grading and earthwork. The Board approved the Rodas Brother Construction bid at the 6/22/22 meeting to be paid for from a grant from the MBVFA.

Fire Barn – continuing to coordinate the renewal of the Fire Barn 2-year lease. The NPS is requiring that the CSD carry insurance on the building. Our insurance company has agreed with 80% co-insurance and their own evaluation.

Fire Insurance – the VFIS (general and liability) insurance policy has been renewed and proof of insurance cards distributed to the fire department.

Recreation:

MB Community Center – the installation of the 'flying ember-proof stainless steel mesh/netting' with lattice support under the MBCC main deck is complete. Also, the CC siding has been cleaned and a weatherproofing clear protection coat has been applied to CC redwood siding, decks, railings and deck ceiling beams. Both are Measure A projects.

Prop 68 Per Capita Recreation grant – the building permit process continues with the County requesting additional modifications and submittals. We have now received three bids from Rodas Brothers, Machado Bros (associate of Pemintel) and a revised estimate from Schwartz and Assoc. Two of the three bids were beyond the funding available for the project being provided by the grant, including the matching donations, so the third estimate from Schwartz and Associates is making some recommended changes that may make the project less expensive to build. Our structural engineer has also recommended one additional construction company who may provide an additional bid based on the design plans that are currently submitted to the County.

MB Community Center Facilitators – we are still looking for a few more rental facilitators, as our current group is not always available on needed dates, so we need to throw the net a bit wider to find a few more perhaps locally recommended people from outside the community to be able to accommodate all requested rentals.

Measure A – with the passing of the ballot measure to extend the Measure A, the County is in the process of renewing all of the previous recipient agreements. Now, with many of the more urgent safety projects completed at the MBCC, the focus for Measure A funds can be on parks and trails or could possibly help supplement the MBCC parking project.

Parks and Trails – the Upper Park trail improvement plan is now on hold until spring rains soften the soils again to make vegetation removal and dirt work easier. Measure A workplan currently includes lower Sunset to Cove Lane trail restoration and stairs.

Roads:

Charlotte's Way – the Board will discuss the most recent water leak on Charlotte's Way at this upcoming meeting.

Communications:

Website – I have started preparing to update the financial page with FY21-22 final data. I will wait until after the November 8 Board elections to update missing or new bios and photos on the Elected Officials and staff page. Then, as always, continuing to update pages and post routine documents on the website.

Muir Beach Directory – now current thru 7/22/22 and will continue to post every new updated version on the district website 'Contact and Links' page.

Finance:

Audits – Worker's Compensation annual payroll reconciliation is complete and the Marin County quarterly loan audit submitted. We are beginning the process for the district FY21-22 annual audit – engagement letter has been signed with R.J.Ricciardi, Inc. who is the same auditor as previous years.

Budget – will present the slightly revised final draft-budget at the July Board meeting for final approval. Water revenues were adjusted down based on final complete actuals from FY 21-22. Total water service revenues were down in FY21-22 from the previous year by 11% due to water usage being down by 21%, and as water conservation efforts are likely to continue due to the drought, FY22-23 projected water revenues were adjusted down to reflect this trending water usage pattern.

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 and cash reserves are restored.

Insurance – continuing to research NPS lease request that the CSD carry \$500,000 in property insurance on the Fire Barn. Insurance company says they can insure as long as the NPS doesn't carry separate insurance and with an 80% co-insurance requirement. The insurance company is doing their own property value assessment – NPS will need to review.

District Office Business – visitors are welcome to drop by the MB office – masking optional but preferred. 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



MUIR BEACH COMMUNITY SERVICES DISTRICT

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

Draft-Budget

Fiscal Year 2022/2023

Draft-Version for July 27, 2022 Board Meeting

The proposed FY22/23 Draft-Budget is being presented to the MBCSD Board for final approval with the expectation for some input and comment. It is a conservative budget that meets all State mandatory minimum requirements including State Proposition 218, along with all CA Constitutional requirements for Water Operations, and is based on sound accounting principles and practices. It has been developed as a framework to achieve the MBCSD goals and objectives, both present and future, within the constraints of revenue sources and strategic planning with little to no margin for unexpected expenses or capital expenditures.

