

1 **MUIR BEACH COMMUNITY SERVICES DISTRICT**  
2 Minutes of the Board of Directors' meeting held on  
3 Wednesday, September 26, 2018  
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 minutes are draft  
9 only and subject to change. Upon approval by the Board, these minutes become the Official Minutes of  
10 the meeting.

11  
12 **Item 1 Call to Order:**  
13

14 Hamilton-Rivers called the meeting of the Muir Beach Community Services District Board of Directors to  
15 order at approximately 7:08 PM.

16  
17 Directors present: Gary Friedman, Victoria Hamilton-Rivers,  
18 Steve Shaffer, Leighton Hills

19  
20 Staff present: Mary Halley, District Manager  
21 Leslie Riehl, District Treasurer  
22

23 **Item 2 Adoption of Agenda:**  
24

25 Hamilton-Rivers offered thanks to all those who submitted items for the agenda.

26  
27 Three items that had been submitted for this agenda were not included. No request by a Board member  
28 was made to include any of the three.

29  
30 MOTION: To adopt the agenda as submitted.  
31 Moved: Shaffer, seconded by Hills  
32 Vote: AYES: Unanimous  
33

34 **Item 3 Approval of Consent Calendar:**  
35

36 A. Draft Minutes of the Regular Meeting held 7/25/18, as submitted.  
37

38 MOTION: To adopt the consent calendar.  
39 Moved: Friedman, seconded by Shaffer  
40 Vote: AYES: Unanimous  
41

42 **Item 4 Items Removed from Consent Calendar:**  
43

44 No items were removed from the Consent Calendar.  
45

46 **Item 5 Treasurer's Report:**  
47

48 Treasurer Riehl gave a brief report. She hopes to have two certificates of deposit purchased soon and an  
49 additional checking account opened. Halley reported that draft audits have been completed through 2014  
50 and that she hopes 2015 will also be completed by the October board meeting.  
51

52 **Item 6 District Manager's Report:**  
53

54 Halley presented highlights from her written report, many of the items of which were added to the agenda  
55 for this meeting. The written report can be found on the CSD website.  
56

1 **Item 7 Fire Department Report:**

2  
3 No report was given.  
4

5 **Item 8 Water System Review:**

6  
7 Kevin McDonnell from Moe Engineering was hired to review the water system with grant funds that the  
8 CSD received due to the efforts of Supervisor Dennis Rodoni. McDonnell has produced an extensive  
9 report on the Muir Beach water infrastructure and was attending this meeting in order to answer questions  
10 about the report. His general findings were that Muir Beach is doing very well upon completion of its 20-  
11 year master plan and that, at this point in time, drafting another 20-year plan is not necessary. He laid out  
12 recommendations for regular maintenance to prolong the useful life of the water system asset. He  
13 suggested looking at it again in five years to reevaluate the need for a 20-year plan. There was a long  
14 question and answer period where he answered questions from both the Board and the public. The full  
15 MOE Report and Piping Inventory is available on the MBCSD website at muirbeachcsd.com under  
16 "Water" on the Administration "District Reports" tab, and highlights of the report are also commented on in  
17 the District Managers Report 9-26-2018 included in the 9-26-2018 Meeting Packet on the website under  
18 the Administration "Board Meetings" tab.  
19

20 **Item 9 MBVFA – Tree Trimming Reimbursement:**

21  
22 Frank Schoenfeld, treasurer of MBVFA, and Fire Chief Chris Gove made a case for the CSD reimbursing  
23 the MBVFA \$800 for tree work that was done at the BBQ grounds in preparation for the 2018 BBQ. The  
24 tree work was preventative as large branches overhanging the stage area were felt to be unsafe. There  
25 were arguments for and against the reimbursement. Ultimately, the Board decided in favor of the  
26 reimbursement.  
27

28 **Item 10 Water Issues:**

29  
30 Leighton Hills reported. Scott Linscott made the repair to the water main that was damaged when PG&E,  
31 who had been digging a large hole for installation of a power pole, bored their auger into the ground  
32 cutting into the water main. The piece of pipe that was replaced was a good indicator of the condition of  
33 the rest of the pipe. It was in very good shape – not cracked or brittle and was very clean due to the  
34 sodium silicate that is added to the water. Since the water main does not lie under the road, it is not  
35 subject to the constant flexing that Kevin McDonnell spoke of. Hill's opinion is that just paving Sunset  
36 Way would be sufficient. McDonnell had also commented on the asbestos/concrete pipe that is part of  
37 the CSD's water system. The asbestos/concrete pipe was only used in upper Muir Beach. Asbestos has  
38 never been detected in the water and there have been no failures of that type of pipe.  
39

40 Board and public discussion covered this and other water issues. Since the Water Capital Improvement  
41 Fee has remained the same for many years, it was mentioned that it might be time to consider raising it.  
42

43 **Item 11 Sunset Way Road Issues:**

44  
45 Shaffer spent time recently assessing the Sunset Way project and considering how the CSD might be  
46 able to afford the project and complete it within a reasonable timeframe. Several contractors have  
47 examined the plans and walked the road.  
48

49 Hamilton-Rivers mentioned that the Board recently received a letter from a resident raising serious  
50 concerns about road and drainage issues near their home. This led to a discussion about other locations  
51 in Muir Beach with the same issues and what can be done about them. Hills and Shaffer offered to walk  
52 the roads with Pimentel to look at the problem areas and to strategize a solution.  
53  
54

1 **Item 12 Public Open Time:**

2  
3 Barbara Schoenfeld mentioned many problems that are occurring with mail delivery. She alerted the  
4 Sausalito Post Office of the problems.

5  
6 Paul Jeschke feels very strongly that an emergency generator is needed at the Community Center, that  
7 it's a matter of community safety. He believes that there was previous approval by the Board to use  
8 Measure A funds for the purchase of one. Others remembered otherwise. Prior meeting minutes should  
9 hold the answer.

10  
11 **Item 13 Recognitions and Board Member Items:**

12  
13 Paul Jeschke thanked Steve Shaffer for getting railings installed at the Community Center.

14  
15 Victoria Hamilton-Rivers thanked Mary Halley for her work on obtaining grant monies for the community  
16 and for her and everyone else's hard work in dealing with the PG&E emergency.

17  
18 The next meeting date is set for October 24<sup>th</sup>.

19  
20 **Item 14 Adjournment:**

21  
22 MOTION: To adjourn the meeting.  
23 Moved: Shaffer, seconded by Hills  
24 Vote: AYES: Unanimous

25  
26 The meeting adjourned at approximately 9:22 PM.