

**Agenda for the Regular Meeting of the Board of Directors
Tuesday – October 13, 2015**

7:30 PM - Marinwood Community Center Classroom

*Times listed are approximate and subject to change based on the course of a meeting

Time*	Description:	Board Action
A. 7:30 PM	CALL TO ORDER AND PLEDGE OF ALLEGIANCE	
B. 7:30 PM	AGENDA	Adopt
C. 7:35 PM	ACTUARIAL STUDY: POST-EMPLOYMENT HEALTHCARE VESTING SCHEDULE FOR FUTURE FIREFIGHTERS (Prepared by Nicolay Consulting)	Review
D. 8:00 PM	CONSENT CALENDAR a. Draft Minutes of Regular Meeting of September 8, 2015 b. Bills Paid Nos. 300-399 c. Agreement Between the County of Marin and Marinwood Community Services District for Fire Protection and Emergency Services to County Service Area 13 d. Agreement Between the County of Marin and Marinwood Community Services District for Fire Protection and Emergency Services for the Juvenile Hall Site	Approve
E. 8:10 PM	FISCAL MATTERS	
	1. Fiscal Year 2015-2016 Year to Date Budget-to-Actuals	Review
	2. Resolution 2015-10: Requesting Temporary Transfer of Funds from Marin County Treasurer	Approve
	3. 2015-2016 Budget Amendment Releasing Streetlight Maintenance Contingency Funds to Provide for Major Maintenance of Streetlight Located in Miller Creek Middle School Parking Lot	Approve
F. 8:35 PM	PROCEDURAL MATTERS	
	1. Removal of "Correspondence" Section as Practiced from Future Agendas	Approve
G. 8:45 PM	CORRESPONDENCE	
	1. S. Nestel, September 10, 2015: Citizen Remediation Efforts at Marinwood Plaza	Review
	2. S. Nestel, October 9, 2015: Statement on Marinwood Solar Project	Review
H. 8:50 PM	PUBLIC COMMENT OPEN TIME FOR ITEMS NOT ON AGENDA <i>Speakers are asked to limit comments to two minutes. Speakers may comment only on non-agenda and Closed Session items. 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 refer the matter to a future meeting agenda.</i>	
I. 9:00 PM	FIRE DEPARTMENT MATTERS	
	1. Draft Minutes of Fire Commission Meeting of October 6, 2015	Review
	2. Fire Department - Activity Summary Report for September, 2015	Review
	3. Fire Department - Chief Report	Review
	4. Date of Next Fire Commission Meeting – November 3, 2015	
J. 9:20 PM	PARK AND RECREATION MATTERS	
	1. Draft Minutes of Park and Recreation Commission Meeting of September 22, 2015	Review
	2. Recreation and Maintenance Activity Reports	Review
	3. Date of Next Commission Meeting – October 27, 2015	
K. 9:40 PM	NEW AND OTHER BUSINESS	
	1. "Measures H & I" Informational Fact Sheet – Possible Creation & Distribution	Approve
	2. Requests for Future Meeting Agenda Items	
L. 10:00 PM	RECOGNITIONS and BOARD MEMBER ITEMS OF INTEREST	
	CLOSED SESSION <i>Conference with Labor Negotiators Section 54957.6 Agency designated representatives: Jack Hughes, Liebert Cassidy Whitmore. Represented Employees: Marinwood Professional Firefighters</i>	
	CLOSED SESSION <i>Conference with Labor Negotiators Section 54957.6 Agency designated representatives: Eric Dreikosen, District Manager. Unrepresented employee: Marinwood Fire Chief</i>	
	DATE OF NEXT REGULAR BOARD MEETING – November 10, 2015 at 7:30 PM	

**MARINWOOD COMMUNITY
SERVICES DISTRICT**

**Actuarial Study Regarding
Future Firefighters**

October 2015



October 8, 2015

530 BUSH STREET, SUITE 500
SAN FRANCISCO, CALIFORNIA 94108-3633
TEL: 415-512-5300
FAX: 415-512-5314

Mr. Eric Dreikosen, District Manager
Marinwood Community Services District
775 Miller Creek Road
San Rafael, California 94903

Dear Mr. Dreikosen:

Re: Actuarial Study Regarding Future Firefighters

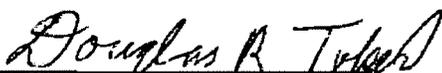
The Nicolay Consulting Group is pleased to present in this report the results of our actuarial study concerning proposed changes to the retiree medical benefits provided by the District for Fire Fighters hired on or after January 1, 2016. This study is essentially an update of a study we completed in September of 2013. In preparing this report we relied on employee data and plan information provided by the District. On the basis of that information, this report has been prepared in accordance with generally accepted actuarial principles and methods. It is our opinion that the actuarial assumptions used are reasonably related to the actual experience of the plan and to anticipated future experience.

The amounts shown in this report are estimates only. Because future events frequently do not occur as expected, it should be recognized that there are usually differences between anticipated and actual results. These differences may be material. For example, it is not possible to accurately predict the affects of recent healthcare reform on future healthcard costs. Consequently, we can express no assurance that the projected values will occur.

I, the undersigned, meet the Qualification Standards of the American Academy of Actuaries to render the actuarial opinion contained herein. Questions about the report should be directed to Doug Tokerud at (415) 512-5300 x220.

Sincerely,

Nicolay Consulting Group

By: 
Douglas R. Tokerud, F.S.A.
Member, American Academy of Actuaries

MARINWOOD COMMUNITY SERVICES DISTRICT

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SECTION I

Overview

We are the actuaries for the Marinwood Community Services District retiree medical benefits program. Our most recent actuarial valuation of the program was performed as of July 1, 2012.

It has been proposed that District Firefighters hired on or after January 1, 2016 have a change in the benefit formulas under the above program. As described below, this change would result in moderate increases in benefits for most firefighters hired on or after the above date who later retire from the District and qualify for retiree medical benefits. Under a recent California Law, increases in retiree medical benefits can only be granted after a public meeting is held to discuss the estimated cost effects on the District of any such benefit increases.

Under both the current and proposed plans, the minimum retirement age is 50. Under the current Plan, a firefighter also needs at least 5 years of service to qualify. However, qualified disability retirements are not be subject to the above age and service requirements and would receive benefits equal to the maximum benefit under both plans.

The most significant difference between the two plans is in the maximum benefit amount. Under the current plan, the maximum benefit for post 2015 hires is scheduled to be 80% of the "pre age 65" benefit under the Kaiser Healthcare Plan, which the large majority of firefighters have elected in the past. The 80% amount also applies to covered spouses.

The proposed plan would be the same as the program covering most State of California employees. It provides certain dollar caps on benefit amounts. Benefits under both plans are generally increased as medical premiums increase. The maximum benefit level would be 100% of the caps for retirees and 90% for spouses.

Assuming the large majority of future firefighters elect Kaiser coverage as in the past, we have estimated that married firefighters with 20 years of service would receive, on average, roughly 8% higher benefits under the proposed plan, and single firefighters 13% higher benefits, prior to reaching age 65. **After age 65, when Medicare starts, benefit levels would generally be the same under both plans.**

Note: The 20 year service requirement under the proposed plan is not expected to result in significant savings, This is because the large majority of firefighters are hired in their 20's and will have over 20 years of service by the time they reach the minimum retirement age of 50. It is, of course, possible that the District will hire more older firefighters in the future, and that some of these will retire with less than the 20 years of service needed for full benefits. To the extent that happens, the projected cost under the proposed plan would be lower than the amounts shown herein.

SECTION II

Estimated Effect On District Costs

We have performed a long-term projection of estimated costs for the District's Fire Department for retiree medical benefits, assuming both the current plan and the proposed plan for new hires on or after January 1, 2016.

We used the same actuarial assumptions for both projections. Our assumptions for the most part are the same as those used in our previous valuation. However, there were a few changes from our last valuation (2012) as follows:

Increases in future medical costs. Annual cost increases will gradually decrease to a rate of 5% per year in 2021 instead of 5.5% per year in 2019. We began making this change for all of our clients starting about two years ago. This change was made for both current and proposed plan projections.

Retirement rates for new hires starting in 2013. A new California law became effective in 2013. Under this law, CalPERS pension formulas were reduced for most government employees hired on or after January 1, 2013, including firefighters. CalPERS believes this will result in such employees working somewhat longer, on average, before they retire, and has published new tables of assumed retirement rates for post 2012 hires. The new tables predict that, on average, post 2012 hires will work roughly a year longer than pre 2013 hires. These new tables were used for this study.

Attrition rates of current firefighters. The CalPERS Retirement System periodically publishes attrition tables for safety and other government employees based on statewide studies. Because smaller agencies usually do not have enough volume of their own experience, the majority use these tables. Such tables have been used in this study, as well as in our previous valuations for the District. However, based on information provided by the District, it appears that the District may experience moderately higher attrition rates than the CalPERS tables. This would mean that somewhat more firefighters may need to be hired in the future. To estimate the possible impact of this, we have added 5% to projected costs of post 2012 new firefighters for both the current plan and the proposed plan.

Future hire ages. In performing the following projections, we assumed that future firefighters will be hired in equal proportions at ages 23, 26 and 29. Assumptions about future hires were not applicable in our July 1, 2012 and previous valuations.

The table below compares the present value of estimated future CalPERS premiums paid by the District under both the current plan and the proposed plan, based on current CalPERS premium rates and assumed future medical inflation rates ("trend rates.")

**Estimated Present Value of
Future Retiree Medical Benefits
(Paid by the District)**

Marinwood CSD Fire Department

	<u>Current Plan</u>	<u>Proposed Plan</u>	<u>Dollar Increase</u>	<u>Percent Increase</u>
2016-2040 (25 years)	\$2,413,000	\$2,417,000	\$4,000	0.17%
2016-2065 (50 years)	\$5,344,000	\$5,491,000	\$147,000	2.75%
2016-2090 (75 years)	\$9,228,000	\$9,804,000	\$576,000	6.24%

Note: The above present values represent District Cost calculated at a discount rate of 4%

SECTION III

Current Plan Description (Before Proposed Changes)

Eligibility Requirements and Plan Description

District employees who retire at age 50 or older with 5 or more years of service are eligible for lifetime medical benefits. Benefits are also provided to spouses and surviving spouses of eligible retirees and dependent children of participating retirees. Retirees may enroll in any available CalPERS medical plan. There are no dental, vision or other similar benefits for retirees.

The District contributes up to 80% of the CalPERS Bay Area "pre-age 65" Kaiser premium rates for the applicable family status for retired fire employees. Retirees pay any premiums exceeding that limit.

Benefits are provided to employees who retire due to disability. Benefits are not provided to employees who terminate prior to eligibility for retirement. Retirees that waive coverage will not be eligible to re-enroll into the plan at any time in the future.

A surviving spouse of an employee who has met the minimum age and service eligibility requirements may participate in the plan if they have not remarried. Dependent children must be enrolled at the date of retirement to be eligible for plan benefits.