The July 27, 2022 final version of the FY22/23 Draft-Budget is projected to have year-end unrestricted funds of \$(116,199) after making the last annual Marin County Treasurer debt payment of \$107,080. This ending cash deficit is the result of unexpected expenditures in the later part of FY21/22 rather than overspending in the proposed FY22/23 Budget. The Board already approved on 6/22/22 a \$110,000, six-month, 0% interest, short-term interfund loan from the restricted Water Fund Lower Tank Reserve to cover the General Fund shortfall until property revenues can replenish the unassigned cash balances used for daily operations.

The Water Department budget has a mandatory revenue increase of 5% based on the San Francisco- Oakland- San Jose April 2022 CPI rate for the last twelve months as required by the 2019-1 MBCSD Water Rate Ordinance. As a result, total projected water service fee revenue should increase by approximately \$7,921 for this coming year, but due to customer water conservation efforts, overall water service fee revenues actually fell last year by \$(19,615), leaving an approximate \$(13,877) shortfall from projected FY21-22 revenues, which, if conservation trends continue, will result in an overall projected \$(12,995) short-fall in water service revenues for FY22-23 even with the CPI rate increase. Projected restricted Water Capital Reserves will increase by \$74,835 without any additional capital spending.

The Fire Department Fire Tax will also benefit from the 5% CPI increase. The Fire Dept will continue to benefit from various grant funding programs, for both vegetation management and the Fire Chief stipend, along with an estimated increase in Fire Reserves from \$322,314 to \$355,281 without any capital spending.

Recreational capital spending will stay within a strict Measure A planning budget along with Prop 68 Per Capita Project grant. MBCC rental income is being budgeted at 50% of the pre-pandemic years at \$6,000 which will not cover the \$(34,689) in deficit spending for recreational activities and events. Rental income normally supplements the recreational activities by about 25-30% in prior non-Covid pandemic years.

Please note:

- This is the third and last viewing of the FY22/23 Draft-Budget for comment and Final Board approval.
- Final FY22/23 Draft-Budget includes the complete FY21-22 June actuals with some changes to budget amounts and balances that were modified to more closely reflect this coming year's revenues and expenses.

