



# 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, August 2, 2017 7:00 PM

Muir Beach Community Center

19 Seacape Drive

Muir Beach, CA 94965

*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.*

<b>7:00pm</b>	<b>Item 1: Call to Order</b>
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Board: Gary Friedman (President), Victoria Hamilton-Rivers (Vice President), Lynda Grose (Director), Paul Jeschke (Director), Peter Lambert (Director)  
Staff: Mary Halley and Mike DeGroot (District Managers), Chris Gove (Fire Chief)

<b>7:03pm</b>	<b>Item 2: Agenda</b>	<b>Adopt</b>
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<b>7:05pm</b>	<b>Item 3: Consent Calendar</b>	<b>Consider Adoption</b>
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*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 later in the meeting (under Items Removed from the Consent Calendar).*

- A. Approval of Draft Minutes from Regular Board Meeting of 07/05/17.
- B. Acknowledgement of receipt of the Financial Report dated 06/30/17.

<b>7:10 pm</b>	<b>Item 4: District Managers' Report</b>	<b>Discuss &amp; Direct</b>
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Co-DM Mary Halley and Mike DeGroot will present the report.

<b>7:30 pm</b>	<b>Item 5: Draft Water Rate Increase Resolution</b>	<b>Discussion</b>
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Board will discuss the draft Resolution of Water Rate Increases that was voted on at the July 5, 2017 Regular Board meeting.

This item will be for Board discussion only. Per the Notice of Public Hearing that was mailed on July 21, 2017, all Public comments must be submitted in writing prior to the September 5, 2017 Board meeting.

<b>8:00 pm</b>	<b>Item 6: Draft MBCSD Procurement Policies &amp; Procedures</b>	<b>Discuss &amp; Approve</b>
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Board will discuss procurement and policies procedures.

In an effort to comply with the procurement regulations set forth by State of California Public Works Contracting Codes (sections 20161 and 20162), the California Office of Emergency Services regulations (section 3400) and FEMA Procurement Guidelines (2 C.F.R. Part 200); the Muir Beach Community Services District (MBCSD) should adopt policies and procedures for public works projects and procurement.

This MBCSD Procurement Policies and Procedures document provides general guidelines and procedures to meet State and Federal Public Works regulations and best practices.

<b>8:10 pm</b>	<b>Item 7: Senator Mike McGuire’s “West Marin Working Group on Community Life and Tourism”</b>	<b>Discussion</b>
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Discussion of findings and recommendations about parking at Muir Beach from the Working Group meetings.

<b>8:25 pm</b>	<b>Item 8: Change of the October Regular Meeting Date</b>	<b>Discuss &amp; Direct</b>
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Due to anticipated Board Director(s) absences on the regularly scheduled October meeting, a change of meeting date will be discussed. Without a change in the date, there will not be a quorum present for the regularly scheduled October meeting.

<b>8:35 pm</b>	<b>Item 9: Fire Department</b>	<b>Confirmation</b>
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Fire Chief, Chris Gove will present his report.

<b>8:45 pm</b>	<b>Item 10: Committee Reports</b>	<b>Confirmation</b>
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Background: Over the years, Ad Hoc Committees were formed to allow community members to share their expertise and have their voices heard on various community issues. Benefits are numerous: Ad Hoc Committee Members can participate actively through research, provide in-depth reflections and discussions with their group that a Board meeting wouldn’t be able to schedule. The Ad Hoc Committees share their conclusions and make recommendations to the Board. Please consider joining a committee that matches your expertise.

The following committees may give progress updates to the Board:

- a. Ad Hoc Committee on Sunset Way Project – Silva/Hamilton-Rivers
- b. Ad Hoc Committee on Spindrift Neighbor Issues –Grose/Friedman
- c. Ad Hoc Committee on Community Skills Inventory – Grose
- d. Ad Hoc Committee on Water Education – Grose

- e. Ad Hoc Committee on Audits – Lambert
- f. Ad Hoc Committee on Current Personnel Matters – Lavine
- g. Ad Hoc Committee on Fire Facilities – Rauh/Lambert
- h. Ad Hoc Committee on Grants & Financing – John Murray/ Don Cohon
- i. Ad Hoc Committee on Trails – Mackenzie
- j. Ad Hoc Committee on Community Center – Jeschke

<b>9:00 pm</b>	<b>Item 11: Accept the Final Report of the Current Personnel Matters Committee and to Terminate the Committee</b>	<b>Approve</b>
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With submission and acceptance of the final report from the Current Personnel Matters Committee, their work has been completed. Board will terminate the Committee and remove it from the list of Ad Hoc Committees.

<b>9:10 pm</b>	<b>Item 12: Public Open Time</b>	<b>Brief Responses</b>
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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.

<b>9:25pm</b>	<b>Item 13: Recognitions &amp; Board Member Items</b>	<b>Review</b>
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Board recognitions and pending events of interest to the community.

<b>9:35 pm</b>	<b>Item 14: Request for Future Meeting Agenda</b>	<b>Review</b>
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Requests to the District Manager for future agenda items by the board and/or the public.

<b>9:45 pm</b>	<b>Item 15: Items removed from consent calendar</b>	<b>Review</b>
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Items moved from the Consent Calendar to the Regular Agenda, if any.

<b>9:55 pm</b>	<b>Item 16: Adjournment</b>	<b>Approve</b>
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