

Agenda for the Regular Meeting of the Marinwood CSD Board of Directors

Tuesday – October 11, 2016 – 6:30 PM

Marinwood Community Center, 775 Miller Creek Road, San Rafael, CA 94903

*Open Session will begin no earlier than 7:30PM. Times listed are approximate, subject to the course of the meeting.

Time*	Description:	Board Action
A. 6:30 PM	CALL TO ORDER	
B. 6:30 PM	CLOSED SESSION 1. Conference with Labor Negotiators Section 54957.6 Agency designated representatives: Jack Hughes, Liebert Cassidy Whitmore; Eric Dreikosen. Represented Employees: Marinwood Professional Firefighters 2. Public Employment Section 54957(b)(1): Title: Firefighter	
C. 7:30 PM	OPEN SESSION: CALL TO ORDER AND PLEDGE OF ALLEGIANCE	
D. 7:30 PM	AGENDA	Adopt
E. 7:35 PM	CONSENT CALENDAR a. Draft Minutes of Regular Meeting of September 13, 2016 b. Bills Paid Nos. 283-364	Approve
F. 7:45 PM	PUBLIC COMMENT OPEN TIME FOR ITEMS NOT ON AGENDA <i>Speakers are asked to limit comments to three minutes. Speakers may comment only on Closed Session and non-agenda items within the subject matter jurisdiction of the District. The Board may not take action on, consider or debate items not on the agenda except under narrow circumstances meeting statutory tests. Response to comments on non-agenda items will be limited to factual information or clarifying questions from staff or Board. The President may refer the matter to staff or to a future meeting agenda.</i>	
G. 7:55 PM	DISTRICT MATTERS	
	1. Update from Ad-Hoc Committee to Address District Unfunded Future Liabilities <i>Committee Member(s): Jeff Naylor, Bill Shea</i> a. Presentation: Matt Goss, CalPERS California Employers' Retiree Benefit Trust (CERBT), regarding Potential Establishment of Trust Account to Prefund Other Post-Employment Benefits (OPEB) Liabilities for Retiree Medical Benefits	Review
	2. District Manager Report	Review
	3. FY 2016/2017 Budget: Quarter 1 - Budget to Actuals Financial Statement	Review
H. 8:45 PM	FIRE DEPARTMENT MATTERS	
	1. Draft Minutes of Fire Commission Meeting of October 4, 2016	Review
	2. Fire Activity Summary and Chief Report for September, 2016	Review
	3. PUBLIC HEARING: Adopting and Modifying the California Fire Code, International Fire Code, and Appendix A of the International Wildland-Urban Interface Code	Conduct Hearing
	4. Resolution 2016-08: Adopting and Modifying the California Fire Code, International Fire Code, and Appendix A of the International Wildland-Urban Interface Code	Approve
	5. Authorize Sale of Reserve Type 1 Engine "58-A" to Long Valley Volunteer Fire Department for a Total of \$18,000 Payable in Two Equal Installments	Approve
	6. Date of Next Fire Commission Meeting – December 6, 2016	
I. 9:15 PM	PARK AND RECREATION MATTERS	
	1. Draft Minutes of Park & Recreation Commission Meeting of September 27, 2016	Review
	2. Recreation and Park Maintenance Activity Reports	Review
	3. Date of Next Park & Recreation Commission Meeting – October 25, 2016	
J. 9:30 PM	NEW AND OTHER BUSINESS	
	1. Requests for Future Meeting Agenda Items	
K. 9:40 PM	RECOGNITIONS and BOARD MEMBER ITEMS OF INTEREST	
L. 9:45 PM	ADJOURN	
	DATE OF NEXT REGULAR BOARD MEETING – November 8, 2016 at 7:30 PM	

Requests for disability-related modifications or accommodations, aids or services may be made to the district office no later than 72 hours prior to the meeting by contacting (415) 479-0775

Marinwood Community Services District

Draft Minutes of Board of Directors Meeting
Tuesday September 13, 2016

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

Closed Session

Conference with labor negotiators section 54957.6. Agency designated representatives: Jack Hughes, Liebert Cassidy and Whitmore; Eric Dreikosen. Represented employees: Marinwood Professional Firefighters.

The Board exited closed session at 7:28; the Board took no action and advised its representatives.

Present:

Board Members: Jeff Naylor, Bill Shea, Izabela Perry and Leah Kleinman-Green.

Absent: Justin Kai.

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

Others Present: Linda Barnello.

Open Session Call to Order and Pledge of Allegiance

Agenda

No changes or additions.

Board Matters

1. *Resignation of Justin Kai from Board of Directors, Effective September 14, 2016:* The Board accepted Kai's letter of resignation. Dreikosen stated the Board has sixty days to make an appointment; physical notices will be placed at the Marinwood Market, the Community Center and Creekside Park. All information will be placed online and in the Marin II. Barnello stated the Board needs to follow its bylaws as well as suggesting the notice be placed physically in as many places as possible. The Board decided the deadline for submitting an application will be October 31, 2016 with the interview process and appointment to occur at the Regular Board Meeting of November 8, 2016.

M/s Perry/ Shea to accept resignation letter from Board member Justin Kai, effective September 14, 2016.

Ayes: Perry, Naylor, Kleinman-Green and Shea. Nays: None. Absent: Kai. Motion carried.

Consent Calendar

a. *Draft Minutes of Regular Meeting of August 9, 2016:* No comments.

b. *Draft Minutes of Special Meeting of August 31, 2016:* No comments.

c. *Bills Paid Nos. 158-282:* Perry asked about the GASB 68 reports. Dreikosen replied they are mandatory reports from PERS regarding pensions. Shea inquired about Fire overtime costs. Roach replied Heine was out on strike team.

M/s Perry/Shea to approve Consent Calendar. Ayes: Perry, Naylor, Kleinman-Green and Shea. Nays: None.

Absent: Kai. Motion carried.

Public Comment Open Time for Items Not on Agenda

Barnello commented the current Board has been very oppressive, shows prejudices and has exhibited disgraceful behavior. Barnello commented she is happy Mr. Kai has stepped down.

District Matters

1. *Update from Ad-Hoc Committee to Address District Unfunded Future Liabilities. Committee Member(s): Jeff Naylor and Bill Shea:* Naylor commented the committee had given attention to the Capital needs of the District and spoke with the Park and Recreation staff for a forecast of replacement. The committee had reached out to two OPEB providers who will come to speak to the Board at the October and November meetings, respectively.

2. *Update from Ad-Hoc Committee to Review, Revise, Create District Policies and Procedures: Discuss Next Project(s). Committee member(s): Izabela Perry:* Perry reported the Handbook is ready for Counsel review and then will head to the Labor Group. Next projects are Record Retention Policy and Website Design.

3. *Resolution 2016-06: Adopting a Conflict of Interest Code:*

M/s Perry/ Shea to approve Resolution 2016-06 Adopting a Conflict of Interest Code. Ayes: Perry, Naylor, Kleinman-Green and Shea. Nays: None. Absent: Kai. Motion carried.

4. *Resolution 2016-07: Requesting Temporary Transfer of Funds from Marin County Treasurer:* The District is not in the red, but this will cover when it occurs; no interest is incurred until that point in time.

M/s Shea/Naylor to approve Resolution 2016-07 Requesting Temporary Transfer of Funds from Marin County Treasurer. Ayes: Perry, Naylor, Kleinman-Green and Shea. Nays: None. Absent: Kai. Motion carried.

5. *District Manager Report*: Dreikosen commented work continues on the QuickBooks accounts consistency; working towards consistency in all departments. The solar project is going well. Progress continues on the Maintenance Shed; information was uncovered from 2010 which has been helpful. Upon further review the \$80,000 in Measure A funding may not be enough to complete the project. Barnello questioned who is doing the financing for the solar project. Dreikosen stated C2 Beta Holdings, but the District contract is not financing solar equipment and construction costs only purchasing the power the system produces. Barnello stated she would like a copy of the project management document regarding the Maintenance Shed written by Naylor. Dreikosen replied it is on the website included with the July 2016 Park and Recreation Commission Agenda. Barnello asked what the aesthetic will be for the Maintenance shed. Naylor replied the drawings are preliminary the CSD needs an architect, hopefully pro-bono.

Fire Department Matters

1. *Draft Minutes of Fire Commission Meeting of September 8, 2016*: No comments.

2. *Fire Chief Report and Activity Summary Report for August 2016*: Roach commented there is an interested buyer for the Reserve Type 1 engine with a concrete offer of \$18,000 over three years. Roach would like to accept that offer and earmark the money towards a new Utility vehicle. Dreikosen added the Commission would like Roach to counter the offer for two years. Roach will investigate countering the offer.

3. *Resignation of James Rey from fire Commission; Effective Immediately*: The Board accepted the resignation letter from Rey. Roach added a letter from the Board would be nice.

M/s Perry/ Shea to accept Resignation letter from Fire Commissioner James Rey, effective immediately.

Ayes: Perry, Naylor, Kleinman-Green and Shea. Nays: None. Absent: Kai. Motion carried.

4. *Letter from Irving Schwartz, Alternate Fire Commissioner, Requesting Appointment to Become Regular Fire Commissioner*: Shea commented Schwartz has been a good addition to the Commission, good questions and broad experience.

M/s Shea/Perry to appoint Irving Schwartz to become a Regular Fire Commissioner. Ayes: Perry, Naylor, Kleinman-Green and Shea. Nays: None. Absent: Kai. Motion carried.

5. *Agreement Between the County of Marin and Marinwood Community Services District for Fire Protection and Emergency Services to County Service Area 13*:

M/s Shea/ Perry to approve agreement between the County of Marin and Marinwood Community Services for Fire Protection and Emergency Services to County Area 13. Ayes: Perry, Naylor, Kleinman-Green and Shea. Nays: None. Absent: Kai. Motion carried.

6. *Agreement Between the County of Marin and Marinwood Community Services District for Fire Protection and Emergency Services for the Juvenile Hall Site*:

M/s Perry/ Shea to approve agreement between the County of Marin and Marinwood Community Services District for Fire Protection and Emergency Services. Ayes: Perry, Naylor, Kleinman-Green and Shea. Nays: None. Absent: Kai. Motion carried.

Park and Recreation Matters

1. *Draft Minutes of Park and Recreation Commission Meeting of August 23, 2016*: No comments.

2. *Recreation and Park Maintenance Activity Reports*: DeMarta reported the After School program is going really well; there has been a lot of positive feedback. The fall events schedule is set: Brewfest will be October 1st from 12-5. The Art Show is October 8th 3-7. Harvest Festival is October 14th from 5-7.

New and Other Business

1. *Election of Board Vice-President to Fill Role Vacated by Current Vice-President*:

M/s Perry/ Naylor to nominate Bill Shea to fill Vice-President Seat. Ayes: Perry, Naylor and Kleinman-Green. Abstaining: Shea. Nays: None. Absent: Kai. Motion carried.

2. *District Manager Objectives and Performance Evaluation: Approve Evaluation Template and Discuss Board Involvement Process*: Naylor commented Manager Evaluations should occur twice a year to insure the Board and Manager have a continuous dialogue. The Board agreed upon February and August.

M/s Shea/ Perry to approve District Manager Objectives and Performance Evaluation as well as Evaluation Template with evaluations to occur twice yearly in February and August. Ayes: Perry, Naylor and Kleinman-Green. Abstaining: Shea. Nays: None. Absent: Kai. Motion carried.

3. *District Staff Performance Reviews: Confirm Staffing Positions to Receive Reviews and Annual Timing of Reviews*:

M/s Shea/ Perry to approve performance reviews as presented in memo from District Manager. Ayes: Perry, Naylor and Kleinman-Green. Abstaining: Shea. Nays: None. Absent: Kai. Motion carried.

4. *Requests for Future Meeting Agenda Items*:

- Sale of Fire Engine.
- Video recording of Board Meetings.
- Bylaw amendment regarding Board vacancies.

Recognitions and Board Member Items of Interest

Shea stated he would like to recognize the outgoing President. Perry suggested the Board write Kai a letter. Naylor commented he attended his first Music in the Park and it was very enjoyable; thank you to Bill Hansell for securing the bands.

Kleinman-Green thanked her fellow Board members for their dedication to the community.

The meeting was adjourned at 9:01PM.

The date of the next Regular Board Meeting was set for October 11, 2016 at 7:30pm.

Respectfully submitted,
Carolyn Sullivan

**MARINWOOD COMMUNITY SERVICES DISTRICT
REQUEST FOR PAYMENT OF CLAIMS**

Fund 73700

Classes:
Street lights
Fire
Recreation
Park

Approved by the Board of Directors on October 11, 2016

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
283	9/1/16	Christine Costello	1,443.00	Zumba Prog	Rec	5210146	Adult	1,443.00
284	9/1/16	Gerald Mehcz	218.80	Tennis Prog	Rec	5210146	Tennis	218.80
285	9/1/16	Amanda Mount	67.20	Yoga Prog	Rec	5210146	Adult	67.20
286	9/1/16	Dairy Delivery	339.96	Vending	Rec	5220826	Pool	339.96
287	9/6/16	SDRMA	33,435.64	Workers Comp adjust.	Park	5140115	General	1,734.58
					Rec	5140115	General	6,455.35
					Fire	5140115	General	25,245.71
288	9/6/16	Sonic.Net	29.00	Email Svcs	Rec	5210725	General	29.00
289	9/6/16	Marin Pro Firefighters	747.00	Union Dues Sept	Fire	5211330	General	747.00
290	9/6/16	PG&E	309.90	Gas	Fire	5210810	General	153.49
					Rec	5210810	General	156.41
291	9/6/16	MMWD	8,555.23	WaterJune-Aug	Fire	5210835	General	300.00
					Rec	5210835	General	2,908.00
					Park	5210835	General	5,347.23
292	9/6/16	Costco	5,397.46	Summer Prog	Rec	5220819	Summer	4,229.45
				Youth Prog	Rec	5220819	Youth	234.63
				Aquatics	Rec	5220819	Aquatics	200.76
				Comm. Recreation	Rec	5220819	Community	592.70
				Vending	Rec	5220826	Pool	139.92
293	9/6/16	Marin Resource Recovery	225.00	Dump Fees	Park	5210815	General	225.00
294	9/6/16	PG&E	1,418.62	Streetlights Aug.	Streetlights	5210825	General	1,418.62
295	9/6/16	Great America Financial	526.54	Copy Machine	Fire	5220130	General	157.96
					Park	5220130	General	52.65
					Rec	5220130	General	315.93
296	9/6/16	PlayWell Teknologies	1,150.00	Jedi Engineering	Rec	5210146	Summer	1150.00
297	9/6/16	Inland Business Systems	690.17	Copy Machine	Fire	5220130	General	207.05
					Park	5220130	General	69.02
					Rec	5220130	General	414.10
298	9/6/16	SDRMA	219.27	Life Ins. Sept	Fire	5130120	General	74.88
					Park	5130120	General	63.54
					Rec	5130120	General	80.85
299	9/6/16	Airgas	101.53	Pool Chems	Rec	5220810	Pool	101.53
300	9/6/16	Shamrock Materials	148.43	Grounds Maint	Park	5220310	General	148.43
301	9/7/16	Traci Boya	150.00	Marketing	Rec	5210122	General	150.00
302	9/7/16	Alice Inc.	150.00	Web Maint. Oct-Dec	Rec	5220110	General	150.00
303	9/7/16	Marin Sanitary Service	3,005.23	Garbage	Fire	5210815	General	300.52
					Park	5210815	General	2,103.66
					Rec	5210815	General	601.05
304	9/7/16	Home Depot	787.41	CC Maint	Rec	5220310	General	715.02
				Grounds Maint	Park	5220310	General	72.39
305	9/7/16	Landesign	2,985.00	Contract	Park	5211125	General	2,985.00
306	9/7/16	Speedpro Imaging	355.68	Marketing	Rec	5210122	General	355.68
307	9/9/16	PERS Retirement	12,293.12	Retirement 9/2/16	Fire	5130510	General	9,351.02
					Park	5130510	General	1,252.94
					Rec	5130510	General	1,689.16
308	9/9/16	Pitney Bowes	33.14	Meter Supplies	Rec	5220110	General	33.14
309	9/9/16	Pitney Bowes	500.00	Postage	Rec	5220110	General	430.00
					Fire	5220110	General	70.00
310	9/9/16	State of Ca Dept Justice	64.00	Fingerprinting	Rec	5210128	General	64.00
311	9/9/16	Ewing Irrigation	31.19	Irrigation maint	Park	5220310	General	31.19
312	9/13/16	Westamerica Bank	42,752.99	Engine Lease	Fire	5220916	General	42,752.99
313	9/13/16	Krav Maga Xtreme	1,350.00	Adult Prog.	Rec	5210146	General	1,350.00
314	9/14/16	US Bank	20,475.66	Equip Maint/Ropes	Fire	5220810	General	1,009.37
				Gas	Fire	5220610	General	698.99
				Food/Ice	Fire	5220826	General	681.70
				Phone	Fire	5210725	General	30.00
				Bldg Maint	Fire	5220310	General	249.92
				Office Supplies	Fire	5220110	General	49.99
				Station Supplies	Fire	5220825	General	49.15
				Plaque	Fire	5211310	General	292.75
				Training	Fire	5211320	General	89.30
				Summer Prog	Rec	5220819	Summer	6,395.26
				Rec Supplies	Rec	5220819	General	14.11
				Comm. Recreation	Rec	5220819	Community	531.21
				Youth Prog	Rec	5220819	Youth	737.70

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
				Pool Supplies	Rec	5220819	Pool	295.17
				Aquatics	Rec	5220819	Aquatics	1,085.30
				Vending	Rec	5220826	Pool	390.10
				Pool Chems	Rec	5220810	Pool	271.85
				Office Supplies	Rec	5220110	General	356.22
				Bldg Maint	Rec	5220310	Building	283.60
				Janitorial	Rec	5220827	General	244.90
				Pool Equip	Rec	5220215	Pool	6,172.36
				Fingerprinting	Rec	5210128	General	90.00
				Adult Prog.	Rec	5220819	Adult	171.00
				Grounds Maint	Park	5220310	General	285.71
315	9/14/16	Sprint	294.98	Cell phones	Fire	5210725	General	294.98
316	9/14/16	AFLAC	127.40	Disability Ins.	Park	5130120	General	127.40
317	9/14/16	American Messaging	37.10	Messaging Svcs	Fire	5210925	General	37.10
318	9/14/16	Hagel Svcs	1,160.83	Janitorial Supplies	Fire	5220827	General	500.00
					Rec	5220827	General	660.83
319	9/19/16	Victor Sibbaluca	24.30	Milage	Park	5211440	General	24.30
320	9/19/16	Marinwood CSD	78,696.94	Fire Reg. Salary	Fire	5110110	General	28,380.00
				Overtime	Fire	5120110	General	7,758.41
				Shift Cap/Work Week	Fire	5110319	General	1,060.32
				4850 Pay	Fire	5110110	General	3,697.12
				Admin Asst	Fire	5110110	Admin	769.28
				Admin Mngr	Fire	5110110	Admin	1,865.60
				Admin Asst	Rec	5110110	Admin	769.28
				Admin Asst	Park	5110110	Admin	384.64
				Admin Mngr	Rec	5110110	Admin	932.80
				Admin Mngr	Park	5110110	Admin	932.80
				Rec Director	Rec	5110110	General	2,647.12
				Rec Director	Park	5110110	General	1,134.48
				Rec Salary	Rec	5110110	General	6,830.40
				Rec Hourly	Rec	5110210	General	382.50
				Park Salary	Park	5110110	Maintenance	6,389.60
				Park Hourly	Park	5110210	General	1,080.00
				Bldg Attendant	Rec	5110210	Building	565.00
				Pool Staff	Rec	5110210	Pool	9,211.55
				Aquatics/Lessons	Rec	5110210	Aquatics	805.00
				Preschool	Rec	5110210	Preschool	1,841.79
				Youth Prog	Rec	5110210	Youth	2,722.00
				Payroll Billing	Fire	5210230	General	147.63
				Payroll Billing	Rec	5210230	General	106.85
				Payroll Billing	Park	5210230	General	25.37
				FICA	Fire	5140140	General	2,521.46
				FICA	Rec	5140140	General	2,514.86
				FICA	Park	5140140	General	483.94
				Ca/Edu	Rec	5140145	General	246.69
				Benefits Witholding		2120066	General	-7,509.55
321	9/19/16	Fitness Superstore	6,000.00	Exercise Equip	Fire	5220910	General	6,000.00
322	9/19/16	Gerald Mehcz	1,856.00	Tennis Prog	Rec	5210146	General	1,856.00
323	9/19/16	Hook Fast	164.76	Badges	Fire	5220825	General	164.76
324	9/19/16	Diego Truck Repair	160.51	Vehicle Maint	Fire	5210910	General	160.51
325	9/19/16	Brandon Selvitella	595.00	Education Classes	Fire	5211320	General	595.00
326	9/19/16	Sean Day	65.00	Driver Operator	Fire	5211320	General	65.00
327	9/19/16	Ryan Brackett	65.00	Driver Operator	Fire	5211320	General	65.00
328	9/19/16	Verizon Wireless	42.14	Mobile Data	Fire	5210725	General	42.14
329	9/19/16	Co of Marin Central Collect	135.00	Radio Shop Svcs	Fire	5210925	General	135.00
330	9/19/16	Comcast	76.07	Cable Firehouse	Fire	5210725	General	76.07
331	9/19/16	Airgas	101.53	Pool Chems	Rec	5220810	Pool	101.53
332	9/19/16	Western Exterminator	234.50	Pest Control	Fire	5220310	General	158.00
					Rec	5220310	General	76.50
333	9/19/16	Jubilee Jumps	815.00	Youth Prog	Rec	5220819	Youth	407.50
				Summer Prog	Rec	5220819	Summer	407.50
334	9/19/16	John Deere Financial	1,816.37	Tractor Maint	Park	5210940	General	1,816.37
335	9/19/16	SiteOne Landscape	428.69	Grounds Maint	Park	5220310	General	428.69
336	9/19/16	Discount School Supplies	78.04	Preschool Supplies	Rec	5220819	Preschool	78.04
337	9/19/16	Gene Thompson	180.00	Phone Repairs/Replace	Rec	5210725	General	180.00
338	9/19/16	Aabet Business Systems	167.11	Checks	Fire	5220110	General	66.84
					Rec	5220110	General	66.84
					Park	5220110	General	33.43
339	9/19/16	Staples	452.59	Office Supplies	Rec	5220110	General	452.59
340	9/19/16	Grainger	184.90	Fire equip	Fire	5220810	General	184.90
341	9/20/16	PERS Retirement	12,034.85	Retirement 9/16/16	Fire	5130510	General	9,092.75

