

MUIR BEACH COMMUNITY SERVICES DISTRICT

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



**Wed, October 13, 2010
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 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.

AGENDA

Item 1 CALL TO ORDER

Steve Shaffer, Board President
Scott Bender, Director
Dan Fitzpatrick, Director
Danny Hobson, Director
Peter Rudnick, Director

Leighton Hills, District Manager
Sharry Mullin, District Secretary

Item 2 MOTION TO APPROVE 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 later in the meeting.

- A. **Approval of Minutes** – Regular meeting June 23, 2010, as attached.
- B. **Approval of Financial Statements** – For the period ended September 30, 2010, as attached.

Item 3 NATIONAL PARK SERVICE REPORT

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

Item 4 FIRE DEPARTMENT REPORT

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

Item 5 PUBLIC HEARING ITEMS

Public hearings provide the public and residents the opportunity to provide testimony to the board of directors on certain items, such as ordinances, rather than offering comments on regular agenda items. If you later challenge an action on a hearing item in court, you may be limited to raising only those issues you or someone else provided in testimony at the public hearing, or in written correspondence delivered to the board of directors at or prior to the hearing.

Collection of Parcel Tax Via Water Bill Rather Than Property Tax Bill - At the June 2010 general election, Muir Beachers overwhelmingly supported continuation of the \$300 assessment for capital improvements to the water system, passing the measure by 85%, the highest passage margin in Marin County. Rather than have this \$300 assessment collected by the tax collector, however, we propose collection of this charge directly via water billing - \$150 twice a year as with the tax collector. County Counsel has prepared a proposed ordinance to permit collection via our water bills.

The primary reason for this modification is the extremely cumbersome process required each year by the tax collector’s office and the desire to streamline our administrative processes whenever possible. The tax collector also charges a not insignificant fee – approximately \$2,000 for which we see little or no benefit. We have examined the issue from the standpoint of deductibility on people’s income taxes and found that the fee – even though collected via the property tax bill - is clearly not normally deductible under IRS regulations (individuals should consult their own tax advisors for specifics).

Water Rate Increase (Last One Five Years Ago) - MMWD increased its rates 9.8% effective 5/1 (the fourth straight year of increases), and North Marin Water District increased its rates 11% effective 6/1, increasing more than 30% since 2006. By contrast, we have not changed rates for five years. Our total water billings are down from a peak of approximately \$100,062 to approximately \$93,000. Our costs are up – for instance we now spend more than \$6,000/year on silica treatment of water, an expense that was not present in 2005. Electric pumping rates and salaries for our water staff have steadily increased. An 8.5% increase in rate should restore our revenues (and residents’ water bills) to the levels where they had previously been. Please see the following table showing the existing and proposed rates.

| Water Rates | | | | |
|-------------------|-----------------|----------|----------------|---|
| Tiers | Gallons | Existing | Proposed +8.5% | |
| <i>Tier One</i> | 0 to 2,250 | \$ 23.00 | \$ 24.96 | Flat charge |
| <i>Tier Two</i> | 2,251 to 5,000 | \$ 0.85 | \$ 0.92 | per 100 gallons used, plus charge from prior tier |
| <i>Tier Three</i> | 5,001 to 15,000 | \$ 1.19 | \$ 1.29 | per 100 gallons used, plus charge from prior tier |
| <i>Tier Four</i> | 15,001+ | \$ 1.49 | \$ 1.62 | per 100 gallons used, plus charge from prior tier |

Note: The median usage is close to 5,000 gallons per month, which would increase \$3.94 per month from \$46.38.

Introduction and Reading of Ordinance (by title only) – Ordinance No. 2010-2, An Ordinance of the Board of Directors of the Muir Beach Community Services District Establishing a Schedule of Rate Charges for Water Service and Capital Improvements. The ordinance is included in this Meeting Packet. It has been prepared by County Counsel to incorporate both items described above.

After this introduction and initial reading, the Board may schedule the matter for hearing at a future meeting. After taking testimony at that future meeting, the Board may then act upon the proposed ordinance.

Suggested dates for the hearing are Tuesday, October 26, or Tuesday, November 2 (I have conflicts for the next several Wednesdays).

Item 6 2010-2011 BUDGET REVIEW AND APPROVAL

A proposed budget for the fiscal year July 1, 2010 through June 30, 2011 is attached for the board's review. If it meets with the board's approval, please pass a motion approving the proposed budget for the 2010-2011 year and ratifying expenditures made by the District from July 1, 2010 through September 30, 2010.

Item 7 AUDITOR REPORT ON INTERNAL CONTROLS

The District's auditors have completed their review and audit of the District's financial statements for the fiscal year ended June 30, 2007 and 2006. As part of that review, the auditors issued a report to the board on their consideration of the District's internal controls and their tests for compliance with certain legal provisions (the audited financial statements and the auditor's report on internal controls is available on the District's website, on the About page).

We are in the process of incorporating the recommendations of our auditors into our internal controls and will report on completion at a future meeting. In one area related to segregation of duties, the auditor recommended that the District Treasurer not be one of the parties authorized to sign District checks (since she is responsible for generating and reporting check payments). We propose making amendment to our check signing practices that signing be restricted to either the District Manager or the Board President. To implement this change, I have an updated signature card for submittal to our bank.

In addition, although believed to be safe, our account at Morgan Stanley Smith Barney does not have the benefit of FDIC insurance, now offered for balances up to \$250,000. I recommend that we also open an account at an FDIC insured bank for deposit of a portion of the District's cash balances. A motion is requested to authorize these two recommendations.

Item 8 RECREATIONAL ITEMS

Upgrades to kitchen in community center – new range and cabinet faces. Comments or updates from members of the audience.

Item 9 ITEMS REMOVED FROM THE CONSENT CALENDAR

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

Item 10 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 which lets members of the community know a topic is up for discussion).*
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 11 SELECTION OF DATE FOR NEXT MEETING

Suggested dates (discussed at Item 5) are Tuesday, October 26, or Tuesday, November 2.

Item 12 CLOSED SESSION ITEM

The California Government Code provides that certain matters such as litigation, personnel matters, and real estate negotiations may be conducted in closed session. The matters shall be identified as set out below. After any closed session, the legislative body shall reconvene into open session prior to adjournment and make disclosure of action taken during the closed session.

Public Employee Performance Evaluation – Title: District Secretary-Treasurer, authorized by CA Gov't Code Section 54954.5(e).

Item 13 RECONVENE IN OPEN SESSION

Announcement from closed session.

