



MUIR BEACH COMMUNITY SERVICES DISTRICT

19 Seacape Drive Muir Beach, CA 94965 415 383 9969 www.muirbeachcsd.com

AGENDA

Regular Meeting of the Board of Directors

Wednesday, October 11, 2017 7:00 PM

Muir Beach Community Center

19 Seacape Drive

Muir Beach, CA 94965

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.

7:00pm	Item 1: Call to Order
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Board: Gary Friedman (President), Victoria Hamilton-Rivers (Vice President), Lynda Grose (Director), Paul Jeschke (Director), Peter Lambert (Director)
Staff: Mary Halley and Mike DeGroot (District Managers), Chris Gove (Fire Chief)

7:03pm	Item 2: Agenda
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Adopt

7:05pm	Item 3: Consent Calendar
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Consider Adoption

All items on the Consent Calendar are considered to be either routine or non-controversial, and will be enacted by a single blanket action of the Board. Upon request from a Board member or any member of the public, individual items may be removed from the Consent Calendar in which case they will be discussed later in the meeting (under Items Removed from the Consent Calendar).

- A. Approval of Draft Minutes from Regular Board Meeting of 08/02/17.
- B. Approval of Draft Minutes from the Special Meeting of 09/13/17.
- C. Acknowledgement of receipt of the Financial Report dated 08/30/17.

7:10 pm	Item 4: District Managers' Report
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Discuss & Direct

Co-DM Mary Halley and Mike DeGroot will present the report.

7:30 pm	Item 5: National Park Service Update
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Report

Mia Monroe, Marin Community Liaison for the National Park Service, will provide an update from the NPS that is of Community interest.

7:45 pm	Item 6: Draft Resolution to Change Board Director Election Dates – Resolution 2017-3	Discuss & Approve
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Board will discuss the draft Resolution to change the election date for the MBCSD Board of Directors. The proposed change will be effective for MBCSD Board of Director elections in 2018 and subsequent elections.

Pursuant to California State Elections Code (sections 14050-14057), “a political subdivision shall not hold an election other than on a statewide election date.” As a result, election day for Board of Director seats shall be the first Tuesday, following the first Monday, in November.

7:55 pm	Item 7: Approval to Enter into a Contract for the Cove Lane Culvert Repair	Discuss & Approve
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Board will discuss and direct Staff on the costs for repairs to the Cove Lane culvert repair. Due to damage sustained during last winter’s significant rainfall, the Cove Lane culvert was damaged and now poses a potential threat to property and may cause further infrastructure damage.

MBCSD has received an acceptable quotation from Linscott Engineering Contractor, Inc. for the sum of \$21,000.00. FEMA and the State of California OES has provided a grant of \$5,000.00 to assist in the costs of the repairs. MBCSD cost share is estimated to be \$16,000.00.

MBCSD Staff is requesting approval to enter into contract with Linscott Engineering Contractor, Inc. and to authorize District funds of \$16,000.00; work is anticipated to be completed before winter rains begin.

8:10 pm	Item 8: Draft Policy on MBCSD Property Encroachments, and Fences and Gates	Discuss & Direct
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Board will discuss and give Staff direction on proposed policies related to MBCSD properties and private property interfaces.

The encroachment policy addresses private property encroachments into MBCSD easements, parklands, right of ways and properties.

The fence line and gate policy addresses MBCSD property and right of ways, and private property interfaces.

8:25 pm	Item 9: Discuss the Changing of Regular Board Meeting Dates	Discuss & Approve
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Board will discuss the possibility of changing the meeting date of the regularly scheduled Board of Directors meeting.

The Board will consider new dates in the 3rd or 4th week of each month.

Current regularly scheduled Board meetings are the first Wednesday of each month. The Bylaws of the MBCSD state that “regularly scheduled meetings...shall be held on the fourth Thursday of each calendar month”.

Any proposed changes, or maintaining the current meeting date(s), will necessitate that section 4.4 of the bylaws be amended accordingly.

8:40 pm	Item 10: Fire Department	Confirmation
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Fire Chief, Chris Gove will present his report.

8:50 pm	Item 11: Committee Reports	Confirmation
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Background: Over the years, Ad Hoc Committees were formed to allow community members to share their expertise and have their voices heard on various community issues. Benefits are numerous: Ad Hoc Committee Members can participate actively through research, provide in-depth reflections and discussions with their group that a Board meeting wouldn't be able to schedule. The Ad Hoc Committees share their conclusions and make recommendations to the Board. Please consider joining a committee that matches your expertise.

The following committees may give progress updates to the Board:

- a. Ad Hoc Committee on Sunset Way Project – Silva/Hamilton-Rivers
- b. Ad Hoc Committee on Spindrift Neighbor Issues –Grose/Friedman
- c. Ad Hoc Committee on Community Skills Inventory – Grose
- d. Ad Hoc Committee on Water Education – Grose
- e. Ad Hoc Committee on Audits – Lambert
- f. Ad Hoc Committee on Fire Facilities – Rauh/Lambert
- g. Ad Hoc Committee on Grants & Financing – John Murray/ Don Cohon
- h. Ad Hoc Committee on Trails – Mackenzie
- i. Ad Hoc Committee on Community Center – Jeschke

9:00 pm	Item 12: Public Open Time	Brief Responses
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Please note:

1. Topics should be within the jurisdiction of the CSD (Water, Roads, Fire Protection, & Recreation).
2. The topic should not be elsewhere on the agenda.
3. The Board and staff may only briefly respond to statements and questions (i.e. the legal requirement for items not posted on an agenda which otherwise informs community members that a topic is up for discussion and/or action.)
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 10 minutes, unless waived by the Board.

9:10 pm	Item 13: Recognitions & Board Member Items	Review
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Board recognitions and pending events of interest to the community.

9:15 pm	Item 14: Request for Future Meeting Agenda	Review
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Requests to the District Manager for future agenda items by the board and/or the public.

9:20 pm	Item 15: Items removed from consent calendar	Review
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Items moved from the Consent Calendar to the Regular Agenda, if any.

9:25 pm	Item 16: Adjournment	Approve
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