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
					Rec	5130510	General	1,689.16
					Park	5130510	General	1,252.94
342	9/20/16	PG&E	5,756.00	Electricity Aug	Fire	5210810	General	1,223.61
					Rec	5210810	General	4,333.64
					Park	5210810	General	198.75
343	9/20/16	CalPERS	41,117.83	Health Ins. Oct	Park	5130120	General	9,922.06
					Rec	5130120	General	8,070.84
					Fire	5130120	General	23,124.93
344	9/20/16	AT&T	212.29	Phones	Fire	5210725	General	125.32
					Rec	5210725	General	72.66
					Park	5210725	General	14.31
345	9/20/16	Pitney Bowes	116.00	Meter Lease	Rec	5220110	General	116.00
346	9/22/16	Jorges Tree Svcs	3,500.00	Tree svcs	Park	5211528	General	3,500.00
347	9/22/16	Christine Costello	641.90	Zumba	Rec	5210146	Adult	641.90
348	9/22/16	Gerald Mehcziz	3,009.20	Tennis Prog	Rec	5210146	Tennis	3,009.20
349	9/22/16	Ann McBride	89.60	Irish Dance	Rec	5210146	Youth	89.60
350	9/22/16	Johns Sewer Svcs	282.00	Sewer maint	Rec	5210835	General	282.00
351	9/22/16	Cesar Correa	75.00	Boot Repair	Fire	5220826	General	75.00
352	9/22/16	Marin Communities Coalit.	20.00	RefundRental	Rec	4410225	Building	20.00
353	9/22/16	Comcast	136.17	Interweb	Rec	5210725	General	68.08
					Fire	5210725	General	68.09
354	9/22/16	AT&T	80.00	Interweb	Park	5210725	General	80.00
355	9/28/16	Angela Owens	334.72	Youth Prog	Rec	5220819	Youth	334.72
356	9/28/16	Colin Conoley	500.00	Comm. Recreation	Rec	5220819	Community	500.00
357	9/29/16	Marinwood CSD	90,254.44	Regular Salaries	Fire	5220110	General	26,939.79
				Overtime	Fire	5120110	General	11,995.98
				Shift Cap/Work Week	Fire	5110319	General	2,224.38
				4850 Pay	Fire	5110110	General	5,281.60
				Admin Asst	Fire	5110110	Admin	769.28
				Admin Mngr	Fire	5110110	Admin	1,865.60
				Admin Asst	Rec	5110110	Admin	769.28
				Admin Asst	Park	5110110	Admin	384.64
				Admin Mngr	Rec	5110110	Admin	932.80
				Admin Mngr	Park	5110110	Admin	932.80
				Rec Director	Rec	5110110	General	2,647.12
				Rec Director	Park	5110110	General	1,134.48
				Rec Salary	Rec	5110110	General	6,830.40
				Rec Hourly	Rec	5110210	General	496.50
				Park Salary	Park	5110110	Maintenance	6,389.60
				Park Hourly	Park	5110210	General	1,080.00
				Bldg Attendant	Rec	5110210	Building	245.00
				Pool Staff	Rec	5110210	Pool	6,186.69
				Aquatics/Lessons	Rec	5110210	Aquatics	990.00
				Preschool	Rec	5110210	Preschool	9,344.00
				Youth Prog	Rec	5110210	Youth	2,603.50
				Adult Prog.	Rec	5110210	Adult	80.00
				Payroll Billing	Fire	5210230	General	137.62
				Payroll Billing	Rec	5210230	General	98.88
				Payroll Billing	Park	5210230	General	20.25
				FICA	Fire	5140140	General	2,996.20
				FICA	Rec	5140140	General	2,770.25
				FICA	Park	5140140	General	566.56
				Ca/Edu	Rec	5140145	General	163.49
				Benefits Witholding		2120066	General	-6,622.25
358	9/29/16	Ca Assoc of Pro Firefighter	294.00	Long Term Dis. Oct.	Fire	5130120	General	294.00
359	9/29/16	Susan Press	34.99	Office Supplies	Rec	5220110	General	34.99
360	9/29/16	Comcast	166.07	Cable Firehouse	Fire	5210725	General	166.07
361	9/29/16	Ongaro & Sons	670.00	Backflow Testing	Rec	5210835	General	670.00
362	9/30/16	Delta Dental	2,088.24	Dental Oct	Fire	5130120	General	1,201.00
					Park	5130120	General	378.70
					Rec	5130120	General	508.54
363	9/30/16	Liebert Cassidy Whitmore	325.00	Legal fees	Fire	5210131	General	325.00
364	9/30/16	Vision Svcs Plan	443.00	Vision Ins. Oct	Fire	5130120	General	265.81
					Rec	5130120	General	99.66
					Park	5130120	General	77.53
TOTAL:			396,097.23					396,097.23

Total by Department:
Streetlights
Fire Department

4100
3100

1,418.62
225,428.94

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
		Recreation Department			2100			130,216.49
		Park Department			1100			53,164.98

California Employers' Retiree Benefit Trust Features and Benefits

Marinwood Community Services District
October 11, 2016

The impact of prefunding

Prefunding minimizes future cost impacts

- Historically investment returns pay about 70 percent of CalPERS pension benefits
- Demonstrates prudent financial management
 - Approved GASB changes will affect balance sheet
 - Bond rating agencies expect an OPEB plan
- Agencies that prefund use higher discount rate
 - Lower liabilities and Annual Required Contributions (ARC)

Advantages of the CERBT

- CERBT manages investment policy
- Simple, focused administrative procedures and processes
- Financial reporting compliant with governmental accounting standards
- Excellent customer service
- Lowest cost for services

You control the funding policy

- Employer decides how much to contribute
 - Contributions are never required
 - Vary contributions based on budgetary conditions
- Employer decides on asset allocation strategy
 - May choose one of three asset allocation strategies
- Employer hires independent consulting actuary
 - Maintains local control of actuarial assumptions
- Employer decides to seek reimbursement
 - Eligible to reimburse up to 100% of annual OPEB expenses

CERBT asset allocation strategies

	Strategy 1	Strategy 2	Strategy 3
Expected Long Term Rate of Return <small>(General Inflation Rate Assumption of 2.75%)</small>	7.28%	6.73%	6.12%
Standard Deviation of Expected Returns	11.74%	9.32%	7.14%

- All CERBT asset allocation strategies share the same public market asset classes
 - Allocation strategies differ only to the extent to which they participate in each of the asset classes

CERBT asset class target allocations

Asset Classification	Investment Management	Strategy 1	Strategy 2	Strategy 3
Global Equity	Passive MSCI All Country World Index	57%	40%	24%
Fixed Income	Active Barclays Capital Long Liability Index	27%	39%	39%
Global Real Estate (REITs)	Passive FTSE EPRA/NAREIT Developed Liquid Index	8%	8%	8%
Treasury Inflation Protected Securities (TIPS)	Passive Barclays Capital Global Real: US TIPS Index	5%	10%	26%
Commodities	Active S&P GSCI Total Return Index	3%	3%	3%

CERBT investment results – time weighted

Periods Ended September 30, 2016

Fund	Assets	1 Month	3 Months	FYTD	1 Year	3 Years	5 Years	ITD
CERBT Strategy 1 <small>(Inception June 1, 2007)</small>	\$4,503,711,341	0.42%	3.61%	3.61%	11.18%	5.40%	9.42%	4.13%
Benchmark		0.39%	3.41%	3.41%	10.63%	4.96%	9.14%	3.68%
CERBT Strategy 2 <small>(Inception October 1, 2011)</small>	\$785,538,621	0.28%	2.83%	2.83%	10.51%	5.24%	8.02%	8.02%
Benchmark		0.25%	2.62%	2.62%	9.98%	4.87%	7.77%	7.77%
CERBT Strategy 3 <small>(Inception January 1, 2012)</small>	\$194,460,046	0.25%	2.12%	2.12%	9.51%	5.18%	-	6.11%
Benchmark		0.22%	1.89%	1.89%	9.03%	4.71%	-	5.77%

Time weighted return reports the performance of the investment vehicle, not of the employer assets. Returns are gross. Historical performance is not necessarily indicative of actual future investment performance or of future total program cost. Current and future performance may be lower or higher than the historical performance data reported here. Investment return and principal value may fluctuate so that your investment, when redeemed, may be worth more or less than the original cost. The value of an employer's CERBT fund shares will go up and down based on the performance of the underlying funds in which the assets are invested. The value of the underlying funds' assets will in turn fluctuate based on the performance and other factors generally affecting the securities market.



CERBT Total Participation Cost

- Total cost of CERBT participation is **10 basis points** of assets under management
 - Consists of administrative and investment management expenses borne by CalPERS and paid to State Street Global Advisors
 - CERBT is a self-funded trust
 - Employer account charged daily
 - CERBT does not profit
 - Rate can be changed without prior notice and may be higher or lower in the future



GASB compliant reporting

Who delivers?	
Fiduciary Investment Board	CERBT
Audited GASB 43 Statement	CERBT
Financial Reporting Support	CERBT
Employer GASB Advocacy	CERBT

CERBT employers under contract

497 Total

- State of California
- 130 Cities or Towns
- 14 Counties
- 54 Schools
- 22 Courts
- 276 Special Districts and other Public Agencies
 - **14 Community Services Districts**

As of September 12, 2016

Marin County CERBT Agencies (24)

- Central Marin Police Authority
- Central Marin Sanitation Agency
- City of Larkspur
- City of San Rafael
- County of Marin
- Inverness Public Utility District
- Kentfield Fire Protection District
- Las Gallinas Valley Sanitary District
- Marin Community College District
- Marin Local Agency Formation Commission
- Marin Municipal Water District
- Mill Valley School District
- Novato Fire Protection District
- Reed Union School District
- Richardson Bay Sanitary District
- Ross Valley Fire Department
- Sanitary District No. 1 of Marin County
- Sanitary District No. 5 of Marin County
- Sausalito Marin City Sanitary District
- Tamalpais Union High School District
- Tiburon Fire Protection District
- Town of Corte Madera
- Town of Fairfax
- Town of Ross

As of September 12, 2016



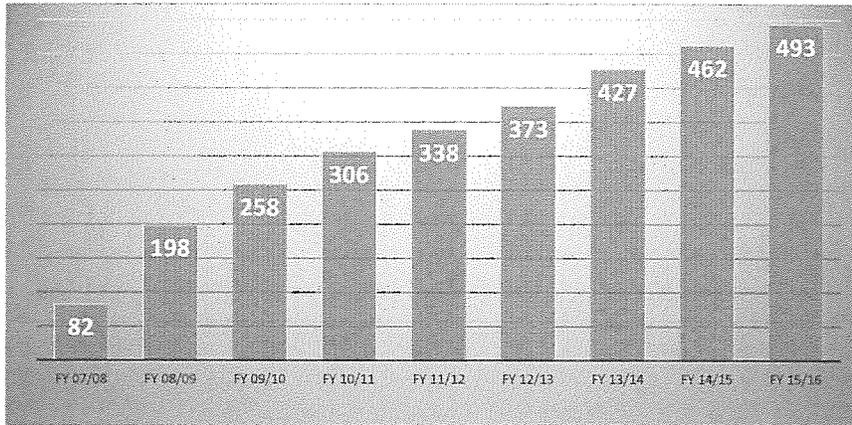
CERBT Community Services Districts (14)

- Big Bear City Community Services District
- Brooktrails Township Community Services District
- Castroville Community Services District
- Clear Creek Community Services District
- Cosumnes Community Services District
- Denair Community Services District
- Dublin San Ramon Services District
- El Dorado Hills Community Services District
- Groveland Community Services District
- Heritage Ranch Community Services District
- Jurupa Community Services District
- Kensington Police Protection and Community Services District
- Nipomo Community Services District

As of September 12, 2016

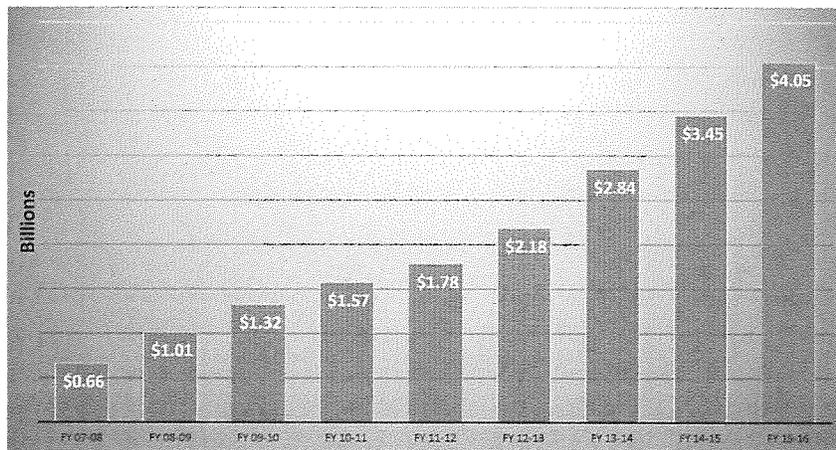


CERBT employers cumulative growth



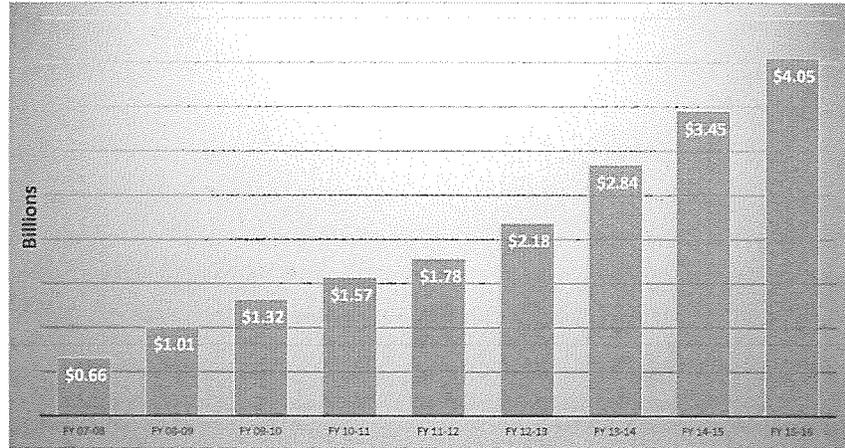
As of June 30, 2016

CERBT employer cumulative net contributions



As of June 30, 2016

CERBT cumulative assets under management



As of June 30, 2016

CERBT attributes summary

	CERBT	Other Trust Funds
World renowned investment management	X	
Accepts investment fiduciary responsibility	X	
Provides diligent GASB compliant reporting and support	X	
GASB advocate and Task Force participant	X	
High level of personal service	X	
Simple administration	X	
Lowest cost	X	

Questions? Where to get information?

Name	Title	E-mail	Desk	Mobile
John Swedensky	Assistant Division Chief	John.Swedensky@calpers.ca.gov	(916) 795-0835	(916) 715-7960
Andy Nguyen	Program Manager	Andy.Nguyen@calpers.ca.gov	(916) 795-7702	(916) 524-9095
Matt Goss	Outreach & Support Manager	Matthew.Goss@calpers.ca.gov	(916) 795-9071	(916) 382-6487
Colleen Cain-Herrback	Administration & Reporting Manager	Colleen.Cain-Herrback@calpers.ca.gov	(916) 795-2474	(916) 505-2506
Alisa Perry	Outreach & Support Analyst	Alisa.Perry@calpers.ca.gov	(916) 795-3360	(916) 705-9447
Karen Lookingbill	Outreach & Support Analyst	Karen.Lookingbill@calpers.ca.gov	(916) 795-1387	N/A

Program e-mail addresses	CERBT Website
CERBT4U@calpers.ca.gov	www.calpers.ca.gov/cerbt
CERBTACCOUNT@calpers.ca.gov	



District Manager Report
October 11, 2016
Submitted by: Eric Dreikosen, District Manager

The information below is intended to provide a brief update on select District initiatives, activities and items of note and should not be viewed as a complete list of all current District activities or initiatives.

Accounting System:

Included with this report is a copy of the FY 16/17 District Budget, as approved. I have revised the account titles of all revenue and expense accounts to reflect what is stated in the former financial statements. As mentioned, a select few accounts are serving multiple purpose depending on department. These have been marked with an asterisk. Upon further review, these represent relatively minor dollar thresholds. I would recommend leaving them as-is for this fiscal year. As we begin the FY 17/18 budget planning process, these conflicts can be more efficiently addressed and realigned. At that time I would recommend converting the existing seven-digit account numbers currently used to either four or five digits. This should also involve realignment and creation of account ranges signifying the source or function of the transaction.

I have also included Budget to Actuals financials for Quarter 1. I will discuss variances at the meeting.

Solar Project:

Construction has been completed and solar panels have been installed. As of this writing, the project is waiting on PG&E to perform some needed work on their equipment leading to the facility. Once completed the transformers, disconnects and remaining interconnection equipment will be installed, final power lines pulled and the system interconnected.

I have reached to out Sol-Ed and requested the finalization of details regarding process of payment.

CalPERS Pension Audit:

I have spent considerable time working with various CalPERS staff this past month. The process has proven frustrating at times, as they have not been very clear in providing specific detail regarding resolution needs and requirements. However, they have recognized this and also recognize the District's efforts in working with them towards resolution. They also recognize several delays that have been caused by their lack of availability and response on some of their findings. I will keep the Board apprised as this further develops.

FY 2015/2016 Financial Audit

I have been working with our auditor and have begun the audit process. The District has a need to engage a 3rd-party actuary to provide analysis of the CalPERS GASB 68 reports for risk-pooled plans. This affects all CalPERS member agencies across the state who participate in risk-pooled pension plans as CalPERS has elected not to perform this service specific to individual agencies, only the plan as a whole. In consultation with our auditor, I have engaged GovInvest to perform this analysis. I expect it to be completed within 2-3 weeks.

Park Maintenance Building Replacement Initiative:

Admittedly, I have not been able to make the hoped for progress on this initiative in the past month due to other District needs and time constraints. My priority at this point regarding this initiative is to complete a draft RFP to present to the board and post. I feel this will provide a more accurate estimate of not only potential costs but also potential solutions and ideas as to how to best move forward with design and scope. Utilizing a general contractor will also provide a knowledge-base of existing planning and building requirements beyond those readily available amongst the District in addition to the coordination of needed sub-contractors for various scope and stages of this project. I have obtained additional RFP samples from the County of recent and current public works projects they are undertaking. These will help greatly in the creation of the draft RFP.