Item 14 ADJOURNMENT

ORDINANCE No. 2010-2

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE MUIR BEACH COMMUNITY SERVICES DISTRICT ESTABLISHING A SCHEDULE OF RATE CHARGES FOR WATER SERVICE AND CAPITAL IMPROVEMENTS

The Board of Directors of the Muir Beach Community Services District does ordain as follows:

Section 1 **Repeal of Existing Ordinance**

Ordinance 2005-2 establishing the existing schedule of rate charges for water service is repealed with regard to charges for water service after the effective date of this ordinance.

Section 2 **Purpose**

The purpose of this ordinance is: (1) to adopt a revised schedule of rate charges for water service provided to customers of the Muir Beach Community Services District ("District") such that the expenses of the District continue to be properly and fairly distributed among its customers; and (2) adopt an annual charge to fund capital improvements and maintenance of the District's water supply equipment and facilities.

Section 3 **Findings of Necessity**

The Board of Directors finds as follows:

1. Water is a finite and precious resource.
2. California Constitution, Article X Section 2 provides, "It is hereby declared that because of conditions prevailing in this State the general welfare requires that the water resources of the State be put to beneficial use to the fullest extent of which they are capable, and that the waste or unreasonable use of or unreasonable method of use of water be prevented, and that the conservation of such water is to be exercised with a view to the reasonable and beneficial use thereof in the interest of the people and for the public welfare."
3. The State Water Resources Control Board authorizes the District's use of water under Permit 21085 ("Water Rights Permit") subject to the limitation, among other things, that the District utilize a system of tiered water rates.
4. Conservation efforts by the District's water users have resulted in reductions in total daily water usage by the District from the time that water rates were last established. This has resulted in fewer gallons of water over which the District can spread its costs of operation, thereby creating a need for the District to revise its rates charged for water service in order to properly and fairly distribute its costs of operation among its customers.
5. Revenue generated from the capital improvements charges, as set forth in Section 4 of this Ordinance, do not exceed the cost of providing such improvements to the District's water supply equipment and facilities.

Section 4 **Capital Improvement Charges**

A. Existing rates are subject to a 25% surcharge reserved for capital improvements in accordance with District Ordinance 2001-07-25-1. The Board of Directors finds that water billing statements will be clarified and simplified through the incorporation of the 25% surcharge into a single schedule of water rates as provided in Section 5 of this ordinance.

B. In addition to the surcharge set forth above in Section 4.A., all water consumers using District water shall be subject to an annual charge to fund capital improvements to the District's water supply equipment and facilities in the following amounts: (1) \$3,250.00 dollars per year on each improved commercially zoned parcel; (2) \$300.00 dollars per year on each improved commercially zoned parcel; and (3) \$300.00 per year per on all other parcels.

Section 5 Adoption of Schedule of Rate Charges for Water Service

All water consumers using District water shall be subject to monthly charges for water as follows:

| Tiers | Gallons | Charge |
|-------------------|-----------------|---|
| Tier One | 0 to 2,250 | \$ 24.96 Flat charge |
| Tier Two | 2,251 to 5,000 | \$ 0.92 per 100 gallons used, plus charge from prior tier |
| Tier Three | 5,001 to 15,000 | \$ 1.29 per 100 gallons used, plus charge from prior tier |
| Tier Four | 15,001+ | \$ 1.62 per 100 gallons used, plus charge from prior tier |

Note

1. Rates **include** a 25% surcharge reserved for capital improvements to the community's water system.
2. Charges are calculated per gallon; rates are shown per 100 gallons for clarity only.

Section 6 Effective Date

This ordinance shall be effective upon adoption by the Board of Directors.

Section 7 Severability

If any section, subsection, sentence, clause, phrase, portion or part of this ordinance is for any reason held to be invalid or unconstitutional by any court of competent jurisdiction, such section shall not affect the validity of the remaining portions of this ordinance. The Board of Directors hereby declares that it would have passed this ordinance, any section, subsection, sentence, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, clauses, or phrases may be declared invalid or unconstitutional.

PASSED AND ADOPTED this _____ day of _____, 2010 by the following vote of the Board of Directors.

Ayes:

Noes:

Absent:

Board President

Attest:

District Secretary

Muir Beach CSD
Proposed Budget for Fiscal Year 2009-2010

| | 2009-2010 Actuals | 2010-2011 Budget | Gov't | Water | Notes |
|---|----------------------|---------------------|---------|--------|--|
| Revenues | | | | | |
| Water Operations Income | | | | | |
| Water Service Income | \$ 70,028 | \$ 74,000 | | | 74,000 reflects 8.5% increase Dec-June |
| Connection Fees | - | - | | | |
| Total Water Operations Income | 70,028 | 74,000 | | | |
| Water Capital Improvement | | | | | |
| Annual Charges | 51,431 | 52,000 | | | 52,000 to be collected via water bills rather than tax |
| Monthly Bill Allocations | 18,750 | 20,000 | | | 20,000 reflects 8.5% increase Dec-June |
| Total Water Capital Improvement | 70,181 | 72,000 | | | |
| Tax Revenues | | | | | |
| Fire Tax Revenues | 30,636 | 30,000 | 30,000 | | \$200 per household per year |
| Property Tax Revenues | 68,369 | 69,000 | 69,000 | | from county |
| Educational Tax Refunds | 66,066 | 25,000 | 25,000 | | Low estimate - not able to project |
| Total Tax Revenues | 165,071 | 124,000 | 124,000 | | - |
| Recreational Activities Income | | | | | |
| Rental Income | 9,805 | 9,500 | 9,500 | | |
| Community Functions Income | 2,598 | 1,100 | 1,100 | | Reduced to reflect changes in Bistro |
| Total Recreational Activities Income | 12,403 | 10,600 | 10,600 | | - |
| Donations | | | | | |
| Restricted Donations | 30,000 | 30,000 | 30,000 | | Rough estimate |
| Total Donations | 30,000 | 30,000 | 30,000 | | - |
| Grant Revenues | | | | | |
| West Marin Grant | - | 8,400 | 8,400 | | Annual grant |
| Total Grant Revenues | - | 8,400 | | | - |
| Interest Income | 872 | 800 | 800 | | |
| Other Income | - | - | - | | |
| Total Revenues | \$ 348,555 | \$ 319,800 | | | |
| Expenditures | | | | | |
| Audit | \$ 6,552 | \$ 30,000 | 15,000 | 15,000 | 3 years at \$10,000 per year |
| Bookkeeping | 18,381 | 20,000 | 10,000 | 10,000 | |
| Community Classes & Functions | 3,838 | 3,200 | 3,200 | | Adjusted for Bistro changes |
| Dues & Memberships | 889 | 900 | 450 | 450 | Water and special district associations |
| Fire Dept. Budget Requests | - | - | | | No requests by fire department or fire association to date |
| Insurance | | | | | |
| Fire Truck Insurance | 1,226 | 2,900 | 2,900 | | |
| P & L Insurance | - | 6,800 | 3,400 | 3,400 | |
| Total Insurance | 1,226 | 9,700 | | | |
| Legal Fees | 1,224 | 1,500 | 750 | 750 | |
| Permits & Fees | 4,670 | 2,000 | 1,000 | 1,000 | Last year up due to water tank coastal permit |
| Misc Operating Expenses | 1,492 | 2,000 | 1,000 | 1,000 | |
| Office Expense | 1,330 | 1,500 | 750 | 750 | |
| Payroll Expenses | | | | | |
| Employer PR Taxes | 5,182 | 5,700 | 2,850 | 2,850 | |
| Payroll Service | 2,177 | 2,400 | 1,200 | 1,200 | |
| Wages | 67,849 | 70,000 | 35,000 | 35,000 | district mgr, water mgr, com ctr, road maint |
| Workers Comp | 6,156 | 9,200 | 4,600 | 4,600 | |
| Total Payroll Expenses | 81,364 | 87,300 | | | |
| Health Insurance | 11,326 | 13,200 | 6,600 | 6,600 | for district mgr and water mgr |
| Repair & Maintenance | 20,214 | 25,000 | 10,000 | 15,000 | estimate |
| Supply | 2,923 | 3,200 | 3,200 | | |
| Vehicle Expense | 1,856 | 2,000 | | 2,000 | harvey \$150/mo vehicle allowance |
| Utilities | | | | | |
| Electric | 6,543 | 7,000 | 1,000 | 6,000 | pumping |
| Propane | 668 | 800 | 800 | | |