The District participates in the CalPERS medical program. 2015 and 2016 calendar year CalPERS Bay Area/Sacramento area retiree premium rates are shown in Table 3-1.

Table 3-1
Monthly CalPERS Retiree Premium Rates
Younger than Age 65

Plan	2015			2016		
	EE	Couple	Family	EE	Couple	Family
Blue Shield Net Value	\$870.60	\$1,741.20	\$2,263.56	\$1,033.86	\$2,067.72	\$2,688.04
Kaiser	\$714.45	\$1,428.90	\$1,857.57	\$746.47	\$1,492.94	\$1,940.82
PERS Choice	\$700.84	\$1,401.68	\$1,822.18	\$798.36	\$1,596.72	\$0.00
PERSCare	\$775.08	\$1,550.16	\$2,015.21	\$889.27	\$1,778.54	\$2,312.10

Age 65 or Older

Plan	2015			2016		
	EE	Couple	Family	EE	Couple	Family
Kaiser out-of-state	\$390.47	\$780.94	\$1,171.41	\$297.23	\$594.46	\$891.69
Kaiser	\$295.51	\$591.02	\$886.53	\$297.23	\$594.46	\$891.69
Kaiser So. Cal.	\$295.51	\$591.02	\$886.53	\$297.23	\$594.46	\$891.69
PERSChoice out-of-state	\$339.47	\$678.94	\$1,018.41	\$366.38	\$732.76	\$1,099.14

Because almost all Fire actives and future retirees have elected Kaiser, we assumed that all future hires will elect Kaiser as well. All future hires are assumed to be subject to a maximum employer contribution, shown in Table 3-2:

Table 3-2
Maximum Monthly Employer Contribution

	2015	
	<u>80% of Kaiser (Current Plan)</u>	<u>State Annuitant 100/90 (Proposed Plan)</u>
Single	\$572.00	\$655.00
Two-Party	\$1,286.00	\$1,246.00
Family	\$1,486.00	\$1,605.00

	2016	
	<u>80% of Kaiser (Current Plan)</u>	<u>State Annuitant 100/90 (Proposed Plan)</u>
Single	\$597.00	\$705.00
Two-Party	\$1,344.00	\$1,343.00
Family	\$1,553.00	\$1,727.00

There are 11 current actives and 5 current retirees in the Fire plan.

SECTION IV

Actuarial Method and Assumptions

In order to project the District's costs into the future, a number of economic, demographic, and baseline cost assumptions are necessary. For this valuation, we have used assumptions consistent with those specified in the 2014 "OPEB Assumption Model" released by the CalPERS Health Benefits Committee.

Valuation Date

The valuation date is July 1, 2015. This date is the starting point from which current health premium costs are increased according to the assumed annual rates of health care cost trend. The District census is projected from the valuation date to the date of the final benefit payment for each employee and retiree on the census. After calculating future costs for the projected retiree and dependent population, all liabilities are discounted back to the valuation date to obtain the present value of future costs.

Economic Assumptions

Discount Rate

A discount rate is required to calculate the present value of future benefit payments. This valuation is based on a 4.0% discount rate. We understand that the District will continue to contribute on a pay-as-you-go basis.

Health Care Trend

The rate of increase in per capita health care costs is commonly referred to as the *health care trend* rate. We used the annual trend rates shown in Table 4-1, which have been updated since the prior valuation. These rates represent our best estimate of the future annual rates of increase in the medical premium rates paid by the District.

Table 4-1
Annual Health Care Cost
Trend Rate Assumption

<u>Year</u> <u>Beginning</u>	<u>Increase in CalPERS Premium Rates</u>	
	<u>Pre-65</u>	<u>Post-65</u>
January 1, 2017	8.00%	5.50%
January 1, 2018	7.75%	5.25%
January 1, 2019	7.50%	5.00%
January 1, 2020	7.25%	5.00%
January 1, 2021	7.00%	5.00%
January 1, 2022	6.75%	5.00%
January 1, 2023	6.50%	5.00%
January 1, 2024	6.25%	5.00%
January 1, 2025	6.00%	5.00%
January 1, 2026	5.75%	5.00%
January 1, 2027	5.50%	5.00%
January 1, 2028	5.25%	5.00%
January 1, 2029 and later	5.00%	5.00%

The initial trend rate assumption represents an estimate of short term cost increases based on recent health care marketplace experience, and taking into consideration the cost characteristics of plans available to District retirees. Annual increases in national health expenditures have exceeded the general growth in GDP for many years. However, there are practical limitations to how long these trends can continue. It is unrealistic to assume that health care expenditures will be allowed to consume the majority of the economy. Therefore, over the long term we expect that health care costs will be constrained by the public's ability and willingness to pay the higher cost of health care coverage. This assumption implies that the ultimate trend rate should be related to the expected long-term growth in the economy.

Therefore, we assume the ultimate rate to be comprised of real growth in per capita GDP, long-term growth attributable to technology innovations, and the assumed long-term inflation rate. The initial trend is assumed to decrease ratably to this ultimate rate over time.

Demographic Assumptions

In estimating this obligation, a number of demographic assumptions are needed. These assumptions are the same as those used in the most recent California PERS pension valuations.

Withdrawal

We selected withdrawal rates that match those used in the most recent California PERS Firefighter retirement plan valuations. Sample rates are shown below. (Withdrawal means termination of employment before retirement age.)

Table 4-2
Annual Withdrawal Rates for Firefighters

Service	Age						
	20	25	30	35	40	45	50
0	0.071	0.071	0.071	0.071	0.071	0.071	0.071
1	0.0554	0.0554	0.0554	0.0554	0.0554	0.0554	0.0554
2	0.0398	0.0398	0.0398	0.0398	0.0398	0.0398	0.0398
3	0.0242	0.0242	0.0242	0.0242	0.0242	0.0242	0.0242
4	0.0218	0.0218	0.0218	0.0218	0.0218	0.0218	0.0218
5	0.0191	0.0191	0.0191	0.0191	0.0191	0.0191	0.0029
6		0.0167	0.0167	0.0167	0.0167	0.0167	0.0024
7		0.0143	0.0143	0.0143	0.0143	0.0143	0.002
8		0.0119	0.0119	0.0119	0.0119	0.0119	0.0016
9		0.0094	0.0094	0.0094	0.0094	0.0094	0.0012
10		0.007	0.007	0.007	0.007	0.007	0.0009
15			0.0064	0.0064	0.0064	0.0064	0.0006
20				0.0058	0.0058	0.0058	0.0005
25					0.005	0.005	0.0003
30						0.0048	0.0003
35							0.0003

Retirement Rates

For Fire employees hired before January 1, 2013, we used the retirement rates used in the most recent California PERS 3% @50 Firefighter retirement plan valuation. Sample rates are shown below.

Table 4-3a
Fire Safety Employees
CalPERS 3%@50 Annual Rates of Retirement

Age	Years of Service						
	5	10	15	20	25	30	35
50	0.0200	0.0200	0.0200	0.0400	0.1300	0.1920	0.2020
55	0.0430	0.0430	0.0430	0.0700	0.1740	0.2440	0.2570
60	0.0650	0.0650	0.0650	0.1020	0.2190	0.2980	0.3160
65	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000

One Fire employee is under the 3% @ 55 plan. Sample rates are shown below.

Table 4-3b
Fire Safety Employees
CalPERS 3%@55 Annual Rates of Retirement

Age	Years of Service						
	5	10	15	20	25	30	35
50	0.0010	0.0010	0.0010	0.0060	0.0160	0.0690	0.0690
55	0.0730	0.0730	0.0730	0.1090	0.1790	0.2590	0.2590
60	0.1050	0.1050	0.1050	0.1550	0.2510	0.3440	0.3440
65	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000

All Fire employees hired on or after January 1, 2013, are under the 2.7% @ 57 plan. Sample rates are shown below.

Table 4-3c
Fire Safety Employees
CalPERS 2.7%@57 Annual Rates of Retirement

Age	Years of Service						
	5	10	15	20	25	30	35
50	0.0065	0.0065	0.0065	0.0065	0.0101	0.0151	0.0170
55	0.0825	0.0825	0.0825	0.0825	0.1269	0.1900	0.2143
60	0.1135	0.1135	0.1135	0.1135	0.1747	0.2615	0.2950
65	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000

Mortality Rates

The mortality rates used in this valuation are those used in the most recent California PERS pension valuations. These rates provide a starting point for the projection of future mortality rates. The mortality rates for each future year were determined based on a generational mortality projection using Projection Scale MP-2014. This scale consists of a set of Annual Mortality improvement factors as a function of age and sex. The resulting projected mortality rates were applied to each employee and retiree.

Table 4-4
Sample Mortality Rates
 (prior to the application of Projection Scale MP-2014)

<u>Age</u>	<u>Employee</u>		<u>Retired Employees</u>	
	<u>Male</u>	<u>Female</u>	<u>Male</u>	<u>Female</u>
55	0.244%	0.154%	0.599%	0.416%
60	0.325%	0.199%	0.710%	0.436%
65	0.418%	0.275%	0.829%	0.588%
70	0.543%	0.386%	1.305%	0.993%
75			2.205%	1.722%
80			3.899%	2.902%
85			6.969%	5.243%
90			12.974%	9.887%

Disability Retirement

Sample disability rates for Firefighters are shown in Table 4-5. These rates match those used in the most recent California PERS pension valuations.

Table 4-5
Annual Rates of Disability

<u>Age</u>	<u>Fire Employees</u>
25	0.04%
30	0.08%
35	0.17%
40	0.31%
45	0.55%
50	2.82%
55	4.19%

Health Plan Participation

We assumed that 100% of eligible retirees will elect to participate in the postemployment program and those employees and retirees will not change their medical plan enrollment.

In our projection of future retiree spouse benefits, we assumed that 60% of future hires will cover spouses at retirement.

We assumed that firefighters who currently are covering dependent children will also have a covered child at retirement, the child will be 35 years younger than the retiree and that dependent child coverage will end when the child reaches age 26.

Medicare Coverage

We assumed that all current and future retirees will be eligible for Medicare when they reach age 65.

Marinwood Community Services District

Draft Minutes of Board of Directors Meeting
Tuesday September 8, 2015

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

Present:

Board Members: President Tarey Read, Justin Kai, Bill Hansell, Deana Dearborn and Bill Shea.

Staff: District Manager Eric Dreikosen, Fire Chief Thomas Roach, Recreation Director Shane DeMarta, Firefighters Cesar Correa, Joel White, Alex Wilhelm.

Fire Commissioners: Jeff Naylor.

Park and Recreation Commissioners: Izabela Perry.

Others Present: Stephen Nestel, Linda Barnello, David Kunhardt, Eric Blomendale, Jonathon Whelan, Rudy Gelenter, Ray Day, Bill McNicholas, Elisabeth Geler and Leah Kleinman-Green.