Marinwood Community Services District
Annual Budget
Fiscal Year 2016-2017

	<u>Park Dept</u>	<u>Recreation Dept</u>	<u>Fire Dept</u>	<u>Streetlights</u>	<u>TOTAL</u>
	<u>Jul '16 - Jun 17</u>				
Revenue					
4110110 · PropTax - Current Secured	461,317.00	281,458.00	630,192.00		1,372,967.00
4110111 · PropTax - Admin Fee (Contra)	-8,304.00	-5,066.00	-11,343.00		-24,713.00
4110115 · PropTax - Unitary	2,797.00	1,706.00	3,820.00		8,323.00
4110120 · PropTax - Current Unsecured	9,113.00	5,560.00	12,449.00		27,122.00
4110140 · ERAF - Excess	52,248.00	31,878.00	71,375.00		155,501.00
4110210 · PropTax - Supplemental Current	9,516.00	5,806.00	13,000.00		28,322.00
4110215 · PropTax - Supplemental Unsecure	218.00	133.00	297.00		648.00
4110225 · PropTax - Supplemental Redempt	689.00	421.00	942.00		2,052.00
4110510 · PropTax - Prior Unsecured	336.00	205.00	459.00		1,000.00
4120610 · Special Tax Assessment	338,744.00		1,024,443.00	24,060.00	1,387,247.00
4120611 · Special Tax- Admin Fee (contra)	-1,200.00		-3,600.00	-100.00	-4,900.00
4220115 · Building Plan Review			5,000.00		5,000.00
4410125 · Interest- Co. Pooled Investment	500.00	500.00	500.00		1,500.00
4410127 · Interest- ERAF Co. Pooled	100.00				100.00
4410215 · Rental Income - Pool & Picnic		20,000.00			20,000.00
4410225 · Rental Income - Community Ctr		43,000.00			43,000.00
4530527 · Grant Rev - Designated			142,388.00		142,388.00
4570110 · Expense Reimbursements		500.00			500.00
4631145 · Service Contract Revenue			82,551.00		82,551.00
4631740 · Emergency Response Fees			10,000.00		10,000.00
4631912 · Vending & Advertising*		23,000.00			23,000.00
4631914 · Community Events		17,695.00			17,695.00
4631915 · Tennis		59,000.00			59,000.00
4631917 · Pool Operating Rev		259,000.00			259,000.00
4631918 · Pool Memberships		60,000.00			60,000.00
4631919 · Adult Rec Programs		43,225.00			43,225.00
4631920 · Summer Rec Programs		814,416.00			814,416.00
4631922 · Youth Rec Programs		322,550.00			322,550.00
4640321 · CSA 13 Contract Rev			631,853.00		631,853.00
4710615 · Donations (General)		1,000.00			1,000.00
4710631 · Paramedic Reimbursement			11,000.00		11,000.00
4710642 · Miscellaneous Rev	150.00	250.00	100.00		500.00
Total Revenue	866,224.00	1,986,237.00	2,625,426.00	23,960.00	5,501,847.00
Expenditures					
5110110 · Salaries - Regular Staff	229,879.00	292,456.00	1,027,567.00		1,549,902.00
5110210 · Salaries - PT/Seasonal/Temp	7,200.00	783,058.00			790,258.00
5110313 · Holiday Pay			38,501.00		38,501.00
5110319 · FLSA & Acting Pay			31,963.00		31,963.00
5120110 · Overtime	500.00		100,000.00		100,500.00
5130120 · Benefits - Group Medical	133,378.00	93,009.00	288,363.00		514,750.00
5130510 · PERS - Pension	43,015.00	48,882.00	364,136.00		456,033.00
5140115 · Workers Comp Ins.	28,203.00	40,404.00	113,520.00		182,127.00
5140130 · Physician Services	500.00	500.00	4,100.00		5,100.00
5140140 · Social Security & Medicare	18,175.00	81,703.00	91,649.00		191,527.00
5140145 · Unemployment Ins.	1,184.00	22,500.00	3,108.00		26,792.00
5210120 · Consultant Fees	1,875.00	1,875.00	3,750.00		7,500.00
5210122 · Marketing		30,000.00			30,000.00
5210128 · Fingerprinting/Background		5,500.00	300.00		5,800.00

Marinwood Community Services District
Annual Budget
Fiscal Year 2016-2017

	<u>Park Dept</u>	<u>Recreation Dept</u>	<u>Fire Dept</u>	<u>Streetlights</u>	<u>TOTAL</u>
	<u>Jul '16 - Jun 17</u>				
5210131 · Legal Services	1,000.00	2,000.00	15,000.00		18,000.00
5210146 · Rec Program Contractors		128,749.00			128,749.00
5210210 · Audit & Accounting	3,300.00	3,300.00	6,600.00		13,200.00
5210215 · Banking Fees		800.00	600.00		1,400.00
5210230 · Payroll Service Fees	600.00	3,500.00	4,200.00		8,300.00
5210525 · Insurance - General	9,639.00	8,500.00	14,660.00		32,799.00
5210725 · Telecom - Phone/Internet/Cable	1,200.00	3,080.00	8,000.00		12,280.00
5210810 · Utilities - Gas & Electric	4,160.00	36,400.00	9,450.00		50,010.00
5210815 · Garbage Removal	20,426.00	5,836.00	2,918.00		29,180.00
5210825 · Utilities - Street Light Elec.				17,500.00	17,500.00
5210835 · Utilities - Water & Sewer	16,500.00	8,000.00	1,800.00		26,300.00
5210910 · Maint. - Vehicles	3,000.00		25,000.00		28,000.00
5210915 · Maint. - Streetlights				6,210.00	6,210.00
5210920 · MERA Operating	1,674.00		15,069.00		16,743.00
5210925 · Maint. - Radios			5,518.00		5,518.00
5210940 · Maint. - Park Equipment	1,500.00				1,500.00
5211110 · Janitorial Services		25,000.00			25,000.00
5211125 · Community Landscape Contract	40,000.00				40,000.00
5211140 · Vegetation Management			10,000.00		10,000.00
5211220 · Equipment Rental	4,200.00				4,200.00
5211310 · Awards & Incentives			3,000.00		3,000.00
5211315 · Professional Development		2,100.00			2,100.00
5211320 · Educational Materials			5,000.00		5,000.00
5211325 · Conferences & Meetings		3,000.00	1,000.00		4,000.00
5211330 · Memberships & Dues	2,025.00	2,500.00	2,500.00		7,025.00
5211340 · Certifications - Personnel	2,000.00		8,000.00		10,000.00
5211440 · Travel	800.00	2,000.00	1,000.00		3,800.00
5211520 · Publications & Legal Notices		500.00	400.00		900.00
5211528 · Tree Maint. & Services	13,000.00				13,000.00
5211532 · Weed & Pest Control	2,000.00				2,000.00
5211610 · County-Wide Fees	700.00	1,700.00	5,960.00	250.00	8,610.00
5211710 · Long Term Debt - Principal	1,667.00	55,000.00	70,003.00		126,670.00
5211715 · Long Term Debt - Interest	351.00	4,538.00	7,698.00		12,587.00
5220110 · Office Supplies	1,000.00	20,500.00	7,000.00		28,500.00
5220130 · Copier Lease & Printing	650.00	6,200.00	3,000.00		9,850.00
5220210 · Equip. Maintenance/Replacement*	3,000.00		5,000.00		8,000.00
5220215 · Pool Maint./Hydrant Maint.*	800.00	20,000.00	1,500.00		22,300.00
5220220 · Open Space Maint/Small Tools*	2,500.00		500.00		3,000.00
5220310 · Land & Buildings Maintenance	27,000.00	6,000.00	9,400.00		42,400.00
5220610 · Gasoline/Fuel	3,000.00		9,000.00		12,000.00
5220810 · Pool Chemicals & Misc Supplies*		12,000.00	31,616.00		43,616.00
5220819 · Rec Program Supplies	200.00	189,250.00			189,450.00
5220825 · Uniforms & Apparel	900.00	1,500.00	7,062.00		9,462.00
5220826 · Vending Supplies & Food*	500.00	10,500.00	1,500.00		12,500.00
5220827 · Janitorial Supplies	2,000.00	12,000.00	3,000.00		17,000.00
5220828 · First Aid Supplies	300.00	1,500.00			1,800.00
5220910 · Capital Outlay - Improvements			16,238.00		16,238.00
5220916 · Capital Outlay - New Equipment			194,882.00		194,882.00
Total Expenditures	<u>635,501.00</u>	<u>1,975,840.00</u>	<u>2,580,031.00</u>	<u>23,960.00</u>	<u>5,215,332.00</u>
Net Gain/Loss	<u>230,723.00</u>	<u>10,397.00</u>	<u>45,395.00</u>	<u>0.00</u>	<u>286,515.00</u>

Marinwood Community Services District
Budget vs. Actual
 July through September 2016

	Park Dept		
	<u>Jul - Sep 16</u>	<u>Budget</u>	<u>% of Budget</u>
Revenue			
4110110 · PropTax - Current Secured	0.00	461,317.00	0.0%
4110111 · PropTax - Admin Fee (Contra)	0.00	-8,304.00	0.0%
4110115 · PropTax - Unitary	0.00	2,797.00	0.0%
4110120 · PropTax - Current Unsecured	0.00	9,113.00	0.0%
4110140 · ERAF - Excess	0.00	52,248.00	0.0%
4110210 · PropTax - Supplemental Current	0.00	9,516.00	0.0%
4110215 · PropTax - Supplemental Unsecure	0.00	218.00	0.0%
4110225 · PropTax - Supplemental Redempt	0.00	689.00	0.0%
4110510 · PropTax - Prior Unsecured	0.00	336.00	0.0%
4120610 · Special Tax Assessment	0.00	338,744.00	0.0%
4120611 · Special Tax- Admin Fee (contra)	0.00	-1,200.00	0.0%
4220115 · Building Plan Review	0.00		
4410125 · Interest- Co. Pooled Investment	0.00	500.00	0.0%
4410127 · Interest- ERAF Co. Pooled	0.00	100.00	0.0%
4410215 · Rental Income - Pool & Picnic	0.00		
4410225 · Rental Income - Community Ctr	0.00		
4530527 · Grant Rev - Designated	0.00		
4570110 · Expense Reimbursements	0.00		
4631145 · Service Contract Revenue	0.00		
4631740 · Emergency Response Fees	0.00		
4631912 · Vending & Advertising*	0.00		
4631914 · Community Events	0.00		
4631915 · Tennis	0.00		
4631917 · Pool Operating Rev	0.00		
4631918 · Pool Memberships	0.00		
4631919 · Adult Rec Programs	0.00		
4631920 · Summer Rec Programs	0.00		
4631922 · Youth Rec Programs	0.00		
4640321 · CSA 13 Contract Rev	0.00		
4640329 · Unused Credit	0.00		
4710615 · Donations (General)	0.00		
4710631 · Paramedic Reimbursement	0.00		
4710642 · Miscellaneous Rev	0.00	150.00	0.0%
Total Revenue	<u>0.00</u>	<u>866,224.00</u>	<u>0.0%</u>

Marinwood Community Services District Budget vs. Actual

July through September 2016

Expense	Park Dept		
	Jul - Sep 16	Budget	% of Budget
5110110 · Salaries - Regular Staff	58,532.80	229,879.00	25.46%
5110210 · Salaries - PT/Seasonal/Temp	8,362.88	7,200.00	116.15%
5110313 · Holiday Pay	0.00		
5110319 · FLSA & Acting Pay	0.00		
5120110 · Overtime	0.00	500.00	0.0%
5130120 · Benefits - Group Medical	29,847.54	133,378.00	22.38%
5130510 · PERS - Pension	36,566.40	43,015.00	85.01%
5140115 · Workers Comp Ins.	22,846.70	28,203.00	81.01%
5140130 · Physician Services	0.00	500.00	0.0%
5140140 · Social Security & Medicare	3,461.20	18,175.00	19.04%
5140145 · Unemployment Ins.	0.00	1,184.00	0.0%
5210120 · Consultant Fees	0.00	1,875.00	0.0%
5210122 · Marketing	0.00		
5210128 · Fingerprinting/Background	0.00		
5210131 · Legal Services	377.70	1,000.00	37.77%
5210146 · Rec Program Contractors	0.00		
5210210 · Audit & Accounting	0.00	3,300.00	0.0%
5210215 · Banking Fees	0.00		
5210230 · Payroll Service Fees	145.87	600.00	24.31%
5210525 · Insurance - General	7,440.69	9,639.00	77.19%
5210725 · Telecom - Phone/Internet/Cable	428.80	1,200.00	35.73%
5210810 · Utilities - Gas & Electric	577.45	4,160.00	13.88%
5210815 · Garbage Removal	8,242.54	20,426.00	40.35%
5210825 · Utilities - Street Light Elec.	0.00		
5210835 · Utilities - Water & Sewer	9,298.58	16,500.00	56.36%
5210910 · Maint. - Vehicles	0.00	3,000.00	0.0%
5210915 · Maint. - Streetlights	0.00		
5210920 · MERA Operating	1,674.30	1,674.00	100.02%
5210925 · Maint. - Radios	0.00		
5210940 · Maint. - Park Equipment	3,151.65	1,500.00	210.11%
5211110 · Janitorial Services	0.00		
5211125 · Community Landscape Contract	8,955.00	40,000.00	22.39%
5211140 · Vegetation Management	0.00		
5211220 · Equipment Rental	1,465.37	4,200.00	34.89%
5211310 · Awards & Incentives	0.00		
5211315 · Professional Development	0.00		
5211320 · Educational Materials	0.00		
5211325 · Conferences & Meetings	-200.00		
5211330 · Memberships & Dues	0.00	2,025.00	0.0%
5211340 · Certifications - Personnel	80.00	2,000.00	4.0%
5211440 · Travel	24.30	800.00	3.04%
5211520 · Publications & Legal Notices	0.00		
5211528 · Tree Maint. & Services	3,500.00	13,000.00	26.92%

Marinwood Community Services District
Budget vs. Actual
 July through September 2016

	Park Dept		
	<u>Jul - Sep 16</u>	<u>Budget</u>	<u>% of Budget</u>
5211532 · Weed & Pest Control	0.00	2,000.00	0.0%
5211610 · County-Wide Fees	814.41	700.00	116.34%
5211710 · Long Term Debt - Principal	1,667.02	1,667.00	100.0%
5211715 · Long Term Debt - Interest	351.16	351.00	100.05%
5220110 · Office Supplies	33.43	1,000.00	3.34%
5220130 · Copier Lease & Printing	469.27	650.00	72.2%
5220210 · Equip. Maintenance/Replacement*	0.00	3,000.00	0.0%
5220215 · Pool Maint./Hydrant Maint.*	592.97	800.00	74.12%
5220220 · Open Space Maint/Small Tools*	0.00	2,500.00	0.0%
5220310 · Land & Buildings Maintenance	12,006.86	27,000.00	44.47%
5220610 · Gasoline/Fuel	534.14	3,000.00	17.81%
5220810 · Pool Chemicals & Misc Supplies*	0.00		
5220819 · Rec Program Supplies	0.00	200.00	0.0%
5220825 · Uniforms & Apparel	279.40	900.00	31.04%
5220826 · Vending Supplies & Food*	0.00	500.00	0.0%
5220827 · Janitorial Supplies	0.00	2,000.00	0.0%
5220828 · First Aid Supplies	0.00	300.00	0.0%
5220910 · Capital Outlay - Improvements	0.00		
5220916 · Capital Outlay - New Equipment	0.00		
Total Expenditures	<u>221,528.43</u>	<u>635,501.00</u>	<u>34.86%</u>
Net Gain/Loss	<u>-221,528.43</u>	<u>230,723.00</u>	<u>-96.02%</u>

Marinwood Community Services District Budget vs. Actual July through September 2016

	Recreation Dept		
	Jul - Sep 16	Budget	% of Budget
Revenue			
4110110 · PropTax - Current Secured	0.00	281,458.00	0.0%
4110111 · PropTax - Admin Fee (Contra)	0.00	-5,066.00	0.0%
4110115 · PropTax - Unitary	0.00	1,706.00	0.0%
4110120 · PropTax - Current Unsecured	0.00	5,560.00	0.0%
4110140 · ERAF - Excess	0.00	31,878.00	0.0%
4110210 · PropTax - Supplemental Current	0.00	5,806.00	0.0%
4110215 · PropTax - Supplemental Unsecure	0.00	133.00	0.0%
4110225 · PropTax - Supplemental Redempt	0.00	421.00	0.0%
4110510 · PropTax - Prior Unsecured	0.00	205.00	0.0%
4120610 · Special Tax Assessment	0.00		
4120611 · Special Tax- Admin Fee (contra)	0.00		
4220115 · Building Plan Review	0.00		
4410125 · Interest- Co. Pooled Investment	0.00	500.00	0.0%
4410127 · Interest- ERAF Co. Pooled	0.00		
4410215 · Rental Income - Pool & Picnic	9,793.34	20,000.00	48.97%
4410225 · Rental Income - Community Ctr	12,712.46	43,000.00	29.56%
4530527 · Grant Rev - Designated	0.00		
4570110 · Expense Reimbursements	73,540.07	500.00	14,708.01%
4631145 · Service Contract Revenue	0.00		
4631740 · Emergency Response Fees	0.00		
4631912 · Vending & Advertising*	14,044.86	23,000.00	61.07%
4631914 · Community Events	2,171.16	17,695.00	12.27%
4631915 · Tennis	20,961.80	59,000.00	35.53%
4631917 · Pool Operating Rev	138,605.49	259,000.00	53.52%
4631918 · Pool Memberships	37,601.79	60,000.00	62.67%
4631919 · Adult Rec Programs	8,692.89	43,225.00	20.11%
4631920 · Summer Rec Programs	628,888.39	814,416.00	77.22%
4631922 · Youth Rec Programs	29,229.55	322,550.00	9.06%
4640321 · CSA 13 Contract Rev	0.00		
4640329 · Unused Credit	7.00		
4710615 · Donations (General)	0.00	1,000.00	0.0%
4710631 · Paramedic Reimbursement	0.00		
4710642 · Miscellaneous Rev	932.89	250.00	373.16%
Total Revenue	977,181.69	1,986,237.00	49.2%

Marinwood Community Services District
Budget vs. Actual
 July through September 2016

Expense	Recreation Dept		
	Jul - Sep 16	Budget	% of Budget
5110110 · Salaries - Regular Staff	80,343.52	292,456.00	27.47%
5110210 · Salaries - PT/Seasonal/Temp	469,780.46	783,058.00	59.99%
5110313 · Holiday Pay	0.00		
5110319 · FLSA & Acting Pay	0.00		
5120110 · Overtime	0.00		
5130120 · Benefits - Group Medical	31,249.30	93,009.00	33.6%
5130510 · PERS - Pension	33,310.84	48,882.00	68.15%
5140115 · Workers Comp Ins.	36,734.56	40,404.00	90.92%
5140130 · Physician Services	0.00	500.00	0.0%
5140140 · Social Security & Medicare	45,049.39	81,703.00	55.14%
5140145 · Unemployment Ins.	12,070.51	22,500.00	53.65%
5210120 · Consultant Fees	0.00	1,875.00	0.0%
5210122 · Marketing	8,541.10	30,000.00	28.47%
5210128 · Fingerprinting/Background	2,173.00	5,500.00	39.51%
5210131 · Legal Services	186.05	2,000.00	9.3%
5210146 · Rec Program Contractors	48,961.15	128,749.00	38.03%
5210210 · Audit & Accounting	0.00	3,300.00	0.0%
5210215 · Banking Fees	0.00	800.00	0.0%
5210230 · Payroll Service Fees	1,687.31	3,500.00	48.21%
5210525 · Insurance - General	6,290.56	8,500.00	74.01%
5210725 · Telecom - Phone/Internet/Cable	691.89	3,080.00	22.46%
5210810 · Utilities - Gas & Electric	13,142.57	36,400.00	36.11%
5210815 · Garbage Removal	1,575.22	5,836.00	26.99%
5210825 · Utilities - Street Light Elec.	0.00		
5210835 · Utilities - Water & Sewer	5,363.05	8,000.00	67.04%
5210910 · Maint. - Vehicles	58.60		
5210915 · Maint. - Streetlights	0.00		
5210920 · MERA Operating	0.00		
5210925 · Maint. - Radios	0.00		
5210940 · Maint. - Park Equipment	0.00		
5211110 · Janitorial Services	3,215.00	25,000.00	12.86%
5211125 · Community Landscape Contract	0.00		
5211140 · Vegetation Management	0.00		
5211220 · Equipment Rental	0.00		
5211310 · Awards & Incentives	0.00		
5211315 · Professional Development	1,109.74	2,100.00	52.85%
5211320 · Educational Materials	0.00		
5211325 · Conferences & Meetings	-200.00	3,000.00	-6.67%
5211330 · Memberships & Dues	640.00	2,500.00	25.6%
5211340 · Certifications - Personnel	0.00		
5211440 · Travel	0.00	2,000.00	0.0%
5211520 · Publications & Legal Notices	0.00	500.00	0.0%
5211528 · Tree Maint. & Services	0.00		

Marinwood Community Services District
Budget vs. Actual
 July through September 2016

	Recreation Dept		
	Jul - Sep 16	Budget	% of Budget
5211532 · Weed & Pest Control	0.00		
5211610 · County-Wide Fees	1,741.92	1,700.00	102.47%
5211710 · Long Term Debt - Principal	50,921.83	55,000.00	92.59%
5211715 · Long Term Debt - Interest	3,025.00	4,538.00	66.66%
5220110 · Office Supplies	12,753.45	20,500.00	62.21%
5220130 · Copier Lease & Printing	1,255.39	6,200.00	20.25%
5220210 · Equip. Maintenance/Replacement*	0.00		
5220215 · Pool Maint./Hydrant Maint.*	9,390.63	20,000.00	46.95%
5220220 · Open Space Maint/Small Tools*	0.00		
5220310 · Land & Buildings Maintenance	4,201.70	6,000.00	70.03%
5220610 · Gasoline/Fuel	0.00		
5220810 · Pool Chemicals & Misc Supplies*	5,400.85	12,000.00	45.01%
5220819 · Rec Program Supplies	121,452.50	189,250.00	64.18%
5220825 · Uniforms & Apparel	1,909.21	1,500.00	127.28%
5220826 · Vending Supplies & Food*	8,162.78	10,500.00	77.74%
5220827 · Janitorial Supplies	8,945.66	12,000.00	74.55%
5220828 · First Aid Supplies	121.63	1,500.00	8.11%
5220910 · Capital Outlay - Improvements	0.00		
5220916 · Capital Outlay - New Equipment	0.00		
Total Expenditures	1,031,256.37	1,975,840.00	52.19%
Net Gain/Loss	-54,074.68	10,397.00	-520.1%

Marinwood Community Services District Budget vs. Actual July through September 2016