**Muir Beach CSD
Proposed Budget for Fiscal Year 2009-2010**

| | 2009-2010 | 2010-2011 | | | |
|--------------------------------|-------------------|-------------------|-------|--------|---------------------|
| | Actuals | Budget | Gov't | Water | Notes |
| Refuse Service | 649 | 800 | 800 | | |
| Telephone | 3,781 | 3,800 | 1,900 | 1,900 | |
| Total Utilities | 11,641 | 12,400 | | | |
| Water Enterprise | | | | | |
| Water Dept. Expense | 13,974 | 15,000 | | 15,000 | |
| Water Testing | 799 | 3,000 | | 3,000 | |
| Water Treatment | 8,676 | 9,000 | | 9,000 | Silica and chlorine |
| Total Water Enterprise | 23,449 | 27,000 | | | |
| Total Expenditures | \$ 192,375 | \$ 240,900 | | | |
| Revenues less Expenditures | \$ 156,180 | \$ 78,900 | | | |

Water Capital Improvements (see below) **25,000**

Replenishment of Capital Reserves **\$ 53,900**

Water Capital Improvements: Upgrades to Sunset Way water main; miscellaneous projects as determined by District Manager

Muir Beach Community Services District

Balance Sheet

As of September 30, 2010

Accrual Basis

| | Sep 30, 10 |
|--------------------------------|------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| Smith Barney | |
| Government Dept. Cash | |
| General Fund Cash | 408,560 |
| Fire Dept Cash | |
| Fire Tax Cash | 62,825 |
| Fire Station Reserve Cash | 8,027 |
| West Marin Fund Cash | 22,375 |
| Total Fire Dept Cash | 93,226 |
| Total Government Dept. Cash | 501,786 |
| Water Cap Impr Fund Cash | -137,040 |
| SB Unallocated Interest | 20 |
| Total Smith Barney | 364,767 |
| County Fund 73800 | |
| Government Fund | |
| General Fund | 968 |
| Total Government Fund | 968 |
| Total County Fund 73800 | 968 |
| Total Checking/Savings | 365,734 |
| Accounts Receivable | |
| Receivables | 8,311 |
| Undisbursed Receipts at County | 1,264 |
| Total Accounts Receivable | 9,575 |
| Other Current Assets | |
| Deposits | |
| Brentag Container Deposits | 315 |
| State Fund Deposit | 762 |
| Total Deposits | 1,077 |
| Undeposited Funds | 3,503 |
| Total Other Current Assets | 4,580 |
| Total Current Assets | 379,889 |
| Fixed Assets | |
| Building | |
| Glass Roof-cost | 13,134 |
| Building-Cost | 376,410 |
| Building Accum Depr | -185,142 |
| Shed -Cost | 52,103 |
| Total Building | 256,505 |
| Fire Station | 9,069 |
| Equipment | |
| Equipment-Cost | 139,072 |
| Equipment Accum Depr | -93,194 |
| Total Equipment | 45,878 |
| Water System | |
| Water System-Cost | |
| Upper Tank Replacement | 644,254 |

Muir Beach Community Services District

Balance Sheet

As of September 30, 2010

Accrual Basis

| | Sep 30, 10 |
|---------------------------------------|------------------|
| Water Lines | 95,672 |
| Water Aeration Equipment | 1,432 |
| Water Tank Controls | 5,237 |
| Water Equipment | 20,000 |
| Water Well | 21,620 |
| Pumphouse Cost | 2,712 |
| Water System-Cost - Other | 610,902 |
| Total Water System-Cost | 1,401,828 |
| Water System Accum Depr | -345,401 |
| Total Water System | 1,056,427 |
| Land | 74,673 |
| Total Fixed Assets | 1,442,552 |
| TOTAL ASSETS | 1,822,441 |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | |
| Accounts Payable | 10,429 |
| Total Accounts Payable | 10,429 |
| Credit Cards | |
| Chase VISA 5153 | 327 |
| Total Credit Cards | 327 |
| Other Current Liabilities | |
| Rental Security Deposits | 1,000 |
| Water Security Deposits | 11,700 |
| Total Other Current Liabilities | 12,700 |
| Total Current Liabilities | 23,456 |
| Total Liabilities | 23,456 |
| Equity | |
| Governmental Funds | |
| General Fund | 786,580 |
| Restricted Gov't Funds | 100,986 |
| Total Governmental Funds | 887,566 |
| Proprietary (Water) Fund | |
| Water Operations Fund | 899,717 |
| Restricted Proprietary Funds | 11,700 |
| Total Proprietary (Water) Fund | 911,417 |
| Retained Earnings | 34,397 |
| Net Income | -34,397 |
| Total Equity | 1,798,985 |
| TOTAL LIABILITIES & EQUITY | 1,822,441 |



September 1 - September 30, 2010

I10000028316 310273AH01 WSC00087A
MUIR BEACH
COMMUNITY SERVICES DISTRICT
ATTN: DISTRICT MANAGER
19 SEACAPE DRIVE
MUIR BEACH CA 94965-9701

Account number:

Morgan Stanley Smith Barney LLC. Member SIPC.

