

1 **MUIR BEACH COMMUNITY SERVICES DISTRICT**
2 Minutes of the Board of Directors' meeting held on
3 Wednesday, July 24, 2024
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
8 minutes are draft only and subject to change. Upon approval by the Board, these minutes
9 become the Official Minutes of the meeting.
10

11 **Item 1: Call to Order**

12 Meeting is called to order at 7:12.
13

14 Board: Leighton Hills (Board President), Steven Shaffer (Director), David Taylor (Director),
15 Nikola Tede (Director)

16 Staff: Mary Halley (District Manager), Chris Gove (Fire Chief), Ernst Karel (Meeting
17 Secretary)
18

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

21 *Item(s) not included in this agenda: None.*
22

23 MOTION: That the agenda is approved as submitted.

24 Moved: Schaffer, seconded by Taylor

25 Vote: AYES: Unanimous.
26
27

28 **Item 3: Consent Calendar**

29 A. Approval of Quarterly Financial Reports dated 6/30/24. *(See attached)*

30 B. Approval of Draft Minutes from Regular Board Meeting on 5/22/24. *(See attached)*
31

32 MOTION: To approve the consent calendar.

33 Moved: Tede, seconded by Shaffer

34 Vote: AYES: Unanimous.
35
36

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

38 None
39
40

41 **Item 5: Fire Department Report** – Fire Chief Chris Gove

42 Fire Chief Chris Gove will give his quarterly report including Firehouse update. *(See attached)*
43

44 ACTIVITY. There have been 33 calls as of July 17. Two new volunteers, Brad Jacobs and
45 Jeff Rediger -- both physicians -- have started training with the department as of June.

1 Three junior firefighters have joined us this summer as well: Anna Rauh, Stella Eigsti and
2 Jackson Sward. Marin County Fire Sr. Captain Jesse Rudnick has been leading drills when
3 he is available. His experience is so valuable to the department.
4 We are participating in a multi-day training exercise this month and next at the West Marin
5 Training Facility in Pt. Reyes Station. This is run by Bolinas Fire Asst Chief Steve Marcotte.
6 This provides us with a level of training that is not typically available to us.
7 On August 17th we will participate in the annual county wide Sidewalk CPR training. We run
8 this in the beach parking lot.

9
10 FIREHOUSE. We have submitted our permit application to the county.

11
12 FIREWISE. We have received another \$10,000 PG&E grant to manage vegetation and have
13 a contract with TreeMasters to start work on Pacific Way and Sunset Way at the end of the
14 month (29th and 30th of July).

15 There are 3 more chipper days this year.

16
17 BBQ. This year's event drew ~ 4000 people which is likely an all time record attendance
18 number and we estimate that we have raised a net \$70,400.

19
20 DISASTER COUNCIL. The group has suspended training for the summer and plans an event
21 in October

22
23 MWPA. We are participating in the work to obtain Coastal Commission and CEQA permits for
24 proposed work. This impacts all projects that are not on NPS lands in our area. Once we
25 have approvals we hope to resume work. This may take some time.

26
27

28 **Item 6: District Cybersecurity** – Christine Murray/Leighton Hills

29 *Cybersecurity Ad hoc subcommittee to provide a brief progress report on this continuing*
30 *research project.*

31 Director Murray is not here to give the report. DM Halley reports that there's no update
32 currently.

33
34

35 **Item 7: District Manager Report** – Mary Halley

36 District Manager Mary Halley will present brief highlights from her DM report (see attached).

37 Her report as always is available in full as part of each meeting packet at

38 <https://muirbeachcsd.com/meetings/> .

39
40

41 This is the period for the board of directors to file for candidacy July 15- Aug 9.

42 Creek is being monitored; still flowing.

43
44

45 Heard nothing back from the seasonal intertie with Muir Woods. Still waiting to hear from
NOAA one way or the other.

1
2 Sefton Murray will be the new CC coordinator.
3
4 Director Tede notes that the handles for the railings from lower Sunset to Seacape needs
5 work; Mary notes that they're on Cuco's list.
6
7

8 **Item 8: FY2024-25 Final Draft-Budget** – First review
9 The proposed FY24-25 Final Draft-Budget will be presented by the District Manager for any
10 further discussion
11 and final approval. (See attached FY24-25 Final Draft-Budget)
12

13 Halley goes over highlights.
14 Based on the projected loss in water revenue, a rate increase will be required in order to
15 continue to provide water.

16
17 MOTION: To approve the Final Draft-Budget as submitted.
18 Moved: Shaffer, seconded by Tede
19 Vote: AYES: Unanimous.
20
21

22 **Item 9: Public Open Time**
23 Chris Gove: Beach party, August 17th.
24

25 Hills: Harvey had mentioned there was the smell of a dead animal underneath the community
26 center. It was located and removed.
27

28
29 **Item 10: Recognitions & Board Member Items**
30 None
31

32
33 **Item 11: Next Meeting Date and Adjournment**
34 Next Board Meeting Date: **Thursday**, October 10, 2024.
35

36 There being no further business to come before the board, the meeting is adjourned.
37 Meeting adjourned at 8:15 pm.