General - Revenue and Expenses - 40% of Specific Expenses* Apportioned To Water Department Only							
			Jul2020-June2021		Jul2021-Jun2022		
Gen Revenue	Category		FY20/21 Budget	FY20/21 Actual	FY21/22 Budget	FY21/22 Actual	FY22/23 Budget
	Property Taxes (Unassigned)		125,000	125,276	127,000	130,619	131,500
	Excess ERAF (Unassigned)		90,000	92,228	92,000	111,669	100,000
	Grants/Donation (unassigned)			2,000			
	Interest Income (Unassigned)		80	40	40	40	40
	Other Income (Unassigned)			601		100	
	Gen Revenue Total:		215,080	220,145	219,040	242,428	231,540
Gen Expense	Category		FY20/21 Budget	FY20/21 Actual	FY21/22 Budget	FY21/22 Actual	FY22/23 Budget
	Audit (includes fees+bookkeeping)	F	10,000	9,198	9,200	9,452	9,500
	Bank & Credit Card Fees (District)	F	-		-		-
	Bookkeeping	F	15,000	13,532	15,000	13,133	15,000
	Dues & Memberships	F	2,000	1,586	1,600	1,665	1,700
	Insurance: Health (DM)	F	9,300	9,561	9,800	10,093	10,100
	Insurance: (Blanket+Gen Lb+Umb)	F	4,550	5,225	5,300	5,453	5,500
	Insurance: WComp (Board)	F	90	76	80	105	110
	Insurance: WComp (DM)	F	1,400	1,003	1,100	1,567	1,580
	Interest Expense (loan)		10,500	10,500	7,120	7,120	3,621
	Legal Fees	V	9,200	7,646	2,500	186	1,000
	Meetings (inc minutes)	F	3,800	6,195	3,500	2,430	3,500
	Office & Postage	F	2,000	1,414	1,500	2,070	2,500
	Other Operating	V	500	282	500	142	300
	Payroll: Salary (DM)	F	72,000	72,500	78,000	78,680	82,000
	Payroll: Employer Taxes (DM)	F	5,510	5,546	5,967	6,019	6,273
	Payroll Service: Fees	F	2,100	1,837	1,800	1,843	1,800
	Permits & Fees (election year)	F	3,000	2,331	2,350	1,832	2,500
	Repair & Maint (non-department)	V	1,000	-	500		500
	Tree Management Program	F	6,000	-	6,000	5,250	6,000
	Supplies: (non-water)	V	100	26	50		50
	Utilities: Telephone (RingCentral)	F	250	399	400	398	400
	Website, Internet & Doc Mangmt	F	900	1,330	700	399	500
	Gen Exp Total:		159,200	150,187	152,967	147,837	154,434
Gen Balance (Prior to Dept Allocations) :			55,880	69,958	66,073	94,591	77,106
	Gen (Dept Allocations):		42,804	43,434	44,627	45,021	47,101
Gen Balance (After Dept Allocations) :			98,684	113,392	110,700	139,612	124,207
Loan Payment Princ (Marin County 12/5/19 -3/yr)			(96,580)		(99,960)	(99,960)	(103,460)
Gen Balance (After Loan Payment) :			2,104	113,392	10,740	39,652	20,747
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						
			Jul2020-June2021		Jul2021-Jun2022	
Fire Revenue	Category	FY20/21 Budget	FY20/21 Actual	FY21/22 Budget	FY21/22 Actual	FY22/23 Budget
	Special Parcel Tax for Fire	37,570	37,772	R 39,342	39,106	R 41,308
	Grants/Donations for Fire (Misc)	20,000	1,000		200	
	Grants for Fire (Measure C)	11,000	11,524	11,500	9,039	12,000
	Grants for Fire (Measure W)	26,000	28,578	R 26,000	65,790	R 50,000
	Grants for Fire (VFA Firehouse) CE		25,000	A		A 50,000
	Grants for Fire (West Marin)	8,400	8,400	R 8,400	8,400	R 8,400
	Fire Operations incl Cap Imp Rev:	102,970	112,274	85,242	122,535	161,708
	Deduct Cap Imp Revenue:	-	(25,000)	-	-	(50,000)
	Fire Operations Revenue:	102,970	87,274	85,242	122,535	111,708
Fire Expense	Category	FY20/21 Budget	FY20/21 Actual	FY21/22 Budget	FY21/22 Actual	FY22/23 Budget
	Dedicated Expenses:					
	Emergency Preparedness	2,000	-	500		2,500
	Membership Dues/Fees	300	316	320	326	330
	Fire Equipment & Tools	7,000	8,939	8,000	14,439	10,000
	Fire Training/Certification	4,000	1,667	2,000	2,077	2,100
	Fire Truck: Maint/Repairs	6,000	169	10,000	4,398	8,000
	Grant Spending (Measure C)	14,420	-	11,000	5,250	9,000
	Insurance: VFIS	-		5,700	5,695	5,611
	Insurance: WComp	2,600	2,395	2,500	3,358	2,500
	Legal Fees	500	-	500	-	500
	Pay: Stipend (FC)(Measure W)			27,500	27,500	30,000
	Payroll: Salary (FC)			2,500	2,500	-
	Payroll: Employer Taxes (FC)	-		190	191	1,800
	Other Operating (Fire)	1,800	1,073	1,200	2,219	1,500
	Supplies: Medical	1,200	592	1,000	278	1,000
	Supplies: Sta wear/Turnouts/Other	1,000	1,746	2,000	3,136	3,000
	Utilities: Electric	300	262	270	277	300
	Utilities: Phone, Radio	1,800	1,138	1,150	1,435	600
	Dedicated Expense Sub-Total:	42,920	18,297	76,330	73,079	78,741
	Fire Operations Expense Total:	42,920	18,297	76,330	73,079	78,741
	Fire Ops Balance (Restricted Revenue):	60,050	68,977	8,912	49,456	32,967

Recreation Department						
			Jul2020-June2021		Jul2021-Jun2022	
Rec Revenue	Category	FY20/21 Budget	FY20/21 Actual	FY21/22 Budget	FY21/22 Actual	FY22/23 Budget
	Community Center Classes	1,080		A 600		A
	Community Center Functions +(XF)	1,400		A 1,000	1,000	A 1,000
	Donations and Grants for Rec		28,318			177,952
	Measure A Tax	17,495	37,517	R 37,442	23,308	R 16,393
	Rentals	6,000				6,000
	Rec Operations Revenue Total:	25,975	65,835	39,042	24,308	201,345
	Rec Ops non-Measure A Total:	8,480	28,318	1,600	1,000	184,952
Rec Expense	Category	FY20/21 Budget	FY20/21 Actual	FY21/22 Budget	FY21/22 Actual	FY22/23 Budget
	Dedicated Expenses:					
	Community Center Classes	900		A		A
	Community Center Functions	8,200	465	A 8,200	2,850	A 8,000
	Grant Spending (Rec)	-	1,020	25,668	37,404	177,952
	Insurance: Wcomp (Rec)	1,050	816	173	280	600
	Legal Fees (Rec)	-	-	-	-	-
	Measure A Projects	17,495	37,104	R 37,442	10,843	R 16,393
	Other Operating	200	-	100		100
	Pay (Maintenance Sub-Contractors)		3,600	11,400	11,250	11,400
	Payroll (Rec)	15,000	12,476	8,600	8,367	7,500
	Payroll Employer Taxes (Rec)	1,200	954	658	586	574
	Rental coordinator			3,250	1,400	4,200
	Rental Expense (CC)	400	-	500		500
	Repairs & Maintenance (Rec)	1,000	1,434	1,500	689	1,500
	Trails Maintenance (budget)	3,000	1,750	3,000	3,828	1,800
	Supplies (Rec)	1,000	97	1,000	616	500
	Utilities: Elec (Rec)	800	672	800	735	800
	Utilities: Phone (Rec - Ooma)	60	82	65	64	65
	Utilities: Propane (Rec)	300	110	150	70	150
	Utilities: Refuse (Rec)	1,000	1,156	1,200	1,417	1,800
	Dedicated Expense Sub-Total:	51,605	61,736	103,706	80,399	233,834
	Non-Measure A Expense Total:	34,110	24,632	86,211	69,556	217,441
	Rec Ops Balance (Including Restricted Revenue):	(25,630)	4,099	(64,664)	(56,091)	(32,489)
	Rec Ops Balance (non-Measure A):	(25,630)	3,686	(84,611)	(68,556)	(32,489)
FY20/21	Capital Spending:					
	Measure A: CC Deck Roof Panels	(8,000)	(7,063.00)			
	Measure A: CC Upper Deck	(14,700)	(14,683.00)			
	Measure A: CC Upper Side Deck	(5,000)	(7,153.00)			
	Measure A: CC Stonewall	(6,000)	(5,279.00)			
	Measure A: Volleyball Court Rpr	-	(2,926.00)			
	Total Capital Spending:	(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)	10,843	
	Measure A: Trail Improvements-UP			(14,000)		
	Total Capital Spending:			(37,000)	10,843	
FY22/23	Measure A: Trail Improvements-S-C					(19,000)
	Prop 68 Grant: CC Parking Project					(192,952)
	Total Capital Spending:					(211,952)

Roads Department						
			Jul2020-June2021		Jul2021-June2022	
Roads Revenue	Category	FY20/21 Budget	FY20/21 Actual	FY21/22 Budget	FY21/22 Actual	FY22/23 Budget
	Fees for Roads					
	Donations for Roads					
	Grants for Roads					
	Loans for Roads (Marin County)					
	Roads Operations Revenue Total:	-	-	-		-
Roads Expense	Category	FY20/21 Budget	FY20/21 Actual	FY21/22 Budget	FY21/22 Actual	FY22/23 Budget
	Dedicated Expenses:					
	Compromise Agreement (Roads)	-			38,000	
	Insurance: Wcomp (Roads)	155	118	-		-
	Legal Fees (Roads)	-			8,670	1,000
	Other Operating (Roads)	-				
	Pay (Maintenance Sub-Contractors)			1,000	450	
	Payroll (Roads)	4,000	2,556	-	488	
	Payroll Employer Taxes (Roads)	310	196	-	37	
	Repairs & Maint (Gen Exp/Roads)	15,000	5,336	10,000	5,755	10,000
	Supplies (Roads)	100	95			
	Dedicated Expense Sub-Total:	19,565	8,301	11,000	53,400	11,000
	Roads Operations Expense Total:	19,565	8,301	11,000	53,400	11,000
	Roads Ops Balance (Unassigned Revenue):	(19,565)	(8,301)	(11,000)	(53,400)	(11,000)
	Capital Spending:					
	Sunset Way Project	(52,882)	(33,305)	(40,000)	(170,022)	1,800
	Charlotte's Way Contribution				(38,000)	
	Total Capital Spending:	(52,882)	(33,305)	(40,000)	(208,022)	1,800

