



Office Address  
640 Drake Avenue  
Marin City, CA 94965  
**Mailing Address**  
P>O> Box 366  
Sausalito, CA 94965  
Telephone Number  
(415) 332-1441

**MCCSD**  
**Regular Board Meeting**  
**Wednesday, September 10, 2025, at 5:30 p.m.**  
**Location: MCCSD, 640 Drake Avenue**

**Board Members**

Terrie Harris Green  
Henry Mims  
Angela Haynes  
Kevin Douglas  
Sarah Canson

**Convene Meeting of the Marin City Community Services District**

**a) Call to Order and Roll Call:**

Meeting was called to order at 5:40 p.m. by Board Chair Terrie Green

**Board Members present:** Henry Mims, Angela Haynes, Terrie Harris Green, and Sarah Canson

**Staff present:** Juanita Edwards, Interim General Manager

**Consultant/Advisor:** Dr. Kerby Lynch

**b) Approval of Agenda:**

**Motion made by Director Canson:** Approve Agenda with changes, Move item 'I' (General Managers' Report) to item 'E' (Public Comment), Remove/omit 'H' (Presentation from Zack Koblick with Workforce Alliance of the North Bay) 'J' (Presentation from Burbank Housing on street lighting plans in connection with Golden Gate Village

**Second: Director Haynes**

**Status: PASSED**



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**c) Convene in Closed Session: Closed Session Agenda**

- i. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION. Significant exposure to litigation pursuant to California Government Code section 54956.9(d)(2). Number of potential case(s): one.

- d) Report out from Closed Session: 6:00 p.m. Open Session  
No Report – Direction to Staff

## **Key Agenda Items & Actions**

### **1. Grant Application Process & State Requirements**

**Discussion:** Board members expressed frustration about changing state requirements for the \$3 million grant application, including unexpected requests for site maps not mentioned in original proposal guidelines.

**Key Points:**

- State appears to be "moving the goalpost" with new requirements
- CSD maintains control over contract work, deadlines, and metrics
- Need for better communication and documentation of requirements

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### **e). Motion: Authorization for Scope of Work Amendment**

**Motion:** Authorize the General Manager to amend the scope of work as outlined in the staff report

**Second:** Approved

**Status:** PASSED



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### 3. Grant Extension Request Update (DeAngelo)

#### Status Updates:

- **Grand Jury Report Response:** Due date approaching (90 days from original report)
  - **\$3 million Grant Extension:**
    - Written response submitted by CSD requesting extension
    - County legislative director contacted Conley's and McGuire's offices
    - Requesting county signature by **October 15th**
    - County will present to Board of Supervisors at next meeting
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### 4. Community Hub Development Project

**Presenter:** Speaker 5

#### Updates:

- Annex construction progressing for social services hub
  - **Planned Services:** Public assistance, aging/adult services, children services, veteran services, food pharmacy
  - **Community Outreach Schedule:**
    - Focus groups planned at multiple locations
    - First session: Sunshine Hot Club (September 17th)
    - Additional sessions: First Missionary Baptist, Sausalito, Mill Valley, Larita (127 apartments), Shelter Hill (77 apartments)
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### 5. Cell Tower Service Proposal

**Presenter:** Angela

#### Discussion:

- Pursuing cell service improvements with Verizon and AT&T
- Site visits planned to assess feasibility



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- **Concerns raised:** Public health impact, tower placement (preference for Tower Hill location away from residents)
  - Board expressed interest but emphasized health considerations
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## 6. Consultant Reports

### Group Four Consulting (David - Speaker 4)

- Committed to providing transparency and action plans
- Will work with General Manager on scheduling and deadlines
- Next meeting will include detailed action plan with timelines

### Dr. Kerby Lynch (Speaker 8) - Contract through April 2026

- **Recent Activities:** Grant submissions, staff training development, policy research
  - Submitted county grant on September 2nd
  - Working on 5-year budget projection
  - **Request:** Monthly written reports to board
  - **Future Agenda Items:** Staff handbook recommendations, Golden Gate development bond analysis
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## 7. Infrastructure & Utilities

**Water Resilience Project:** Phase 2 kicking off in October

**Street Lighting Issue:** Discussion about utility pole usage and grid connections

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## 8. Financial & Administrative Updates

### Audit Status (Juanita)

- **Progress:** Approximately 50%+ complete on 2022-2023 audit



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- **Challenges:** Previous staff left no documentation, required learning government accounting
- **Timeline:** 2023-2024 and 2024-2025 audits expected to proceed more smoothly
- **New Accounting Firm:** Now engaged, will provide monthly reports

### Budget Planning

- Special meeting scheduled for **September 20th** to discuss 2025-2026 budget
- Department of Finance completed journal entries

## 9. Upcoming Events & Meetings

### September 13 - Barbecue Cookoff Fundraiser

- **Time:** 12:30 PM - 5:00 PM
- **Details:** 5-6 community contestants, judging categories include People's Choice
- **Admission:** Adults \$10, Children \$5

### September 20 - Board Retreat

- **Time:** Starting at 11:00 AM
- **Agenda Items:**
  - Brown Act Training (Brian Washington & Kate Stanford)
  - Strategic Planning (Oma Wally)
  - Budget Discussion (morning session)

## 10. Action Items

Task	Responsible Party	Deadline
Submit Grand Jury Report response	Board with Kate Stanford legal review	End of September
Provide monthly written reports	Dr. Kerby Lynch	Ongoing



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Coordinate county signature for grant extension	DeAngelo/County	October 15th
Schedule cell tower site visits	Angela	TBD
Prepare action plan with timelines	David (Group Four) with General Manager	Next board meeting
Send Grand Jury response template to board	Chairman	ASAP

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## 11. Administrative Notes

- **Board Clerk Need:** Community member emphasized need for dedicated clerk for meeting minutes and tracking
  - **Future Agenda Items:** Regular reports from DeAngelo, Dr. Kirby, and General Manager
  - **Meeting Documentation:** Improved record-keeping and transparency requested
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**Meeting Adjourned:** 7:10 p.m.

**Next Regular Meeting:** September 20th (Board Retreat)

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*Minutes prepared from audio transcript dated September 10, 2025*