

MUIR BEACH COMMUNITY SERVICES DISTRICT

19 Seacape Drive ♦ Muir Beach, CA 94965 ♦ 415-388-7804 ♦ www.muirbeachcsd.com



Wed, November 8, 2006
7:00 PM – Regular Meeting

Board of Directors
Community Center
19 Seacape Drive
Muir Beach, CA 94965

TIMING OF ITEMS ON AGENDA

The Board attempts to hear all items in order as stated on the agenda, however it reserves the right to take items out of the order listed at any time during the course of the meeting.

SPECIAL NEEDS

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Leighton Hills 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.

AGENDA

Item 1 CALL TO ORDER

Maury Ostroff, Board President
Danny Hobson, Board Vice President
Steve Shaffer, Director
Peter Rudnick, Director
Bob Jacobs, Director

Leighton Hills, District Manager
Sharry Mullin, Meeting Secretary

Item 2 NATIONAL PARK SERVICE REPORT

Steve Ortega of the National Park Service may be present to update the community on various ongoing NPS projects.

Item 3 HIGHWAY ONE CLOSURES – REPAIRS

Bob Haus of CalTrans will be available to describe two construction projects on Highway 1, that will result in long-term closures of Hwy 1 leading to Muir Beach (at Green Gulch turnoff) and of Hwy 1 leading from Muir Beach (at the Stinson-Panoramic junction). Both closures will commence Monday, November 13. The Green Gulch closure is expected to run till mid-February; the Stinson closure to mid-March. All work on Muir Woods road is expected to be completed soon, which will obviously become the single access route for the next several months.

Item 4 STEVE KINSEY VISIT

County Supervisor Steve Kinsey will be present to provide information to the community as well as to take questions. As neighbors have doubtless seen, there is a new drainage channel cut from the Pelican Inn 400 feet into the Big Lagoon area. Steve is responsible for making the arrangements and getting approvals from the various parties. Pacific Way remains subject to flooding, but the new channel should be very helpful in draining the area promptly. The end of the channel is approximately 3 feet lower than at Pacific Way.

Item 5 CONSENT CALENDAR

All items on the Consent Calendar are considered to be either routine or non-controversial, and will be enacted by a single action of the Board. Upon request from a Board member, staff, or member of the public, specific items may be transferred from the Consent Calendar to the Regular Agenda for separate discussion and consideration.

A. **Approval of Minutes** – Regular meeting September, 2006, as attached.

Please note that the County Auditor-Controller's office is delayed in releasing financial information to all special districts in Marin, so our expenditures report and financial statements will be presented when the problem is resolved. Sharry may have an update for us.

Item 6 FIRE DEPARTMENT REPORT

By John Sward, Fire Chief, or other representative of the Fire Department.

Item 7 DOG WALKING RULES - NPS

Resident Levon Sagatelyan was kind enough to volunteer his services to Steve Kinsey's office to be a representative on the NPS committee charged with making recommendations for new rules regarding dog walking on Muir Beach and other NPS properties. Levon will be able to report on the several meetings he has attended for the community.

Item 8 DISTRICT MANAGER'S REPORT

Pumping to Lower Tank – As has been discussed previously, there are several important benefits to having the option to pump directly to the lower water tank (better chlorine balancing, faster pumping, reducing pressure in our main pumping lines from 200+ psi to 90+/- psi). The needed plumbing addition would extend from the corner of Hwy 1 and Seacape, and extend 440 feet in a CSD utility easement across the adjacent property (the Barrel House lot) to the lower tank. Since extensive work is underway on the adjacent lot, the owners have suggested that this would be a good time to do the work (and they have been very cooperative – offering the use of their crews and onsite equipment). I have met with Rob Linscott, Linscott Engineering Contractors, about them installing the line. It would be a difficult job to bid, and so I am recommending that I be authorized to negotiate with Linscott to perform the work on an acceptable basis.

Item 9 RECREATIONAL ITEMS

Comments or updates from members of the audience.

Item 10 ITEMS REMOVED FROM THE CONSENT CALENDAR

Discussion and action on items, if any, transferred from the Consent Calendar to the Regular Agenda.