	Fire Dept		
	Jul - Sep 16	Budget	% of Budget
Revenue			
4110110 · PropTax - Current Secured	0.00	630,192.00	0.0%
4110111 · PropTax - Admin Fee (Contra)	0.00	-11,343.00	0.0%
4110115 · PropTax - Unitary	0.00	3,820.00	0.0%
4110120 · PropTax - Current Unsecured	0.00	12,449.00	0.0%
4110140 · ERAF - Excess	0.00	71,375.00	0.0%
4110210 · PropTax - Supplemental Current	0.00	13,000.00	0.0%
4110215 · PropTax - Supplemental Unsecure	0.00	297.00	0.0%
4110225 · PropTax - Supplemental Redempt	0.00	942.00	0.0%
4110510 · PropTax - Prior Unsecured	0.00	459.00	0.0%
4120610 · Special Tax Assessment	0.00	1,024,443.00	0.0%
4120611 · Special Tax- Admin Fee (contra)	0.00	-3,600.00	0.0%
4220115 · Building Plan Review	879.00	5,000.00	17.58%
4410125 · Interest- Co. Pooled Investment	0.00	500.00	0.0%
4410127 · Interest- ERAF Co. Pooled	0.00		
4410215 · Rental Income - Pool & Picnic	0.00		
4410225 · Rental Income - Community Ctr	0.00		
4530527 · Grant Rev - Designated	0.00	142,388.00	0.0%
4570110 · Expense Reimbursements	0.00		
4631145 · Service Contract Revenue	0.00	82,551.00	0.0%
4631740 · Emergency Response Fees	0.00	10,000.00	0.0%
4631912 · Vending & Advertising*	0.00		
4631914 · Community Events	0.00		
4631915 · Tennis	0.00		
4631917 · Pool Operating Rev	0.00		
4631918 · Pool Memberships	0.00		
4631919 · Adult Rec Programs	0.00		
4631920 · Summer Rec Programs	0.00		
4631922 · Youth Rec Programs	0.00		
4640321 · CSA 13 Contract Rev	0.00	631,853.00	0.0%
4640329 · Unused Credit	0.00		
4710615 · Donations (General)	0.00		
4710631 · Paramedic Reimbursement	0.00	11,000.00	0.0%
4710642 · Miscellaneous Rev	0.00	100.00	0.0%
Total Revenue	879.00	2,625,426.00	0.03%

Marinwood Community Services District
Budget vs. Actual
 July through September 2016

Expense	Fire Dept		
	Jul - Sep 16	Budget	% of Budget
5110110 · Salaries - Regular Staff	199,445.79	1,027,567.00	19.41%
5110210 · Salaries - PT/Seasonal/Temp	645.76		
5110313 · Holiday Pay	0.00	38,501.00	0.0%
5110319 · FLSA & Acting Pay	9,875.37	31,963.00	30.9%
5120110 · Overtime	85,742.65	100,000.00	85.74%
5130120 · Benefits - Group Medical	97,695.44	288,363.00	33.88%
5130510 · PERS - Pension	220,583.77	364,136.00	60.58%
5140115 · Workers Comp Ins.	112,749.88	113,520.00	99.32%
5140130 · Physician Services	634.00	4,100.00	15.46%
5140140 · Social Security & Medicare	22,442.22	91,649.00	24.49%
5140145 · Unemployment Ins.	0.00	3,108.00	0.0%
5210120 · Consultant Fees	0.00	3,750.00	0.0%
5210122 · Marketing	0.00		
5210128 · Fingerprinting/Background	240.00	300.00	80.0%
5210131 · Legal Services	2,119.00	15,000.00	14.13%
5210146 · Rec Program Contractors	0.00		
5210210 · Audit & Accounting	0.00	6,600.00	0.0%
5210215 · Banking Fees	0.00	600.00	0.0%
5210230 · Payroll Service Fees	987.92	4,200.00	23.52%
5210525 · Insurance - General	10,028.52	14,660.00	68.41%
5210725 · Telecom - Phone/Internet/Cable	2,224.23	8,000.00	27.8%
5210810 · Utilities - Gas & Electric	3,648.89	9,450.00	38.61%
5210815 · Garbage Removal	787.61	2,918.00	26.99%
5210825 · Utilities - Street Light Elec.	0.00		
5210835 · Utilities - Water & Sewer	485.00	1,800.00	26.94%
5210910 · Maint. - Vehicles	6,154.36	25,000.00	24.62%
5210915 · Maint. - Streetlights	0.00		
5210920 · MERA Operating	15,068.70	15,069.00	100.0%
5210925 · Maint. - Radios	1,950.18	5,518.00	35.34%
5210940 · Maint. - Park Equipment	0.00		
5211110 · Janitorial Services	0.00		
5211125 · Community Landscape Contract	0.00		
5211140 · Vegetation Management	5,578.00	10,000.00	55.78%
5211220 · Equipment Rental	0.00		
5211310 · Awards & Incentives	993.95	3,000.00	33.13%
5211315 · Professional Development	0.00		
5211320 · Educational Materials	2,497.32	5,000.00	49.95%
5211325 · Conferences & Meetings	113.32	1,000.00	11.33%
5211330 · Memberships & Dues	1,037.24	2,500.00	41.49%
5211340 · Certifications - Personnel	2,732.75	8,000.00	34.16%
5211440 · Travel	50.00	1,000.00	5.0%
5211520 · Publications & Legal Notices	0.00	400.00	0.0%
5211528 · Tree Maint. & Services	0.00		

Marinwood Community Services District Budget vs. Actual July through September 2016

	Fire Dept		
	Jul - Sep 16	Budget	% of Budget
5211532 · Weed & Pest Control	0.00		
5211610 · County-Wide Fees	1,628.82	5,960.00	27.33%
5211710 · Long Term Debt - Principal	65,924.98	70,003.00	94.18%
5211715 · Long Term Debt - Interest	6,185.47	7,698.00	80.35%
5220110 · Office Supplies	878.36	7,000.00	12.55%
5220130 · Copier Lease & Printing	739.13	3,000.00	24.64%
5220210 · Equip. Maintenance/Replacement*	518.62	5,000.00	10.37%
5220215 · Pool Maint./Hydrant Maint.*	143.24	1,500.00	9.55%
5220220 · Open Space Maint/Small Tools*	38.23	500.00	7.65%
5220310 · Land & Buildings Maintenance	1,644.73	9,400.00	17.5%
5220610 · Gasoline/Fuel	1,666.24	9,000.00	18.51%
5220810 · Pool Chemicals & Misc Supplies*	3,949.15	31,616.00	12.49%
5220819 · Rec Program Supplies	0.00		
5220825 · Uniforms & Apparel	426.12	7,062.00	6.03%
5220826 · Vending Supplies & Food*	1,471.89	1,500.00	98.13%
5220827 · Janitorial Supplies	1,303.77	3,000.00	43.46%
5220828 · First Aid Supplies	0.00		
5220910 · Capital Outlay - Improvements	6,000.00	16,238.00	36.95%
5220916 · Capital Outlay - New Equipment	42,752.99	194,882.00	21.94%
Total Expenditures	941,783.61	2,580,031.00	36.5%
Net Gain/Loss	<u>-940,904.61</u>	<u>45,395.00</u>	<u>-2,072.71%</u>

Marinwood Community Services District
Budget vs. Actual
 July through September 2016

	Streetlights		
	Jul - Sep 16	Budget	% of Budget
Revenue			
4110110 · PropTax - Current Secured	0.00		
4110111 · PropTax - Admin Fee (Contra)	0.00		
4110115 · PropTax - Unitary	0.00		
4110120 · PropTax - Current Unsecured	0.00		
4110140 · ERAF - Excess	0.00		
4110210 · PropTax - Supplemental Current	0.00		
4110215 · PropTax - Supplemental Unsecure	0.00		
4110225 · PropTax - Supplemental Redempt	0.00		
4110510 · PropTax - Prior Unsecured	0.00		
4120610 · Special Tax Assessment	0.00	24,060.00	0.0%
4120611 · Special Tax- Admin Fee (contra)	0.00	-100.00	0.0%
4220115 · Building Plan Review	0.00		
4410125 · Interest- Co. Pooled Investment	0.00		
4410127 · Interest- ERAF Co. Pooled	0.00		
4410215 · Rental Income - Pool & Picnic	0.00		
4410225 · Rental Income - Community Ctr	0.00		
4530527 · Grant Rev - Designated	0.00		
4570110 · Expense Reimbursements	0.00		
4631145 · Service Contract Revenue	0.00		
4631740 · Emergency Response Fees	0.00		
4631912 · Vending & Advertising*	0.00		
4631914 · Community Events	0.00		
4631915 · Tennis	0.00		
4631917 · Pool Operating Rev	0.00		
4631918 · Pool Memberships	0.00		
4631919 · Adult Rec Programs	0.00		
4631920 · Summer Rec Programs	0.00		
4631922 · Youth Rec Programs	0.00		
4640321 · CSA 13 Contract Rev	0.00		
4640329 · Unused Credit	0.00		
4710615 · Donations (General)	0.00		
4710631 · Paramedic Reimbursement	0.00		
4710642 · Miscellaneous Rev	0.00		
Total Revenue	0.00	23,960.00	0.0%

Marinwood Community Services District

Budget vs. Actual

July through September 2016

Streetlights

Expense	Streetlights		
	Jul - Sep 16	Budget	% of Budget
5110110 · Salaries - Regular Staff	0.00		
5110210 · Salaries - PT/Seasonal/Temp	0.00		
5110313 · Holiday Pay	0.00		
5110319 · FLSA & Acting Pay	0.00		
5120110 · Overtime	0.00		
5130120 · Benefits - Group Medical	0.00		
5130510 · PERS - Pension	0.00		
5140115 · Workers Comp Ins.	0.00		
5140130 · Physician Services	0.00		
5140140 · Social Security & Medicare	0.00		
5140145 · Unemployment Ins.	0.00		
5210120 · Consultant Fees	0.00		
5210122 · Marketing	0.00		
5210128 · Fingerprinting/Background	0.00		
5210131 · Legal Services	0.00		
5210146 · Rec Program Contractors	0.00		
5210210 · Audit & Accounting	0.00		
5210215 · Banking Fees	0.00		
5210230 · Payroll Service Fees	0.00		
5210525 · Insurance - General	0.00		
5210725 · Telecom - Phone/Internet/Cable	0.00		
5210810 · Utilities - Gas & Electric	0.00		
5210815 · Garbage Removal	0.00		
5210825 · Utilities - Street Light Elec.	4,256.94	17,500.00	24.33%
5210835 · Utilities - Water & Sewer	0.00		
5210910 · Maint. - Vehicles	0.00		
5210915 · Maint. - Streetlights	553.57	6,210.00	8.91%
5210920 · MERA Operating	0.00		
5210925 · Maint. - Radios	0.00		
5210940 · Maint. - Park Equipment	0.00		
5211110 · Janitorial Services	0.00		
5211125 · Community Landscape Contract	0.00		
5211140 · Vegetation Management	0.00		
5211220 · Equipment Rental	0.00		
5211310 · Awards & Incentives	0.00		
5211315 · Professional Development	0.00		
5211320 · Educational Materials	0.00		
5211325 · Conferences & Meetings	0.00		
5211330 · Memberships & Dues	0.00		
5211340 · Certifications - Personnel	0.00		
5211440 · Travel	0.00		
5211520 · Publications & Legal Notices	0.00		
5211528 · Tree Maint. & Services	0.00		

Marinwood Community Services District
Budget vs. Actual
 July through September 2016

	<u>Streetlights</u>		
	<u>Jul - Sep 16</u>	<u>Budget</u>	<u>% of Budget</u>
5211532 · Weed & Pest Control	0.00		
5211610 · County-Wide Fees	0.00	250.00	0.0%
5211710 · Long Term Debt - Principal	0.00		
5211715 · Long Term Debt - Interest	0.00		
5220110 · Office Supplies	0.00		
5220130 · Copier Lease & Printing	0.00		
5220210 · Equip. Maintenance/Replacement*	0.00		
5220215 · Pool Maint./Hydrant Maint.*	0.00		
5220220 · Open Space Maint/Small Tools*	0.00		
5220310 · Land & Buildings Maintenance	0.00		
5220610 · Gasoline/Fuel	0.00		
5220810 · Pool Chemicals & Misc Supplies*	0.00		
5220819 · Rec Program Supplies	0.00		
5220825 · Uniforms & Apparel	0.00		
5220826 · Vending Supplies & Food*	0.00		
5220827 · Janitorial Supplies	0.00		
5220828 · First Aid Supplies	0.00		
5220910 · Capital Outlay - Improvements	0.00		
5220916 · Capital Outlay - New Equipment	0.00		
Total Expenditures	<u>4,810.51</u>	<u>23,960.00</u>	<u>20.08%</u>
Net Gain/Loss	<u><u>-4,810.51</u></u>	<u><u>0.00</u></u>	<u><u>100.0%</u></u>

Marinwood Community Services District
Budget vs. Actual
 July through September 2016

	TOTAL		
	<u>Jul - Sep 16</u>	<u>Budget</u>	<u>% of Budget</u>
Revenue			
4110110 · PropTax - Current Secured	0.00	1,372,967.00	0.0%
4110111 · PropTax - Admin Fee (Contra)	0.00	-24,713.00	0.0%
4110115 · PropTax - Unitary	0.00	8,323.00	0.0%
4110120 · PropTax - Current Unsecured	0.00	27,122.00	0.0%
4110140 · ERAF - Excess	0.00	155,501.00	0.0%
4110210 · PropTax - Supplemental Current	0.00	28,322.00	0.0%
4110215 · PropTax - Supplemental Unsecure	0.00	648.00	0.0%
4110225 · PropTax - Supplemental Redempt	0.00	2,052.00	0.0%
4110510 · PropTax - Prior Unsecured	0.00	1,000.00	0.0%
4120610 · Special Tax Assessment	0.00	1,387,247.00	0.0%
4120611 · Special Tax- Admin Fee (contra)	0.00	-4,900.00	0.0%
4220115 · Building Plan Review	879.00	5,000.00	17.58%
4410125 · Interest- Co. Pooled Investment	0.00	1,500.00	0.0%
4410127 · Interest- ERAF Co. Pooled	0.00	100.00	0.0%
4410215 · Rental Income - Pool & Picnic	9,793.34	20,000.00	48.97%
4410225 · Rental Income - Community Ctr	12,712.46	43,000.00	29.56%
4530527 · Grant Rev - Designated	0.00	142,388.00	0.0%
4570110 · Expense Reimbursements	73,540.07	500.00	14,708.01%
4631145 · Service Contract Revenue	0.00	82,551.00	0.0%
4631740 · Emergency Response Fees	0.00	10,000.00	0.0%
4631912 · Vending & Advertising*	14,044.86	23,000.00	61.07%
4631914 · Community Events	2,171.16	17,695.00	12.27%
4631915 · Tennis	20,961.80	59,000.00	35.53%
4631917 · Pool Operating Rev	138,605.49	259,000.00	53.52%
4631918 · Pool Memberships	37,601.79	60,000.00	62.67%
4631919 · Adult Rec Programs	8,692.89	43,225.00	20.11%
4631920 · Summer Rec Programs	628,888.39	814,416.00	77.22%
4631922 · Youth Rec Programs	29,229.55	322,550.00	9.06%
4640321 · CSA 13 Contract Rev	0.00	631,853.00	0.0%
4640329 · Unused Credit	7.00	0.00	100.0%
4710615 · Donations (General)	0.00	1,000.00	0.0%
4710631 · Paramedic Reimbursement	0.00	11,000.00	0.0%
4710642 · Miscellaneous Rev	932.89	500.00	186.58%
Total Revenue	978,060.69	5,501,847.00	17.78%

Marinwood Community Services District Budget vs. Actual July through September 2016

Expense	TOTAL		
	Jul - Sep 16	Budget	% of Budget
5110110 · Salaries - Regular Staff	338,322.11	1,549,902.00	21.83%
5110210 · Salaries - PT/Seasonal/Temp	478,789.10	790,258.00	60.59%
5110313 · Holiday Pay	0.00	38,501.00	0.0%
5110319 · FLSA & Acting Pay	9,875.37	31,963.00	30.9%
5120110 · Overtime	85,742.65	100,500.00	85.32%
5130120 · Benefits - Group Medical	158,792.28	514,750.00	30.85%
5130510 · PERS - Pension	290,461.01	456,033.00	63.69%
5140115 · Workers Comp Ins.	172,331.14	182,127.00	94.62%
5140130 · Physician Services	634.00	5,100.00	12.43%
5140140 · Social Security & Medicare	70,952.81	191,527.00	37.05%
5140145 · Unemployment Ins.	12,070.51	26,792.00	45.05%
5210120 · Consultant Fees	0.00	7,500.00	0.0%
5210122 · Marketing	8,541.10	30,000.00	28.47%
5210128 · Fingerprinting/Background	2,413.00	5,800.00	41.6%
5210131 · Legal Services	2,682.75	18,000.00	14.9%
5210146 · Rec Program Contractors	48,961.15	128,749.00	38.03%
5210210 · Audit & Accounting	0.00	13,200.00	0.0%
5210215 · Banking Fees	0.00	1,400.00	0.0%
5210230 · Payroll Service Fees	2,821.10	8,300.00	33.99%
5210525 · Insurance - General	23,759.77	32,799.00	72.44%
5210725 · Telecom - Phone/Internet/Cable	3,344.92	12,280.00	27.24%
5210810 · Utilities - Gas & Electric	17,368.91	50,010.00	34.73%
5210815 · Garbage Removal	10,605.37	29,180.00	36.35%
5210825 · Utilities - Street Light Elec.	4,256.94	17,500.00	24.33%
5210835 · Utilities - Water & Sewer	15,146.63	26,300.00	57.59%
5210910 · Maint. - Vehicles	6,212.96	28,000.00	22.19%
5210915 · Maint. - Streetlights	553.57	6,210.00	8.91%
5210920 · MERA Operating	16,743.00	16,743.00	100.0%
5210925 · Maint. - Radios	1,950.18	5,518.00	35.34%
5210940 · Maint. - Park Equipment	3,151.65	1,500.00	210.11%
5211110 · Janitorial Services	3,215.00	25,000.00	12.86%
5211125 · Community Landscape Contract	8,955.00	40,000.00	22.39%
5211140 · Vegetation Management	5,578.00	10,000.00	55.78%
5211220 · Equipment Rental	1,465.37	4,200.00	34.89%
5211310 · Awards & Incentives	993.95	3,000.00	33.13%
5211315 · Professional Development	1,109.74	2,100.00	52.85%
5211320 · Educational Materials	2,497.32	5,000.00	49.95%
5211325 · Conferences & Meetings	-286.68	4,000.00	-7.17%
5211330 · Memberships & Dues	1,677.24	7,025.00	23.88%
5211340 · Certifications - Personnel	2,812.75	10,000.00	28.13%
5211440 · Travel	74.30	3,800.00	1.96%
5211520 · Publications & Legal Notices	0.00	900.00	0.0%
5211528 · Tree Maint. & Services	3,500.00	13,000.00	26.92%

Marinwood Community Services District Budget vs. Actual

July through September 2016

	TOTAL		
	Jul - Sep 16	Budget	% of Budget
5211532 · Weed & Pest Control	0.00	2,000.00	0.0%
5211610 · County-Wide Fees	4,185.15	8,610.00	48.61%
5211710 · Long Term Debt - Principal	118,513.83	126,670.00	93.56%
5211715 · Long Term Debt - Interest	9,561.63	12,587.00	75.96%
5220110 · Office Supplies	13,665.24	28,500.00	47.95%
5220130 · Copier Lease & Printing	2,463.79	9,850.00	25.01%
5220210 · Equip. Maintenance/Replacement*	518.62	8,000.00	6.48%
5220215 · Pool Maint./Hydrant Maint.*	10,126.84	22,300.00	45.41%
5220220 · Open Space Maint/Small Tools*	38.23	3,000.00	1.27%
5220310 · Land & Buildings Maintenance	17,853.29	42,400.00	42.11%
5220610 · Gasoline/Fuel	2,200.38	12,000.00	18.34%
5220810 · Pool Chemicals & Misc Supplies*	9,350.00	43,616.00	21.44%
5220819 · Rec Program Supplies	121,452.50	189,450.00	64.11%
5220825 · Uniforms & Apparel	2,614.73	9,462.00	27.63%
5220826 · Vending Supplies & Food*	9,634.67	12,500.00	77.08%
5220827 · Janitorial Supplies	10,249.43	17,000.00	60.29%
5220828 · First Aid Supplies	121.63	1,800.00	6.76%
5220910 · Capital Outlay - Improvements	6,000.00	16,238.00	36.95%
5220916 · Capital Outlay - New Equipment	42,752.99	194,882.00	21.94%
Total Expenditures	2,199,378.92	5,215,332.00	42.17%
Net Gain/Loss	-1,221,318.23	286,515.00	-426.27%

TO: MARINWOOD FIRE COMMISSION
FROM: THOMAS ROACH, FIRE CHIEF

October 4, 2016 Fire Commission Meeting Minutes
DRAFT

Commissioners:

Present: Ron Marinoff, Irv Schwartz, Tom Elsbree, Dan Curran, Greg Stilson

Others in attendance:

Fire Chief Tom Roach, Board Member Izabela Perry, District Manager Eric Dreikosen, Acting Captain Ryan Brackett, Linda Barnello

1. Approval of Agenda-Call to order 7:05 pm.
 - **M/S Marinoff/Curran to approve adjusted agenda. All in favor.**
2. Public Comment on Non agenda items.
 - Linda Barnello made a brief statement commending the firefighters for their commitment to the community and all their hard work during the summer months especially as the department struggled with some staffing issues. Chief echoed her words. Linda then gave a very generous donation of \$2500 dollars to the Marinwood Firefighter's Association to be used for the purchase of new air monitoring gas detector. The gas detector had just been purchased and Acting Captain gave a brief presentation on on how it works and it's importance. The Commission thanked her for her generosity and thought the Chief some write something for NextDoor and notify the IJ for a possible story. Both were done.
3. Approval of September 2016 Minutes
 - **M/S Curran/Elsbree to approve the September Commission Minutes. All in favor.**
4. September Activity Schedule and Response Report.
 - The September Activity Schedule was reviewed. Chief commented that September was a busy month in terms of emergency calls, preparing for wildland season, training probationary employees, and getting two department members Acting Engineer Certified. Commissioner Schwartz asked about the meeting Eric and I had with Rocking H Ranch developers. Eric gave a brief description including the developers are hoping to annex to Marinwood and asked the Chief to provide some fire department requirements on the development. Irv provided some information from Ray Morwitz and Scott Alber that had been submitted on a previous project.
 - The September Response Report was reviewed. Commissioner Marinoff asked if the three calls in CSA 13 at the beginning of the month were all at the same address. Chief said they were not. Commisisoner Curran had a question about a "structure fire" response that had the engine responding and then available all within 1 minute. Chief commented that it was probably a structure fire response that they were cancelled on right as they left.
5. Bill of Sale and Release of Liability
 - The Commission reviewed the Release of Liability and the Bill of Sale to be used for the sale of the Reserve Type 1. Chief commented that both had been reviewed by counsel. Since some surplus equipment is going with the sale of the engine it was recommended that the list of equipment be attached and included in the Release of Liability and that Section IV of the Bill of Sale discussing the condition of the engine be removed. Both changes have been made in each document. **M/S Elsbree/Curran to recommend the sale of the engine for the stated price and that the Board approve both the Release of Liability Form and the Bill of Sale with the noted changes and that the \$18,000 be**

earmarked for the purchase of a new Utility Truck for the fire department in future years. All in favor.