Call to Order and Pledge of Allegiance

Read commented she would like to make a few announcements:

Read stated she would like to remind the public that all non-union staff and those not on duty do not have the obligation to respond to the public while on their days off. It has been a courtesy not a precedent if a staff member responds to an inquiry on their days off; please respect their time.

Read noted that all five Board candidates are in attendance at this time and introduced each by name: Leah Kleinman-Green, Izabela Perry, Jeff Naylor, Stephen Nestel and Tarey Read.

Chief Roach presented Rudy Gelenter with a plaque thanking him for his service on the Fire Commission.

Agenda

No changes or additions.

Solar Power Purchase Agreement Update & Presentation

1. *Approve an option for total system size as presented: (a) with canopy: 53.3kW (b) without canopy: 43.7 kW:*

David Kundhart, Sol-Ed CEO, presented a power point with preliminary drawings of proposed system sizes and other project updates. Hansell stated he would like to see the canopy extended by 12 modular's to bring the system size to 56kW, this would extend the canopy on the right hand side. Dearborn stated she does not agree; the Board does not know enough about pure energy savings; she suggested going with a smaller system and evaluate the results after time. Shea commented he would have concerns extending the system and canopy; it might hinder the pool equipment.

M/s Hansell/ Kai to approve and authorize staff to implement the solar power purchase agreement with 12 added modular's to bring the system size to 56kW. Ayes: Kai, Read and Hansell. Nays: Dearborn and Shea. Motion carried.

Consent Calendar

a. *Draft Minutes of Regular Meeting of August 11, 2015:* No comments.

b. *Bills Paid Nos: 185-299:* No comments.

M/s Hansell/ Dearborn to approve Consent Calendar. Ayes: Kai, Hansell, Dearborn and Shea. Abstain: Read. Motion carried.

Open Times for Items not on the Agenda

Barnello asked if Dreikosen inquired to Counsel re: inclusion of names who attend closed session meetings. Dreikosen replied he will inquire with Counsel. Read commented as a lawyer the very disclosure of a name is not legally appropriate.

Barnello asked when the budget to actuals will be included in the agenda packet. Sullivan and Dreikosen will work on the budget to actuals for monthly review.

Nestel stated he is upset with the District Manager re: lack of communication; all members of the public have the right to communicate with the Board.

Dearborn requested office hours be placed on the front doors of the community center. The public needs to be aware of office hours and respect the staffs balance for life and work. Hansell noted office hours are posted on the website. Hansell commented he would like to analyze options for Fire service administration. The Fire Chief will be retiring in a few years and the Board should decide on a long term decision moving forward. It might be feasible to offer the current Chief a contract for his remaining time. Hansell provided Dreikosen a draft contract requesting he forward to County Counsel for review and requested this be an item on the October agenda.

Correspondence

1. *Justin Kai, August 27, 2015: Communication from Supervisor Connelly regarding Marinwood Plaza Remediation Efforts and Timeline:* The Board acknowledged the correspondence.
2. *Save Marinwood Plaza Cleanup Oversight Committee, September 4, 2015: Requesting Formal Board Support and Letter Asking for Immediate Remediation:* Nestel and McNicholas stated they would like to show a video regarding this matter. The Board members noted the video was sent to them last week; it is not appropriate to show the video at this time. Hansell thanked McNicholas, but stated this Board has a limited prevue; it is not the proper government body to sign a formal letter. Day commented he had prepared a letter for individual citizens to sign in support requesting for remediation. Day distributed the letter to each Board member. Read stated Dreikosen may make copies of the letter to whomever would like one. Kai stated McNicholas and Nestel should contact Supervisor Connolly for support. Dearborn suggested inviting Connolly to the community center to discuss the issue.
3. *Bruce Carmedelle, Lucas Valley Estates HOA President, September 4, 2015: Concerns re: possible Future Use of Creekside Park:* Hansell commented this is a strong letter regarding a topic the Board has not discussed. DeMarta replied the original discussion occurred at a brainstorming session of the Park and Recreation Commission; there is nothing concrete at this time. DeMarta stated he as well as Dreikosen had spoken to HOA members separately and invited him to attend a Commission meeting with his concerns.

Fire Department Matters

1. *Draft Minutes of Fire Commission Meeting of September 1, 2015:* No additions.
2. *Fire Department Activity Summary Report for July and August, 2015:* Roach reported the strike teams are back; the Department is fully staffed.
3. *Fire Department Chief Report:* Roach commented he had contacted DPW to inquire if "Fire Department" road signs could be placed on Lucas Valley and Miller Creek Roads. Hansell noted he as well as others have spent a lot of time contacting DPW regarding speeding in front of the Firehouse and has extensive emails that might be helpful to Roach. Roach stated he continues to work on grant writing, but there is not much available at this time. Dearborn questioned what percentage of grants are being received in Marin County. Roach replied he is unsure. Roach included information regarding Paramedic Schools in the packet. Kai asked if there is interest from staff regarding attending paramedic schools. Roach replied the discussion thus far is that staff will consider the possibilities.
4. *Shared Services Update:* Roach reported there was a slight hiccup regarding compatibility of the SCBA's. "C" Shift worked out a compromise in which Marinwood may borrow 4 SCBA's from San Rafael for Engine 58.

Park and Recreation Matters

1. *Draft Minutes of Park and Recreation Commission Meeting of August 25, 2015:* Read commented the Mini-Park looks great. Perry stated the grounds have greatly improved under DeMarta's leadership. Nestel commented the area near the Maintenance shop has been scraped clean; it should remain natural. Additionally there are too many wood chip plies in the area. DeMarta replied there are no wood chip piles, they have been distributed. Distribution of the wood chips helps keep the weeds at bay now that the CSD does not use any pesticides in the Park.
2. *Recreation and Maintenance Reports:* No additions.

New and Other Business

1. *Notice of Rejection re: Open Space Liability Claim Filed Against the District:* Dreikosen stated the CSD is not liable.
M/s Shea/Dearborn to authorize Dreikosen to sign notice of rejection re: open space liability claim. Ayes: Read, Hansell, Dearborn and Shea. Absent: Kai. Motion carried.
2. *Social Media Policy for Board and Staff-Initial discussion regarding the development of official guidelines and allowable practices:* Read commented the CSD has no official policy, just a practice. Dreikosen noted he had asked the question re: social media policies on the CSDA list serve, but received no real answers. Read commented she does not feel the need for a formal policy; the Board is always bound by the Brown Act. Shea commented he does not post on social media. Dearborn stated she is not involved in social media; and does not participate in NextDoor. Shea agreed; he will never post anything on NextDoor. Dearborn stated it is concerning that any member of the public can copy an email exchange and post it publically. Kai commented it is important for the Board to clarify and correct any misstatements on social media as long as it is factual information previously discussed. Barnello stated the Board needs to understand what a "serial meeting" is and stated there was an article in the paper recently regarding the topic of social media participation. Read commented her personal advice is for all Board members and staff to keep mum on social media regarding CSD business. Nestel stated he had sent an email to three of the five Board members and received no response; the Board needs to interact with the public.

3. *Memo From District Legal Counsel: "Activities of Marinwood Community Services District Officials and Staff Concerning Ballot Measure"*: Read asked the Board to review.

4. *"Measure I" Informational Fact Sheet- Possible Creation and Distribution*: Kai stated it is important to provide a fact sheet for the public. The original Board motion allowed for money to be spent placing the Measure on the ballot; there is money remaining and it should be spent on producing a mailer to the community.

M/s Kai/ Hansell (second for purposes of discussion) to authorize Kai and Dreikosen to produce a factual informational flyer with review by Counsel to be distributed to the community while working within the original funding.

Kai stated this is common practice; the school districts produce flyers for their measures. Kai had researched a printing company who could produce the flyer for about \$900.00. Naylor stated the document in question violates the law. Hansell questioned if this idea was brought before Counsel. Dreikosen replied no. Nestel commented individual citizens should do a campaign committee.

Hansell withdrew his second. Motion failed.

5. *Senate Bill 608- "Right to Rest Act": Creation of Committee to Research Proposed Bill and Potential Impact on District*: Read deferred to Barnello who brought this before the Board. Barnello asked the Board to read the document. Read asked if Barnello would like to be on the Committee. Barnello replied no. Hansell commented homelessness is not a crime; this is a civil rights matter; not one for the CSD.

Recognitions and Board Member Items of Interest

No additions.

Closed Session

Personnel exemption; The Board may meet in closed session to confer with its designated representatives to Marinwood Professional Firefighters regarding wages, benefits and working condition matters, pursuant to Government Code section 54957.6. Designated representative: Jack Hughes, Liebert Cassidy Whitmore.

The Board entered into closed session at 10:45PM. The Board exited closed session at 11:58PM. No action was taken.

The meeting was adjourned at 12:00AM.

Respectfully submitted,
Carolyn Sullivan

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

Fund 73700

Cost Centers- 4100 St Lgts
Cost Centers- 3100 Fire
Cost Centers- 2100 Recreation
Cost Centers- 1100 Park

Approved by the Board of Directors on October 13, 2015

NO.	VENDOR	TOTAL CLAIM	PURPOSE	Cost Center	GL Account	Functional Area	AMOUNT
300	Vision Svcs Plan	398.70	Vision Ins Oct	3100	5130120	103000	232.58
				2100	5130120	103000	94.13
				1100	5130120	103000	71.99
301	Marinwood CSD	117,287.76	Fire Reg Salary	3100	5110110	103000	33,963.58
			Fire Overtime	3100	5120110	103000	28,278.35
			Shift Cap/Work Week	3100	5110319	103000	1,033.83
			Admin Asst	3100	5110210	101000	561.00
			Admin Mngr	3100	5110110	101000	1,865.60
			Admin Asst	2100	5110210	101000	561.00
			Admin Asst	1100	5110210	101000	280.51
			Admin Mngr	2100	5110110	101000	932.80
			Admin Mngr	1100	5110110	101000	932.80
			Rec Salary	2100	5110110	103000	10,513.60
			Rec Hourly	2100	5120110	103000	210.00
			Park Salary	1100	5110110	102000	6,272.00
			Bldg Attendant	2100	5110210	104000	302.00
			Pool Staff	2100	5110210	105000	10,069.14
			Aquatics/Lessons	2100	5110210	106000	2,875.00
			Summer prog	2100	5110210	107000	15,060.41
			Youth prog	2100	5110210	110000	270.50
			Adult Prog	2100	5110210	111000	76.50
			Payroll billing	3100	5210230	103000	170.28
			Payroll billing	2100	5210230	103000	113.28
			Payroll billing	1100	5210230	103000	15.24
			FICA	3100	5140140	103000	4814.37
			FICA	2100	5140140	103000	3,405.09
			FICA	1100	5140140	103000	474.94
			CA/EDU	3100	5140145	103000	144.89
			CA/EDU	2100	5140145	103000	795.63
			Benefits withholding		2120066	103000	-6,704.58
302	Marin Pro Firefighters	531.00	Union Dues Sept	3100	5211330	103000	531.00
303	SDRMA	17,936.59	Workers Comp	2100	5140115	103000	17,936.59
304	PERS Retirement	11,070.28	Retirement 9/4/15	1100	5130510	103000	1,175.42
				2100	5130510	103000	1,608.36
				3100	5130510	103000	8,286.50
305	AFLAC	127.40	Disability Ins.	1100	5130120	103000	127.40
306	PERS Retirement	4,250.00	GASB 68 Reports	3100	5130210	103000	2,823.22
				2100	5130210	103000	925.89
				1100	5130210	103000	500.89
307	PERS Health	39,652.01	Health Ins Oct	3100	5130120	103000	22,047.96
				2100	5130120	103000	7,755.36
				1100	5130120	103000	9,848.69
308	Marinwood CSD	82,124.73	Fire Reg Salary	3100	5110110	103000	33,772.11
			Fire Overtime	3100	5120110	103000	12,361.44
			Shift Cap/Work Week	3100	5110319	103000	1,528.29
			Admin Asst	3100	5110210	101000	502.48
			Admin Mngr	3100	5110110	101000	1,865.60
			Admin Mngr	3100	5110210	101000	58.56
			Admin Asst	2100	5110210	101000	502.48
			Admin Asst	1100	5110210	101000	251.25
			Admin Mngr	2100	5110110	101000	932.80
			Admin Mngr	1100	5110110	101000	932.80
			Admin Mngr	2100	5110210	101000	29.28
			Admin Mngr	1100	5110210	101000	29.28
			Rec Salary	2100	5110110	103000	10,513.60
			Rec Hourly	2100	5110210	103000	315.00
			Park Salary	1100	5110110	102000	6,272.00
			Park Hourly	1100	5110210	102000	1,800.00
			Bldg Attendant	2100	5110210	104000	247.00
			Pool Staff	2100	5110210	105000	7,423.80
			Aquatics/Lessons	2100	5110210	106000	820.00

