

**MARINWOOD COMMUNITY SERVICES DISTRICT**  
**MINUTES OF PARK AND RECREATION COMMISSION MEETING**

**January 24, 2017**

**Time and Place:** 7:30PM Marinwood Community Center.

**Present:**

Commissioners: Shane Valentine, John Tune, Kimberly Call, Jon Parkinson and Jon Campo.

Staff: District Manager Eric Dreikosen, Recreation Director Shane DeMarta and Administrative Assistant Carolyn Sullivan.

Board Members: Jeff Naylor.

**Agenda**

No changes or additions.

**Introduction of Newly Appointed Commissioner: Jon Parkinson**

Dreikosen noted Parkinson was appointed to a two-year term. Additionally Tune was re-appointed to a two-year term. Parkinson introduced himself to the Commission, he has been a resident since 1991 and formerly involved with the Marinwood WaterDevils.

**Designation of Commission Chair & Vice Chair for 2017**

Valentine stated he is open to nominations. Tune commented he would like to see Valentine nominated to Chair for 2017 and stated he would be willing to sit in the Vice Chair role. Campo noted that Valentine had good leadership in 2016.

M/s Campo/Call to nominate Valentine as Commission Chair and Tune as Vice Chair for 2017. Ayes: Campo, Tune, Parkinson, Call and Valentine. Nays: None. Motion carried unanimously.

**Public Comment**

No comments.

**Draft Minutes of September 27, 2016 Park and Recreation Commission Meeting**

M/s Campo/Tune to approve Draft Minutes of September 27, 2016 Park and Recreation Commission Meeting.

Ayes: Campo, Tune and Call. Nays: None. Abstaining: Valentine and Parkinson. Motion carried unanimously.

**Draft Minutes of November 22, 2016 Park and Recreation Commission Meeting**

M/s Campo/Tune to approve Draft Minutes of November 22, 2016 Park and Recreation Commission Meeting.

Ayes: Campo, Tune, Valentine and Call. Nays: None. Abstaining: Parkinson. Motion carried unanimously

**Review of Draft Board Minutes of January 10, 2017**

Dreikosen commented the Board did approve the 2017 camp and pool rates.

**2016 Facility Tours: Creation and Inspection Notes and Potential Projects**

Dreikosen commented staff will look at the compiled list, discuss and look into realistic time frames for moving forward. Call commented she would like to note that the replacement garbage lids in the park should be a "medium" priority due to the fact the crows are being much more invasive. Additionally the sinks in the locker room at the pool was discussed as a priority. DeMarta commented the issues are budgetary and items such as those are unfortunately low on the priority list due to funding. Naylor stated many of the big ticket items are already located in the Capital Reserve spreadsheet.

Parkinson commented it seems as if this list is comprised of Capital and routine maintenance needs. Valentine replied yes, this list is comprised of findings from the Commission for status purposes. Valentine stated he could tweak the spreadsheet to include a layer for financial purposes. Valentine suggested for the 2017 Inspections the Commission should itemize the list on a monthly basis rather than wait until the fall to address the spreadsheet; the Commission agreed.

**Creation of Marinwood Park Plant Palette & Irrigation Needs and Identification of Potential Plantings Areas**

Campo commented DeMarta had provided a list of plants from Landscapes Unlimited. Unfortunately no one has the full plant palate, but hopefully more plants will be arriving in late January. Tune commented everything is too wet now to plant, it's best to wait. DeMarta stated the nursery will set aside plants for us when the time is right. Call asked when DeMarta will order the oak trees. DeMarta replied after the storms; staff is extremely busy right now.

### **Discuss Current Open Space Signage and Potential Updates, Changes or Additional Placements Needed**

Dreikosen stated he had forgotten to print the pictures Campo had forwarded; the pictures were samples of County signs. DeMarta stated the Marinwood open space is severely lacking in signage and can be very disorienting when one is hiking or walking. DeMarta would like a complete review and cohesive plan moving forward. Dreikosen stated he will include the pictures for the next meeting.

### **Update: Park Maintenance Shop Repair/Replacement Project Recommendation as assigned by Board of Directors**

Dreikosen stated the project is moving forward, but would like to talk to an architect. Additionally Dreikosen would like to speak to Irv Schwartz regarding the issue; he is very knowledgeable. Dreikosen commented he agreed with Gobar in that maybe a prefab building is not the best option for that area. It may be a three part process: design, engineering, construction. Call stated she had requested Dreikosen visit the County Maintenance building to inquire about their building. Campo replied he often times works in that building; it was built decades ago. The building is fine, but the District already knows what it needs in regards to its Maintenance building. Naylor commented the Commission and/or Board needs to talk to the community first and foremost. He commented he does not want to spend money on a design and engineering plan only to have to end up fighting a legal battle. Valentine commented he would like to have some sort of plan before inviting the community to the meetings. Campo agreed, there needs to be a presentation of what the District would like to see in the area. Dreikosen stated he could create a letter addressed to the immediate homeowners. Naylor suggested placing signage in the area of the shop as well to notify as many residents as possible of the upcoming project. The current shed is liability to the District as well as to our employees. Call commented the District needs to make a stand on this issue; updating the shed is essential to the community and safety of our employees. DeMarta stated staff could place sandwich boards in the area to inform residents of the project. Naylor commented the District needs to do due diligence as well so when the residents attend the meetings the District is well informed.

### **Park and Recreation Reports**

DeMarta stated the Recreation Dept. has two upcoming events: Homebrew Happy Hour, Friday February 10<sup>th</sup> from 6-9 and Raise a Glass a Winter Wine Tasting, Saturday February 25<sup>th</sup> from 2-5.

Staff has set the registration date for summer camps. February 15<sup>th</sup> for Residents and Pool Members, February 27<sup>th</sup> for Non-Residents, Non-Pool Members.

Staff has begun to work on pool maintenance to get the facility up and running by February.

The Parks Staff has been extremely busy cleaning up after the storms that passed through. The District encountered many fallen trees as well as mudslides and creek erosion issues. Campo inquired as to the pool deck erosion issue the staff had worked on in the fall. DeMarta replied it is holding up. DeMarta went line by line discussing the damage done by the rains:

- Mudslide on Loganberry impacting a resident's property.
- Large eucalyptus tree fallen onto residents property on Miller Creek Road.
- Large erosion on "far field" resulting in a loss of land into the creek.
- Large trees being washed down the creek and becoming lodged leading to blockage issues.
- Fissure located on the Ponti Fire Road leading to possible slide.
- Fallen fence at current Maintenance shed.

Valentine inquired if Marinwood could file for Emergency Aid through the Marin County Office of Emergency Services as Marin County had been declared a State Disaster Area. Dreikosen replied it may be a possibility and is looking into it.

### **Requests for Future Agenda Items**

- Park Maintenance building and public presentation for project.
- Open Space signage
- Purchase of two valley oaks

The meeting concluded at 9:32PM.

Respectfully submitted,  
Carolyn Sullivan