6. Chief Report and Grant Update
 - Chief gave a report on the Assistance to Firefighter Grant. All SCBA's and related equipment has been ordered and funds requested from Department of Homeland Security to pay for the equipment. The equipment and the requested funds should both arrive within four to five weeks.
 - Chief gave an update on the Disaster Preparedness Trailer. Work has begun on the outfitting the inside of the trailer with necessary disaster supplies. Four volunteer firefighters are assisting the Chief with the project.

7. 2016 California Fire Code Adoption
 - Chief gave a brief update on why the District has to go through this process. It's something done every three years. He stated that the District adopts exactly the same code as the County. The Marin County Fire Prevention Officer's have been very helpful with this process. Commissioner Schwartz noted a few errors in the Summary of Resolution Document that have been changed. Additionally, Commissioner Stilson noted a few typos in the Resolution. **M/S Curran/Marinoff Recommending the adoption of Resolution 2016-08. All in favor.**

8. Succession Planning for the Implementation of Paramedics
 - Chief Roach gave a brief update on Jeff Smith completing Probation and passing his Acting Engineer Certification. Probationary Firefighter Sean Day should complete Probation and pass his Acting Engineer certification by early November. Chief also spoke about the current paramedic recruitment going on. Applications are being taken until this Friday, October 7 with interviews later this month or into November. The next new hire academy starts December 19.
 - Next Meeting scheduled for December. I will be on vacation the first week of November.

Chief Tom Roach

TO: MARINWOOD FIRE COMMISSION
FROM: THOMAS ROACH, FIRE CHIEF

October 4, 2016 Fire Commission Walk-through Notes

DRAFT

Commissioners:

Present: Irv Schwartz, Tom Elsbree, Greg Stilson

Others in attendance:

Fire Chief Tom Roach, Linda Barnello

Prior to the October Fire Commission Meeting there was a scheduled walk through of the firehouse to note it's condition and make notes of needed improvements. Following are the notes from that walk through-

- *Front entry way has some cracked tiles leading to the Captains Office. It is not a trip hazard.
- *The Captain's Office needs new carpet. Or possibly replace the carpet with something more durable and longer lasting.
- *The kitchen is 22 years old and needs cabinet refacing and new countertops and flooring. Possibly a new stove and dishwasher also.
- *The bunk room needs new carpet. Or possibly replacing the carpet with something more durable and longer lasting.
- *Bathrooms could use some tile repair, installation of low flow toilets, sheet rock repair near the showers, and new shower pans.
- *The back shed needs to be replaced. Possibly with a much larger tough shed product for additional storage space.
- *New turnout lockers for both the paid and volunteer staff, with possible relocation of paid lockers to back storage room.
- *It was discussed that the firehouse is not currently set up to accommodate a female firefighter and the required privacy that comes with that.

October 5, 2016

To: Marinwood Board of Directors
From: Chief Tom Roach
Re: Activity Summary for September 2016

FULL TIME PAID STAFFING

Ten (10) full time paid personnel including:

Fire Chief Tom Roach

“A” shift- Captain Heine, Acting Engineer J. Smith, Probationary Firefighter S. Day

“B” shift- Engineer J. Papanikolaou, Firefighter B. Selvitella, Open

(Papanikolaou and Selvitella are alternating sets as the Acting Captain.)

“C” shift- Captain White, Engineer C. Correa, Firefighter Ryan Bracket, Probationary FF
K. Larson

Two Fire Captains off on industrial disability leave.

An email went out to paramedic candidates on FCTC list. The department is accepting applications through October 7.

VOLUNTEER STAFFING

21 Current Volunteers including:

One Volunteer Battalion Chief

2 Volunteer Firefighter/AO’s

11 Volunteer Firefighters qualified as “responders” (includes AO’s & Captains)

10 Volunteer Firefighter qualified as a “non responder”

EMERGENCY CALLS

The department responded to 89 emergency calls in September. Most were medical in nature. The department did respond to two structure fires in Novato and two structure fires and one grass fire in San Rafael.

	September 2016 Response Report						
	MA	PSA	FA/NN	FIRE	HAZMAT	COVER	TOTAL
Marinwood	8	4	2	0	0	na	14
CSA 13	5	3	1	0	0	na	9
New JPA (east of 101)	36	5	4	0	0	na	45
Old JPA (mont marin)	1	3	0	0	0	na	4
SR Mutual Aid	3	0	0	2	0	1	6
MC JPA	4	0	0	0	0	0	4
Novato Matrix	0	0	1	3	0	3	7
Others (list)	0	0	0	0	0	0	0
Total number	57	15	8	5	0	4	89

COMMUNITY SERVICE/PREVENTION/ASSOCIATION MEETINGS

- I completed three final inspections of new solar systems in Marinwood during September.

- I had one meeting with an Architect and civil engineer for a project at Dixie School..
- A Fire Commission Meeting was held in September.
- A Community Service Grant for \$7,000 was awarded to Las Gallinas Lions Club for a disaster preparedness trailer and supplies. The Trailer is stored at Marinwood, has had decals placed on the inside, shelving units assembled and secured inside, and some emergency equipment placed inside.
- Two fundraising rides to school were completed in September.
- I attended the MERA Executive Board and Governing Board meeting in September.
- The SCBA Grant has been managed, bids received, equipment ordered, and funds from the grant requested.
- I met with the Sheriff Office Training Coordinator to see the room where the Captain's written test will be administered.
- I assisted with the Lions Club Car Show. The trailer was displayed as well as the fire department and the Marinwood CERT Committee had booths.
- I renewed the Districts System for Awards Management registration. This is required yearly to receive federal grant funds or federal reimbursement for strike team assignments.
- Eric and I met with developers and architects regarding the Rocking H Ranch development. I will be following up with some development requirements.
- Eric and I had a meeting with new Board President regarding the state of the fire department.
- Eric and I had a meeting with Jeff Naylor about Capital equipment replacement needs for the fire department.
- I met with Kelby Jones of LVHA to help getting vegetation management work done on a few homeowners property in their area.

TRAINING

- Six minutes of Safety training was reviewed daily by on duty staff.
- Department Personnel continued with the Target Safety Training Program during September..
- All three shifts went through active shooter training with the sheriff's office during August.
- Jeff Smith completed his one year probationary training in September and is now qualified as an Acting Engineer.
- Four Volunteer drills were held in September. Topics included new volunteer orientation, ladders and hoselines aloft, and wildland hoselays.
- Keith Larson continued with his probationary training and studying for his 6 month evaluation.
- Sean Day continued with his Acting Engineer training. Sean Day will be tested in early November.
- The four Captain's candidates and I and the Union Representative held a Captain's test Orientation in late August.

MAINTENANCE

- All 4 department vehicles underwent a comprehensive monthly check during September.
- The reserve engine was sold during September for \$18,000 payable over two years.
- All gas-powered equipment was checked weekly during the month.
- All vehicle batteries were serviced and charged on a weekly basis during the month.
- The new engine's mobile radio was repaired during September.
- New exercise equipment was ordered and placed in service during September.

October 5, 2016

To: Marinwood Board of Directors
From: Chief Roach

Re: Grants Update, Bill of Sale and Release of Liability for sale of Reserve Engine, 2016 California Fire Code Adoption, Succession Planning for implementation of paramedics and rehire of personnel

Assistance To Firefighter Grant Update

The grant amendments have been approved. Bids were received, 14 new SCBA's including mask, spare bottle, and rope bag as well as a Pak Tracker and Rapid Intervention Kit have been ordered and funds requested from the grant. Delivery of the SCBA's should take about 4 weeks. Funds requested should take about the same.

Community Service Grant Update

The trailer has been received and decaled. The storage location completed by the parks department. The trailer was officially donated by the Lions to the CSD at the Car Show. Shelving units have been purchased, assembled, and secured inside the trailer. A generator as well as a generator with a portable light are also inside. Next step is to purchase storage containers and begin purchasing additional emergency equipment.

Sale of Reserve Type 1

Long Valley Volunteer Fire Department has agreed to purchase the reserve type 1 for \$18,000 over two years. Included in the packet is a Bill of Sale and Release of Liability.

2016 California Fire Code Adoption

Included in the packet is a resolution for the adoption of the 2016 Fire Code. This process needs to be completed every three years. The resolution contains any amendments made to the 2016 Fire Code. The CSD is adoption the exact same code with amendments as Marin County. A summary of the resolution is included as well as the announcement that went out to the IJ.

Succession Planning for implementation of Paramedic Positions

The department currently has two paramedics, both on 24 hour shifts. Both are current and licensed in Marin County as Paramedics. Both attend on going paramedic trainings and CQI study sessions with San Rafael FD.

The department has one immediate opening since Otis left, and one temporary opening with an employee out on a long term industrial disability injury. There will be a new hire joint academy in late October or early November. Marinwood will begin a new paramedic firefighter recruit in mid September utilizing the statewide FCTC paramedic eligibility list. The plan is to hire one paramedic to go through the new hire academy, giving the department 10 full time employees (one off injured) and three paramedics.

The Captains test written exam is scheduled for November 5. The Assessment Center is scheduled for early December. There will be at least one immediate promotion and possibly one provisional promotion depending on the status of the injured worker. Engineer promotional exam will follow early in the new year.



MARINWOOD FIRE DEPARTMENT

RELEASE OF LIABILITY

This Agreement is by and between the Marinwood Fire Department and the Long Valley Volunteer Fire Department.

The Marinwood Fire Department has declared the following vehicle and attachment of equipment as surplus and the Long Valley Volunteer Fire Department has accepted such vehicle and equipment for its emergency response needs. The vehicle is a: **1995 Central States Type 1 Fire Engine, Vehicle Identification Number 4S7AT9D01SC015813, Plate Number CA 299908.**

Long Valley Fire Department specifically understands that the above described vehicle as well as the attachment of included equipment is a Marinwood Fire Department surplus vehicle and equipment and accepts the vehicle and equipment "as is." The Long Valley Fire Department specifically understands that the vehicle and equipment may be in need of repair and specifically agrees that in taking such vehicle and equipment in an "as is" condition and understands that it is responsible for all maintenance, insurance, and upkeep of the vehicle and equipment.

Long Valley Volunteer Fire Department hereby releases and forever discharges the Marinwood Fire Department from all responsibility and liability for said Fire Engine.

Dated:

Dated:

Tom Roach, Fire Chief
Marinwood FD

Steven Peters, Fire Chief
Long Valley Volunteer FD

Surplus Equipment included with 1995 Central States Fire Engine

- *Portable Master Stream Compliment with smooth bore tips
- *10 Spanner wrenches
- *Bubble cup nozzle
- *Metal X Fire Extinguisher
- *CO2 Fire Extinguisher
- *Fuel can
- *2 ½ inch hard suction hose with strainer
- *2 flashlights with chargers
- *Road flares
- *Cab raising and lowering controller
- *Bolt cutters
- *Combo sledge/axe tool
- *Wheel chock
- *Sledgehammer
- *2 Pick headed axes
- *Ceiling hook
- *6 foot rubbish hook
- *10 foot pike pole
- *30 foot extension ladder
- *14 foot roof ladder
- *10 foot attic ladder
- *500 feet of 4 inch hose
- *150 feet of 2 ½ inch hose
- *400 feet of 1 ¾ hose



MARINWOOD FIRE DEPARTMENT

Bill of Sale

Date: September 22, 2016

This form represents a legal document {Hereinafter referred to as the "Bill of Sale"}
for the transfer of 1995 Central States Type 1 Fire Engine between:

Buyer's Name(s): Long Valley Volunteer Fire Department

Buyer's Mailing Address: PO Box 30226, Cromberg State: CA

Seller's Name(s): Marinwood Fire Department

Seller's Mailing Address: 777 Miller Creek Rd., San Rafael State: CA

Hereinafter referred to as {"the Parties"}

I. General Description. The item described below is to be transferred in this Bill of

Sale:

Fire Engine

- Type-Type 1 Structural Fire Engine
- Make-Central States
- Model-Spartan MFD Chassis
- Year Made-1995
- Vin Number 4S7AT9D01SC015813
- License Plate Number CA 299908

II. Purchase Price. The total amount for the purchase in this Bill of Sale is

Eighteen Thousand Dollars (\$18,000.00)

Shall be paid as:

Nine Thousands Dollars (\$9,000.00) as a down payment due when engine is
picked up and the balance due by the first (1st) day of October, 2017.

III. Liens and Encumbrances.

{Check One}

The item is free of all liens and encumbrances

IV. Condition.

**If applicable*

All relevant testing and maintenance records will be delivered with engine

V. Odometer. *If applicable {Check One}

As of the date of this Bill of Sale, the odometer reads:

138,713 Kilometers Miles

VI. Additional Details. The Parties agree to any other terms or conditions not

stated in this Bill of Sale are as follows; Surplus equipment included and accepted

"as is"

VII Signatures.

Buyer #1: _____ **Date:** _____

(If any) **Buyer #2:** _____ **Date:** _____

Seller #1: _____ **Date:** _____

(If any) **Seller #2:** _____ **Date:** _____



MARINWOOD FIRE DEPARTMENT

Summary of Resolution 2016-08

The Marinwood Community Services District will consider adoption of Resolution 2016-08 at a regular meeting of the Board of Directors, on the 11th day of October, 2016. This Resolution adopts by reference the 2016 California Fire Code, which consists of certain portions of the 2015 edition of the International Fire Code as amended by the California Building Standards Commission, and Appendix A of the 2015 International Wildland-Urban Interface Code, with certain amendments regarding fire prevention and fire safety regulations in structures and on property located within the jurisdiction of the Marinwood Community Services District. This adoption process is required of the Community Services District once every three years to stay current with the minimum requirements of the State of California Building and Fire standards as determined by the California Building Standards Commission.

Summary Text of Resolution

Other than the new code references, there are no significant changes in the proposed Resolution language as compared to the last Resolution 2013-13 adopted by the Board of Directors in 2013. The Fire Code is arranged and organized to follow sequential steps that generally occur during plan review or inspection. The 2015 International Fire Code (IFC), which California adopts with amendments as the 2016 California Fire Code, has again been organized into 7 parts. Each part represents a broad subject matter and includes the chapters that logically fit under the subject matter of each part. The 2015 IFC was organized to allow for future chapters to be conveniently and logically expanded without requiring a major renumbering. Therefore this code adoption, as in past adoptions, results in some renumbering.

Proposed changes to 2016-08 Resolution include, but are not limited to:

- Renumbering of some referenced sections to reflect where the sections are found in this current edition of the fire code.
- Adoption of Appendix A from the 2015 International Wildland-Urban Interface Code.
- Adoption of an amended Appendix B of the 2016 California Fire Code: Fire Flow Requirements for Buildings, with modifications and/or deletions.

- Adoption of Appendix N of the 2016 California Fire Code: Temporary haunted houses, ghost walks and similar amusement uses; this appendix reinforces standards that are already enforced throughout Marin County Fire agencies.
- Correct the referenced sections for establishing limits for storage of various hazardous materials.
- Removed additional operating permits already covered in the existing code adoption.
- Added the definition of “Junior Accessory Dwelling Unit” and the exemption of residential fire sprinklers in these units to support existing regulations in the County of Marin Zoning Ordinance.
- Modified the definition of “Membrane Structure” and “Tent” to include the term “Umbrella Structure” in order to capture large scale umbrellas that are being installed around the County. (*This wording will be added to the code in the 2018 IFC).
- Added the definition of “Umbrella Structure” to both support the addition of the term in “Membrane Structure” and “Tent”.
- Added a section to address “Unwarranted Alarm Notification” in order to address the issue of continued unwarranted alarm responses.
- Added definition of “Unwarranted Alarm” to support the addition of the term for continued unwarranted alarm responses.
- Added requirement for “Emergency Preparedness for Hotels, Lodging, and Congregate Houses” to provide guests access to a telephone to report emergencies.
- Modified the requirement for where sprinklers are required in residential occupancies to include manufactured homes, mobile homes, and multifamily manufactured homes with 2 or more dwelling units in accordance with Title 25 of the California Code of Regulations.
- Modified the requirement of “Commercial Cooking Systems” to include referenced standard NFPA 96.
- Modified and/or deleted sections of Chapter 11 Construction Requirements for Existing Buildings.

The Sections of the Resolution are summarized as follows:

Section 1 Adopts the 2016 California Fire Code, which consists of certain portions of the 2015 edition of the International Fire Code as amended by the Building Standards commission and appendix A of the of the 2015 edition of the International Wildland Urban Interface Code.

Section 2 Establishes a Risk Reduction Prevention and Mitigation Division of the District and establishes duties and enforcement authority under the supervision of the Chief of the Risk Reduction Prevention and Mitigation Division.

Section 3 Adds specific definitions and meanings ascribed to them including; Fire Code, Jurisdiction, District Counsel, Fire Code Official, and Fire Marshal of the Risk Reduction Prevention and Mitigation Division.

Sections 4, 5, 6, 7, 8, 9, 10 Establishes areas in which storage of flammable or combustible liquids in outside above ground tanks is prohibited; establishes areas in which storage of liquefied petroleum gases is to be restricted; establishes areas in which storage of explosives and blasting agents is to be prohibited; establishes areas in which the storage of compressed natural gas is to be prohibited; establishes areas in which the storage of stationary tanks of flammable cryogenic fluids is to be prohibited; and establishes areas in which the storage of hazardous materials is to be prohibited or limited.

Section 11 Specific Findings of Fact are located in this section. The District Board finds that local conditions have an adverse effect on the prevention of (1) major loss fires, (2) major earthquake damage, and (3) the potential for life and property loss, making necessary changes or modifications to the 2015 International Fire Code, 2016 California Fire Code and the 2016 California Building Standards Code in order to provide a reasonable degree of property security and fire and life safety in this Community Services District.

Amends several specific sections of the 2016 California Fire Code and Appendix A of the 2015 edition of the International Fire Code: Permits; liability for incidents; enforcement authority; emergency access for Fire District personnel to buildings and properties; fire alarm and protection systems; fire hydrant upgrades; fire sprinkler systems; public storage facilities; fire apparatus access roads; smoke detector and fire extinguisher documentation; parking of tank trucks transporting hazardous and flammable materials; and corrective action requirements.

Section 12 Designates Fire Chief and other Fire District personnel specific authority to arrest and issue citations for violations of the International Fire Code and California Fire Code.

Sections 13 Describes the penalties and procedures for issuing citations; imposition of penalties; provisions which constitute public nuisance and entitlements and collections of abatement and administrative costs by means of nuisance abatement lien.

Section 14 Describes the appeals process for any person(s) receiving a citation(s) for a civil penalty or a bill for response costs and expenses.

Sections 15, 16, and 17 Describes administrative provisions; validating and Resolution publication date.

Section 18 Describes compliance with California Environmental Quality Act.

This Resolution will be in full force and effect thirty (30) days after its passage and after ratification by the Marin County Board of Supervisors. A certified copy of the full text of the ordinance is available in the office of the Fire Chief, 777 Miller Creek Rd., San Rafael, CA 94903

Fire Chief Thomas Roach
Marinwood FD

RESOLUTION NO. 2016-08

**A RESOLUTION OF THE, MARINWOOD COMMUNITY SERVICES DISTRICT
ADOPTING AND MODIFYING THE CALIFORNIA FIRE CODE,
INTERNATIONAL FIRE CODE, AND APPENDIX A OF THE INTERNATIONAL
WILDLAND-URBAN INTERFACE CODE PRESCRIBING REGULATIONS
GOVERNING CONDITIONS HAZARDOUS TO LIFE AND PROPERTY FROM
FIRE OR EXPLOSION; PROVIDING FOR THE ISSUANCE OF PERMITS FOR
HAZARDOUS USES OR OPERATIONS; AND DEFINE THE POWERS AND
DUTIES OF THE FIRE CHIEF AND FIRE PREVENTION OFFICER.**

WHEREAS, the MARINWOOD COMMUNITY SERVICES DISTRICT pursuant to Article 2 commencing with Section 50022 of Chapter 1 of Part 1 of Division 1 of Title 5 of the Government Code;

WHEREAS, pursuant to Health and Safety Code Section 13869.7, the MARINWOOD COMMUNITY SERVICES DISTRICT may adopt building standards relating to fire and panic safety that are more stringent than those building standards adopted by the State Fire Marshal and contained in the California Building Standards Code when such modified standards are reasonably necessary because of local climatic, geological or topographical conditions;

WHEREAS, pursuant to Sections 17958.5, 17958.7, and 18941.5 of the State of California Health and Safety Code, changes or modifications to the 2016 California Building Standards Code are needed and are reasonably necessary because of local climatic, geographic and topographic conditions.