NO.	VENDOR	TOTAL CLAIM	PURPOSE	Cost Center	GL Account	Functional Area	AMOUNT
			Preschool	2100	5110210	108000	1,781.00
			Payroll billing	3100	5210230	103000	130.09
			Payroll billing	2100	5210230	103000	63.94
			Payroll billing	1100	5210230	103000	20.77
			FICA	3100	5140140	103000	3,619.90
			FICA	2100	5140140	103000	2,142.39
			FICA	1100	5140140	103000	474.94
			CA/EDU	3100	5140145	103000	190.38
			CA/EDU	2100	5140145	103000	237.87
			Benefits withholding		2120066	103000	-6,694.32
309	PERS Retirement	11,102.97	Retirement 9/18/15	3100	5130510	103000	8,329.55
				2100	5130510	103000	1,603.18
				1100	5130510	103000	1,170.24
310	AT&T	70.00	Internet Sept	1100	5210725	103000	70.00
311	PG&E	524.11	Gas Aug.	3100	5210810	103000	54.45
				2100	5210810	103000	469.66
312	MMWD	5,371.76	Water	3100	5210835	103000	100.00
				2100	5210835	103000	1,591.05
				1100	5210835	103000	3,680.71
313	PG&E	1,343.82	Streetlights Aug	4100	5210825	10300	1,343.82
314	AT&T	285.81	Phones Aug	3100	5210725	103000	169.29
				2100	5210725	103000	97.36
				1100	5210725	103000	19.16
315	PG&E	5,385.95	Electricity Aug.	3100	5210810	103000	1,343.43
				2100	5210810	103000	3,840.40
				1100	5210810	103000	202.12
316	Delta Dental	2,633.45	Dental Ins. Oct.	3100	5130120	103000	1,504.91
				2100	5130120	103000	521.75
				1100	5130120	103000	606.79
317	All Star Rents	105.04	Saw rental	1100	5211220	103000	105.04
318	US Bank	11,615.08	Office Supplies	3100	5220110	103000	209.80
			Drinks/Food	3100	5220826	103000	289.68
			Phones	3100	5210725	103000	30.00
			Vehicle Maint	3100	5210910	103000	398.76
			In House supplies	3100	5220210	103000	535.27
			Dump Fees	3100	5210815	103000	40.00
			Gas	3100	5220610	103000	786.07
			Travel expenses	3100	5211440	103000	644.38
			Background checks	3100	5220810	103000	53.80
			Station Supplies	3100	5220825	103000	186.66
			Bldg Maint	3100	5220310	103000	87.68
			Kunkel dedication	2100	5220819	103000	110.00
			Summer prog	2100	5220819	107000	5,441.25
			Aquatics/Lessons	2100	5220819	106000	679.68
			CC Maint	2100	5220310	104000	418.34
			Vending	2100	5220826	105000	89.56
			Marketing	2100	5210122	103000	56.81
			Office Supplies	2100	5220110	103000	50.98
			Pool Supplies	2100	5220819	105000	280.80
			Adult Classes	2100	5220819	111000	293.82
			Fingerprinting	2100	5210128	103000	60.00
			Grounds Maint	1100	5220310	103000	871.74
319	Luna, Carlos	75.00	Computer Repair	2100	5220110	103000	75.00
320	Alice Inc.	150.00	Web Maint	2100	5220110	103000	150.00
321	Blake, Danielle	80.94	Milage	2100	5211440	103000	80.94
322	Wesco Graphics	7,278.56	Fall/Winter Review	2100	5210122	103000	7,278.56
323	Pitney Bowes	116.00	Meter Lease	2100	5220110	103000	116.00
324	John Deere Landscapes	115.64	Grounds Maint	1100	5220310	103000	115.64
325	Ca Wine Tours	474.36	Camp programs	2100	5220819	107000	474.36
326	Pet Waste Eliminator	329.99	Doggie bags	1100	5220310	103000	329.99
327	Nextel	215.67	Cell phones	3100	5210725	103000	215.67
328	Airgas	80.58	Co2; pool	2100	5220810	105000	80.58
329	Spectrum Aquatics	90.14	Pool Maint	2100	5220215	105000	90.14
330	Co. of Marin Tax Collect	180.76	Furnance permits	2100	5220310	103000	180.76
331	Staples	1,147.23	Office Supplies	2100	5220110	103000	886.85
				3100	5220110	103000	260.38
332	Costco	4,456.58	Comm Rec.	2100	5220819	112000	572.26

NO.	VENDOR	TOTAL CLAIM	PURPOSE	Cost Center	GL Account	Functional Area	AMOUNT
			Pool Supplies	2100	5220819	105000	109.12
			Camp programs	2100	5220819	107000	3,775.20
333	Landesign	2,985.00	Landscape contract	1100	5211125	103000	2,985.00
334	Hook Fast	49.02	Fire Equip.	3100	5220210	103000	49.02
335	LN Curtis & Sons	6,762.13	Turnout gear	3100	5220810	103000	6,762.13
336	Ricciardi, RJ	720.00	Consultant	3100	5210120	103000	360.00
				2100	5210120	103000	180.00
				1100	5210120	103000	180.00
337	Grainger	671.46	Janitorial	1100	5220827	103000	671.46
338	Bucks Saw Service	217.98	Equip maint	3100	5220210	103000	217.98
339	Westamerica	42,752.99	New Engine payment	3100	5220916	103000	42,752.99
340	Air Exchange	563.73	Bldg Maint	3100	5220310	103000	563.73
341	Jacksons Hardware	66.83	CC Maint	2100	5220310	104000	66.83
342	Project A	40.00	Email svcs	3100	5210725	103000	20.00
				2100	5210725	103000	20.00
343	Western Exterminator	225.00	Pest control	2100	5220310	104000	73.50
				3100	5220310	103000	151.50
344	Airgas	94.28	Pool chems	2100	5220810	105000	94.28
345	Kaiser	96.00	Physical	3100	5140130	103000	96.00
346	Fast Blinds	372.00	Blinds	3100	5220310	103000	372.00
347	Inland Business	461.62	Copy Machine	3100	5220130	103000	138.48
				2100	5220130	103000	276.98
				1100	5220130	103000	46.16
348	Airgas	80.58	Pool Chems	2100	5220810	105000	80.58
349	DC Electric	240.48	Streetlights Aug	4100	5210915	103000	240.48
350	Home Depot	1,858.47	Grounds Maint	1100	5220310	103000	1,858.47
351	Leslies Pool Supplies	2,280.23	Pool Chems	2100	5220810	103000	2,280.23
352	Dairy Delivery	368.54	Vending	2100	5220826	105000	368.54
353	Staples	208.02	Office Supplies	2100	5220110	103000	208.02
354	Krav Maga	900.00	Adult Prog	2100	5210146	111000	300.00
			Youth prog	2100	5210146	110000	600.00
355	Discount School Supplies	194.16	Preschool supplies	2100	5220819	108000	194.16
356	Hagel	2,383.63	Janitorial Suppl	2100	5220827	103000	1,983.63
				3100	5220827	103000	400.00
357	Marin Ace Hardware	363.65	Grounds Maint	1100	5220310	103000	19.62
			Bldg Maint	3100	5220310	103000	82.99
			CC Maint	2100	5220310	104000	261.04
358	Honey Bucket	180.85	Porta potty	1100	5220310	103000	180.85
359	Nextel	214.98	Cell phones	3100	5210725	103000	214.98
360	Cascade Fire Equip	427.00	Fire Equip.	3100	5220210	103000	427.00
361	American Messaging Svcs	41.37	Text svcs	3100	5210725	103000	41.37
362	Emergency Equip	388.78	Clothing/Patches	3100	5220825	103000	388.78
363	Verizon Wireless	141.64	Phone E58	3100	5210725	103000	141.64
364	Brandon Tire	181.70	Tires	3100	5210910	103000	181.70
365	Interspirio	1,657.43	Fire Equip.	3100	5220810	103000	1,657.43
366	Ewing Irrigation	191.04	Irrigation Maint	1100	5220310	103000	191.04
367	Diego Truck Repair	776.00	E58 Maint	3100	5210910	103000	776.00
368	Red Wing Shoe Store	339.20	Boots	1100	5220825	103000	339.20
369	LN Curtis & Sons	521.61	Clothing/Patches	3100	5220825	103000	83.66
			Supplies	3100	5220810	103000	116.75
			Equip maint	3100	5220210	103000	321.20
370	Mike Testa Plumbing	1,402.28	Backflow Testing	2100	5210835	103000	1,402.28
371	West End Nursery	190.14	Grounds Maint	1100	5220310	103000	190.14
372	Marin Resource Recovery	197.50	Dump fees	1100	5210815	103000	197.50
373	Marin Sanitary Service	2,265.60	Garbage	3100	5210815	103000	226.56
				2100	5210815	103000	453.12
				1100	5210815	103000	1,585.92
374	Shift Calendars	202.73	Calendars	3100	5220110	103000	202.73
375	Marin Landscape Materials	301.91	Grounds Maint	1100	5220310	103000	301.91
376	Napa Auto Parts	49.58	Vehicle Maint	3100	5210910	103000	49.58
377	Treemasters	810.00	Tree Maint	1100	5211528	103000	810.00
378	Libert Cassidy Whitmore	2,250.00	Legal fees	3100	5210131	103000	2,250.00
379	Richards Watson Gershon	7,166.50	Legal fees	3100	5210131	103000	357.50
				1100	5210131	103000	6,809.00
380	Fastsigns	310.96	Marketing	2100	5210122	103000	310.96
381	SBA Svcs	1,505.00	Janitorial Suppl	2100	5211110	104000	1,505.00
382	MW Market	2,081.00	Lunches/MIP	2100	5220819	107000	1,735.00