Item 11 PUBLIC OPEN TIME

1. *Topics should be within the jurisdiction of the CSD (water, roads, fire & public recreation).*
2. *The topic should not be elsewhere on the agenda.*
3. *The Board and staff may only briefly respond to statements and questions (legal requirement for items not posted on an agenda).*
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 15 minutes, unless waived by the Board.*

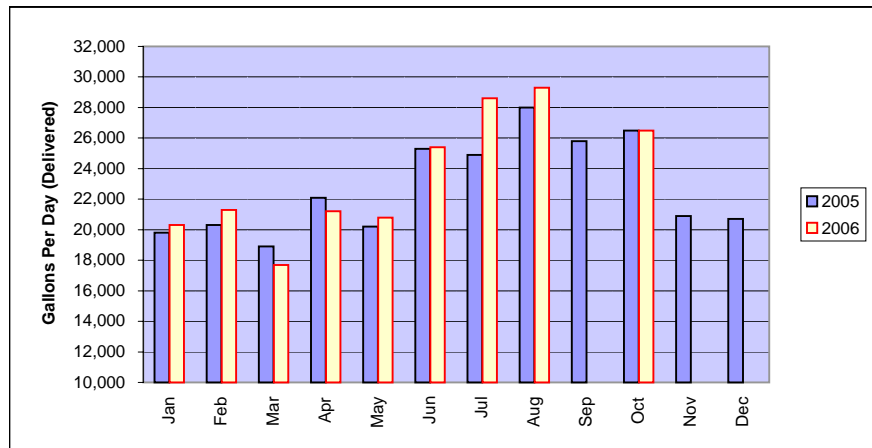
Item 12 SELECTION OF DATE FOR NEXT MEETING

Possible dates in December could be Wed, Dec 6 or Wed, Dec 13.

Item 13 ADJOURNMENT

Water Production Table

End Date	Gallons Per Day					Billings	
	Pumped	Delivered	(Delivered)	Unaccounted For		Month	Rolling Avg
Oct 16, 06	28,700	26,500	21,000	1,860	6%	\$ 8,988	\$ 86,380
Sep 16, 06	-	-		-			\$ 84,930
Aug 13, 06	30,600	29,300	23,200	930	3%	\$ 9,280	\$ 92,620
Jul 16, 06	31,900	28,600	23,100	1,720	5%	\$ 9,277	\$ 91,700
Jun 16, 06	28,400	25,400	22,800	2,530	9%	\$ 8,943	\$ 89,510
May 16, 06	24,700	20,800	22,800	3,430	14%	\$ 7,162	\$ 87,910
Apr 16, 06	22,800	21,200	22,700	1,280	6%	\$ 7,709	\$ 86,600
Mar 16, 06	20,400	17,700	22,800	2,450	12%	\$ 5,952	\$ 85,310
Feb 16, 06	29,000	21,300	22,900	7,290	25%	\$ 7,427	\$ 84,600
Jan 16, 06	30,600	20,300	22,800	10,320	34%	\$ 7,290	\$ 83,220
Dec 16, 05	22,700	20,700	22,800	1,710	8%	\$ 7,009	\$ 81,830
Nov 16, 05	24,700	20,900	22,700	3,220	13%	\$ 7,341	\$ 80,250
Oct 16, 05	26,800	26,500	22,400	240	1%	\$ 7,543	\$ 78,180
Sep 16, 05	29,500	25,800	22,300	3,520	12%	\$ 7,683	\$ 77,840
Aug 16, 05	29,700	28,000	22,600	1,480	5%	\$ 8,364	\$ 78,930
Jul 16, 05	27,000	24,900	22,600	1,980	7%	\$ 7,083	\$ 78,640
Jun 16, 05	26,900	25,300	22,900	1,580	6%	\$ 7,352	\$ 79,760
May 16, 05	24,400	20,200	23,300	3,850	16%	\$ 5,847	\$ 81,020
Apr 16, 05	25,300	22,100	24,000	2,380	9%	\$ 6,421	\$ 83,390
Mar 16, 05	23,600	18,900	24,300	4,110	17%	\$ 5,239	\$ 84,380
Feb 16, 05	23,500	20,300	24,400	3,120	13%	\$ 6,048	\$ 84,840
Jan 16, 05	21,900	19,800	24,700	2,110	10%	\$ 5,902	\$ 86,260