Your Financial Advisor

Kenneth P. Tarrant
 750 LINDARO STREET
 SUITE 300
 SAN RAFAEL CA 94901
 415 460 6207
 Website: www.smithbarney.com

Business FMA Service Center: 888-557-BFMA
 Branch Phone: 800 777 3489
 TTY/TDD Deaf & Hard of hearing: 800-227-4238

Account carried by Citigroup Global Markets Inc. Member SIPC.

| Account value | Last period | This period | % |
|--------------------|----------------------|----------------------|---------------|
| Money fund | \$ 469,198.74 | \$ 372,472.14 | 100.00 |
| Total value | \$ 469,198.74 | \$ 372,472.14 | 100.00 |

| Earnings summary | This period | | This year | |
|---------------------|-----------------|----------------|------------------|----------------|
| | Taxable | Non-taxable | Taxable | Non-taxable |
| Money fund earnings | \$ 20.02 | \$ 0.00 | \$ 852.58 | \$ 0.00 |
| Total | \$ 20.02 | \$ 0.00 | \$ 852.58 | \$ 0.00 |

| Gain/loss summary | This period | This year |
|-----------------------------------|-------------|-----------|
| Unrealized gain or (loss) to date | \$ 0.00 | |

| Cash, money fund, bank deposits | This period | This year |
|---------------------------------|----------------------|--------------|
| Opening balance | \$ 469,198.74 | |
| Deposits | 20,878.44 | 252,752.10 |
| Withdrawals | 0.00 | (150.00) |
| Checks written | (117,625.06) | (805,881.32) |
| Money fund earnings reinvested | 20.02 | |
| Closing balance | \$ 372,472.14 | |

A free credit balance in any securities account may be paid to you on demand.
 Although properly accounted for, these funds may be used for business purposes.

| Portfolio summary | This period | This year |
|--|---------------|---------------|
| Beginning total value (excl. accr. int.) | \$ 469,198.74 | \$ 924,898.78 |
| Net security deposits/withdrawals | 0.00 | 0.00 |
| Net cash deposits/withdrawals | (96,746.62) | (553,279.22) |
| Beginning value net of deposits/withdrawals | 372,452.12 | 371,619.56 |
| Total value as of 9/30/2010 (excl. accr. int.) | \$ 372,472.14 | \$ 372,472.14 |
| Change in value | \$ 20.02 | \$ 852.58 |

Muir Beach Community Services District
Statement of Revenues and Expenditures
April through September 2010

Accrual Basis

| | <u>Apr - Jun 10</u> | <u>Jul - Sep 10</u> | <u>TOTAL</u> |
|--------------------------------|-----------------------|-----------------------|----------------------|
| Ordinary Income/Expense | | | |
| Income | | | |
| Water Operations Income | 19,057 | 22,267 | 41,324 |
| Water Capital Improvement Revs | 26,887 | 5,717 | 32,604 |
| Tax Revenues | 72,495 | 1,559 | 74,054 |
| Recreational Activities Income | 2,858 | 2,500 | 5,358 |
| Donations | 30,000 | 0 | 30,000 |
| Grant Revenues | 9,721 | 0 | 9,721 |
| Interest Income | 488 | 584 | 1,072 |
| Other Income | 575 | 0 | 575 |
| Total Income | <u>162,080</u> | <u>32,627</u> | <u>194,707</u> |
| Expense | | | |
| Accounting & Bookkeeping | 4,736 | 4,394 | 9,130 |
| Community Classes & Functions | 180 | 270 | 450 |
| Dues & Memberships | 198 | 0 | 198 |
| Employee Health Ins | 3,137 | 3,137 | 6,275 |
| Fire Tax Expenses | 9 | 0 | 9 |
| Insurance | 2,846 | 9,310 | 12,156 |
| Interest Expense | 3 | 3 | 6 |
| Legal & Professional | 919 | 168 | 1,087 |
| Licenses, Permits & Fees | 566 | 1,051 | 1,617 |
| Misc Operating Expenses | 418 | 484 | 902 |
| Office Expense | 334 | 141 | 475 |
| Payroll Expenses | 22,648 | 18,063 | 40,712 |
| Repair & Maint (non-water) | 71 | 4,998 | 5,069 |
| Supplies (non-water) | 162 | 653 | 815 |
| Vehicle Expense | 490 | 360 | 850 |
| Utilities | 3,300 | 3,592 | 6,893 |
| Water Enterprise | 5,249 | 20,399 | 25,648 |
| Total Expense | <u>45,267</u> | <u>67,023</u> | <u>112,290</u> |
| Net Ordinary Income | <u>116,813</u> | <u>-34,397</u> | <u>82,416</u> |
| Net Income | <u><u>116,813</u></u> | <u><u>-34,397</u></u> | <u><u>82,416</u></u> |

Muir Beach Community Services District
Expenditures

April 2010

| Name | Memo | TOTAL | Gov't | Water | W Cap Impr |
|---------------------------------------|--|-------------------|-----------------|-----------------|-------------------|
| Natgun Corp | replacement of upper water tank | 180,754.47 | 0.00 | 0.00 | 180,754.47 |
| Leighton J Hills | salary | 3,692.32 | 2,215.36 | 738.48 | 738.48 |
| Miller Pacific Engineering | replacement of upper water tank | 3,372.50 | 0.00 | 0.00 | 3,372.50 |
| Harvey Pearlman | wages | 1,725.00 | 300.00 | 1,425.00 | 0.00 |
| Mullin, Sharon | secretary-treasurer wages | 1,529.80 | 1,241.50 | 288.30 | 0.00 |
| CalPers | employee health insurance | 1,045.78 | 522.89 | 522.89 | 0.00 |
| Robertson Engineering | replacement of upper water tank | 1,045.40 | 0.00 | 0.00 | 1,045.40 |
| Imprints Landscape Architecture | landscaping at water tank | 649.30 | 0.00 | 0.00 | 649.30 |
| State Compensation Insurance Fund | workers comp insurance | 605.13 | 276.92 | 308.47 | 19.74 |
| Salvador Gonzalez | wages | 544.00 | 527.00 | 17.00 | 0.00 |
| Payroll taxes | employer payroll taxes | 513.39 | 513.39 | 0.00 | 0.00 |
| Jose Alcala | wages | 390.00 | 90.00 | 300.00 | 0.00 |
| PG&E pumphouse/well 745-7 | electric service | 378.51 | 0.00 | 378.51 | 0.00 |
| Juana Gonzalez | wages | 360.00 | 360.00 | 0.00 | 0.00 |
| California Rural Water Assn. | annual membership renewal | 275.00 | 0.00 | 275.00 | 0.00 |
| PG&E lower tank 623-9 | electric service | 263.07 | 0.00 | 263.07 | 0.00 |
| Marin County Public Health Laboratory | water testing | 255.00 | 0.00 | 255.00 | 0.00 |
| AT&T | district telephones | 251.60 | 157.49 | 94.11 | 0.00 |
| Pearlman, Harvey - V | mileage allowance & reimbursements for out-of-pocket exp | 205.12 | 55.12 | 150.00 | 0.00 |
| Paychex, Inc. | payroll service | 175.64 | 175.64 | 0.00 | 0.00 |
| Redwood Empire Disposal | refuse service | 157.02 | 157.02 | 0.00 | 0.00 |
| PG&E CC 019-6 | electric service | 140.93 | 140.93 | 0.00 | 0.00 |
| Hach Company | water dept expense | 112.99 | 0.00 | 112.99 | 0.00 |
| Goodman Building Supply | water dept expense | 111.55 | 0.00 | 111.55 | 0.00 |
| Herb's Pool Service | water dept expense | 76.61 | 0.00 | 76.61 | 0.00 |
| Wang, Emiko | tai chi instruction | 54.00 | 54.00 | 0.00 | 0.00 |
| Maxemail | telecommunications | 41.70 | 41.70 | 0.00 | 0.00 |
| AT&T Mobility | water manager cell phone | 33.00 | 0.00 | 33.00 | 0.00 |
| Bankcard Services | merchant fees | 29.95 | 0.00 | 29.95 | 0.00 |
| Brelje and Race Laboratories, Inc. | water testing | 19.00 | 0.00 | 19.00 | 0.00 |
| Delano's Market | water dept expense | 13.08 | 0.00 | 13.08 | 0.00 |
| | | <u>198,820.86</u> | <u>6,828.96</u> | <u>5,412.01</u> | <u>186,579.89</u> |