NO.	VENDOR	TOTAL CLAIM	PURPOSE	Cost Center	GL Account	Functional Area	AMOUNT
				2100	5220819	112000	346.00
383	Grainger	674.11	Grounds Maint	1100	5220310	104000	289.10
			Equip maint	3100	5220810	103000	385.01
384	Grainger	38.02	Vehicle Maint	3100	5210910	103000	38.02
385	US Postmaster	225.00	Bulk Mail permit	2100	5220110	103000	225.00
386	US Postmaster	2,642.41	MW Review	2100	5210122	103000	2,642.41
387	Stanton, William	41.00	Refund membership	2100	4631918	105000	41.00
388	Pagani, Rosanna	800.00	Italian language class	2100	5210146	111000	800.00
389	Costello, Christine	1,376.90	Zumba	2100	5210146	111000	1,376.90
390	Murray, Victoria	115.00	Refund Preschool	2100	4631922	108000	115.00
391	Mattie, John	7,120.00	CC Maint	2100	5211110	104000	7,120.00
392	Mehciz, Gerald	64.00	Tennis prog	2100	5210146	109000	64.00
393	Press, Susan	248.46	Preschool supplies	2100	5220819	108000	248.46
394	Clarke, Lisa	204.00	Refunds Camp	2100	4621920	107000	204.00
395	Bruton, Robyn	147.13	Youth prog	2100	5220819	110000	119.25
			Office Supplies	2100	5220110	103000	27.88
396	Press, Susan	206.95	Art Show	2100	5220819	112000	206.95
397	Gockel, Gary	14,970.00	Pool equip	2100	5220910	103000	14,970.00
398	Sullivan, Carolyn	700.00	Community Events	2100	5220819	112000	700.00
399	DeMarta, Shane	700.00	Community Events	2100	5220819	112000	700.00
TOTAL:		445,631.49					445,631.49

Total by Department:		
Streetlights	4100	1,584.30
Fire Department	3100	233,848.52
Recreation Department	2100	170,289.85
Park Department	1100	53,307.72

MARINWOOD COMMUNITY SERVICES DISTRICT

**AGREEMENT BETWEEN THE COUNTY OF MARIN AND MARINWOOD
COMMUNITY SERVICES DISTRICT FOR FIRE PROTECTION AND
EMERGENCY SERVICES TO COUNTY SERVICE AREA 13**

THIS AGREEMENT, made and entered into this ____ day of _____, 2015, by and between the MARINWOOD COMMUNITY SERVICES DISTRICT, hereinafter referred to as "District," and the COUNTY OF MARIN, acting on behalf of County Service Area No. 13, hereinafter referred to as "Service Area:"

WITNESSETH

For and in consideration of the mutual promises and covenants hereinafter contained, the parties hereto do hereby agree as follows:

1. This agreement shall be for Fiscal Year 2015-2016 (July 1, 2015 through June 30, 2016)
2. District agrees to provide the residents and property owners of Service Area with fire protection and emergency services in the Service Area for the above-referenced period. Such fire protection and emergency services will be provided on the same basis as it is provided to the residents and property owners of the District.
3. In consideration of the provisions of such fire protection and emergency services, Service Area agrees to pay District the sum of \$561,748.00, as calculated on Exhibit A, payable in installments as follows:

January 31, 2016	\$ 280,874.00
April 30, 2016	\$ 140,437.00
June 30, 2016	\$ 140,437.00

4. In the event the cost of providing such service by District to Service Area exceeds the aforesaid sum of \$561,748.00, the amount to be charged Service Area in the following fiscal year shall be increased by a sum equal to Service Area's pro-rata share of the excess, as said share is calculated in Exhibit A. In

the event the cost of providing service by District to Service Area is less than the aforesaid sum, the amount to be charged Service Area in the following year shall be decreased by Service Area's pro-rata share of said surplus.

5. The District agrees as part of its ongoing annual contract with Service Area that it will not charge CSA 13 for litigation costs and damages incurred by the District .

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day and year above written.

COUNTY OF MARIN

Chair, Board of Supervisors

ATTEST: _____
Clerk

MARINWOOD COMMUNITY SERVICES DISTRICT

Tarey Read
President, Board of Directors

ATTEST: _____
Carolyn Sullivan, Secretary to Board

Approved by the Board of Directors of the Marinwood Community Services District at a regular meeting of the Board held on the 13th day of October, 2015.

EXHIBIT A

COUNTY SERVICE AREA NO. 13 FIRE PROTECTION CONTRACT

CALCULATION FOR FISCAL YEAR 2015-16

CALCULATE ADJUSTED FIRE BUDGET:

Total Marinwood Fire Budget FY 2015-16	2,346,579	
Adjust: 2014/2015 & 2015/2016 Engine Lease Reconciliation*	<u>10,000</u>	
Adjusted Fire Budget		2,356,579

CALCULATE SQUARE FOOTAGE RATIO:

Square footage Marinwood CSD 2015-16	3,289,112	
Square footage CSA 13 2015-16	<u>1,156,361</u>	
Total square footage	4,445,473	
Ratio of square footage		26.01%

CSA 13 Contract per CSD Budget for Fiscal Year 2015-16:	612,946	
Plus: Pro-rata Share of Over Budget 2014-15	+8,403	
Less: Credit for 2014-15 Out-of-County & reimbursements	-59,601	
Total of Payments due from CSA 13:		<u>561,748</u>

*Difference between amount deducted from 14/15 contract for engine lease payment not applied to final 14/15 budget (-\$53,000) and amount deducted from 15/16 contract for budgeted engine lease payment (-\$43,000)

**AGREEMENT BETWEEN THE COUNTY OF MARIN AND
MARINWOOD COMMUNITY SERVICES DISTRICT FOR FIRE PROTECTION
AND EMERGENCY RESPONSE SERVICES FOR THE JUVENILE HALL SITE**

THIS AGREEMENT, made and entered into this ____ day of _____, 2015, by and between the COUNTY OF MARIN, hereinafter referred to as "County" and the MARINWOOD COMMUNITY SERVICES DISTRICT, hereinafter referred to as "District":

WITNESSETH

For and in consideration of the mutual promises and covenants hereinafter contained, the parties hereto do hereby agree as follows:

1. This Agreement shall be for Fiscal Year 2015-2016.
2. District agrees to provide the residents and property owners of the area known as "Juvenile Hall Site", hereinafter "Site", with fire protection and emergency response services for FY 2015-2016. Said services will be provided on the same basis as it is provided for the residents and property owners of District.
3. In consideration of the provisions of said structural fire protection, County agrees to pay District the sum of \$81,378, as calculated on Exhibit A. Said payment shall be due and payable on or before January 31, 2016.
4. The basic charge shall be 36.47 cents per square foot, plus the fire square footage charge assessed in District for the current fiscal year, 30.15 cents per square foot. The total square footage charge is applied to the total square footage of all structures on the Site, formerly called the County Farm, including the Rotary Club Senior Housing, County offices, Juvenile Hall, and County schools. Billing for the structures used by Marin County Schools shall be sent to the Marin County Office of Education; billing for all other County structures and Rotary Club Housing shall be sent to the County Auditor.

IN WITNESS WHEREOF the parties hereto have executed this Agreement on the day and year above written.

COUNTY OF MARIN:

President, Board of Supervisors

ATTEST: _____
Clerk

MARINWOOD COMMUNITY SERVICES DISTRICT:

Tarey Read, President, Board of Directors

ATTEST: _____
Secretary to the Board of Directors

Approved by the Board of Directors of Marinwood Community Services District at a regular meeting of the Board held the 13th day of October, 2015.

EXHIBIT A

JUVENILE HALL SITE FIRE SERVICE CHARGE CALCULATION

Basic charge	36.47 cents	
Marinwood CSD service charge 2015-2016 (approved by voters November 2011)	30.15 cents	
Total <u>service charge rate</u> , County Farm		66.62 cents
<u>Square footage</u> County Schools	14,708	
<u>Square footage</u> County Farm facilities:		
Rotary Senior Housing est. 53,732 sq. ft.		
County buildings 53,713 sq. ft.	107,445	
Total square feet, County Farm		122,153 sq. ft.
Service charge County Schools (sq ft x .service charge rate)	\$ 9,798	
Service charge other County (sq ft x .service charge rate)	\$ <u>71,580</u>	
TOTAL FIRE PROTECTION SERVICES TO JUVENILE HALL SITE, FY 2015-2016		\$ 81,378

Marinwood Community Services District
Fiscal Year 2014-2015 Budget to Actuals Comparison (Fund 73700)
as of October 7, 2015

Department	Budget 2015-16	Actual to 10/7/15	%
Park			
Revenue			
Taxes	339,689	0	0.0%
Special Taxes	337,544	0	0.0%
Grants	0	0	
<u>Miscellaneous</u>	<u>750</u>	<u>911</u>	121.5%
Total	677,983	911	0.1%
Expenditure			
Salaries and Benefits	442,853	133,709	30.2%
Services and Supplies	157,256	59,284	37.7%
Debt Service	2,015	1,601	79.4%
<u>Capital Expenditure</u>	<u>0</u>	<u>0</u>	
Total	602,124	194,594	32.3%
<i>Park Revenue minus Expenditure</i>	<i>75,859</i>	<i>-193,683</i>	<i>-255.3%</i>
Recreation			
Revenue			
Taxes	464,192	0	0.0%
User Fees	1,504,690	1,038,661	69.0%
Grants	0	0	
<u>Miscellaneous</u>	<u>26,650</u>	<u>1,468</u>	5.5%
Total	1,995,532	1,040,129	52.1%
Expenditure			
Salaries and Benefits	1,317,353	716,005	54.4%
Services and Supplies	545,763	256,055	46.9%
Debt Service	57,425	52,374	91.2%
<u>Capital Expenditure</u>	<u>25,000</u>	<u>14,970</u>	59.9%
Total	1,945,541	1,039,405	53.4%
<i>Rec Revenue minus Expenditure</i>	<i>49,991</i>	<i>724</i>	<i>1.4%</i>
Fire Department			
Revenue			
Taxes	733,176	0	0.0%
Special Taxes	988,746	0	0.0%
Contracts for Service	694,324	0	0.0%
Grants & Reimbursements	0	0	
<u>Fees, recoveries, interest</u>	<u>15,600</u>	<u>2,000</u>	12.8%
Total	2,431,846	2,000	0.1%
Expenditure			
Salaries and Benefits	1,995,368	760,679	38.1%
Services and Supplies	216,804	85,271	39.3%
Debt Service	75,569	70,518	93.3%
<u>Capital Expenditure</u>	<u>58,838</u>	<u>42,753</u>	72.7%
Total	2,346,579	959,221	40.9%
<i>Fire Dept. Revenue minus Expendi</i>	<i>85,267</i>	<i>-957,222</i>	<i>-1122.6%</i>
Street Light			
Revenue			
Special Taxes	23,960	0	0.0%
Loan and rebate		0	
<u>Interest</u>	<u>0</u>	<u>0</u>	
Total	23,960	0	0.0%
Expenditure			
Services and Supplies	19,850	3,631	18.3%
<u>Capital Expenditure</u>	<u>4,110</u>	<u>0</u>	
Total	23,960	3,631	15.2%
<i>Street Light Revenue minus Expen</i>	<i>0</i>	<i>-3,631</i>	
TOTAL REVENUE	5,129,321	1,043,039	20.3%
TOTAL EXPENDITURE	4,918,205	2,196,851	44.7%

