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MARIN CITY COMMUNITY SERVICES DISTRICT
Regular Board Meeting Minutes
Wednesday, May 13, 2026 – 5:30 p.m.
Location: MCCSD, 640 Drake Avenue, Marin City, CA 94965

Board Members Present
Sarah Canson, Board Chair
Angela Haynes, Vice President
Henry Mims, Treasurer
Terrie Harris-Green, Director
Kevin Douglas, Director
Staff Present:
Juanita Edwards, General Manager

Convene Meeting of the Marin City Community Services District
a) Call to Order and Roll Call
Board Chair Sarah Canson called the Regular Board Meeting to order at 5:46 p.m. Roll call was conducted, and all Board members were present.

Outcome: A quorum was established.

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b) Approval of Agenda
The Board reviewed the agenda. Approval of the agenda was addressed after the Board returned from Closed Session, as the item had inadvertently been missed prior to convening in Closed Session. The transcript reflects the Chair recognizing that agenda approval had been skipped.
Motion: Angela Haynes
Second: Terrie Harris-Green
Vote: All Ayes
Outcome: Agenda approved.

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c) Convene in Closed Session: Closed Session Agenda
The Board convened in Closed Session regarding the following matters:
i. Conference with Legal Counsel – Existing Litigation
California Government Code Section 54956.9(d)(1)
Damar Curry v. Marin City Community Services District
Marin County Superior Court, Case No. CV 0009220.

ii. Conference with Legal Counsel – Existing Litigation
California Government Code Section 54956.9(d)(1)
Anita Cosio v. Marin City Community Services District
Workers' Compensation Appeals Board, WC-26-0300149.
Reportable Action: The Board provided staff with instructions on how to move forward regarding the matters discussed in Closed Session.

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d) Open Time for Public Expression
Members of the public were invited to address the Board.
Ebony McKinley, founder of Our Sisters Keeper and a longtime Marin City resident, expressed appreciation to the Board for its service, loyalty, and commitment to the Marin City community and offered support for the Board's continued work.
Outcome: Informational only. No action taken.

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e) Board Matters – Directors to Provide Brief Updates
The Board received an update regarding ongoing flood resilience efforts in Marin City, including coordination with the U.S. Army Corps of Engineers and Congressional representatives.
Discussion included plans for additional study and community engagement regarding Marin City's flooding and resilience needs.
The Board discussed having representatives from the Army Corps of Engineers attend a future Board meeting to provide an update so all Board members could receive the information, ask questions, and better understand the work moving forward.
Outcome: Informational only. No action taken.

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f) Approval of Minutes – February 11, February 25, and April 8, 2026
Recommended Action: Approve.
The Board reviewed the minutes from the February 11, February 25, and April 8, 2026 Board meetings.
Motion: Angela Haynes
Second: Terrie Harris-Green
Vote: All Ayes
Outcome: Minutes approved.

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g) Oak Knolls Retaining Wall Update and Request for Approval for 50/50 Cost-Sharing Related to Surveyor Costs Up to $10,000 in District Funds
Recommended Action: Approve cost sharing and authorize the General Manager to enter into any related cost-sharing agreement for surveyor costs not to exceed $10,000 in District funds.
The Board received an update regarding the Oak Knolls retaining wall and the survey work needed to determine the property boundaries and respective responsibilities of Oak Knolls and MCCSD.
Discussion included estimated survey costs, the need to obtain additional estimates, and the importance of establishing property ownership before committing District funds toward repair work.

The Board discussed exploring whether Marin County could provide funding or other assistance for the project.

Public comment also addressed the importance of clarifying District property boundaries. A County representative explained that establishing the property line between Oak Knolls and MCCSD was necessary because contractors needed that information before properly evaluating or bidding the repair work.

The Board determined that additional information was needed before approving the proposed expenditure.
Outcome: Item continued to the June 2026 Board meeting. Staff to obtain additional survey estimates, explore possible County assistance, and gather additional information regarding District property boundaries.
No action was taken on the proposed authorization of up to $10,000 in District funds.