Muir Beach Community Services District
Expenditures

May 2010

| Name | Memo | TOTAL | Gov't | Water | W Cap Impr |
|---------------------------------------|---|-------------------|-----------------|-----------------|-------------------|
| Natgun Corp | replacement of upper water tank | 107,397.36 | 0.00 | 0.00 | 107,397.36 |
| Miller Pacific Engineering | replacement of upper water tank | 8,541.90 | 0.00 | 0.00 | 8,541.90 |
| Harvey Pearlman | wages | 2,037.50 | 112.50 | 1,925.00 | 0.00 |
| Leighton J Hills | salary | 1,846.16 | 1,107.68 | 369.24 | 369.24 |
| CalPers | health insurance leighton and harvey | 1,045.78 | 522.89 | 522.89 | 0.00 |
| Water Plus | two sample stations for monthly water tests | 1,011.91 | 0.00 | 0.00 | 1,011.91 |
| Harper, Kevin | auditor | 1,000.00 | 1,000.00 | 0.00 | 0.00 |
| Mullin, Sharon | treasurer-secretary earnings | 993.70 | 383.50 | 610.20 | 0.00 |
| State Compensation Insurance Fund | workers compensation insurance | 985.99 | 495.51 | 391.80 | 98.68 |
| Marin County Tax Collector | legal fees RE parcel tax | 918.75 | 0.00 | 0.00 | 918.75 |
| Salvador Gonzalez | wages | 544.00 | 476.00 | 68.00 | 0.00 |
| Payroll taxes | employer payroll taxes | 474.91 | 474.91 | 0.00 | 0.00 |
| AT&T | district telephones | 416.70 | 158.54 | 258.16 | 0.00 |
| PG&E pumphouse/well 745-7 | electric | 396.58 | 0.00 | 396.58 | 0.00 |
| Yates Sherlock Construction Co. | water tank repair | 381.24 | 0.00 | 381.24 | 0.00 |
| Juana Gonzalez | wages | 360.00 | 360.00 | 0.00 | 0.00 |
| Robertson Engineering | replacement of upper water tank | 235.76 | 0.00 | 0.00 | 235.76 |
| Jose Alcala | wages | 200.00 | 0.00 | 200.00 | 0.00 |
| Marin County Public Health Laboratory | water testing | 195.00 | 0.00 | 195.00 | 0.00 |
| Bankcard services | merchant fees | 191.95 | 0.00 | 191.95 | 0.00 |
| Paychex, Inc. | payroll service | 158.85 | 158.85 | 0.00 | 0.00 |
| PG&E lower tank 623-9 | electric | 153.43 | 0.00 | 153.43 | 0.00 |
| Pearlman, Harvey - V | mileage allowance | 150.00 | 0.00 | 150.00 | 0.00 |
| Smith Barney Citigroup | annual fee | 150.00 | 150.00 | 0.00 | 0.00 |
| United Site Services, Inc. | servicing of portable toilets at volleyball court | 99.00 | 99.00 | 0.00 | 0.00 |
| Wang, Emiko | tai chi instruction | 90.00 | 90.00 | 0.00 | 0.00 |
| Jackson's Hardware | supplies | 76.64 | 76.64 | 0.00 | 0.00 |
| Herb's Pool Service | water treatment | 52.56 | 0.00 | 52.56 | 0.00 |
| PG&E CC 019-6 | electric | 47.85 | 47.85 | 0.00 | 0.00 |
| Goodman Building Supply | supplies | 39.29 | 39.29 | 0.00 | 0.00 |
| AT&T Mobility | water manager cell phone | 33.19 | 0.00 | 33.19 | 0.00 |
| | | <u>130,226.00</u> | <u>5,753.16</u> | <u>5,899.24</u> | <u>118,573.60</u> |