MARINWOOD COMMUNITY SERVICES DISTRICT
PARK DEPARTMENT BUDGET FOR FISCAL YEAR 2015-16

Cost Center **6103011100** Adopted: *5/12/2015*

SAP	Functional Area	Expense Object	Budget 2015-16	Actual 10/7/2015	% Budget 2015-16
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EXPENDITURES:

EXPENDITURE: SALARIES & EMPLOYEE BENEFITS

5110110		Regular Salaries			
	101000	Administration (Dist Mgr 25%)	24,252	6,529.6	26.9%
	103000	Rec Director (30%)	29,497	7,941.5	26.9%
	102000	Park & Facilities Maintenance	163,071	31,148.1	19.1%
5120110	103000	Overtime, park	<u>500</u>		
		Total Regular Salaries	217,320	45,619.20	21.0%
5110210		Extra Hire Salaries			
	101000	CSD Office hourly	5,247	2,152.9	41.0%
	103000	Extra Hire Grounds	<u>5,760</u>	2,400.0	41.7%
		Total Extra Hire Salaries	11,007	4,552.91	41.4%
		Total salaries	228,327	50,172.11	22.0%
		Employee Benefits			
5130120	103000	Group Insurance	120,333	42,196.2	35.1%
5130510	103000	PERS	39,149	11,491.5	29.4%
5140115	103000	Workers Compensation Insurance	35,893	27,474.3	76.5%
5140130	103000	Physician services	500		
5140140	103000	Social Security/Medicare	17,467	2,374.7	13.6%
5140145	103000	Unemployment insurance	<u>1,184</u>		
		Total Benefits & Employer Expense	214,526	83,536.69	38.9%
TOTAL SALARIES & EMPL. BENEFITS			442,853	133,708.80	30.2%

EXPENDITURE: SERVICES & SUPPLIES

5210120	103000	Consultant fees	2,125	180.00	8.5%
5210131	103000	Legal expenses	500	7,538.26	1507.7%
5210210	101000	Audit fees(25%)	3,300	500.89	15.2%
5210215	101000	Banking fees			
5210230	103000	Payroll services	600	99.51	16.6%
5210525	101000	General insurance	9,225	6,919.32	75.0%
5210530	101000	Legal Settlements			
5210725	103000	Phone & Radio	1,200	273.25	22.8%
5210810	103000	Electricity - PG&E	4,160	585.66	14.1%
5210815	101000	Garbage, dump	19,040	6,057.76	31.8%
5210835	103000	Water & sewer	15,000	6,909.98	46.1%
5210910	103000	Vehicle Maintenance	3,000	627.99	20.9%
5210920	103000	MERA operations - 10%	1,606	1,606.20	100.0%
5210940	103000	Maintenance - park tractor & equip	1,500		
5211110	103000	Janitorial contract			
5211125	103000	Park and community landscape contract	40,000	8,955.00	22.4%
5211130	103000	Creek maintenance			
5211140	103000	Park and community landscape special			
5211220	103000	Equipment Rental	4,200	105.04	2.5%

SAP	Functional Area	Expense Object	Budget 2015-16	Actual 10/7/2015	% Budget 2015-16
5211320	103000	Education & training supplies			
5211325	103000	Conferences, mtgs			
5211330	103000	Membership dues	1,900		
5211340	103000	Training Expense - Park	2,000		
5211440	103000	General travel	800		
5211520	103000	Recruiting ads & legal notices			
5211528	103000	Tree Services	8,000	810.00	10.1%
5211532	103000	Weed and pest control	2,000	300.00	15.0%
5211545	101000	Election expense - Board	1,750		
5211610	103000	Permits, Co. auditor fees, LAFCO share	700	714.86	102.1%
5220110	103000	Office expense	1,000		
5220130	101000	Reprod. costs, copy machine 10%	650	249.74	38.4%
5220210	103000	Replacement equipment & furnishings	3,000	170.58	5.7%
5220215	103000	Small tools	800	69.17	8.6%
5220220	103000	Maintenance - open space	2,500		
5220310	103000	Maintenance supplies, land & buildings	20,000	14,476.78	72.4%
5220610	103000	Gasoline,fuel	3,000	1,123.56	37.5%
5220810	103000	Misc supplies, community exp			
5220819	103000	Reg supplies	200		
5220825	103000	Uniforms & safety clothing	700	339.20	48.5%
5220826	103000	Food supplies	500		
5220827	103000	Household & janitorial supplies	2,000	671.46	33.6%
5220828	103000	First Aid supplies	300		
5420515		Co Pooled Investments interest			
TOTAL SERVICES & SUPPLIES			157,256	59,284.21	37.7%
EXPENDITURES: DEBT SERVICE					
5211710	103000	MERA 10% principal	1,600	1,600.87	100.1%
5211715	103000	MERA 10% interest	415		
TOTAL DEBT SERVICE			2,015	1,600.87	79.4%
EXPENDITURES: FIXED ASSETS: (Sch. C)					
5220910	103000	Cap. Outlay - Park Improvements			
5220916	103000	Equipment & tools			
TOTAL FIXED ASSETS					
Board Designated Reserve Goals:					
		<i>Capital Reserve (2.25%)</i>	15,300		
		<i>Unfunded Liabilities (3.25%)</i>	22,000		
		<i>Fund Balance Restoration (1%)</i>	6,800		
		Total:	44,100		
TOTAL CONTINGENCIES & RESERVES					
TOTAL PARK BUDGET			602,124	194,593.88	32.3%
REVENUE OTHER THAN TAXES					
		Rebates			
4410125	103000	Interest -Pooled Investments	500		

SAP	Functional Area	Expense Object	Budget 2015-16	Actual 10/7/2015	% Budget 2015-16
4410127	103000	Interest -Pooled Investment ERAF	100		
4530516	103000	Measure A Parks & Recreation			
4530527	103000	State Grants			
4540510	103000	Fed. Park Srvcs			
4511210	103000	HOPTR			
4570110	103000	Reimbursed expenses			
4710631	103000	Misc. Revenue - contract services			
4710642	103000	Misc. Revenue - Donations	150	911.25	607.5%
4810250	103000	Operating Transfers In			
TOTAL REVENUE OTHER THAN TAXES			750	911.25	121.5%

REVENUE SUMMARY

Estimated Property Tax Revenue:					
4110110	103000	Current Secured	295,737		
4110111		SB2557 Admin fees`	-5,323		
4110115	103000	Unitary	1,839		
4110120	103000	Current Unsecured	5,994		
4110140	103000	Excess ERAF	34,366		
4110145	103000	PY/Reverse ERAF			
4110210	103000	Supplemental	6,259		
4110215	103000	Supplemental Assessment, Current	143		
4110225	103000	Supplemental Assessment, Redem.	453		
4110310	103000	Prior Secured			
4110510	103000	Prior Unsecured	221		
4560110	103000	In-lieu, Housing			
Total Estimated Property Tax Revenue:			339,689		
4120610	103000	Special Tax	338,744		
4120611	103000	Administrative fee for Special Tax	(1,200)		
TOTAL BUDGET FUNDING			677,983	911.25	0.1%
TOTAL PARK BUDGET			602,124	194,593.88	32.3%

MARINWOOD COMMUNITY SERVICES DISTRICT
RECREATION DEPARTMENT BUDGET FOR FISCAL YEAR 2015-16

6103012100			<i>Adopted</i>	<i>5/12/15</i>	
GL	Functional Expense		Budget	Actual	% Budget
Account	Area	Object	2015-16	10/7/2015	2015-16
EXPENDITURES:					
5110110		Regular Salaries			
	101000	Administration (Dist Mgr 25%)	24,252	6,529.6	26.9%
	103000	Rec Director (70%)	68,825	18,529.8	26.9%
	103000	Recreation	<u>179,379</u>	75,219.0	41.9%
			272,456	100,278	36.8%
5110210		Extra Hire Wages			
	101000	Office hourly	10,494	4,147.7	39.5%
	103000	Overtime			
	103000	General	6,000	2,950.0	49.2%
	104000	Building attendant & janitorial	12,900	3,995.0	31.0%
	105000	Pool salaries	140,000	94,942.6	67.8%
	106000	Aquatics	45,000	35,365.6	78.6%
	107000	Summer programs	357,581	286,253.0	80.1%
	108000	Preschool	105,000	11,722.1	11.2%
	110000	Youth programs	28,300	717.3	2.5%
	111000	Adult programs	2,000	444.0	22.2%
	112000	Community events	700		0.0%
	113000	Swim team wages	<u>50,000</u>	<u>10,082.0</u>	<u>20.2%</u>
			757,975	450,619.3	59.5%
		Total Wages	1,030,431	550,898	53.5%
		Benefit & Employer Expenses			
5130120	103000	Group insurance	95,968	32,994.3	34.4%
5130510	103000	PERS	44,088	15,348.1	34.8%
5140115	103000	Workers Compensation Ins.	46,037	58,232.3	126.5%
5140130	103000	Physician services	500		0.0%
5140140	103000	Social Security/Medicare	79,330	43,955.8	55.4%
5140145	103000	Unemployment Insurance	<u>21,000</u>	<u>14,577.4</u>	<u>69.4%</u>
			286,922	165,108	57.5%
510000			1,317,353	716,005.49	54.4%
5210120	103000	Consultant fees	2,125	180.0	8.5%
5210122	103000	Marketing expense	30,000	7,909.3	26.4%
5210128	103000	Fingerprints	5,000	3,600.0	72.0%
5210131	103000	Legal expenses	1,000	717.5	71.8%
5210146		Recreation Program Contracts			
	107000	Summer program contracts	32,907	27,811.7	84.5%
	109000	Tennis contracts	44,000	13,481.3	30.6%
	110000	Youth Program contracts	31,215	4,407.1	14.1%
	111000	Adult program contracts	20,450	7,965.5	39.0%
	112000	Community Recreation contracts	0		

