

1                                   **MUIR BEACH COMMUNITY SERVICES DISTRICT**  
2                                   **MINUTES OF THE BOARD OF DIRECTORS' MEETING**  
3                                   **HELD ON WEDNESDAY, JANUARY 26, 2005**

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7                                   **CALL TO ORDER**  
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9                                   President Hills called the regular meeting of the Muir Beach Community Services District  
10                                   Board of Directors to order at 7:17 pm on Wednesday, January 26, 2005.  
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12                                   **ROLL CALL**  
13

14                                   PRESENT: DIRECTORS: Hills, Ostroff, Shaffer, Kamradt, Rudnick  
15                                   PRESENT: OFFICIALS: Secretary/Treasurer Mullin  
16

17                                   **REGULAR AGENDA**  
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19                                   **I. Review and consideration of the January 26, 2005 Agenda:**  
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21                                   Secretary Mullin informed the Board that the minutes indicated under item VIII on the  
22                                   agenda were approved at the December 8, 2004 meeting. The minutes of the December 8  
23                                   meeting should be included in tonight's agenda.  
24

25                                   MOTION: To approve the Agenda as amended.  
26                                   Moved: Shaffer, seconded by Ostroff  
27                                   Vote: AYES: Unanimous  
28

29                                   **II. National Park Service:**  
30

31                                   Paul Bignardi reported on the December 15 public meeting in Sausalito which covered the  
32                                   new CTMP alternatives. The public's general response to the alternatives was that they were  
33                                   unacceptable. The Park Service will stop holding public meetings until the new County  
34                                   supervisor takes office, but the process that's been used in the past will probably not be used  
35                                   in the future. Good information has been gathered – much on what the public is in support  
36                                   of. Additional study work may be needed. The Big Lagoon Project will continue as its own  
37                                   project. Whatever CTMP becomes, it will inherit decisions made for the Big Lagoon Project.  
38                                   Parking lot size is secondary to restoration. They are not going forward to the Environmental  
39                                   Impact Review. Paul would like a representative to attend Board meetings often as a way to  
40                                   keep in touch with the community. The Board let him know they are happy to have him  
41                                   attend. He encouraged residents to talk informally amongst themselves and when the time  
42                                   comes, be ready to speak again.  
43

44                                   Director Kamradt arrived during Paul's presentation. At this point, President Hills turned the  
45                                   meeting over to her as incoming President.

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2 **III. Fire Department, Emergency Disaster Committee:**  
3

4 Chief Sward reported. The BBQ planning dinner will be held on February 12.  
5

6 Gerry Pearlman is working on an agreement with the National Park Service for Fire  
7 Department use of the fire barn. John John has only seen the preliminary agreement and did  
8 not see the attachment which lays out the specifics of the agreement. It appeared to address  
9 only the fire barn, not the other structures, although the Fire Department would like to use the  
10 house for training. The agreement would be for five years, to be reviewed each year.  
11

12 Fire Department training is going well. The Department will perform an evaluation of the  
13 Pelican Inn next month, which is one of the major exposures in the community.  
14

15 Director Hills mentioned that there are WUI funds remaining that must be utilized before  
16 March 1. Alex Naar is communicating with Kent Julian of Marin County Fire to determine if  
17 the funds can be used to purchase a bobcat. Other options include servicing the chipper and  
18 purchasing replacement blades, as well as purchasing a new log splitter. It might be possible  
19 to get an extension of time to use the funds.  
20

21 A grant will be submitted at the end of this month for the purchase of wildland gear. The  
22 grant is available to communities with populations of less than 10,000.  
23

24 **IV. Bills to be paid:**  
25

26 MOTION: To approve the November report as submitted including a total of \$16,245.66 in  
27 General Fund expenditures, \$1,000.00 in Water Capital Improvement Fund  
28 expenditures, and \$450.90 in checks issued from the trust funds, for a total of  
29 \$17,696.56 in warrants issued.

30 Moved: Shaffer, seconded by Hills

31 Vote: AYES: Unanimous  
32

33 MOTION: To approve the December report as submitted including a total of \$29,166.41 in  
34 General Fund expenditures, \$1,000.00 in Water Capital Improvement Fund  
35 expenditures, and \$871.31 in checks issued from the trust funds, for a total of  
36 \$31,037.72 in warrants issued.

37 Moved: Shaffer, seconded by Hills

38 Vote: AYES: Unanimous

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2 **V. General Manager’s Report:**  
3

4 **A. Administration:**  
5

6 Administrative activities have been normal and no specific items currently require  
7 Board consideration. However, the District has been notified that the State Legislature  
8 has passed another taking of tax funds from counties, cities, and special districts. To  
9 date, the County Auditor’s office has not notified us of the amount of the take.  
10

11 **B. Recreation:**  
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13 There are no special recreation projects currently underway.  
14

15 **C. Roads and easements:**  
16

17 Resident Tom Crawford was notified by letter of the Board’s request that his engineer  
18 specifically address their concerns regarding his property’s septic system as it relates to  
19 his illegal excavation and retaining wall. To date, no response has been received. Mr.  
20 Crawford’s original engineer’s report made no mention of any leach field issues. He  
21 represented to Director Hills that Paul Pospisil of Questa Engineering stated there was  
22 no risk of effluent runoff. Paul subsequently denied this in a later conversation with  
23 Director Hills.  
24

25 A lengthy and comprehensive Board discussion ensued which involved wanting to  
26 allow Mr. Crawford every opportunity to do the right thing, while also addressing this  
27 potentially severe problem in a timely manner. It was decided that Director Hills would  
28 contact Phil Smith, the head of Environmental Health, and ask that he give the Board  
29 guidance on this.  
30

31 Director Hills had contacted Mr. Crawford prior to this meeting suggesting that he  
32 attend.  
33

34 **D. Water operations:**  
35

36 Coliform tests taken during the month of December were free of contaminants.  
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38 **E. Water Capital Improvements:**  
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40 The County cancelled the March election in Muir Beach. Meetings should be  
41 scheduled soon to present the tax measure extension in the event of a June election.

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**VI. Public open time:**

President Kamradt stated that she had previously asked the General Manager to send the final draft for the Adaptive Management Plan to TAC. She would like to formally ask that it be sent and request that TAC review it.

**VII. Review of minutes:**

MOTION: To approve the draft minutes of the December 8, 2004 Board of Directors' meeting as submitted.

Moved: Shaffer, seconded by Ostroff

Vote: AYES: Kamradt, Ostroff, Hills, Shaffer  
ABSTAINED: Rudnick

**VIII. Next meeting date:**

Some Board members would like to adopt a bi-monthly meeting schedule. The discussion that followed included the following ideas: Holding special purpose meetings (reserve the date and hold the meeting if there is something to discuss); abbreviated meetings (no water report, no financials); evaluating the need at each Board meeting. No decisions were made.

The next meeting date is scheduled for Wednesday, February 23, 2005.

The meeting was adjourned at 8:41 pm.

These minutes were approved by the Muir Beach Community Services District Board of Directors, during their meeting on \_\_\_\_\_.

\_\_\_\_\_  
Deborah Kamradt, Board President

\_\_\_\_\_  
Sharon Mullin, Secretary