NOW THEREFORE BE IT ORDAINED by the Board of Directors of the MARINWOOD COMMUNITY SERVICES DISTRICT the following:

**SECTION 1. ADOPTION OF 2016 CALIFORNIA FIRE CODE,
INTERNATIONAL FIRE CODE AND APPENDIX A
OF THE 2015 INTERNATIONAL WILDLAND
URBAN INTERFACE CODE**

The Board of Directors of the Marinwood Community Services District hereby adopt, for the purpose of prescribing regulations governing conditions hazardous to life and property from fire or explosion the following:

1. The 2016 California Fire Code, which consists of certain portions of the 2015 edition of the International Fire Code as amended by the California Building Standards Commission, including:
 - a. Appendix B FIRE FLOW REQUIREMENTS FOR BUILDINGS, the whole thereof, save and except such portions as are hereafter deleted, modified or amended by section 11 of this Resolution.
 - b. Appendix C FIRE HYDRANT LOCATIONS AND DISTRIBUTION,

- c. Appendix F HAZARD RANKING,
 - d. Appendix H HAZARDOUS MATERIALS MANAGEMENT PLANS AND HAZARDOUS MATERIALS INVENTORY STATEMENTS
 - e. Appendix N TEMPORARY HAUNTED HOUSES, GHOST WALKS AND SIMILAR AMUSEMENT USES.
2. The International Fire Code published by the International Fire Code Council, Inc., 2015 Edition hereof and the whole thereof, save and except such portions as are hereinafter deleted, modified or amended by Section 11 of this Ordinance.
 3. Appendix A of the 2015 edition of the International Wildland-Urban Interface Code save and except such portions as are hereinafter deleted, modified or amended by Section 11 of this Ordinance.

Not less than one (1) copy of the Codes and Standards hereby adopted is filed in the office of the Fire Chief of the Marinwood Fire Department and the same are hereby adopted and incorporated fully as if set out at length herein, and from the date on which this Ordinance shall take effect, and the provisions thereof shall be controlling within the limits of the Marinwood Fire Department.

SECTION 2. ESTABLISHMENT AND DUTIES OF THE FIRE CHIEF AND THE FIRE PREVENTION OFFICER.

The 2016 California Fire Code, which consists of certain portions of the 2015 edition of the International Fire Code as amended by the California Building Standards Commission, and the 2015 edition of the International Fire Code, and Appendix A of the 2015 edition of the International Wildland-Urban Interface Code as adopted and amended herein, shall be enforced by the Fire Chief or the Fire Prevention Officer of the Marinwood Fire Department and shall be operated under the supervision of the Chief of the Department.

SECTION 3. DEFINITIONS

Wherever they appear in the California and International Fire Codes, unless otherwise provided, the following words shall have the meanings ascribed to them in this section:

- (a) Whenever the words "Fire Code" are used they shall mean those Codes and Standards adopted in Section 1 of this Resolution.
- (b) Wherever the word "jurisdiction" is used in the Fire Code, it shall be held to mean the Marinwood Community Services District.

- (c) Wherever the term "counsel" is used in the Fire Code, it shall be held to mean the attorney for the Marinwood Community Services District.
- (d) Wherever the words "Fire Code Official" are used in the Fire Code, they shall be held to mean the Fire Chief or Fire Prevention Officer of the Marinwood Fire Department.

SECTION 4. ESTABLISHMENT OF GEOGRAPHIC LIMITS OF DISTRICTS IN WHICH STORAGE OF CLASS I, CLASS II AND CLASS III LIQUIDS IN OUTSIDE ABOVEGROUND TANKS IS PROHIBITED

The geographic limits referred to in Section 5704.2.9.6.1 of the International Fire Code in which storage of Class I, Class II and Class III liquids in outside aboveground tanks is prohibited are amended as follows: In all residential areas and in all heavily populated or congested commercial areas as established by the County of Marin, and agricultural land of less than two (2) acres.

SECTION 5. ESTABLISHMENT OF GEOGRAPHIC LIMITS OF DISTRICTS IN WHICH STORAGE OF CLASS I, CLASS II AND CLASS III LIQUIDS IN ABOVEGROUND TANKS IS PROHIBITED

The geographic limits referred to in Section 5706.2.4.4 of the International Fire Code in which storage of Class I, Class II and Class III liquids in aboveground tanks is prohibited are amended as follows: In all residential areas and in all heavily populated or congested commercial areas as established by the County of Marin, and agricultural land of less than two (2) acres.

SECTION 6. ESTABLISHMENT OF THE GEOGRAPHIC LIMITS OF DISTRICTS IN WHICH THE STORAGE OF STATIONARY TANKS OF FLAMMABLE CRYOGENIC FLUIDS IS TO BE PROHIBITED

The geographic limits, referred to in Section 5806.2 of the International Fire Code in which the storage of flammable cryogenic fluids in stationary containers are prohibited, are hereby established as follows: In all residential areas and in heavily populated or congested commercial areas, as established by the County of Marin, whichever is applicable.

SECTION 7. ESTABLISHMENTS OF GEOGRAPHIC LIMITS IN WHICH STORAGE OF LIQUEFIED PETROLEUM GASES IS TO BE RESTRICTED

The geographic limits referred to in Section 6104.2 of the International Fire Code, in which storage of liquefied petroleum gas is restricted, are amended as follows: In all residential areas and in all heavily populated or congested commercial areas as established by the County of Marin, whichever is applicable and agricultural land less than two (2) acres.

SECTION 8. ESTABLISHMENT OF GEOGRAPHIC LIMITS OF DISTRICTS IN WHICH STORAGE OF EXPLOSIVES AND BLASTING AGENTS IS TO BE PROHIBITED

The geographic limits in which storage of explosives and blasting agents is prohibited, are as follows: In all residential areas and in heavily populated or congested commercial areas as established by the County of Marin, whichever is applicable.

SECTION 9. ESTABLISHMENT OF THE GEOGRAPHIC LIMITS OF DISTRICTS IN WHICH THE STORAGE OF COMPRESSED NATURAL GAS IS TO BE PROHIBITED

The geographic limits, in which the storage of compressed natural gas is prohibited, are hereby established as follows: In all residential areas and in heavily populated or congested commercial areas, as established by the County of Marin, whichever is applicable.

SECTION 10. ESTABLISHMENT OF THE GEOGRAPHIC LIMITS OF DISTRICTS IN WHICH THE STORAGE OF HAZARDOUS MATERIALS IS TO BE PROHIBITED OR LIMITED

The geographic limits, in which the storage of hazardous materials is prohibited or limited, are hereby established as follows: In all

residential areas and in heavily populated or congested commercial areas, as established by the County of Marin, whichever is applicable.

SECTION 11. AMENDMENTS MADE TO THE 2016 CALIFORNIA FIRE CODE, 2015 INTERNATIONAL FIRE CODE AND 2015 INTERNATIONAL WILDLAND-URBAN INTERFACE CODE

The Marinwood CSD Board of Directors hereby finds that local conditions have an adverse effect on the prevention of (1) major loss fires, (2) major earthquake damage, and (3) the potential for life and property loss, making necessary changes or modifications to the 2015 International Fire Code, 2016 California Fire Code and the 2016 California Building Standards Code in order to provide a reasonable degree of property security and fire and life safety in this Fire District.

Specifically, the Marinwood CSD Board of Directors finds that the following local conditions make more stringent standards a necessity:

1. Climatic

a. **Precipitation.** Precipitation ranges from 15 to 42 inches per year with an average of approximately 25 inches per year. Approximately ninety percent (90%) falls during the months of November through April, and 10% from May through October.

b. **Relative Humidity.** Humidity generally ranges from 50% during daytime to 86% at night. It drops to 20% during the summer months and occasionally drops lower.

c. **Temperatures.** Temperatures have been recorded as high as 104 degrees F. Average summer highs are in the 78 degree to 85 degree range.

d. **Winds.** Prevailing winds are from the northwest. However, winds are experienced from virtually every direction at one time or another. Velocities are generally in the 5 – 15 mph range, gusting to 7.4 – 30 mph, particularly during the summer months. Extreme winds, up to 50 mph, have been known to occur.

e. **Summary.** These local climatic conditions affect the acceleration, intensity, and size of fire in the community. Times of little or no rainfall, of low humidity and high temperatures create extremely hazardous conditions, particularly as they relate to wood shake and shingle roof fires and conflagrations. The winds experienced in this area can have a tremendous impact upon structure fires of buildings in close proximity to one another, commonly found in Marinwood and Upper Lucas Valley. During wood shake

and shingle roof fires, or exposure fires, winds can carry sparks and burning brands to other structures, thus spreading the fire and causing conflagrations. In building fires, winds can literally force fires back into the building and can create a blowtorch effect, in addition to preventing “natural” ventilation and cross-ventilation efforts.

2. Geographic and Topographic

a. **Geography.** The fire environment of a community is primarily a combination of two factors: the area’s physical geographic characteristics and the historic pattern of urban-suburban development. These two factors, alone and combined, create a mixture of environments which ultimately determines the area’s fire protection needs.

The basic geographical boundaries of the Marinwood CSD include Big Rock Ridge to the north, the Big Rock to the west, Mont Marin Sub Division and Lucas Valley Road to the south and Highway 101 to the east.

Because of the size of the Marinwood CSD (6 square miles), the characteristics of the fire environment changes from one location to the next. Therefore, the District has not one, but a number of fire environments, each of which has its individual fire protection needs.

The service area of the Marinwood CSD has a varied topography and vegetative cover. A conglomeration of bay plains, hills and ridges make up the terrain. Development has occurred on the flat lands in the central portion of the District. However, over the last ten years, development has spread into the surrounding hills and the smaller valleys and canyons.

b. **Seismic Location.** The relatively young geological processes that have created the San Francisco Bay Area are still active today. The District sits between two active earthquake faults: San Andreas and the Hayward/-Calaveras and numerous potentially active faults. Approximately 50% of the District’s land surface is in the high-to-moderate seismic hazard zones.

c. **Size and Population.** The Marinwood CSD covers 6 square miles including an suburban population estimated at 10,000. The Fire Department handles diverse responsibilities including wildland, urban, freeway, air, rail and emergency medical.

d. **Roads and Streets.** There is no master plan for roadway right-of-way and construction within the District. As a result, new developments are generally serviced by lengthy cul-de-sacs. Most of the smaller canyons and valleys, as well as hillsides, are served by cul-de-sacs and dead-end roads. Some planned unit developments are served by private roads which create access problems (i.e., narrow paved widths and on-street parking).

The roadway systems on the flat lands within the Marinwood are for the most part a grid or loop system. Roadways with less than 20 feet of unobstructed paved surface, with a dead-end longer than 150 feet, with a cull-de-sac longer than 800 feet, or with a cul-de-sac diameter less than 68 feet are considered hazardous in terms of fire access and protection. A large number of roadways within the District fall into one of the above four categories.

e. **Topography.** The District's service area is a conglomeration of bay plains, hills, valleys and ridges. Most of the existing urban and suburbanized areas are on relatively flat lands (0 - 5% slope). During extraordinary precipitation events low laying areas are susceptible to flooding preventing access to some commercial and residential occupied areas of the District. Potential for levy and or water supply failure in these areas is also of concern.

Future residential development is proposed for the hill areas west and east of the present Marinwood. The majority of the hillsides in these areas have slopes ranging from 15 - 30% and 30+%.

Elevations are varied in the Marinwood with the Marinwood community Center listed as 5 feet above sea level rising to Big Rock Ridge summit at 1,887 feet.

f. **Vegetation.** Marinwood CSD semi-arid Mediterranean-type climate produces vegetation similar to that of most of Marin County, with specific growth locale a result of topography and prevailing wind. The south facing exposure is primarily rye grass with occasional clumps of bay and oak trees in the more sheltered pockets. The north facing slopes are heavily wooded from lower elevations to ridge with oak and bay trees and minor shrubs of the general chaparral class.

Expansion of the residential community into areas of heavier vegetation has resulted in homes existing in close proximity to dense natural foliage. Often such dwellings are completely surrounded by highly combustible vegetation compounding the fire problem from a conflagration point of view.

Approximately 30% of all the structures in Marinwood have wood shingle or shake roofs. This very flammable material is susceptible to ignition by embers from a wildland fire, furthering the spread of fire to adjacent buildings.

Of the Fire Department's 10 square mile service area, approximately 40% encompasses the wildland urban interface area. Proliferation of sudden oak death syndrome has increased the dead fuel loads in the oak woodlands and bay forests which has significantly increased fire brand production and crown fire potential within the wildland urban interface area.

g. **Summary.** The above local geographic and topographic conditions increase the magnitude, exposure, accessibility problems and fire hazards presented to the Marinwood Community Services District.

Fire following an earthquake has the potential of causing greater loss of life and damage than the earthquake itself. Approximately 30% of all dwellings in the Department have wood shingle roofs.

The majority of the City's industrial complexes are located in the highest seismic risk zones. The highest seismic risk zone also contains the largest concentration of hazardous materials. Hazardous materials, particularly toxic gases, could pose the greatest threat to the largest number, should a significant seismic event occur. The District's resources would have to be prioritized to mitigate the greatest threat, and may likely be unavailable for smaller single-dwelling or structure fires.

Other variables may tend to intensify the situation:

- 1) The extent of damage to the water system;
- 2) The extent of isolation due to bridge and/or freeway overpass collapse;
- 3) The extent of roadway damage and/or amount of debris blocking the roadways;
- 4) Climatic conditions (hot, dry weather with high winds);
- 5) Time of day will influence the amount of traffic on roadways and could intensify the risk to life during normal business hours;
- 6) The availability of timely mutual aid or military assistance;
- 7) The large portion of dwellings with wood shingle roof coverings could result in conflagrations.

Conclusion: Local climatic, geographic and topographic conditions impact fire prevention efforts, and the frequency, spread, acceleration, intensity and size of fire involving buildings in this community. Further, they impact potential damage to all structures from earthquake and subsequent fire. Therefore it is found to be reasonably necessary that the California Fire Code and the State Building Standards Code be changed or modified to mitigate the effects of the above conditions.

Accordingly, the 2016 California Fire Code and the 2015 International Fire Code are amended and changed in the following respects:

Section 102.5 of Chapter 1 is hereby amended to read as follows:

102.5 Application of residential code. Where structures are designed and constructed in accordance with the *International Residential Code*, the provisions of this code shall apply as follows:

1. Construction and designed provisions: Provisions of this code pertaining to the exterior of the structure shall apply including, but not limited to, premises identification, fire apparatus access and water supplies. Provisions of this code pertaining to the interior of the structure when specifically required by this code including, but not limited to, Section 605.11 and 903.2 shall apply. Where interior or exterior systems or devices are installed, construction permits required by Section 105.7 of this code shall also apply.

Section 102.7.3 is hereby added to Chapter 1 and shall read as follows:

Section 102.7.3 **Nationally Recognized Listed Products.** Any installation of products and equipment due to permits required by this Code shall be Labeled and Listed, as defined in Section 202.

Section 104.1.1 is hereby added to Chapter 1 and shall read as follows:

Section 104.1.1 **Supplemental Rules, Regulations and Standards or Policies.** The Fire Code Official is authorized to render interpretations of this code and to make and enforce rules and supplemental regulations and to develop Fire Protection Standards or Policies to carry out the application and intent of this code.

Section 104.12 is hereby added to Chapter 1 and shall read as follows:

Section 104.12. **Damages and Expense Recovery.** The expense of securing any emergency that is within the responsibility for enforcement of the Fire Chief as given in Section 104 is a charge against the person who caused the emergency. Damages and expenses incurred by any public agency having jurisdiction or any public agency assisting the agency having jurisdiction shall constitute a debt of such person and shall be collectible by the Fire Chief for proper distribution in the same manner as in the case of an obligation under contract expressed or implied. Expenses as stated above shall include, but not be limited to, equipment and personnel committed and any payments required by the public agency

to outside business firms requested by the public agency to secure the emergency, monitor remediation, and clean up.

Section 104.13 is hereby added to Chapter 1 and shall read as follows:

Section 104.13. **Fire Prevention Resource Sharing.** Other enforcement agencies shall have authority to render necessary assistance in plan review, inspection, code interpretation, enforcement and other fire prevention services when requested to do so.

Section 105.6.49 of Chapter 1 is hereby amended by adding the following additional operational permits:

4. **Aircraft Refueling Vehicles.** An operational permit is required to operate aircraft refueling vehicles. See Chapter 20.

5. **Fire Protection Plan.** An operational permit is required to implement a fire protection plan.

6. **Radioactive material.** An operational permit is required to store or handle at any installation more than 1 micro curie (37,000 Becquerel) of radioactive material not contained in a sealed source or more than 1 millicurie (37,000,000 Becquerel) of radioactive material in a sealed source or sources, or any amount of radioactive material for which specific license from the Nuclear Regulatory Commission is required.

Section 105.7.19 is hereby added to Chapter 1 and shall read as follows:

Section 105.7.19 **Vegetation Management Plan.** A construction permit is required to implement a vegetation management plan.

Section 109 of Chapter 1 is amended by adding section 109.3.5 to read as follows:

Section 109.3.5 Abatement of clearance of brush or vegetative growth from structures. The executive body is authorized to instruct the Chief to give notice to the owner of the property upon which conditions regulated by section 304.1.2 of Chapter 3 and section 4907.1 of Chapter 49 exists to correct such conditions. If the owner fails to correct such conditions, the executive body is authorized to cause the same to be done and make the expense of such correction a lien upon the property where such condition exists.

Section 109.4 of Chapter 1 is hereby amended by specifying that any violations of this Chapter shall be a misdemeanor with a fine amount up to \$500.00 dollars, and imprisonment up to 180 days.

Section 111.4 of Chapter 1 is hereby amended by specifying the fine amounts as not less than \$500.00 dollars, and not more than \$1,500.00 dollars.

Section 202 [C] of Chapter 2 is hereby amended by adding the definition of 'Coverings' as follows:

Coverings shall mean materials including, but not limited to gypsum board, paneling, floor boards, lathe and plaster, wood paneling, brick and mortar, or other materials attached to rough framing of the building elements. 'Coverings' do not include carpet, linoleum, tile, wall paper, or other decorative finishes.

Section 202-[F] of Chapter 2 is hereby amended by adding the definition of 'Fire Road' as follows:

Fire Road. See section 502.1.

Section 202-[J] of Chapter 2 is hereby amended by adding the definition of 'Junior Second Unit' as follows:

Junior Accessory Dwelling Unit: A type of accessory dwelling unit that is accessory to and included within a legal primary dwelling on the same site. A junior accessory dwelling unit provides independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, and cooking. Cooking and food preparation facilities shall be limited to an efficiency kitchen as provided for in the local zoning ordinance. Sanitation facilities may be independently provided for the junior accessory dwelling unit or may be shared with occupants of the primary dwelling provided interior access is available; see local County of Marin zoning ordinances.

Section 202-[M] of Chapter 2 is hereby amending the definition of 'Membrane Structure' and shall read as follows:

Membrane Structure. An air-inflated, air-supported, cable or frame-covered structure as defined by the *California Building Code* and not otherwise defined as a tent or umbrella structure. See Chapter 31 of the *California Building Code*.

Section 202 [S] of Chapter 2 is hereby amended by adding the definition of 'second unit', 'spark arrestor' and 'substantial remodel' as follows:

Second Unit shall mean an attached or detached additional dwelling unit which provides complete independent living facilities, and which includes permanent provisions for living, sleeping, eating, cooking and sanitation and is located on the same lot as the primary unit.

Spark Arrestor shall mean a chimney device constructed in a skillful-like manner. The net free area of a spark arrestor shall not be less than four times the net free area of the outlet of the chimney. The spark arrestor screen shall have heat and corrosion resistance equivalent to 12-gauge wire, 19-gauge galvanized wire or 24-gauge stainless steel. Opening shall not permit the passage of spheres having a diameter larger than 1/2 inch and shall not block the passage of spheres having a diameter of less than 3/8 inch.

Substantial Remodel shall mean the renovation of any structure, which combined with any additions to the structure, affects a floor area which exceeds fifty percent of the existing floor area of the structure within any 36 month period. When any changes are made in the building, such as walls, columns, beams or girders, floor or ceiling joists and coverings, roof rafters, roof diaphragms, foundations, piles or retaining walls or similar components, the floor area of all rooms affected by such changes shall be included in computing floor areas for the purposes of applying this definition. This definition does not apply to the replacement and upgrading of residential roof coverings.

Section 202 [T] of Chapter 2 is hereby amended by adding and/or amending the definition of 'Temporary' and 'Tent':

Temporary shall mean any use for a period of less than 90 days, where not otherwise referenced.

Tent A structure, enclosure, umbrella structure or shelter with or without sidewalls or drops, constructed of fabric or pliable material supported by any manner except by air or the contents that it protects.