GL	Functional	Expense	Budget	Actual	% Budget
Account	Area	Object	2015-16	10/7/2015	2015-16
5210210	101000	Audit fees	3,300	925.9	28.1%
5210215	103000	Banking services	800		0.0%
5210230	103000	Payroll services	3,500	1,395.0	39.9%
5210525	103000	General insurance	8,500	5,737.7	67.5%
5210530	101000	Legal settlements			
5210725	103000	Phone & Radio	3,580	433.7	12.1%
5210810	103000	Gas & Electricity - PG&E	36,400	12,227.7	33.6%
5210815	101000	Garbage, dump	5,440	1,449.4	26.6%
5210835	103000	Water & sewer	1,696	3,148.2	185.6%
5211110	104000	Janitorial contract	25,000	11,608.3	46.4%
5211115	104000	Maintenance - special bldg*	0		
5211315		Staff training			
	103000	Recreation training expense	400	709.5	177.4%
	105000	Pool training	1,200	834.1	69.5%
5211320	103000	Books, publications, reference mat'l			
5211325	103000	Conferences, mtgs	3,000		0.0%
5211330	103000	Membership dues	2,200	640.0	29.1%
5211440	103000	General travel	2,000	502.3	25.1%
5211520	103000	Publication & legal notices	500	740.0	148.0%
5211545	101000	Election expense	1,750		0.0%
5211610	101000	Permits, Co. Finance, LAFCO	1,700	714.9	42.1%
5220110	103000	Office expense	20,500	8,015.9	39.1%
5220130	101000	Copy machine 60%, + outside pr	6,200	1,498.4	24.2%
5220215	105000	Maintenance - pool misc & equip	20,000	-1,004.8	-5.0%
5220310	104000	Maintenance - Community Ctr	6,000	2,098.3	35.0%
5220810	105000	Pool chemicals	14,000	7,018.7	50.1%
5220819		Recreation supplies			
	103000	General recreation supply	3,000	1,723.0	57.4%
	104000	Building rec supply			
	105000	Pool Supplies	6,500	2,247.7	34.6%
	106000	Aquatic Supplies	6,000	4,746.1	79.1%
	107000	Summer program expense	147,700	94,850.3	64.2%
	108000	Preschool supplies	1,000	442.6	44.3%
	109000	Tennis class supplies	600	312.0	52.0%
	110000	Youth Program expense	3,200	2,636.3	82.4%
	111000	Adult program expense	2,000	293.8	14.7%
	112000	Community Recreation expense	16,400	9,031.7	55.1%
5220825	105000	Pool guard clothing	1,500	646.4	43.1%
5220826	105000	Vending machine supplies	10,000	7,469.9	74.7%
5220827	103000	Janitorial supplies	12,000	6,786.8	56.6%
5220828		First aid supply			
	105000	Pool first aid	1,000		0.0%
	107000	Summer first aid supply	500	102.9	20.6%
5420500	103000	Interest on County Pooled Invest	0		
TOTAL SERVICES & SUPPLIE			545,763	256,055.08	46.9%

GL Account	Functional Area	Expense Object	Budget 2015-16	Actual 10/7/2015	% Budget 2015-16
5211710	103000	Principal, expansion loan	50,000	47,974.1	95.9%
5211715	103000	Interest, expansion loan	7,425	4,400.0	59.3%
TOTAL LOAN PAYMENT			57,425	52,374.13	91.2%
5220910	103000	Building and Pool Improvements	25,000	14,970.0	59.9%
5220916	103000	Rec Equipment	0		
TOTAL FIXED ASSETS			25,000	14,970.00	59.9%
Contingency, General (fund bal. unbudgeted)					
Board Designated Reserve Goals:					
<i>Capital Reserve (2.25%)</i>					
<i>Unfunded Liabilities (3.25%)</i>					
5450150	<i>Fund Balance Restoration (1%)</i>				
Total:					
Contingency for emergencies					
TOTAL CONTINGENCIES & RESERVES			0		
TOTAL BUDGET RECREATION			1,945,541	1,039,404.70	53.4%
REVENUE					
4410125	103000	Interest - pooled investments	500		0.0%
4410127	103000	Interest - ERAF			
4410215	105000	Pool facility & group picnic rent	16,000	7,004.7	43.8%
4410225	104000	Building rental	43,000	8,743.6	20.3%
4511210	103000	HOPTR	0		
4530516	103000	Measure A Parks & Recreation			
4570110	103000	Reimbursed expenses	500	2,073.2	414.6%
4631912		Vending & advertising			
	105000	Vending sales	15,000	13,246.0	88.3%
	103000	Ad sales	7,000	2,622.7	37.5%
4631914	112000	Community recreation activities	20,670	2,560.8	12.4%
4631915	109000	Tennis	59,000	19,764.0	33.5%
4631917	105000	Pool revenue - Drop-in/Passes	82,000	49,269.4	60.1%
	106000	Aquatics, swim classes	105,000	105,724.9	100.7%
	113000	Swim team reimbursement	57,000	63,168.9	110.8%
4631918	105000	Pool membership	60,000	45,625.2	76.0%
4631919	111000	Adult Programs	36,385	9,681.1	26.6%
4631920	107000	Summer Programs	793,495	677,926.4	85.4%
4631922		Youth Program revenue			
	108000	Preschool	133,000	15,959.4	12.0%
	110000	Youth Programs	102,790	14,241.7	13.9%
4640329	103000	Unused credit		1,049.1	
4710615	103000	Donations	1,000		
4710642	103000	Miscellaneous	25,150	1,467.6	5.8%
TOTAL NON-TAX REVENUE			1,557,490	1,040,128.72	66.8%

GL	Functional	Expense	Budget	Actual	% Budget
Account	Area	Object	2015-16	10/7/2015	2015-16
Total restricted funds & 6/30 balance budgeted					
<u>Other Revenue:</u>					
		Revenue other than taxes	1,557,490		
<u>Estimated Property Tax Revenue:</u>					
4110110	103000	Current Secured	404,129		0.0%
4110111	103000	Tax Admin fee - contra revenue	(7,274)		0.0%
4110115	103000	Unitary	2,514		0.0%
4110120	103000	Current Unsecured	8,191		0.0%
4110140	103000	Excess ERAF	46,961		0.0%
4110145	103000	P/Y ERAF/Reverse ERAF	0		
4110210	103000	Supplemental	8,553		0.0%
4110215	103000	Supplemental , unsecured	196		0.0%
4110225	103000	Supplemental Assessment, Reder	620		0.0%
4110310		Prior Year Secured	0		
4110510	103000	Prior Unsecured	302		0.0%
4560110	103000	In-lieu, Housing	0		
			464,192	-	
TOTAL BUDGET FUNDING			2,021,682	1,040,128.72	51.4%
TOTAL RECREATION BUDGET			1,945,541	1,039,404.70	53.4%

MARINWOOD COMMUNITY SERVICES DISTRICT
FIRE DEPARTMENT BUDGET FOR FISCAL YEAR 2015-16

Cost Center 6103013100 Adopted: 5/15/2015

Functional Area	Expense Object	Budget 2015-16	Actual 10/7/2015	% Budget 2015-16
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EXPENDITURES: SALARIES & EMPLOYEE BENEFITS

5110110		Regular Salaries			
	101000	Administration (Dist Mgr 50%)	48,504	13,059.20	26.9%
	103000	Sal. Fire Chief	107,432	28,924.00	26.9%
	103000	Sal. Firefighters (<i>Pending Negotiations</i>)	828,156	207,064.56	25.0%
5110313	103000	Holiday Pay	37,358		
5110319	103000	FLSA Work-week Adjustment	20,963	8,505.39	40.6%
5120110	103000	Overtime - General	85,000	29,271.31	34.4%
5120110	103000	Overtime - Industrial Accident		142,377.20	
5120110	103000	Overtime - OES (Reimbursed)			
		Total Regular Salaries	1,127,413	429,201.66	38.1%
5110210		Extra Hire Salaries			
	101000	CSD Office hourly	10,494	4,305.83	41.0%
	103000	Cadet Program/Extra Hire	-		
		Total Extra Hire Salaries	10,494		
		Total salaries	1,137,906	429,201.66	37.7%
5130120	103000	Group Insurance	287,704	96,322.20	33.5%
5130510	103000	PERS	333,738	87,685.53	26.3%
5140115	103000	Workers Compensation	141,762	115,392.21	81.4%
5140130	103000	Physicians Services	4,100	96.00	2.3%
5140140	103000	Social Security/Medicare	87,050	31,638.88	36.3%
5140145	103000	Unemployment Insurance	3,108	342.90	11.0%
		Total Benefits & Employer Expense	857,462	331,477.72	38.7%

5100000	TOTAL SALARIES & EMPLOYEE BENEFITS		1,995,368	760,679.38	38.1%
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EXPENDITURES: SERVICES AND SUPPLIES

5210120	103000	Consultant fees	12,050	8,969.05	74.4%
5210128	103000	Fingerprinting	300	64.00	21.3%
5210131	103000	Legal Expense	10,000	4,029.73	40.3%
5210210	101000	Audit	6,600	2,823.22	42.8%
5210215	103000	Banking fees	600		
5210230	103000	Payroll services	4,000	1,042.65	26.1%
5210525	103000	General Insurance	13,502	9,690.57	71.8%
5210530	101000	Legal settlements			
5210725	103000	Telephone, broadband, cell	8,000	2,234.69	27.9%
5210810	103000	Gas & Electricity - PG&E	9,450	3,817.75	40.4%
5210815	101000	Garbage Removal	2,720	764.68	28.1%
5210835	103000	Water (\$100/mo) & Sewer (40%)	1,800	200.00	11.1%
5210910	103000	Vehicle maintenance	25,000	2,642.44	10.6%
5210920	103000	MERA operation (90% of total)	14,456	14,455.80	100.0%
5210925	103000	Radio Maintenance & Equipment	3,918		
5211140	103000	Vegetation management	-		
5211310	103000	Special programs, awards & incentives	3,000	136.25	4.5%
5211320	103000	Educational Materials (Train/Prev/NERT)	5,000	75.00	1.5%

