

1 **MUIR BEACH COMMUNITY SERVICES DISTRICT**
2 Minutes of the Board of Directors' meeting held on
3 Wednesday, April 26, 2023
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 Paul Jeschke called the meeting of the Muir Beach Community Services District Board of
13 Directors to order at approximately 7:05 pm.
14

15 Board: Paul Jeschke (Board President), Leighton Hills (Board Vice-President), Christine
16 Murray (Director), Steven Shaffer (Director)
17 Staff: Mary Halley (District Manager), Chris Gove (Fire Chief)
18

19 **Item 2: Approval of Agenda**

20 Nothing added or removed.
21

22 MOTION: To approve the agenda as submitted.
23 Moved: Shaffer, seconded by Murray
24 Vote: AYES: Unanimous
25
26

27 **Item 3: Consent**

28 A. Approval of Draft-Minutes from Regular Board Meeting of 1/25/23.

29 B. Approval of Quarterly Financial Reports dated 3/31/23. *(See attached or view at*
30 *<http://muirbeachcsd.com/wp-content/uploads/2023/04/2023-3-Financial-Reports.pdf>*

31 MOTION: To approve the consent calendar.
32 Moved: Murray, seconded by Shaffer
33 Vote: AYES: Unanimous
34
35

36 **Item 4: Items Removed from Consent Calendar**

37 None.
38

39 **Item 5: Green Gulch Creek Restoration Project – Sara Tasker**

40 Representatives from Green Gulch shares with the Muir Beach Community and CSD their
41 current work on the Green Gulch Creek and Watershed Restoration project that will also help to
42 reconfigure water storage at the farm. They are hoping to get a letter of support from the CSD
43 Board for their Petition of Change to the California State Water Rights Division for modifications
44 in their water rights that will 1) NOT affect MB water in any way, and 2) will result in higher
45 creek flow in Green Gulch Creek during the spring and summer months that are critical for
46 juvenile salmon and other wildlife.
47

1 Sara Tasker provides background for the project and introduces the plan. It's basically a way
2 for them to have the agricultural water they need to sustain the farm, and to have water flowing
3 in the creek in early spring and summer months when it's vital for juvenile fish habitat. When
4 George Wheelwright did his landmoving in the early 1960s, he created ponds in the creek, and
5 straightened it elsewhere. Two of them have filled in naturally. The on-channel pond they still
6 use is the Zendo Pond, and they put in a dam every season to store water for the growing
7 season. They also have two reservoirs in the side hills, which collect water in the winter and fill
8 up.

9
10 They want to stop damming the creek in the summer, and let all the water flow through. In order
11 to do that, they need to increase water storage elsewhere in the valley. One will be in the
12 currently fallow field above the compost fields. That'll be a covered to reduce evaporation. 12.5
13 acre feet (over four million gallons) total, in two reservoirs. 5 acre feet is 1.6 million gallons.
14 Their appropriative right for the amount they can store that was granted to George Wheelwright
15 in the early 1960s is 17.5 acre feet. They would change that, so that on paper their water rights
16 would be reduced to 12.5 acre feet. They would be foregoing their riparian rights seasonally,
17 committing to not pump water out of the Zendo Pond and one other point of diversion
18 downstream, except from April to October. Then during high flow events, they would use a
19 pump where the current Zendo Pond is and fill the lower reservoir. That would only be during
20 "wet" months and only when the creek can bear it. The side reservoir should fill up in "normal"
21 water years. That will be expanded. Reservoirs are currently leaking and/or are not keyed in
22 and so will also be sealed.

23
24 Discussion continues around making sure fire fighters would have appropriate access to water.

25
26 Tasker continues that the earliest this would happen would be 2026, and they hope to have it
27 finished within one season. A lot of soil would have to be moved. They will be bringing in some
28 rocks, but there will not be a convoy of trucks taking soil off the property. Mostly it will be
29 moving soil on the property.

30
31 NPS is also writing a letter of support for the project. Green Gulch has not encountered any
32 resistance to the project yet. They would like to receive a letter to the Water Board saying that
33 the CSD supports the project.

34
35 MOTION: To write a letter saying that we're in favor of the project.
36 Moved: Shaffer, seconded by Hills
37 Vote: AYES: Unanimous

38 39 **Item 6: Fire Department Report**

40 Chief Chris Gove's report is included in the packet for this meeting, so he does not read it
41 aloud. Discussion continues about preparation for the barbecue event and other fundraising.

42 43 **Item 7: District Manager Report**

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

47
48 She suggests the board discuss whether upcoming meetings should be held remotely. She has
49 also received a revised bid for the Community Center parking project, and she asks the board
50 to consider using some of the Measure A money for this, which is allowed, and would help us to
51 secure \$178,000 additional Prop 68 grant. The project is moving forward. Jeschke asks what

1 other uses compete for that \$30,000. Halley replies that those include the stairs between
2 Sunset and Cove Lane, and other non-urgent plans. The board is in favor of using Measure A
3 funding.

4
5 **Item 8: District Cybersecurity — Christine Murray**

6 Due to the increased risks of phishing attacks, Directors Murray, Taylor, and Hills would like to
7 discuss the policies and practices in place at MBCSD regarding various levels of data safety.
8 Their initial recommendation is for the Board to create a small ad hoc subcommittee to lead the
9 process and to report back in July 2023 with any progress. For further reading on the matter,
10 please reference Marin County's [Top 10 Cybersecurity Recommendations for Organizations](#).

11
12 The thought is that it would be a two-person ad hoc subcommittee consisting of Hills and
13 Murray. They would report back with some recommendations, such as for funding from a
14 consulting group, Halley would implement it. So this would ensure compliance with the Brown
15 Act.

16
17 MOTION: To form the ad hoc committee for cybersecurity composed of Murray and
18 Hills, with the support of Director Halley, and they will report back with
19 suggestions at another meeting.
20 Moved: Shaffer, seconded by Jeschke
21 Vote: AYES: Unanimous

22
23 **Item 9: Public Open Time**

24 Shaffer would like Halley to get a formal bid from Osbin on raising Lagoon a foot or whatever is
25 necessary so they can get out when it rains, along with their suggestions for what is necessity.

26
27 Gove asks if he can bring an electrician can install a 220 plug next to the active breaker panel,
28 specifically this year for the crepe machine, at no cost to the CSD.

29
30 **Item 10: Recognitions & Board Member Items**

31 None.

32
33 **Item 11: Adjournment**

34 Next Agenda Meeting Date: Wednesday, June 21, 2023

35 Next Board Meeting Date: Wednesday, June 28, 2023.

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

38 Meeting adjourned at 20:10.