Muir Beach Community Services District
Expenditures

June 2010

| Name | Memo | TOTAL | Gov't | Water | W Cap Impr |
|---------------------------------------|--|-----------|----------|----------|------------|
| Natgun Corp | replacement of upper water tank | 94,902.75 | 0.00 | 0.00 | 94,902.75 |
| Miller Pacific Engineering | replacement of upper water tank | 10,430.20 | 0.00 | 0.00 | 10,430.20 |
| VFIS | firetruck insurance | 2,846.00 | 2,846.00 | 0.00 | 0.00 |
| Leighton J Hills | salary | 2,769.24 | 1,661.52 | 553.86 | 553.86 |
| Harvey Pearlman | wages | 2,737.50 | 175.00 | 2,562.50 | 0.00 |
| Mullin, Sharon | treasurer-secretary wages | 1,340.25 | 1,201.45 | 138.80 | 0.00 |
| CalPers | employee health insurance | 1,045.78 | 522.89 | 522.89 | 0.00 |
| Salvador Gonzalez | wages | 816.00 | 765.00 | 51.00 | 0.00 |
| Pollard Water | water treatment | 610.82 | 0.00 | 610.82 | 0.00 |
| Pace Supply Corp. | misc system parts | 596.11 | 0.00 | 596.11 | 0.00 |
| Juana Gonzalez | wages | 540.00 | 540.00 | 0.00 | 0.00 |
| Payroll taxes | employer payroll taxes | 535.38 | 535.38 | 0.00 | 0.00 |
| State Compensation Insurance Fund | workers compensation | 518.46 | 237.05 | 241.94 | 39.47 |
| Brelje and Race Laboratories, Inc. | water testing | 463.50 | 0.00 | 463.50 | 0.00 |
| Robertson Engineering | replacement of upper tank | 417.51 | 0.00 | 0.00 | 417.51 |
| PG&E pumphouse/well 745-7 | electric | 415.27 | 0.00 | 415.27 | 0.00 |
| AT&T | district telephones | 264.21 | 163.64 | 100.57 | 0.00 |
| State of California | water supply permit application for upper tank | 252.00 | 0.00 | 252.00 | 0.00 |
| Paychex, Inc. | payroll service | 231.50 | 231.50 | 0.00 | 0.00 |
| AWWA | annual fees | 198.00 | 0.00 | 198.00 | 0.00 |
| Hach Company | water testing supplies | 193.62 | 0.00 | 193.62 | 0.00 |
| AT&T Mobility | water manager cell phone | 184.41 | 0.00 | 184.41 | 0.00 |
| NEBS | office supply | 155.44 | 155.44 | 0.00 | 0.00 |
| Pearlman, Harvey - V | mileage allowance | 150.00 | 0.00 | 150.00 | 0.00 |
| PG&E lower tank 623-9 | electric | 145.04 | 0.00 | 145.04 | 0.00 |
| Hills, Leighton - GM | meeting refreshments/water quality report | 107.24 | 16.00 | 91.24 | 0.00 |
| PG&E CC 019-6 | electric | 85.02 | 85.02 | 0.00 | 0.00 |
| Herb's Pool Service | water treatment | 78.84 | 0.00 | 78.84 | 0.00 |
| USPS | postage | 50.80 | 0.00 | 50.80 | 0.00 |
| Alcala, Jose | water line repair | 50.00 | 0.00 | 50.00 | 0.00 |
| Goodman Building Supply | repairs/water department expense | 48.42 | 31.34 | 17.08 | 0.00 |
| Kinko's | water department expense | 45.55 | 0.00 | 45.55 | 0.00 |
| Chase Card Services | late payment, interest charges | 41.91 | 41.91 | 0.00 | 0.00 |
| Mill Valley Chamber of Commerce | parking permit | 40.00 | 40.00 | 0.00 | 0.00 |
| Wang, Emiko | tai chi instruction | 36.00 | 36.00 | 0.00 | 0.00 |
| Marin County Public Health Laboratory | water testing | 30.00 | 0.00 | 30.00 | 0.00 |
| Bankcard Services | merchant account fees | 29.95 | 0.00 | 29.95 | 0.00 |
| Home Depot | water department expense | 26.22 | 0.00 | 26.22 | 0.00 |

Muir Beach Community Services District
Expenditures

June 2010

| | | | | | |
|-----------|--------------------------|-------------------|-----------------|-----------------|-------------------|
| Maxemail | voicemail | 20.85 | 20.85 | 0.00 | 0.00 |
| Chevron | propane | 12.13 | 12.13 | 0.00 | 0.00 |
| Walgreens | water department expense | 3.70 | 0.00 | 3.70 | 0.00 |
| | | <u>123,465.62</u> | <u>9,318.12</u> | <u>7,803.71</u> | <u>106,343.79</u> |

Muir Beach Community Services District
Expenditures

July 2010

| Name | Memo | TOTAL | Gov't | Water | W Cap Impr |
|------------------------------------|--|-----------|----------|----------|------------|
| Natgun | replacement of upper tank | 28,115.78 | 0.00 | 0.00 | 28,115.78 |
| Brenntag Pacific | water treatment | 3,624.75 | 0.00 | 3,624.75 | 0.00 |
| Leighton J Hills | salary | 1,846.16 | 1,107.68 | 369.24 | 369.24 |
| Harvey Pearlman | wages | 1,787.50 | 375.00 | 1,412.50 | 0.00 |
| Omega Engineering | level detector for new tank | 1,261.50 | 0.00 | 0.00 | 1,261.50 |
| Brelje and Race Laboratories, Inc. | water testing | 1,111.50 | 0.00 | 1,111.50 | 0.00 |
| CalPers | health insurance Leighton and Harvey | 1,045.78 | 522.89 | 522.89 | 0.00 |
| Mullin, Sharon | treasurer-secretary wages | 985.78 | 515.21 | 470.57 | 0.00 |
| Jose Alcala | wages | 600.00 | 0.00 | 600.00 | 0.00 |
| PG&E pumphouse/well 745-7 | electric | 569.72 | 0.00 | 569.72 | 0.00 |
| Salvador Gonzalez | wages | 544.00 | 544.00 | 0.00 | 0.00 |
| State Compensation Insurance Fund | workers compensation insurance | 507.77 | 224.39 | 243.91 | 39.47 |
| Robertson Engineering | civil engineering - upper tank replacement | 489.51 | 0.00 | 0.00 | 489.51 |
| Pond Landscape Solutions | water department expense/mat'ls for upper tank | 462.95 | 0.00 | 24.00 | 438.95 |
| Piel, Laurie | reimbursement for new stove at CC | 450.00 | 450.00 | 0.00 | 0.00 |
| Martin Bros | gravel for upper tank | 415.08 | 0.00 | 0.00 | 415.08 |
| Payroll taxes | employer payroll taxes | 401.73 | 401.73 | 0.00 | 0.00 |
| Goodman Building Supply | water department expense/mat'ls for upper tank | 400.57 | 0.00 | 41.39 | 359.18 |
| Juana Gonzalez | wages | 360.00 | 360.00 | 0.00 | 0.00 |
| AT&T | district telephones | 252.00 | 158.63 | 93.37 | 0.00 |
| Lincoln Equipment | water department expense | 246.32 | 0.00 | 246.32 | 0.00 |
| PG&E lower tank 623-9 | electric | 215.74 | 0.00 | 215.74 | 0.00 |
| Chase/Bankcard | merchant account fees | 212.40 | 1.50 | 210.90 | 0.00 |
| West Marine | misc equipment for upper tank | 206.08 | 0.00 | 0.00 | 206.08 |
| McPhail's | propane | 192.59 | 192.59 | 0.00 | 0.00 |
| Paychex, Inc. | payroll service | 172.98 | 172.98 | 0.00 | 0.00 |
| Marin County Tax Collector | lafco charges | 168.00 | 168.00 | 0.00 | 0.00 |
| Redwood Empire Disposal | refuse service | 157.02 | 157.02 | 0.00 | 0.00 |
| Pearlman, Harvey - V | mileage allowance | 150.00 | 0.00 | 150.00 | 0.00 |
| JOU*Academic Superstore | office expense | 126.45 | 126.45 | 0.00 | 0.00 |
| Rafael Lumber | misc equipment for upper tank | 79.78 | 0.00 | 0.00 | 79.78 |
| PG&E CC 019-6 | electric | 67.87 | 67.87 | 0.00 | 0.00 |
| Wang, Emiko | tai chi instruction | 54.00 | 54.00 | 0.00 | 0.00 |
| Water Components & Building Supply | water department expense | 51.63 | 0.00 | 51.63 | 0.00 |
| AT&T Mobility | water manager cell phone | 49.01 | 0.00 | 49.01 | 0.00 |
| United Site Services, Inc. | servicing of portable toilet at volleyball court | 33.00 | 33.00 | 0.00 | 0.00 |
| Muir Beach LAN {v} | reimbursement for CSD expense put on LAN CC | 29.26 | 0.00 | 29.26 | 0.00 |
| Maxemail | voicemail | 20.85 | 20.85 | 0.00 | 0.00 |