Water Department						
			Jul2020-June2021		Jul2021-June2022	
Water Revenue	Category	FY20/21 Budget	FY20/21 Actual	FY21/22 Budget	FY21/22 Actual	FY22/23 Budget
	Water Service Fee Revenue	fv 174,000	187,315	A 180,600	151,679	159,600
	Water Conservation Discount	(52,500)	(56,589)	(54,500)	(47,117)	(49,500)
	Meter Reading Fee + Bookkpg	F 7,660	7,442	A 7,860	7,745	8,260
	Water Service Revenue (Misc)	V 500	2,030	A 500	8,276	2,000
	Water Service Fee Net Revenue	129,660	140,198	134,460	120,583	120,360
	Water Cap Impr (Meter Charge)	F 68,660	69,272	A 71,270	72,242	74,835
	Connection Fees	V 6,500		6,500	6,500	
	Grants/Donations/Loans (Water)	V	6,000			-
		V -		-		-
	Water Revenue incl Meter Chrg:	fv 204,820	215,470	212,230	199,325	195,195
	Move Meter Charge to Reserves:	F (68,660)	(69,272)	(71,270)	(72,242)	(74,835)
	Water Operations Revenue:	136,160	146,198	140,960	127,083	120,360
	Total Cap Imp (Meter Charge):	68,660	69,272	71,270	72,242	74,835
	Water CIP (PE Reserves):	28,660	29,272	31,270	32,242	34,835
	Water Cap (LT Reserves):	40,000	40,000	40,000	40,000	40,000
Water Expense	Category	FY20/21 Budget	FY20/21 Actual	FY21/22 Budget	FY21/22 Actual	FY22/23 Budget
	Gen Exp (40% Specific*) Sub-Total:	F 42,804	43,434	44,627	45,021	47,101
	Dedicated Expenses:					
	Bank Credit Card Fees (Customer)	V 5,150	4,836	5,150	4,259	4,500
	Bookkeeping (Water)	V 5,000	4,930	5,460	4,905	5,860
	Debt (Due to DT-10 years/no int)		-	3,350		1,000
	Debt (Due to GF-20 years/no int)	2,600	-	2,600		2,600
	Dues & Memberships (Water)	F 450	443	450	465	475
	Grant Spending	V -	6,000			
	Insurance (Water-G Liab+ % Umb)	F 2,300	2,444	2,500	2,726	3,000
	Insurance: Wcomp (Water)	F 1,310	1,165	1,000	1,576	1,600
	Legal Fees (Water)	V 1,000	-	1,000		1,000
	Other Operating (Water)	V 500	16	500	217	500
	Pay (Water Sub-Contractors)	V -	-	700		
	Payroll (Compromise - WM)	F 5,000	5,000	5,000	5,000	-
	Payroll (Other Water Salaries)	F 1,100	220	-		
	Payroll (Water Team)	F 29,400	29,307	29,400	28,791	29,400
	Payroll Employer Taxes (Water)	F 2,340	2,259	2,249	2,203	2,249
	Permits & Fees (Water)	F 1,370	1,366	1,370	1,647	1,650
	Repairs & Maintenance (Water)	V 21,000	14,034	15,000	4,970	10,000
	Testing (Water) full panel yr	V 2,800	2,305	2,500	3,063	6,000
	Treatment (Water)	V 4,500	3,434	5,000	4,678	5,000
	Utilities: Elec (Water)	V 13,300	11,730	12,100	10,329	11,000
	Utilities: Tel (Ooma)	F 370	360	380	394	420
	Dedicated Expense Sub-Total:	99,490	89,849	95,709	75,223	86,254
	Water Operations Expense Total:	142,294	133,283	140,336	120,244	133,355
	Water Conservation Reserve (Beginning Balance):	52,500	52,500	54,500	54,500	49,500
	Water Conservation Discount (Balance to Reserve):	(52,500)	(56,589)	(54,500)	(47,117)	(49,500)
	Water Conservation Reserve (Ending Balance):	-	(4,089)	-	7,383	-
	Water Ops Balance (Assigned Revenue):	(6,134)	12,915	625	6,839	(12,995)
	Water Capital Improvement (Balance to Reserves):	68,660	69,272	71,270	72,242	74,835
	Water Capital Improvement Beg Balance (Reserves):	36,687	36,687	81,469	81,469	153,711
	Water Capital Improvement (SWP) Spending:	(213,326)				-
	Water Capital Improvement (GL) Spending:		(13,828)			-
	Water Capital Improvement (Well Pump) Spending:	(11,000)	(10,934)			-
	Water Capital Improvement (Other) Spending:					
	Loan Payment (DT 5-2020/ \$16,750 / 10yr/0% int):				-	
	Water Capital Improvement End Bal (Reserves):	(118,979)	81,197	152,739	153,711	228,546
Notes: FY22/23	Meter Reading charge \$2400 + Water bookkeeping \$5860 = \$8260					