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2 **MUIR BEACH COMMUNITY SERVICES DISTRICT**
3 **Minutes of the Board of Directors' meeting held on**
4 **Wednesday, September 27, 2006**
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6
7

8 **Item 1 CALL TO ORDER**
9

10 Vice President Hobson called the regular meeting of the Muir Beach Community Services
11 District Board of Directors to order at 7:13 pm on Wednesday, September 27, 2006.
12

13 **Roll Call**

14
15 PRESENT: DIRECTORS: Rudnick, Hobson, Jacobs, Shaffer

16 PRESENT: OFFICERS: District Manager Hills, Secretary-Treasurer Mullin
17

18 **Item 2 NATIONAL PARK SERVICE REPORT**
19

20 No National Park Service personnel attended.
21

22 **Item 3 CONSENT CALENDAR**
23

24 A. **Approval of Minutes** – Regular meeting August 30, 2006.
25

26 MOTION: To adopt the Consent Calendar, which includes Item A above.

27 Moved: Shaffer, seconded by Jacobs

28 Vote: AYES: Unanimous
29

30 **Item 4 FIRE DEPARTMENT REPORT**
31

32 Chief John Sward was not able to attend due to illness.
33

34 **Item 5 DOG WALKING RULES - NPS**
35

36 Resident Levon Sagatelyan will attend next month's meeting to offer a report.
37

38 **Item 6 DISTRICT MANAGER'S REPORT**
39

40 **Drainage Channel** – The County has been working with the National Park Service and
41 Green Gulch Farm to improve drainage of Pacific Way near the Pelican Inn. The project
42 involves digging a 6-8' wide trench in front of Pacific Way by the horse paddock that would
43 accommodate two 18" culverts. Some of the trench would cross Green Gulch Farm land.

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2 Leighton met with the Department of Public Works this morning and learned that the County
3 cannot perform work on private lands. Supervisor Steve Kinsey's office got involved and it
4 was determined that the CSD can perform the trench work that occurs on private lands and be
5 reimbursed for their costs by the County. The DPW will construct the culverts on the Pacific
6 Way right of way. DPW has a landscape contractor that they work with that Leighton will
7 contact tomorrow. The cost of the project is estimated at \$10,000.
8

9 **FEMA Projects** – We are nearing official approval of the list of projects submitted by
10 Donovan to FEMA. The landscape contractor mentioned above may be useful for some of
11 the FEMA projects as well. Donovan, Steve and Leighton met recently and progress on the
12 FEMA grants is looking good with 13 projects in the works. Once the projects have been
13 funded or officially approved, the Board agreed that no further Board approval would be
14 required, and that Leighton and Steve are authorized to implement the projects.
15

16 **Item 7 RECREATIONAL ITEMS**

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18 No comments or updates were offered.
19

20 **Item 8 ITEMS REMOVED FROM THE CONSENT CALENDAR**

21
22 No items were removed from the Consent Calendar.
23

24 **Item 9 PUBLIC OPEN TIME**

25
26 Harvey announced that the annual Day of the Dead celebration party is scheduled for
27 November 4 and requested a small amount of funding to cover any expenses in excess of
28 revenues.
29

30 MOTION: To allocate a maximum of \$500 to the Day of the Dead celebration party to
31 cover the expenses in excess of revenues.

32 Moved: Shaffer, seconded by Rudnick

33 Vote: AYES: Unanimous
34

35 Director Hobson announced that there is an emergency preparedness meeting tomorrow night
36 at 7:30 at the Community Center for the neighborhood liaisons.
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38 **Item 10 NEXT MEETING DATE**

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40 The next meeting date is scheduled for Wednesday, October 25, 2006.

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Item 11 ADJOURNMENT

The meeting was adjourned at 7:35 pm (a record at 22 minutes).

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

Danny Hobson, Board Vice-President

Sharon Mullin, Secretary