Section 202 [U] of Chapter 2 is hereby amended by adding the definition of 'Umbrella Structure'

Umbrella Structure A structure, enclosure or shelter with or without sidewalls or drops, constructed of fabric or pliable material supported by a central pole. (See "Membrane Structure" and "Tent")

Section 302.1 is amended by adding the definition of 'Public Storage Facility' as follows:

Public Storage Facility shall mean any business that sells, leases or rents space to the public that is enclosed, whether it is a building, storage container or similar configuration.

Section 320 is hereby added to Chapter 3 and shall read as follows:

Section 320 **Public Storage Facilities**

Section 320.1 **General.** Public Storage Facilities shall comply with the provisions of this section.

Section 320.2 **Location on Property and Fire Resistance of Exterior.** All public storage facilities shall meet the minimum requirements for setback from property lines or fire resistive construction as set forth in Table 602 of the Building Code for Group S, Division 1 occupancies.

Section 320.3 **Fire Apparatus Access.** All public storage facilities shall have fire apparatus access roads provided in accordance with Section 503.

Section 320.4 **Storage of Flammable and Combustible Liquids and Hazardous Materials.** The storage of hazardous materials or flammable or combustible liquids in public storage facilities is prohibited. Such facilities shall post legible and durable sign(s) to indicate same in a manner and location(s) as specified by the Fire Code Official. This section shall apply to new and existing public storage facilities.

Exception: Only those quantities of flammable and combustible liquids necessary for maintenance of the facility may be stored by the facility management per Chapter 57 of this code.

Section 401.1.1 is hereby added to Chapter 4 and shall read as follows:

Section 401.1.1 **Hazardous Occupancies.** In occupancies of a hazardous nature, where access for fire apparatus is unduly difficult, or where special life and fire safety hazards exist as determined by standards or Policies of the Marinwood Fire Department that facility or business management shall be required to develop and implement an Emergency Response Plan, provide for an on-site Emergency Response Team, Emergency Liaison Officer, staff training and fire drills in accordance with Sections 405 and 406 and standards developed by the Marinwood Fire Department.

Section 401.3.2.1 is hereby added to Chapter 4 and shall read as follows:

Section 401.3.2.1 **Unwarranted Alarm Notification.** Notification of emergency responders based on an unwarranted alarm may be punishable by a fine in accordance with the adopted fee schedule. In addition, the responsible party may

be liable for the operational and administrative costs, incurred from the emergency response or mitigation procedures resulting from an unwarranted alarm notification.

Section 402.1 of Chapter 4 is hereby amended by adding the definition of 'Pre-plans' and 'Unwarranted Alarm' as follows:

Pre-Plans shall mean detailed plans of target hazard buildings. These pre-plans include information on the building's location, occupancy, hazards, fire department connections and hydrants, building layout, and other pertinent data that would assist the fire department in case of an emergency.

Unwarranted Alarm shall mean the giving, signaling or transition of an alarm notification to a public fire station or emergency communication center when such alarm is the result of a defective condition of an alarm system, system servicing testing, construction activities, ordinary household activities, false alarm or other cause when no such danger exists.

Section 403.1.1 is hereby added to Chapter 4 and shall read as follows:

Section 403.1.1 **Pre-Plans:** When required by the fire code official, pre-plans shall be developed for target hazard buildings according to the written standards developed by the authority having jurisdiction.

~~Section 408.8.4 is hereby added to Chapter 4 and shall read as follows:~~

Section 403.10.1.4 is hereby added to Chapter 4 and shall read as follows:

Emergency Preparedness for Hotels, Lodging and Congregate Houses. Hotels, lodging and congregate houses shall provide guests with immediate access to a telephone to report emergencies. The exit diagram shall indicate the location of the nearest telephone and instructions to dial 911.

Section 501.5 of Chapter 5 is hereby amended by adding a sentence to read as follows:

Failure to comply with this section upon written or verbal notice from the Chief shall result in a Fire District order to cease operations and desist further operations until such time as adequate access and/or water for fire protection is provided.

Section 502.1 of Chapter 5 is hereby amended by adding a definition of 'Fire Road' as follows:

Fire Road shall mean those improved or unimproved roads, public or private, that provide access for firefighting equipment and personnel to undeveloped areas.

Section 503.1.4 of Chapter 5 is hereby amended by adding a paragraph thereto to read as follows:

Section 503.1.4 **Fire Roads.** Fire Roads shall be provided for firefighting equipment, apparatus and personnel to undeveloped areas of the Marinwood Fire Department so as to gain access to improved, unimproved, and undeveloped areas of the Marinwood Fire Department in a manner approved by the Fire Code Official. Any vehicle or other obstructions may be towed away at the owner's expense.

Section 503.1.5 of Chapter 5 is amended by adding a sentence thereto as follows:

Section 503.1.5 **Truck Company Access.** For buildings 3 or more stories or greater than 30 feet (10670mm) in height, approved access roads for ladder truck operations shall be provided within the necessary operational distances as specified by the Fire Code Official.

Section 503.2.6.1. is hereby added to Chapter 5 and shall read as follows:

Section 503.2.6.1 **Load Testing.** Bridges, piers and wharfs used for fire apparatus access shall be load tested to the original designed capacity when required by the Chief.

Section 503.4 of Chapter 5 is amended by adding a sentence thereto to read as follows:

Any vehicle or other obstruction may be towed away at the owner's expense.

Section 503.4.2 is hereby added to read as follows:

503.4.2 Prohibition on Vehicular Parking on Private Access ways. If, in the judgment of the Chief or their designee, it is necessary to prohibit vehicular parking along private access ways serving existing facilities, buildings, or portions of buildings in order to keep them clear and unobstructed for fire apparatus access, the Chief or their designee may issue an Order to the owner, lessee or other person in charge of the premises to paint the curbs red or install signs or other appropriate notices to the effect that parking is prohibited by Order of the Fire Department. It shall thereafter be unlawful for such owner, lessee or other person in charge of the premises to fail to install, maintain in good condition, the form of notice so prescribed. When such areas are marked or signed as provided herein, no person shall park a vehicle adjacent to any such curb or in the private access way contrary to such markings or signs. Any vehicle so parked in the private access way may be towed away at the expense of the owner of the vehicle.

Section 503.6.1 is hereby added to Chapter 5 and shall read as follows:

503.6.1 Width. All gates shall open fully to provide an unobstructed passage width of not less than 16 feet or a minimum of two feet wider than the approved net clear opening of the required all weather roadway or driveway and a minimum net vertical clearance of 13 feet 6 inches.

Section 503.6.2 is hereby added to Chapter 5 and shall read as follows:

Section 503.6.2 Electronic Gates. All electronic operated gates shall have installed an approved key switch override system mounted on a stanchion or wall as approved by the Chief in accordance with Standards/Policies adopted by the Fire Code Official. All electronic or motorized gates shall incorporate in their design the means for fast, effective manual operation of the gates in the event of power or mechanical failure (i.e., easily removable hinge pins for separating power linkage from gates; undercut, weakened or frangible members requiring 40 pounds or less pressure against the gates to cause their failure and the gates to open. All electrical wiring and components of motorized gates shall be UL listed and installed in accordance with the National Electric Code.

Section 506.1 of Chapter 5 is hereby amended to read as follows:

Section 506.1 Key Entry Systems. When access to or within a structure or an area is unduly difficult because of secured openings or where immediate access is necessary for life-saving or firefighting purposes or in commercial structures that have an automatic fire sprinkler or fire alarm system installed, the Fire Code Official is authorized to require a key entry system to be installed in an approved location. The key entry system shall be of an approved type listed in accordance with UL1037, and if it is a box

shall contain keys necessary to gain access as required by the Fire Code Official.

Section 507.5.1 is hereby amended to read as follows and by deleting the Exception:

Section 507.5.1 **Where Required.** Where a portion of the facility or building hereafter constructed or moved into or within the jurisdiction is more than 350 feet from a hydrant on a fire apparatus access road, as measured by an approved route around the exterior of the facility or building, on-site fire hydrants and mains shall be provided where required by the Fire Code Official.

Section 507.5.1.2 is hereby added to Chapter 5 and shall read as follows:

Section 507.5.1.2 **Hydrant for Sprinkler Systems.** Buildings equipped with a sprinkler system installed in accordance with Section 903 shall have a fire hydrant within 100 feet (30 m) of the fire department connections.

Exception: the distance shall be permitted to exceed 100 feet (30 m) where approved by the fire code official.

Section 507.5.7 is hereby added to Chapter 5 and shall read as follows:

Section 507.5.7 **Fire Hydrant Upgrades.** When additions or modifications to structures are made, the nearest fire hydrant (if a new one is not required) located by the Chief or their designee, shall be upgraded to the minimum standard of one 4 1/2" outlet and one 2 1/2" outlet for single family dwellings and the minimum standard of one 4 1/2" outlet and two 2 1/2" outlets for commercial structures.

Exception: If the cost of upgrading the fire hydrant exceeds 2% of the cost of the project based on the building permit valuation.

Section 605.11 is hereby added and/or amended to Chapter 6 and shall read as follows:

605.11 **Solar Photovoltaic Power Systems.** Solar photovoltaic power systems shall be installed in accordance with 605.11.1 through 605.11.5, the California Building Code, or California Residential Code, and California Electrical Code

605.11.3 **Required conduit.** All wiring that may contain electrical potential when the alternate service disconnect has been activated, (such as the wiring between the solar arrays and the DC electrical disconnect on

a photovoltaic system) shall be completely contained in metal conduit on all buildings.

605.11.4 **Disconnect.** The electrical service disconnect for the alternative power supply shall be located within eight feet from the P. G. & E. electrical service disconnect on the same or an adjacent exterior wall. The disconnect shall be accessible to emergency personnel from the exterior without the use of ladders or other special equipment.

Exception: Micro-inverter or similar technology for solar equipment that de-energizes the system at the roof panels upon loss of A/C reference leaving no energized electrical potential inside the structure when the main breaker is tripped.

605.11.5 **Warning Sign.** The following wording shall be placed on a permanent sign attached at the main electrical disconnect from P.G. & E. The sign shall be red background with white letters or a white background with red letters. Minimum size 2-1/2" X 6" with a minimum 22pt. font. Minimum size example below.

WARNING:

**This building supplied with a
PHOTOVOLTAIC power source. The
disconnect is:
(Describe location - on the right, below etc.
of this main disconnect. Both must be
used.)**

Section 901.7 of Chapter 9 is hereby amended by adding the following sentence:

This section shall also apply to residential fire sprinkler systems.

Section 903.2 Of Chapter 9 is hereby amended to read as follows:

Section 903.2 **Where Required.** All Occupancies and Facilities, including manufactured homes, mobile homes, and multifamily manufactured

homes with 2 or more dwelling units in accordance with Title 25 of the California Code of Regulations. An automatic fire sprinkler system shall be installed in all of the following:

1. Every newly constructed building and facility.

Exceptions:

- a. Free standing Group U Occupancies not more than 1,000 square feet and provided with exterior wall and opening protection as per Table 602 of the Building Code.

- b. Agricultural buildings as defined in Appendix C of the Building Code and not exceeding 2,000 square feet, having clear unobstructed side yard of combustible materials, exceeding 60 feet in all directions and not exceeding 25 feet in height, and located within an Agricultural zoned district as defined in the Marin County Planning Code.

2. In newly created second units.

Exception: **Junior Accessory Dwelling Unit**

3. In all buildings which have more than fifty per cent (50%) floor area added or any "substantial remodel" as defined in this code, within any 36 month period. Exceptions may be granted by the Fire Code Official when alternate means of protection are installed as approved by the Fire Code Official.

4. In all buildings except R-3 occupancies, in excess of 3,000 sq. ft. which have more than ten per cent (10%) floor area added within any 36 month period. Exceptions may be granted by the Chief when alternate means of protection are installed as approved by the Fire Code Official.

5. A change in the use of a structure that results in a higher fire or life safety exposure when the square footage of the area changing use is more than 50% of the square footage of the building.

Section 903.3 of Chapter 9 is hereby amended by adding the following thereto:

The requirements for fire sprinklers in this code section are not meant to disallow the provisions for area increase, height increase, or Fire-Resistive substitution if otherwise allowed by sections 504 and 506 of the Building Code. All automatic fire sprinkler systems shall be installed in accordance with the written standards of the Fire Code Official and the following:

- a. In all residential buildings required to be sprinkled any attached garages shall also be sprinkled, and except for single family dwellings, in all residential occupancies the attics shall be sprinkled.
- b. In all existing buildings, where fire sprinklers are required by provisions of this code, they shall be extended into all unprotected areas of the building.
- c. All single family dwellings in excess of 5,000 square feet shall have automatic fire sprinkler systems designed in accordance with NFPA Standard 13 or 13R.
- d. All public storage facilities shall have installed an approved automatic fire sprinkler system. An approved wire mesh or other approved physical barrier shall be installed 18 inches below the sprinkler head deflector to prevent storage from being placed to within 18 inches from the bottom of the deflector measured at a horizontal plane.

Section 904.12 is amended to read as follows:

Section 904.12 Commercial cooking systems. Commercial cooking equipment that produces grease laden vapors shall be provided with a Type I Hood, in accordance with the California Mechanical Code, NFPA 96, and an automatic fire extinguishing system that is listed and labeled for its intended use as follows:

1. Wet chemical extinguishing system, complying with UL 300.
2. Carbon dioxide extinguishing system.
3. Automatic fire sprinkler systems.

All existing dry chemical and wet chemical extinguishing systems shall comply with UL 300.

Exception: Public school kitchens, without deep-fat fryers, shall be upgraded to a UL 300 compliant system during state-funded modernization projects that are under the jurisdiction of the Division of the State Architect.

All systems shall be installed in accordance with the California Mechanical Code, NFPA 96, appropriate adopted standards, their listing and the manufactures' installation instructions.

Exception: Factory-built commercial cooking recirculating systems that are tested, listed, labeled and installed in accordance with UL 710B and the California Mechanical Code and NFPA 96.

Section 906.11 is hereby added to Chapter 9 and shall read as follows:

Section 906.11 **Fire Extinguisher Documentation.** The owner and/or operator of every Group R Division 1 and R Division 2 occupancies shall annually provide the Chief written documentation that fire extinguishers are installed and have been serviced as required by Title 19 California Code of Regulations when such extinguishers are installed in residential units in lieu of common areas.

Section 907.2.11 of Chapter 9 is hereby amended by changing the first sentence of the exception to read as follows:

EXCEPTION: For group R occupancies other than single family dwellings.

Section 907.8.5.1 of Chapter 9 is hereby amended by adding Section 907.8.5.1 and shall read as follows:

Section 907.8.5.1 **Smoke Alarm Documentation.** The owner and/or operator of every Group R Division 1, Division 2, Division 3.1, and Division 4 Occupancies shall annually provide the Fire Code Official with written documentation that the smoke alarms installed pursuant to the Building Code have been tested and are operational. If alarms are found to be inoperable or are missing, such alarms shall be repaired or replaced immediately.

Section 1103.1 is hereby amended to read as follows:

Section 1103.1 **Required Construction.** Existing buildings shall comply with not less than the minimum provisions specified in Table 1103.1 and as further enumerated in Sections 1103.2, 1103.6, 1103.7, 1103.8 through 1103.8.5.3, 1103.9, and 1103.10.

The provisions of this chapter shall not be constructed to allow the elimination of fire protection systems or a reduction in the level of fire safety provided in buildings constructed in accordance with previously adopted codes.

Exceptions:

1. Where a change in fire-resistance rating has been approved in accordance with Section 803.6 of the *California Existing Building Code*.
2. Group U occupancies.

Sections 1103.2 Item #1 is deleted.

Sections 1103.3 through 1103.5.4 are deleted.

Sections 1104 and 1105 are deleted.

Section 3101.1 is hereby amended to read as follows:

Section 3101.1 **Scope.** Tents, umbrella structures, temporary stage canopies and membrane structures shall comply with this chapter. The provisions of Section 3103 are applicable only to temporary tents, umbrella structures, and membrane structures. The provisions of Section 3104 are applicable to temporary and permanent tents, umbrella structures, and membrane structures. Other temporary structures shall comply with the California Building Code.

These building standards govern the use of tents, umbrella structures, awnings or other fabric enclosures, including membrane (air-supported and air-inflated) structures and places of assemblage, in or under which 10 or more persons may gather for any lawful purpose.

Exceptions:

1. Tents, umbrella structures, awnings or other fabric enclosures used to cover or enclose private swimming pools and similar facilities on the premises of private one- and two-family dwellings.
2. Tents used to conduct committal services on the grounds of a cemetery.
3. Tents, umbrella structures, awnings or other fabric enclosures erected and used within a sound stage, or other similar structural enclosure which is equipped with an overhead automatic sprinkler system.
4. Tensioned membrane roof materials supported by ridged frames or installed on a mast and cable system provided such structures conform to the requirements of one of the types of construction as described in these regulations.
5. Fabric structures which are part of mobile homes, recreational vehicles, or commercial coaches governed by the provisions of Division 13, Part 2, Health and Safety Code (Department of Housing and Community Development).

Section 4906.2 item 2 of Chapter 49 is amended to read as follows:

2. Land designated as a Wildland-Urban Interface Area by the local enforcing agency to be at a significant risk from wildfires and lands designated as Very-High Fire Hazard Severity Zones by cities and other local agencies.

Section 4907.1 of Chapter 49 is amended to read as follows:

Section 4907.1 **General.** Defensible space will be maintained around all buildings and structures in State Responsibility Area (SRA) as required in Public Resources Code 4290 and "SRA Fire Safe Regulations" California Code of Regulations, Title 14 Division 1.5, Chapter 7, Subchapter 2, Section 1270.

Buildings and structures within the Wildland-Urban Interface Area as designated by the local enforcing agency to be at a significant risk from wildfires and Very-High Fire Hazard Severity Zones of a local responsibility areas (LRA) shall maintain defensible space as outlined in Government Code 51175-51189, and any local ordinance or standard published by the Fire Code Official.

Section 4907.2 is hereby added to Chapter 49 and shall read as follows:

Section 4907.2 **Fire Hazard Reduction.** Any person who owns, leases, controls or maintains any building or structure, and/or lands within specific Wildland Urban Interface areas of the jurisdiction of the Marinwood Fire Department shall comply with the following: Cut and remove all pyrophytic combustible vegetation within 30 feet of structures, up to 150 feet when topographic or combustible vegetative types necessitate removal as determined by the Fire Code Official. Remove piles of accumulated dead vegetation on the property. Cut and remove tree limbs that overhang wood decks and roofs. Remove that portion of any tree which extends within 10 feet of any chimney or stovepipe. Clean any leaves and needles from roof and gutters. Cut and remove growth less than 3-inches in diameter, from the ground up to a maximum height of 10 feet, provided that no crown shall be raised to a point so as to remove branches from more than the lower one-third of the tree's total height. Vegetation clearance requirements for new construction and substantial remodels in Wildland-Urban Interface Areas shall be in accordance with the 2015 International Wildland-Urban Interface Code, as amended by the Marinwood Fire Department.

EXCEPTION 1: When approved by the Fire Code Official, single specimens of trees, ornamental shrubbery or similar plants used as ground covers, provided that they do not form a means of rapidly transmitting fire from the native growth to any structure.

EXCEPTION 2: When approved by the Fire Code Official, grass and other vegetation located more than 30 feet (9144 mm) from buildings or structures less than 18 inches (457 mm) in height above the ground need not be removed where necessary to stabilize soil, and prevent erosion.

Section 5601.1.3 is amended to read as follows:

Section 5601.1.3 **Fireworks**

Exception: 1, 2, and 4 are hereby deleted.

California Fire Code, Appendix B Table B105.1(1) is amended to read as follows:

**TABLE B105.1(1)
REQUIRED FIRE-FLOW FOR ONE- AND TWO-FAMILY DWELLINGS, GROUP
R-3 AND R-4 BUILDINGS AND TOWNHOUSES**

FIRE-FLOW CALCULATION AREA (square feet)	AUTOMATIC SPRINKLER SYSTEM (Design Standard)	MINIMUM FIRE-FLOW (gallons per minute)	FLOW DURATION (hours)
0-3,600	No automatic sprinkler system	1,500	2
3,601 and greater	No automatic sprinkler system	Value in Table B105.1(2)	Duration in Table B105.1(2) at The required fire-flow rate
0-3,600	Section 903.3.1.3 of the <i>California Fire Code</i> or Section 313.3 of the <i>California Residential Code</i>	1,500	2
3,601 and greater	Section 903.3.1.3 of the <i>California Fire Code</i> or Section 313.3 of the <i>California Residential Code</i>	½ value in Table B105.1(2) ^a	Duration in Table B105.1(2) at The required fire-flow rate

For SI: 1 square foot = 0.0929 m², 1 gallon per minute = 3.785 L/m.

a. The reduced fire-flow shall be not less than 1,500 gallons per minute.

California Fire Code, Appendix B Table B105.2 is amended to read as follows:

**TABLE B105.2
REQUIRED FIRE-FLOW FOR BUILDINGS OTHER THAN ONE- AND
TWO-FAMILY DWELLINGS, GROUP R-3 AND R-4 BUILDINGS AND
TOWNHOUSES**

AUTOMATIC SPRINKLER SYSTEM (Design Standard)	MINIMUM FIRE- FLOW (gallons per minute)	FLOW DURATION (hours)
No automatic sprinkler	Value in Table	Duration in Table B105.1(2)

system	B105.1(2)	
Section 903.3.1.1 of the <i>California Fire Code</i>	50% of the value in Table B105.1(2) ^a	Duration in Table B105.1(2) at the reduced flow rate
Section 903.3.1.2 of the <i>California Fire Code</i>	50% of the value in Table B105.1(2) ^a	Duration in Table B105.1(2) at the reduced flow rate

For SI: 1 gallon per minute = 3.785 L/m.

a. The reduced fire-flow shall be not less than 1,500 gallons per minute.