Muir Beach Community Services District
Expenditures

July 2010

| | | | | | |
|---------------------------------------|---------------|------------------|-----------------|------------------|------------------|
| Smart n Final | CC supplies | 18.60 | 18.60 | 0.00 | 0.00 |
| Marin County Public Health Laboratory | water testing | 15.00 | 0.00 | 15.00 | 0.00 |
| | | <u>47,498.66</u> | <u>5,672.39</u> | <u>10,051.70</u> | <u>31,774.57</u> |

Muir Beach Community Services District
Expenditures

August 2010

| Name | Memo | TOTAL | Gov't | Water | W Cap Impr |
|---------------------------------------|---|------------------|-----------------|------------------|------------------|
| Natgun | upper tank construction | 55,622.98 | 0.00 | 0.00 | 55,622.98 |
| Glatfelter Public Practice | liability insurance | 7,517.00 | 1,500.00 | 6,017.00 | 0.00 |
| Tuff Shed | replacement shed at upper tank | 2,738.30 | 0.00 | 0.00 | 2,738.30 |
| Brelje and Race Laboratories, Inc. | water testing | 2,722.00 | 0.00 | 2,722.00 | 0.00 |
| Sward, John - v | repair firebox at CC | 2,047.00 | 2,047.00 | 0.00 | 0.00 |
| Leak Detection Pros Inc. | water line ahab charlottes way | 1,075.00 | 0.00 | 1,075.00 | 0.00 |
| Marin County Registrar of Voters | polling place fees | 1,050.63 | 1,050.63 | 0.00 | 0.00 |
| CalPers | health insurance leighton and harvey | 1,047.15 | 523.58 | 523.57 | 0.00 |
| Leighton J Hills | salary | 923.08 | 553.84 | 184.62 | 184.62 |
| Mullin, Sharon | treasurer-secretary wages | 864.50 | 637.00 | 227.50 | 0.00 |
| Jose Alcala | wages | 590.00 | 0.00 | 590.00 | 0.00 |
| State Compensation Insurance Fund | workers compensation insurance | 557.21 | 263.14 | 254.60 | 39.47 |
| Ravica | water department expense | 514.99 | 0.00 | 514.99 | 0.00 |
| Harvey Pearlman | wages | 487.50 | 75.00 | 412.50 | 0.00 |
| PG&E pumphouse/well 745-7 | electric | 423.82 | 0.00 | 423.82 | 0.00 |
| Salvador Gonzalez | wages | 408.00 | 340.00 | 68.00 | 0.00 |
| Cohon, Don | reimb for roads & easements work | 300.74 | 300.74 | 0.00 | 0.00 |
| AT&T | district telephones | 253.43 | 159.94 | 93.49 | 0.00 |
| PG&E lower tank 623-9 | electric | 228.12 | 0.00 | 228.12 | 0.00 |
| Pearlman, Harvey - V | reimbursement for out-of-pocket exp & mileage allowance | 203.38 | 53.38 | 150.00 | 0.00 |
| Payroll taxes | employer payroll taxes | 198.04 | 198.04 | 0.00 | 0.00 |
| Goodman Building Supply | supplies/water dept exp/mat'ls for upper tank | 197.89 | 37.05 | 3.80 | 157.04 |
| Juana Gonzalez | wages | 180.00 | 180.00 | 0.00 | 0.00 |
| Home Depot | supplies/water dept exp | 133.00 | 71.18 | 61.82 | 0.00 |
| Paychex, Inc. | payroll service | 116.74 | 116.74 | 0.00 | 0.00 |
| Wang, Emiko | tai chi instruction | 108.00 | 108.00 | 0.00 | 0.00 |
| PG&E CC 019-6 | electric | 101.41 | 101.41 | 0.00 | 0.00 |
| Herb's Pool Service | supplies/water treatment | 91.98 | 26.28 | 65.70 | 0.00 |
| Forster Pump & Engineering | float switch for new upper tank | 81.55 | 0.00 | 0.00 | 81.55 |
| Jackson's Hardware | mat'ls for upper tank | 66.41 | 0.00 | 0.00 | 66.41 |
| Marin County Public Health Laboratory | water testing | 45.00 | 0.00 | 45.00 | 0.00 |
| AT&T Mobility | water manager cell phone | 32.61 | 0.00 | 32.61 | 0.00 |
| Smart n Final | CC supplies | 30.25 | 30.25 | 0.00 | 0.00 |
| Maxemail | voicemail | 20.85 | 20.85 | 0.00 | 0.00 |
| Ideal Stationers | office supplies | 16.65 | 16.65 | 0.00 | 0.00 |
| Orchard Supply | supplies | 16.41 | 16.41 | 0.00 | 0.00 |
| | | <u>81,011.62</u> | <u>8,427.11</u> | <u>13,694.14</u> | <u>58,890.37</u> |

