

1 **MUIR BEACH COMMUNITY SERVICES DISTRICT**
2 Minutes of the Board of Directors' meeting held on
3 Wednesday, Thursday, July 28, 2021
4

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6 **OFFICIAL MINUTES ONLY UPON APPROVAL**
7

8 Prior to approval of these minutes by the Board of Directors in a public meeting, these minutes
9 are draft only and subject to change. Upon approval by the Board, these minutes become the
10 Official Minutes of the meeting.
11

12 **Item 1: Call to Order**

13 Steve Shaffer called the meeting of the Muir Beach Community Services District Board of
14 Directors to order at approximately 7:04 pm.
15

16 Directors present: Steve Shaffer (Board President), Leighton Hills (Director), Paul
17 Jeschke (Director), David Taylor (Director)
18

19 Staff present: Mary Halley, District Manager
20 Chris Gove, Fire Chief
21 Ernst Karel, Meeting Secretary
22
23

24 **Item 2: Approval of Agenda**

25 Item(s) not included in this agenda: None
26

27 MOTION: To approve the agenda
28 Moved: Hills, seconded by Taylor
29 Vote: AYES: Unanimous
30
31

32 **Item 3: Board Vacancy Appointment and Election of Board Vice-President**

33 Board will appoint a new Director to serve out the term of the seat vacated on 6/9/21. The new
34 appointee will serve until December 2022. Board will elect a Board Vice-President to serve until
35 December 2021.
36
37

38 MOTION: To nominate and appoint Lisa Eigsti to the Board
39 Moved: Jeschke, seconded by Hills
40 Vote: AYES: Unanimous
41

42 MOTION: To elect David Taylor as Board Vice President
43 Moved: Jeschke, seconded by Hills
44 Vote: AYES: Unanimous
45

46 Lisa Eigsti is sworn in as a Director of the Board.
47
48

49 **Item 4: Consent Calendar**

- 50 A. Approval of Draft-Minutes from Regular Board Meeting of 6/23/21.
51 B. Approval of Quarterly Financial Reports dated 6/30/21.

1
2 MOTION: To approve the consent calendar
3 Moved: Hills, seconded by Jeschke
4 Vote: AYES: Unanimous
5
6

7 **Item 5: Items Removed from Consent Calendar**

8 No items removed.
9

10
11 **Item 6: District Manager Report**

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

15
16 Covid update: on the uptick again. The state and now the federal government are again
17 recommending wearing masks in public settings.
18

19 On water: the Redwood Creek flow shows isolated pooling around July 11, and so on July 13
20 we went on mandatory water conservation. We took readings on the 16th, and will monitor the
21 highest users at least monthly to track their water use.
22

23 At the Community Center, classes are starting again, but those classes and groups that have
24 set days and times will go forward, but there will not be rentals yet for now.
25

26 Chipper day: we're making a dent, removing all the dead Echium from around the CC.
27

28 Discussion continues about water issues and the mandatory conservation mode. Halley will look
29 up the previous water regulations which were imposed by the state a few years ago, with the
30 idea of voluntarily imposing similar restrictions.
31
32

33 **Item 7: Prop 68 Per Capita Project Update and Parking Plan Review**

34
35 time: 7:26

36 The engineer's drawings and cement color-card will be presented by the District Manager for
37 review ahead of the application submittal to the County for Design Review, Coastal Permit,
38 CEQA Exemption, Encroachment Permit and Prop 68 Per Capita Grant funding. The funicular
39 (tram) will only require a building permit so those plans will be shared with the community at a
40 later date when Michael Moore returns from being out of town. (*See attached Muir Beach*
41 *Parking Plan and Profile*)
42

43 Discussion begins with the process and costs for coastal review, DPW permit, and building
44 permit, and continues concerning planned funicular, the garbage and recycling, wood for the
45 fireplace, retaining walls for the parking spaces, asphalt vs. permeable paving for the parking
46 spaces, and so on.
47
48

49 **Item 8: FY21-22 Final Draft-Budget**
50

1 The proposed FY21-22 Final Draft-Budget will be presented by the District Manager for any
2 further discussion and final approval. (See attached FY21-22 Final Draft-Budget)

3
4 MOTION: To approve the final Draft-Budget for the upcoming year
5 Moved: Hills, seconded by Jeschke
6 Vote: AYES: 4, Eigsti abstains. The motion passes.
7

8
9 **Item 9: Public Open Time**

10 Maury Ostroff comments that he's surprised at the low attendance. Shaffer says it's because not
11 much is on the agenda, which in turn is because the board has been getting things done. Fire
12 Chief Chris Gove has broken his leg -- Eigsti has alerted the Muir Beach Care network and he
13 has care for this week but will need care for next week. For purposes of drills and calls, Deputy
14 Chief Rob Allen will serve as Chief.
15

16 Jeschke brings up the recent thefts from mailboxes and asks if a security camera is in place.
17 Not yet. Many mailboxes remain unlocked.
18
19

20 **Item 10: Recognitions & Board Member Items**

21 Halley thanks Maury Ostroff for compiling a list of former MBCSD directors and staff, going back
22 to 1971, which is now available at <https://muirbeachcsd.com/contact-links/> under 'View Board
23 and Staff Historic Roster'.
24

25 Paul Jeschke wishes to acknowledge the passing of Linda Gibbs.
26

27 Lisa Eigsti brings up Day of the Dead observances being organized.
28
29

30 **Item 11: Adjournment**

31 Next Agenda Meeting Date: Tuesday August 17, 2021

32 Next Board Meeting Date: Wednesday, August 25, 2021
33

34 There being no further business to come before the board, the meeting is adjourned.
35

36 Meeting adjourned at 20:57.