Section A104.7.2 of Appendix A of the International Wildland-Urban Interface Code is amended to read as follows:

Section A104.7.2 **Permits**. The Fire Code Official is authorized to stipulate conditions for permits. Permits shall not be issued when public safety would be at risk, as determined by the Fire Code Official.

Section A104.11 is hereby added to Appendix A of the International Wildland-Urban Interface Code and shall read as follows:

Section A104.11 – **Tracer Bullets, Tracer Charges, Rockets and Model Aircraft**. Tracer bullets and tracer charges shall not be possessed, fired or caused to be fired into or across hazardous fire areas. Rockets, model planes, gliders and balloons powered with an engine, propellant or other feature liable to start or cause a fire shall not be fired or projected into or across hazardous fire areas.

~~Section A104.12 is hereby added to Appendix A of the International Wildland-Urban Interface Code and shall read as follows:~~

~~Section A104.12 **Explosives and Blasting**. Explosives shall not be possessed, kept, stored, sold, offered for sale, given away, used, discharged, transported or disposed of within hazardous fire areas except by permit from the Fire Code Official.~~

Section A104.12 is hereby added to Appendix A of the International Wildland-Urban Interface Code and shall read as follows:

Section 104.12 **APAIRIES**. Lighted or smoldering material shall not be used in connection with smoking bees in or upon hazardous fire areas except by permit from the Fire Code Official.

The following table provides code sections that have been modified pursuant to this Ordinance, due to local climatic, geological and topographical reasons.

CA Fire Code Section Number Local followed by corresponding climatic, geological and topographical condition findings as set forth above:

202(s)	1e, 2a, 2b, 2d, 2e, 2f
302.1	2b, 2d, 2e, 2g
320.1	2b, 2d, 2e, 2g
320.2	2b, 2d, 2e, 2g
320.3	2b, 2d, 2e, 2g
320.4	2b, 2d, 2e, 2g
901.7	1a, 1b, 1e, 2a, 2b, 2d, 2e, 2g
903.2	1a, 1b, 1e, 2a, 2b, 2d, 2e, 2g
903.3	1a, 1b, 1e, 2a, 2b, 2d, 2e, 2g
907.2.11	1a, 1b, 1e, 2a, 2b, 2d, 2e, 2g

SECTION 12 AUTHORITY TO ARREST AND ISSUE CITATIONS

(a) The Fire Chief and the Fire Prevention Officer shall have authority to arrest or to cite any person who violates any provision of this Chapter involving the Fire Code or the California Building Standards Code regulations relating to fire and public safety as adopted by the State Fire Marshal, in the manner provided for the arrest or release on citation and notice to appear with respect to misdemeanors or infractions, as prescribed by Chapters 5, 5c and 5d of Title 3, Part 2 of the California Penal Code, including Section 853.6, or as the same hereafter may be amended.

(b) It is the intent of the Board of Directors of the Marinwood Community Services District that the immunities provided in Penal Code Section 836.5 be applicable to aforementioned officers and employees exercising their arrest or citation authority within the course and scope of their employment pursuant to this Chapter.

SECTION 13 PENALTIES

(a) The violations of the Fire Code as adopted herein are misdemeanors/infractions and are subject to the penalties set forth herein.

(b) If a criminal citation is issued, penalties shall be per Section 109 of the California Fire Code and, 109.3, or 111.4 of Section 11 of this ordinance. If an administrative citation is issued, the penalties are as follows:

(c) The first citation, within a 12-month period, for violations of the Fire Code and any amendments adopted herein shall be treated as a Civil Penalty payable directly to the Marinwood Fire Department and is set at \$150 plus the actual costs of all inspections required to gain compliance at the rate set from time to time by the Marinwood Fire Department. Said civil penalties

shall be a debt owed to the Marinwood Fire Department by the person responsible for the violation within thirty (30) days after the date of mailing of the citation unless an appeal is filed as provided in Section 14. Upon failure to pay the civil penalty when due, the responsible person shall be liable in a civil action brought by the Marinwood Fire Department for such civil penalty and costs of the litigation, including reasonable attorney's fees.

(d) Any subsequent citations within a twelve (12) month period for any violations of the Fire Code and any amendments adopted herein shall be misdemeanors/infractions, and shall be subject to the penalties set forth herein.

(e) The imposition of one penalty for any violation shall not excuse the violation or permit it to continue and all such persons shall be required to correct or remedy such violations or defects within a reasonable time and, when not otherwise specified each day that a violation occurs or continues, after a final notice has been delivered shall constitute a separate offense. The application of both penalties shall not be held to prevent the enforced correction of prohibited conditions.

(f) Nothing contained in Subsections (a) through (f) of this Section shall be construed or interpreted to prevent the Marinwood Fire Department from recovering all costs associated with a Fire Department response as described in Section 104.12 of the 2016 International Fire Code as amended.

(g) Any violation of any provision of this Chapter shall constitute a public nuisance and shall entitle the Marinwood Fire Department to collect the costs of abatement and related administrative costs by a nuisance abatement lien as more particularly set forth in Government Code Section 38773.1, and by special assessment to be collected by the County Tax Collector as more particularly set forth in Government Code Section 38773.5. At least thirty (30) days prior to recordation of the lien, or submission of the report to the Tax Collector for collection of this special assessment, the record owner shall receive notice from the Chief of the Marinwood Fire Department intent to charge the property owner for all administrative costs associated with enforcement of this Ordinance and abatement of the nuisance. The notice shall include a summary of costs associated with enforcement of this Ordinance and abatement of the nuisance. The property owner may appeal the Chief's decision to the Board of Directors of the Marinwood Community Services District within fifteen (15) days of the date of the notice and request a public hearing prior to recordation of the lien or submission of the report to the County Tax Collector for collection of the special assessment. In addition to the foregoing, the Marinwood Fire Department is authorized to prosecute a civil action to collect such abatement costs from the property owner or other person in possession or control of the affected property, and shall be entitled to recover such abatement costs, together with the cost of

litigation, including reasonable attorney's fees. The provisions of this section shall also apply to corrective actions for the clearance of brush or vegetative growth from structures as outlined in section 109.3.2.

SECTION 14. APPEALS

(a) Any person receiving a citation for a civil penalty pursuant to Subsection (b) of Section 13 or a bill for the Marinwood Fire Department response costs and expenses pursuant to Section 104.12 of the Fire Code, may file within thirty (30) days after the date of mailing the citation or bill, an administrative appeal against imposition of the civil penalty or response costs and expense. The appeal shall be in writing and filed with the Fire Chief, and shall include a copy of the bill and statement of the grounds for appeal. The Fire Chief shall conduct an administrative hearing on the appeal, after giving the appellant at least ten (10) days' advance written notice of the time and place of the hearing. Within ten (10) days after the hearing the Chief shall give written notice of the decision to the appellant, which decision shall be final. If the appeal is denied in part or full, all amounts due shall be paid within thirty (30) days after the mailing of the notice of the decision of the hearing officer.

(b) Whenever the Chief shall disapprove an application or refuse to grant a permit applied for, or when it is claimed that the provisions of the code do not apply or that the true intent and meaning of the code have been misconstrued or wrongly interpreted, the applicant may appeal from the decision of the Chief to the Board of Directors of the Marinwood Community Services District within 10 days from the date of the decision. The provision of this section shall not apply to corrective actions for the clearance of brush or vegetative growth from structures as outlined in various sections of this Code, or to matters for which an appeal is provided pursuant to Section 14 (a) above.

SECTION 15 FORMER ORDINANCES

All former ordinances or parts thereof conflicting or inconsistent with the provisions of this Ordinance or the Code hereby adopted are hereby repealed.

SECTION 16 VALIDITY

If any section, subsection, sentence, clause or phrase of this ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portion of this Resolution. The Board of Directors of the Marinwood Community Services District hereby declares that it would have adopted the Resolution and each section, subsection, sentence, clause or phrase

thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases shall be declared invalid.

SECTION 17 RESOLUTION PUBLICATION AND EFFECTIVE DATE

A summary of this Resolution shall be published and a certified copy of the full text of this Resolution shall be posted in the office of the Fire Chief at least five (5) days prior to the Board of Directors meeting at which it is adopted.

This Resolution shall be in full force and effective thirty (30) days after its final passage, and the summary of this Resolution shall be published within fifteen (15) days after the adoption, together with the names of the Board of Directors voting for or against same, in the Independent Journal, a newspaper of general circulation in the County of Marin, State of California.

SECTION 18 CALIFORNIA ENVIRONMENTAL QUALITY ACT

The Board of Directors of the Marinwood Community Services District finds that adoption of this ordinance is exempt from the California Environmental Quality Act ("CEQA") under California Code of Regulations, Title 14, § 15061(b)(3).

Within fifteen (15) days after adoption, the Marinwood Fire Chief shall also post in the his office a certified copy of the full text of this Resolution along with the names of those Board of Directors members voting for and against the Ordinance.

The foregoing **Resolution No. 2016-08** was read and introduced at a Regular meeting of the Board of Directors of the Marinwood Community Services held on the 11th day of October, 2016, and ordered passed to print by the following vote, to wit:

- AYES: Board Members:
- NOES: Board Members:
- ABSENT: Board Members

Leah Kleinman-Green, President of the Board of Directors

Attest;

Carolyn Sullivan, Secretary to the Board

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

September 27, 2016

Time and Place: 7:00PM Marinwood Community Center

Present:

Commissioners: Kimberly Call, John Tune and Jon Campo.

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

Park and Recreation Commission Facility Tour and Inspection: Marinwood Community Center

Commission discussed future project of sanding and staining the wood doors, baseboards, and chair rails. The kitchen needs upgrading and Measure A money was set aside last year for the project; the money will be carried forward. Aesthetics are not as important as functionality. The kitchen facilities are used every day by staff and/or renters. Commissioners asked if rodents are an issue in the facility. DeMarta replied no, we hired a pest management company eight years ago; they do not use any rodenticide. Commissioner requested staff use brass polish on the bathroom doors as well as clean the grates on the bathroom doors.

Agenda

No changes or additions.

Public Comment

No comments.

Draft Minutes of August 23, 2016 Park and Recreation Commission Meeting

Campo asked if a brighter light has been purchased for the park bathroom. DeMarta replied not yet.

M/s Tune/ Campo to approve draft minutes of August 23, 2016. Ayes: Tune, Campo and Call. Nays: None. Absent: Valentine.

Review of Draft Board Minutes of September 13, 2016

Campo asked if the CSD has solicited for the Board vacancy. Dreikosen responded yes.

Creation of Facility Tour Notes and Potential Projects

Dreikosen included the 2015 completed spreadsheet for reference. DeMarta and Sullivan will go through the past notes and complete the 2016 spreadsheet for the Commission.

Potential Fall Plantings around Marinwood Park

Campo inquired how much money the Commission would have to work with. DeMarta replied about \$500. Campo stated that is not much, but the project could be completed in sections. The area does have irrigation, but it would need to be accessed again. Call suggested the Commission also spend some money on plantings near the porta potty and horseshoe pit. Campo replied he would prefer to concentrate on the area in the main park at this point in time. Campo stated he has put together a local plant pallet for the area and will draw out his vision. Dreikosen commented Campo could contact the Lions Club to see if anyone would like to volunteer to help with plantings.

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

Dreikosen commented there has not been very much movement on the project. Irv Schwartz and John Tune visited the office to review the previous plans which are helpful in moving forward. Dreikosen stated he needs to visit the Planning Department in regards to the plans that were approved for the office placement. Schwartz is a good resource and has been helpful.

Park and Recreation Reports

The After School program is going well. There are 23 children currently enrolled and have received good feedback from the parents and kids. October is a packed month for Community Events. Staff has put together Brewfest on October 1st from 12-5; The Marinwood Art Show on October 8th from 3-7 and Halloween Harvest Festival on October 14th from 5-7.

The Park staff is working on turf repair on the far field and the field will be closed while repairs occur. DeMarta stated he had hired a tree contractor to extensively trim the trees located in the main park and playground area. The contractor and his crew spent two days evaluating each tree and removing dead and/or hazardous branches. There are a few trees located on the burm in the park that are dying; they need to be replaced. The next area of concentration will be the far field and a few trees located in the park panhandle.

Requests for Future Agenda Items

- Plantings
- Inspection report
- Irrigation for plantings
- Valley Oak plantings

The meeting concluded at 8:55PM.

Respectfully submitted,
Carolyn Sullivan

Park & Recreation Report – October 2016
Shane DeMarta, Recreation Director

Recreation Activities

Summer Financial Reports: (attached)

Pool/Aquatics Summary:

- We had a good pool season with increases in all revenue areas, including memberships, drop-ins, lessons and rentals.
- We saw higher expenditures in staffing for both guards and instructors due to pay increases. (Wages will continue to rise slightly as the minimum wage continues to increase)
- We had larger than anticipated maintenance expenses due to the failure of our chlorine generators. (The new generators saved us approx. \$7,000 in reduced chemical usage).
- Overall, I am pleased with our financial results. Even with unexpected maintenance expenses, higher wages, and having one of our picnic areas unable to be rented for 2 months we were within \$7,000 of last year's numbers (Financially 2015 was our most profitable year) and ended the season with net revenue of \$45,837 (not including utilities).

Summer Camp Summary:

- Summer Camp gross revenue was up by \$97,209.
- Wages and supplies were up slightly.
- Overall summer camp net revenue was \$354,973, up by \$70,896.
- I am extremely happy with our financial results.

Overall, our net revenue for the summer was \$400,810 up by \$64,202 over summer 2015. Robyn, Luke, and all the summer staff did an exceptional job creating a safe, fun and enriching environment for the Community this season. Many of the surrounding communities have seen lower program participation over the past few years, but that has not been the experience here in Marinwood in large part due to staff's commitment to constantly working on improving and "reinventing" what we offer.

Pool:

The last day of the pool season is Friday, October 14th.

Fall Special Events:

- Marinwood Fall Brewfest:
 - The Marinwood Brewfest went extremely well, attendance was strong and everyone had a great time.

- Marinwood Art and Wine Show:
 - Saturday, October 8, 2016 from 3:00pm-7:00pm
 - 40 Artists and wine tasting
 - Cost: \$10 at the door (free if just coming to view the art)

- Halloween Harvest Festival:
 - Friday, October 14, 2016 from 5:00pm-7:00pm
 - Arts and Crafts, Games, Pumpkin Decorating etc.
 - Cost: \$12 in advance, \$15 at the door

Park Maintenance Activities

During the fall months the Parks Staff begins to prepare for the rainy season. Over the coming months we will inspect all the open space that borders homes as well as walk the creek and remove any trees that may pose a threat to water flow. In addition, staff will be “winterizing” the pool, community center and their park shop.

General Maintenance:

- Mow turf weekly
- Empty garbage’s and dog receptacles three times a week
- Clean Building each morning
- Check/clean all three parks
- Blow sidewalks and tennis courts
- Weed control
- Pool Vacuuming (twice weekly)

Projects completed in September:

- Turf near tennis courts
 - Aerated
 - Re-seeded
 - Fertilized
- Tree safety pruning throughout Marinwood Park and Playground
- Repaired 2 picnic benches
- Sanded and stained benches near tennis courts
- Repaired tennis court bench (the benches inside of courts)
- Repaired tennis court gate

Projects for October

- Repair turf near the Community Center
- Safety pruning of our far field and panhandle
- Playground repairs
- Inspect Creek
- Winterize pool
- Inspect open space

Summer 2015 vs Summer 2016 Comparison

Fiscal Year: **13/14** 2014/15 2015/16

Account	1/1-6/30/15	July 2015	Aug 2015	Sep 2015	Oct 2015	Total 2015	1/1-6/30/16	July 2016	Aug 2016	Sep 2016	Oct 2016	Total 2016
POOL												
Revenue												
4410215 Rental & parties	12,426.06	3,421.31	1,155.68	893.39	1,891.34	19,787.78	13,518.20	3,606.90	3,971.38	2,415.06	2,856.72	26,368.26
4631912 Vending	6,142.42	5,330.78	5,095.83	1,664.79	2,648.51	20,882.33	6,872.67	5,439.56	5,172.56	2,418.75	1,200.23	21,103.77
4631917 Pool revenue	24,623.75	17,333.05	16,797.27	7,137.32	15,096.64	80,988.03	27,383.64	17,234.50	17,762.65	13,523.73	5,700.31	81,604.83
4631918 Swim Team Reimb	52,083.99	6,280.50	980.22	36.24	178.22	63,168.86	56,834.62	4,001.97	1,245.08	538.74		65,181.48
Pool membership	95,276.22	32,365.64	87,197.86	9,731.74	19,814.71	244,386.17	104,609.13	30,282.93	93,333.15	18,896.28	9,757.26	256,878.75
Total revenue												
Expenditure												
5110210 Part-time wages	40,061.69	34,649.97	36,154.01	17,492.94	15,557.66	143,916.27	49,643.32	37,641.75	47,371.94	15,398.24	6,186.00	156,241.25
5110210 S.T. salary, LG wages	45,443.00	10,082.00				55,525.00	46,556.38	10,245.04				56,801.42
5211315 Training	476.06	401.50	432.55		101.17	1,411.28		449.63	109.11			558.74
5220215 Maint pool equip	18,132.93	173.07		90.14		18,396.14	22,689.62	1,146.10	461.42	6,172.36		30,469.50
5220810 Pool chemicals	7,843.40	1,806.17	2,676.90	2,535.67	1,104.07	15,966.21	3,666.81	1,828.68	3,097.26	474.91	101.53	9,169.19
5220819 Supplies	2,202.89	1,867.87	99.04		6.42	4,176.22	517.80	452.42	165.00	295.17		1,430.39
5220825 Clothing	1,659.36		646.32		45.92	2,351.60	97.65	163.92	1,745.29			2,006.86
5220826 Vending supplies	1,551.93	3,834.86	2,991.12	477.66	303.61	9,159.18	3,361.58	1,641.68	4,026.91	869.98		9,900.15
Total expenditure	117,371.26	52,815.44	42,999.94	20,596.41	17,118.85	250,901.90	126,533.16	53,569.22	56,976.93	23,210.66	6,287.53	266,577.50
Gain/loss						-6,515.73						-9,698.75

Account	1/1-6/30/15	July 2015	Aug 2015	Sep 2015	Oct 2015	Total 2015	1/1-6/30/16	July 2016	Aug 2016	Sep 2016	Oct 2016	Total 2016
AQUATICS												
Revenue												
4631917 Aquatics	62,962.64	23,738.45	15,352.69	868.16	6,115.65	109,037.59	66,078.31	24,287.33	15,956.80	7,215.48	1,900.56	115,438.48
Total revenue	62,962.64	23,738.45	15,352.69	868.16	6,115.65	109,037.59	66,078.31	24,287.33	15,956.80	7,215.48	1,900.56	115,438.48
Expenditure												
5110210 Part-time wages	7,856.87	14,851.32	16,174.25	3,695.00	1,380.00	43,957.44	12,297.90	17,771.01	19,652.75	1,795.00	990.00	52,506.66
5220819 Supplies	1,547.84	1,475.87	2,590.57		419.82	6,034.10	2,729.81	2,357.40	1,022.60	1,286.06		7,395.87
Total expenditure	9,404.71	16,327.19	18,764.82	3,695.00	1,799.82	49,991.54	15,027.71	20,128.41	20,675.35	3,081.06	990.00	59,902.53
Gain/loss						59,046.05						55,535.95

Account	1/1-6/30/15	July 2015	Aug 2015	Sep 2015	Oct 2015	Total 2015	1/1-6/30/16	July 2016	Aug 2016	Sep 2016	Oct 2016	Total 2016
POOL PLUS AQUATICS TOTAL												
Total Revenue						353,423.76						372,317.23
Total Expenditure						300,893.44						326,480.03
Gain/loss						52,530.32						45,837.20

Account	1/1-6/30/15	July 2015	Aug 2015	Sep 2015	Oct 2015	Total 2015	1/1-6/30/16	July 2016	Aug 2016	Sep 2016	Oct 2016	Total 2016
SUMMER CAMPS												
Revenue												
46319120 Summer program	641,976.38	87,666.44	75,350.97	18.07	18,345.98	823,357.84	767,165.26	76,887.64	61,084.46	15,429.29	0.00	920,566.65
Total revenue	641,976.38	87,666.44	75,350.97	18.07	18,345.98	823,357.84	767,165.26	76,887.64	61,084.46	15,429.29	0.00	920,566.65
Expenditure												
5110210 Part-time wages	57,192.87	137,463.40	133,729.20	15,060.41		343,445.88	63,869.82	137,784.81	155,927.84	1,150.00		357,582.47
5210146 Contract employees	11,027.00	27,611.70	200.00			38,838.70	10,262.50	17,383.70	6,868.74			35,664.94
5220819 Supplies	69,066.79	53,887.18	28,056.79	5,984.56		156,995.32	74,892.09	40,063.80	46,357.88	11,032.21		172,345.98
Total expenditure	137,286.66	219,962.28	161,985.99	21,044.97	0.00	539,279.94	149,024.41	195,232.31	209,154.46	12,182.21	0.00	565,593.39
Gain/loss						284,077.94						354,973.26

Total Summer Season 336,608.26 400,810.46