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h) Financial Report / Budget Update / Audit Update (FY 21-22)
Recommended Action: Discussion only.
The Board received an update regarding the District's financial reporting, budget preparation, and FY 2021-22 audit.
Discussion included outstanding documentation requested by the auditors and information recently provided by the District's accountants. The Board discussed the need to continue following up regarding remaining audit items and the anticipated timeline for completion.
The Board requested continued follow-up to ensure outstanding audit and financial matters were completed and that the District remained current with financial reporting.

Discussion also included upcoming budget preparation and the possibility of holding a Special Board Meeting to address budget-related matters.
Outcome: Discussion only. General Manager to follow up with Garima and continue coordinating with the District's accountants and auditors regarding completion of outstanding financial and audit matters.

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i) Summer Program Update
Recommended Action: Discussion only.
The Board received an update regarding planning for the 2026 Summer Program.
Discussion focused on the need to establish a clear program structure and clarify the respective roles and responsibilities of MCCSD and participating community partners.
The Recreation Coordinator discussed several program models that had been considered and indicated that additional direction was needed regarding program locations, participating age groups, morning and afternoon programming, staffing responsibilities, partner roles, program costs, academic programming, recreational activities, transportation, and field trips.
Discussion emphasized the importance of providing both academic enrichment and recreational opportunities, including addressing summer learning loss while providing extracurricular activities for participating youth.
Board members expressed concern that several details remained unresolved with the start of summer approaching and emphasized the need for the involved parties to establish a clear plan.
The Board discussed holding a Special Board Meeting the following Wednesday at 5:30 p.m**.** to continue discussion and finalize the direction of the Summer Program. Your handwritten notes also identify a Wednesday Special Board Meeting for this item.
Outcome: Discussion only. Additional coordination was requested, with the Summer Program to return for further discussion at a Special Board Meeting the following Wednesday at 5:30 p.m.

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j) Presentation Related to Fernwood Cemetery
Recommended Action: Discussion only.
Representatives from Fernwood Cemetery provided an update regarding the proposed cemetery expansion and activities undertaken since their previous presentation to the Board.
Fernwood reported that an application had been submitted to Marin County and that additional technical information requested by the County was being addressed. Representatives also discussed

community outreach and efforts to develop more affordable burial opportunities for Marin City residents.
Discussion included affordable burial opportunities for Marin City residents, opportunities for families to maintain family heritage at Fernwood, community outreach and stakeholder engagement, public access and trails, security and fencing, parking and accessibility, fire safety and emergency access, vegetation management, wildlife and environmental considerations, and the County environmental review process. A community member asked how the environmental review would address the possibility of Native American remains or culturally significant burial areas. Fernwood representatives explained that these matters would be addressed through the County's environmental review process once the application was deemed complete.
Discussion also included a request for greater clarity regarding Fernwood's commitment to affordable burial opportunities for Marin City residents. Fernwood representatives indicated that discussions were ongoing regarding how such opportunities might be structured and expressed a desire to continue working with Marin City stakeholders.
Outcome: Presentation received and discussed. No action taken.

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k) General Manager's Report
The General Manager provided updates regarding District activities and upcoming projects.
Strategic Planning Retreat:
The District was working with the facilitator to schedule the Board's Strategic Planning Retreat. The retreat would provide an opportunity to review progress on previous goals and establish priorities moving forward.
Juneteenth Celebration:
The General Manager provided an update regarding planning for the Juneteenth Celebration scheduled for June 20, 2026, including entertainment, vendors, applications, and other event logistics.
Community Clean-Up Day:
The General Manager discussed plans for community clean-up activities at MCCSD in preparation for the Summer Program and future facility improvements. Staff and volunteers were expected to assist with cleaning, painting, restroom preparation, and other basic improvements.
Facility Improvements / 450 Architects:
The General Manager provided an update regarding discussions with 450 Architects concerning planned improvements to MCCSD facilities. The Board was advised that additional information regarding the proposed facility work would be presented for Board review so that project needs and priorities could be identified.

Outcome: General Manager's Report received.

Adjournment
Motion: Angela Haynes
Second: Terrie Harris-Green
Vote: All Ayes
Outcome: Meeting adjourned at **7:40 p.m.**

Prepared by:
Juanita Edwards
General Manager
Approved by the Board of Directors: