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MARIN CITY COMMUNITY SERVICES DISTRICT

Regular Board Meeting Minutes — DRAFT FOR REVIEW

Wednesday, September 9, 2026 | 5:30 p.m.

Location: MCCSD, 640 Drake Avenue, Marin City, CA 94965

Board Members Present: Terrie Harris-Green, Henry Mims, Angela Haynes, Kevin Douglas, and Sarah Canson.

Staff Present: Juanita Edwards, Interim General Manager.

a) Call to Order and Roll Call

The Regular Board Meeting was called to order at 5:41 p.m. All five Board members were present.

b) Approval of Agenda

The Board discussed rearranging the agenda so that action items would be considered together. Item G, the FY 2022–23 audit update, was moved to follow the other action items and before Item J. Item E, approval of prior meeting minutes, was moved to the end of the meeting.

Motion: Director Angela Haynes moved to approve the agenda as amended.

Second: Director Sarah Canson.

Roll Call Vote:

- Ayes (5): Terrie Harris-Green, Henry Mims, Angela Haynes, Kevin Douglas, Sarah Canson

- Noes (0): None

Outcome: Motion carried unanimously, 5–0. The agenda was approved as amended.

c) Open Time for Public Expression

A community member commended District employee Jerry “JT” Thomas for his warmth, kindness, and assistance to visiting relatives.

A speaker requested clearer signage at Rocky Graham Park regarding park rules, including dogs and bicycles on the turf, and emphasized respecting the park and its namesake.

A high school student described a school project developing a community website about sea-level rise, including informational resources and interactive features.

Outcome: Public comments received; no action taken.

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d) Board Matters: Directors to Provide Brief Updates

A Board member requested that a special meeting and closed session be arranged for an evaluation of the Interim General Manager. Legal Counsel indicated that scheduling would be discussed with the General Manager.

Outcome: Board matters discussed; no formal action recorded.

f) Accept and Approve Final Fiscal Year 2021–22 Audit

Legal Counsel presented the independent auditor's report for the fiscal year ended June 30, 2022, prepared by O'Connor and Company. Counsel reported that the auditor expressed an opinion that the District's financial statements fairly presented its financial position, and noted positive feedback from the County Finance Director.

Board members discussed the audit's background information, particularly the reported Marin City population, and whether that information should be corrected. Public commenters asked about the implications of the population figure and public access to the audit.

Motion: Director Angela Haynes moved to approve the FY 2021–2022 Audit.

Second: Director Sarah Canson.

Roll Call Vote:

Ayes (4): Angela Haynes, Sarah Canson, Henry Mims, Kevin Douglas

Noes (1): Terrie Harris-Green

Outcome: Motion carried, 4–1. The FY 2021–2022 Audit was approved.

h) Adopt Final Fiscal Year 2026–27 Budget

Legal Counsel explained that the preliminary budget had been adopted earlier and the required public notice had been provided. The Board reviewed the final FY 2026–2027 Budget and discussed the ability to make amendments during the fiscal year.

Motion: Director Angela Haynes moved to adopt the Final FY 2026–2027 Budget by resolution.

Second: Director Terrie Harris-Green.

Roll Call Vote:

Ayes (5): Terrie Harris-Green, Henry Mims, Angela Haynes, Kevin Douglas, Sarah Canson

Noes (0): None

Outcome: Motion carried unanimously, 5–0. The Final FY 2026–2027 Budget was adopted.

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i) Marin County Civil Grand Jury Report — Required District Response

Legal Counsel reviewed the proposed District response to the June 11, 2026, Marin County Civil Grand Jury Report, “Better Service at Lower Cost – Optimizing Essential Services for the Future of Marin.”

The Board discussed the report's recommendations and the District's position regarding consolidation and transparency.

Motion: Director Angela Haynes moved to approve the District's response to the Civil Grand Jury Report.

Second: Director Sarah Canson.

Roll Call Vote:

Ayes (4): Henry Mims, Kevin Douglas, Sarah Canson, Angela Haynes

Noes (1): Terrie Harris-Green

Outcome: Motion carried, 4–1. The District’s response to the Civil Grand Jury Report was approved.

g) Receive Update on Status of FY 2022–23 Audit

Legal Counsel reported that most requested supporting documentation had been provided to the auditors, with possibly one or two items remaining. The audit was expected to return to the Board in October or November, if possible, or by year-end. The Board discussed the possibility of a special meeting for audit review.

Outcome: Update received; no formal action recorded.

j) Presentation from D’Angelo Paillet, County of Marin, Office of the County Executive

D’Angelo Paillet reminded the Board of the December 31, 2029 completion deadline for the State-funded facilities project. He reported forwarding a list of potential project managers to the General Manager.

He described the California State Parks statewide park development and community revitalization grant opportunity, with a December 17, 2026 application deadline and virtual workshops on September 22 and October 13.

He reported County surplus computer monitors potentially available to the District and discussed the County's Summer Jam closeout report, due within 60 days after the September 30 contract end date. The report should document youth participation, activities, partnerships, meals, trips, and expenses.

Board and public discussion returned to the proposed 200 Day/Hood Day event, including insurance, liability, security, emergency access, permitting, and support for organizers planning future events. Mr. Paillet expressed willingness to work with organizers earlier in the planning process.

The Board also asked about State grant advances, the six-month expenditure period, and whether smaller advances could be requested.

Outcome: County presentation received; no formal action recorded.

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k) General Manager’s Report

Interim General Manager Juanita Edwards reported on GSRMA membership and Vector Solutions training access for Board members and staff, including ethics, Brown Act, and risk-management training. Directors requested copies of the insurance policy and coverage details.

She discussed rental insurance requirements, including additional-insured endorsements beyond certificates of insurance, and the importance of completing required paperwork before confirming event reservations.

She reported on the facilities project and project manager RFP, including input from Board members, redevelopment and public works contacts, and a County list of potential project managers. She also discussed completed kitchen and restroom plumbing work, a recent sewer backup, and concerns about aging pipes.

The Board discussed establishing a clearer schedule for facilities planning, funding, and project implementation.

She reported on upcoming District activities with MCCSD Calendar and Summer Program reporting. A community member requested additional information regarding District recreation programming, particularly the Teen Center, including program schedules and descriptions of activities offered.

Outcome: General Manager's Report received; no formal action recorded.

e) Approval of Minutes from July 8, August 3, and August 12, 2026

The Board returned to Item E at the end of the meeting to consider approval of the July 8, August 3, and August 12, 2026 meeting minutes.

Motion: Director Angela Haynes moved to approve the minutes.

Second: Director Sarah Canson.

Roll Call Vote:

- Ayes (5): Terrie Harris-Green, Henry Mims, Angela Haynes, Kevin Douglas, Sarah Canson

- Noes (0): None

Outcome: Motion carried unanimously, 5–0. The minutes were approved.

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Adjournment

The meeting adjourned at 7:18 p.m.

Prepared by:

Juanita Edwards
Interim General Manager

Approved by the Board of Directors:

_____

Date: _____