Muir Beach Community Services District
Expenditures

September 2010

| Name | Memo | TOTAL | Gov't | Water | W Cap Impr |
|--|--|------------------|------------------|------------------|------------------|
| Vista Landscaping | upper tank | 10,700.00 | 0.00 | 0.00 | 10,700.00 |
| Linscott Engineering Contractors, Inc. | water line repair | 7,958.73 | 0.00 | 7,958.73 | 0.00 |
| Miller Pacific Engineering | upper tank | 2,915.30 | 0.00 | 0.00 | 2,915.30 |
| Harvey Pearlman | wages | 2,900.00 | 485.25 | 2,414.75 | 0.00 |
| Leighton J Hills | salary | 2,769.24 | 1,661.52 | 553.86 | 553.86 |
| Fose Tree Service | tree work at CC | 2,600.00 | 2,600.00 | 0.00 | 0.00 |
| Mullin, Sharon | treasurer-secretary wages & reimbursements | 2,599.09 | 1,815.54 | 783.55 | 0.00 |
| Glatfelter Public Practice | liability insurance - umbrella | 1,793.00 | 1,793.00 | 0.00 | 0.00 |
| CalPers | health insurance leighton and harvey | 1,045.78 | 522.89 | 522.89 | 0.00 |
| Salvador Gonzalez | wages | 816.00 | 578.00 | 238.00 | 0.00 |
| Payroll taxes | employer payroll taxes | 563.80 | 563.80 | 0.00 | 0.00 |
| Juana Gonzalez | wages | 540.00 | 540.00 | 0.00 | 0.00 |
| PG&E pumphouse/well 745-7 | electric | 452.99 | 0.00 | 452.99 | 0.00 |
| Eli Pearlman | wages | 345.00 | 160.00 | 185.00 | 0.00 |
| State Compensation Insurance Fund | workers compensation insurance | 280.72 | 126.81 | 134.17 | 19.74 |
| Bankcard | merchant account fees | 273.47 | 0.00 | 273.47 | 0.00 |
| West Marine | mat'ls for upper tank | 272.38 | 0.00 | 0.00 | 272.38 |
| AT&T | district telephones | 251.89 | 158.28 | 93.61 | 0.00 |
| Drillspot | aerator pump for new upper tank | 230.51 | 0.00 | 0.00 | 230.51 |
| Goodman Building Supply | mat'ls for upper tank | 171.85 | 0.00 | 0.00 | 171.85 |
| Paychex, Inc. | payroll service | 167.68 | 167.68 | 0.00 | 0.00 |
| PG&E lower tank 623-9 | electric | 155.83 | 0.00 | 155.83 | 0.00 |
| Robertson Engineering | upper tank | 145.00 | 0.00 | 0.00 | 145.00 |
| Wang, Emiko | tai chi instruction | 108.00 | 108.00 | 0.00 | 0.00 |
| PG&E CC 019-6 | electric | 69.13 | 69.13 | 0.00 | 0.00 |
| Mill Valley Chamber of Commerce | parking permit | 60.00 | 60.00 | 0.00 | 0.00 |
| Marin County Public Health Laboratory | water testing | 45.00 | 0.00 | 45.00 | 0.00 |
| AT&T Mobility | water manager cell phone | 32.61 | 0.00 | 32.61 | 0.00 |
| Maxemail | voicemail | 20.85 | 20.85 | 0.00 | 0.00 |
| Electronics Plus | switch controls for new upper tank | 16.30 | 0.00 | 0.00 | 16.30 |
| | | <u>40,300.15</u> | <u>11,430.75</u> | <u>13,844.46</u> | <u>15,024.94</u> |

1 **MUIR BEACH COMMUNITY SERVICES DISTRICT**
2 **Minutes of the Board of Directors' meeting held on**
3 **Wednesday, June 23, 2010**

4
5
6 **OFFICIAL MINUTES ONLY UPON APPROVAL**

7
8 Prior to approval of these minutes by the Board of Directors in a public meeting, these
9 minutes are draft only and subject to change. Upon approval by the Board, these minutes
10 become the Official Minutes of the meeting.

11
12 **Item 1 CALL TO ORDER**

13
14 President Shaffer called the regular meeting of the Muir Beach Community Services District
15 Board of Directors to order at 7:15 PM on Wednesday, June 23, 2010.

16
17 **Roll Call**

18
19 DIRECTORS PRESENT: Hobson, Shaffer, Rudnick, Bender (via Skype)
20 OFFICERS PRESENT: District Manager Hills, Secretary-Treasurer Mullin

21
22 **Item 2 CONSENT CALENDAR**

- 23
24 A. **Approval of Minutes** – Regular meeting January 27, 2010.
25
26 B. **Approval of Financial Statements** – For the period ended March 31, 2010.

27
28 MOTION: To approve items A and B above
29 Moved: Fitzpatrick, seconded by Hobson
30 Vote: AYES: Unanimous

31
32 **Item 3 NATIONAL PARK SERVICE REPORT**

33
34 Mia Monroe attended and gave a brief report on various NPS topics.

35
36 **Item 4 FIRE DEPARTMENT REPORT**

37
38 No one from the Fire Department was present to offer a report.

39
40 **Item 5 PASSAGE OF \$300 ANNUAL ASSESSMENT**

41
42 At the recent June 8 general election, voters in Muir Beach approved continuation of the
43 \$300 assessment for capital improvements to the water system with 85% approval, the
44 highest in the County. After some discussion, the Board has opted for changing the method
45 by which the tax is collected. The current method requires comprehensive reporting, has
46 costs attributed to it, and severe repercussions if a filing deadline is missed. County Counsel
47 will be asked to prepare the necessary documents to enable incorporation of the collection of
48 the tax into the water billing process.

1 **Item 6 NEW WATER TANK NEARING COMPLETION**

2
3 Construction of the new water tank at the Overlook is nearly complete. A berm is being
4 restored around the tank and will soon be landscaped.

5
6 **Item 7 WATER RATE CHANGE (LAST ONE IN 2005)**

7
8 Muir Beach last changed its water rates five years ago, whereas the MMWD has increased its
9 water rates four years in a row and North Marin Water District has increased its rates by 33%
10 in the past 3 years. Most of the costs associated with our Water Department are fixed and do
11 not change with changes in consumption. So, when conservation efforts succeed in reducing
12 consumption, the fixed costs need to be spread over fewer gallons, resulting in the need for a
13 change in rates. An 8.5% increase in the rates has been proposed in order to restore revenues
14 (and households' water bills) to their previous levels. County Counsel will be asked to
15 prepare an ordinance for review at a future meeting.

16
17 **Item 8 RECREATIONAL ITEMS**

18
19 The County of Marin has increased the amount of the fine it assesses for parking in a coastal
20 community (to \$99). It is hoped this will result in fewer illegally parked vehicles.

21
22 Laurie Piel reported that the problem renters who have been ignoring the rules for
23 Community Center use, by staying too late, making too much noise, etc., are residents of
24 Muir Beach. She's looking for a solution to the problem.

25
26 This Sunday an auction will be held by the Muir Beach Quilters.

27
28 A project is in the works at the Community Center to extend the glass roof to the end of the
29 deck.

30
31 **Item 9 ITEMS REMOVED FROM THE CONSENT CALENDAR**

32
33 No items were removed from the Consent Calendar.

34
35 **Item 10 PUBLIC OPEN TIME**

36
37 No items were addressed under public open time.

38
39 **Item 11 NEXT MEETING DATE**

40
41 The next public meeting date is scheduled for Wednesday, July 28, 2010.

42
43 **Item 12 ADJOURNMENT**

44
45 The meeting was adjourned at 7:57 PM.