MUIR BEACH CSD 2022/23 FULL YEAR CASH PROJECTIONS								
		FY22/23 Budget				Total		
		Fire	Recreation	Roads	General	Govt Svc	Water	Total
Beginning Cash Balance	as of 6/30/22	\$ 322,314		\$ -	\$ 193,737	\$ 516,051	\$ (43,853)	\$ 472,198
Sources of Income								
	Income		\$ 7,000	\$ -	\$ 40	\$ 7,040	\$ 120,360	\$ 127,400
	Expenses	\$ (78,741)	\$ (39,489)	\$ (11,000)	\$ (107,333)	\$ (236,563)	\$ (86,254)	\$ (322,817)
	Overhead Allocation from Gen.						(47,101)	(47,101)
	Net Income from Operations	\$ (78,741)	\$ (32,489)	\$ (11,000)	\$ (107,293)	\$ (229,523)	\$ (12,995)	\$ (242,518)
	Depreciation	\$ -	\$ -	\$ -		\$ -		\$ -
	Non-Cash Transactions	\$ -	\$ -	\$ -		\$ -		\$ -
	Tax/Fee Initiatives	\$ 41,308	\$ 16,393	\$ -	231,500	\$ 289,201		\$ 289,201
	Grants	\$ 120,400	\$ 177,952	\$ -	-	\$ 298,352		\$ 298,352
	Other (WCI reserve)	\$ -					74,835	\$ 74,835
	Total Sources	\$ 82,967	\$ 161,856	\$ (11,000)	\$ 124,207	\$ 358,030	\$ 61,840	\$ 419,870
Uses of Income								
	Capital Expenditures	\$ (50,000)	\$ (194,345)	\$ (1,800)		\$ (246,145)		\$ (246,145)
	Transfer of Water Funds to WCI	\$ -		\$ -			(74,835)	\$ (74,835)
	County Loan Payment (12/5/2019)	\$ -	\$ -	\$ -	\$ (103,460)	\$ (103,460)		\$ (103,460)
	Total Uses	\$ (50,000)	\$ (194,345)	\$ (1,800)	\$ (103,460)	\$ (349,605)		\$ (424,440)
Change in Cash Flow from Operations		\$ 32,967	\$ (32,489)	\$ (12,800)	\$ 20,747	\$ 8,425	\$ (12,995)	\$ (4,570)
Ending Cash Balance	(projected 6/30/23)	\$ 355,281	\$ (32,489)	\$ (12,800)	\$ 214,484	\$ 524,476	\$ (56,848)	\$ 467,628
Net Operating Income/Loss from Water Dept								
	WCI - Beginning Cash Balance 6/30/22						\$ 153,711	
	Funds moved into WCI Fund						\$ 74,835	
	WCI - Loan payments						\$ -	
	Capital Expenditures							
WCI Cash Balance	(projected 6/30/23)						\$ 228,546	
Amount Owed to Government Svc (2022/2023 only)							\$ (43,853)	
	Debt payment						\$ 2,600	
	Net Operating Income/Loss						\$ (12,995)	
	Projected Debt Balance 6/30/23						\$ (54,248)	
1. Capital Expenditures:	A. Measure A: \$16,393							
	B. Prop 68 Rec Donations \$15000							
	C. Prop 68 Rec Project \$177,952							
	D. Loan Payment \$103,460							
2. Restricted Funds	Projected Balance 6/30/23	\$ 355,281					\$ 228,546	\$ 583,827
3. Assigned Funds	Projected Balance 6/30/23						\$ (54,248)	\$ (54,248)
4. Unrestricted Funds	Projected Balance 6/30/23							\$ (116,199)
5. Inter-depart Loan	Effective 7/1/2022							\$ 110,000
6. Unrestricted Deficit	Projected Cashflow Balance (not covered)							\$ (6,199)