SAP	Functional Area	Expense Object	Budget	Actual	% Budget
			2015-16	10/7/2015	2015-16
5211325	103000	Conferences & meeting expense	1,000		
5211330	103000	Memberships, Dues (offset by payroll ded.)	2,500	2,561.00	102.4%
5211340	103000	Training / Testing (inc.EMT,CPR, FPO, TO)	8,000		
5211440	103000	Routine Travel	1,000	724.38	72.4%
5211520	103000	Publications, Legal Notices	400		
5211545	101000	Election Exp. (Board, Paramedic)	6,000		
5211610	103000	County fees, LAFCO share, Hazmat	5,960	2,929.72	49.2%
5220110	103000	Office expense	7,000	2,412.77	34.5%
5220130	101000	Reprod. costs - Xerox 30%	3,000	749.18	25.0%
5220210	103000	In-house apparatus & equipment maintenance	5,000	2,690.94	53.8%
5220215	103000	Hydrant Maint.	1,500	22.04	1.5%
5220220	103000	Small tools	500	1,290.34	258.1%
5220310	103000	Building Maintenance	9,400	3,534.98	37.6%
5220610	103000	Gasoline, fuel	9,000	2,420.69	26.9%
5220810	103000	Miscellaneous supplies	24,586	11,844.12	48.2%
5220825	103000	Uniforms & personal Supplies	7,062	1,422.97	20.1%
5220826	103000	Food, emergency supplies	1,500	1,122.26	74.8%
5220827	103000	Janitorial & Building Supplies	3,000	600.00	20.0%
TOTAL SERVICES & SUPPLIES			216,804	85,271.22	39.3%
EXPENDITURES: DEBT SERVICE					
5211710	103000	Long-term debt principal <i>MERA bond share - 14408</i> <i>Building loan - 50000</i>	64,408	62,381.96	96.9%
5211715	103000	Long-term debt interest <i>MERA bond share - 3736</i> <i>Building loan - 7425</i>	11,161	8,135.76	72.9%
TOTAL LOAN PAYMENT			75,569	70,517.72	93.3%
EXPENDITURES: FIXED ASSETS					
5220910	103000	Improvements	15,838		
5220916	103000	Other equipment - new fire engine lease	43,000	42,752.99	99.4%
TOTAL FIXED ASSETS			58,838	42,752.99	72.7%

Functional Area	Expense Object	Budget 2015-16	Actual 10/7/2015	% Budget 2015-16
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EXPENDITURES: CONTINGENCIES & RESERVES

Reserves for equipment replacement *proposed*

Utility Vehicle	6,000
HVAC, Firehouse	8,000
Total:	14,000

Board Designated Reserve Goals:

Capital Reserve (2.25% of Total Rev)	54,700
Unfunded Liabilities Reserve (3.25%)	79,000
Fund Balance Restoration (1%)	24,300
Total Board Designated Reserve:	158,000

TOTAL CONTINGENCIES & RESERVES	-
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TOTAL BUDGET	2,346,579	959,221.31	40.9%
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REVENUE: BUDGET FUNDING - FIRE DEPT.

		Estimated Property Tax Revenue:		
4110110	103000	Current Secured	638,309	
4110111	103000	Admin fee for tax collection	-11,489	
4110115	103000	Unitary	3,970	
4110120	103000	Current Unsecured	12,937	
4110140	103000	Excess ERAF	74,174	
4110145	103000	P/Y ERAF /Reverse ERAF	0	
4110210	103000	Supplemental Assessment, Current	13,510	
4110215	103000	Supplemental Assessment, Unsecured	309	
4110225	103000	Supplemental Assessment, Redem.	979	
4110310	103000	Prior Year Secured	0	
4110510	103000	Prior Unsecured	477	
4560110	103000	In-lieu, Housing	0	
		Total Estimated Property Tax Revenue:	733,176	
4120610	103000	Special Tax	992,346	
4120611	103000	Admin fee for Special Tax collection	(3,600)	
4220115		Plan Review fees	5,000	177.00 3.5%
4410125		Interest - Pooled Investments	500	
4410127		Interest - excess ERAF		
4511210	103000	HOPTR	0	
4530527		Grants - two vegetation management projects		
4570110		Expense reimbursements - CSA13 Engine Payment		
4631145		Contracts for service	81,378	
4631740		Emergency Response Fees (billable)	10,000	
4640321		CSA 13 contract	612,946	
4640415		OES reimbursement		
4710615		Donations		
4710642		Miscellaneous revenue	100	1,822.50 1822.5%

TOTAL FIRE BUDGET FUNDING	2,431,846	1,999.50	0.1%
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TOTAL FIRE BUDGET	2,346,579	959,221.31	40.9%
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**MARINWOOD COMMUNITY SERVICES DISTRICT
STREET LIGHTING BUDGET FOR FISCAL YEAR 2015-16**

Cost Center **6103014100**

Adopted: 5/12/2015

SAP	Functional	Expense	Budget	Actual	% Budget
	Area	Object	2015-16	10/7/15%	2015-16
EXPENDITURES: SERVICES & SUPPLIES					
5220110	103000	CSD Admin overhead - (chg to office exp)			
5210237	103000	Special Tax admin			
5210825	103000	Street Light power (295 lights)	16,000	2,692.24	16.8%
5210915	103000	Street Light maint	3,600	738.21	20.5%
5211520	103000	Publication, legal notices			
5211610	103000	Marin General Services Authority admin fee	250	201.00	80.4%
5220916	103000	New street lights	0		
		TOTAL SERVICES AND SUPPLIES	19,850	3,631.45	
EXPENDITURES: CONTINGENCIES & RESERVES					
	103000	Contingency, Special:			
9000010		Major maintenance contingency	4,110		
		TOTAL CONTINGENCIES & RESERVES	4,110		
TOTAL BUDGET			23,960	7,262.90	30.3%

BUDGET FUNDING

Taxes					
4120610	103000	Service charge - \$15.00 per impr. par.	24,060		
4120611	103000	Tax collection fee - contra revenue	(100)		
4410125	103000	Interest - Co. Pooled Investments			
4570110	103000	Rebate from PG&E for LED retrofit			
4810135	103000	Loan Proceeds			
		6/30 fund balance budgeted	0		
TOTAL BUDGET FUNDING			23,960	0.00	0.0%

**MARINWOOD COMMUNITY SERVICES DISTRICT
 "MEASURE A" BUDGET FOR FISCAL YEAR 2015-16
 FUND: 73701**

SAP	Functional Area	Expense Object	Budget 2015-16	Actual 10/7/15	% Budget 2015-16
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EXPENDITURES:

PARK - SAP Cost Center: 6103011000

5220910	103000	Capital Outlay - Park Improvements	22,000.00		
5220916	103000	Equipment & Tools - Park	15,000.00	15,999.00	106.7%

RECREATION - SAP Cost Center: 6103012000

5220910	103000	Building and Pool Improvements	25,000.00		
5220916	103000	Rec Equipment			

TOTAL MEASURE A BUDGET			62,000.00	15,999.00	25.8%
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REVENUE:

PARK - SAP Cost Center: 6103011000

4530516	103000	Measure A - Park	37,000.00		
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RECREATION - SAP Cost Center: 6103012000

4530516	103000	Measure A - Recreation	29,630.60	38,790.39	130.9%
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TOTAL MEASURE A FUNDING			66,630.60	38,790.39	58.2%
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RESOLUTION NO. 2015-10

**RESOLUTION OF THE BOARD OF DIRECTORS OF
MARINWOOD COMMUNITY SERVICES DISTRICT
REQUESTING TEMPORARY TRANSFER OF FUNDS
FROM MARIN COUNTY TREASURER**

WHEREAS, the Board of Directors of Marinwood Community Services District (“District”) finds that the funds it has on deposit with Treasurer of the County of Marin and in commercial bank deposits will be insufficient to meet the operational and maintenance requirements of the District prior to the first distribution of property tax revenues for the Fiscal Year 2015-2016 in December 2015;

NOW, THEREFORE, BE IT RESOLVED, in accordance with Article XVI, Section 6 of the Constitution of the State of California, that Marinwood Community Services District requests the sum of \$1,500,000 be transferred from funds in the custody of the Treasurer of the County of Marin to Marinwood Community Services District for meeting the obligations incurred for maintenance purposes for the Fiscal Year 2015-2016, (July 1 through the last Monday in April only). Said sum to be used for meeting the obligations incurred for maintenance and operation purposes only. Said sum does not exceed eighty-five percent (85%) of the anticipated revenues accruing to the District and shall be replaced from revenues accruing to the District before any other obligations are met from said revenues.

PASSED AND ADOPTED at a regular meeting of the Marinwood Community Services District Board of Directors held on the 13th day of October 2015, by the following vote:

AYES:

NOES:

ABSENT:

Tarey Read
President, Board of Directors

ATTEST:

Carolyn Sullivan, Secretary to the Board

Marinwood Community Services District Budget Amendments
 Fiscal Year 2015-2016
 Approved by Board of Directors October 13, 2015

Fund	Fund Center	GL Account	GL Account Name	Current Budget	Increase	Decrease	Amended Budget 10/13/15
73700	Streetlight Department 6103014000	9000010	Contingencies Major Maintenance Contingency	4,110		4,110	0
73700	6103014000	5210900	Expenditure Streetlight Maintenance	3,600	4,110		7,710

Eric Dreikosen

From: Stephen Nestel <stephennestel@gmail.com>
Sent: Thursday, September 10, 2015 9:47 AM
To: Eric Dreikosen
Subject: Fwd: Marinwood residents ask for immediate remediation at RWQCB Sept 9, 20115

Please place this in the next board meeting correspondence.

Thank you.

----- Forwarded message -----

From: **Stephen Nestel** <stephennestel@gmail.com>
Date: Thu, Sep 10, 2015 at 9:07 AM
Subject: Marinwood residents ask for immediate remediation at RWQCB Sept 9, 20115
To:

<https://youtu.be/6i6yCV-0-Fw>

Here is a video of the full meeting (30 minutes)

Speakers: Bill McNicholas, Ray Day, Ann Moran and Stephen Nestel spoke on behalf of the resident of Marinwood and Casa Marinwood.

Renee Silveira spoke eloquently on behalf of her family dairy farm.

All we want is IMMEDIATE remediation of the hotspot while testing continues. It is within the Regional Water Control Board's full power to order it.. No testing has occurred since 2011.

Stephen Nestel

Eric Dreikosen

From: Stephen Nestel <stephennestel@gmail.com>
Sent: Friday, October 09, 2015 12:50 PM
To: Eric Dreikosen
Subject: Letter to the Marinwood CSD board regarding the Sol-Ed proposal to be included in October 2015 CSD meeting.

Note to Board. This is a correspondence and my response regarding the Solar proposal. I think my supporter is asking many of the same questions as you about my position on the Sol Ed proposal.

=====

- Steve,

I want to give you some insight on your statements about the solar project at the Community Center. I think it is hurting your credibility.

First let me tell you I have no involvement in the project at all. While I do work for a solar company (xxxxx) I ONLY work on solar and battery projects for the federal government. No residential, no municipal.

The federal government has no money for solar. They cannot/will not pay more for solar energy than they do for utility provided energy. No project I work on can cost the federal government a penny. In fact to win a project we have to come in a lot less than what the utility is charging.

The project at the Community Center is not perfect. Because of the use of local consultants and small solar businesses from the area the price being charged CSD is a lot higher than if they awarded the project to a larger solar company that does solar carports every day. I know there was a contract being used throughout the county and they tapped into that. Let me say that this strategy made a lot of local consultants happy and drove up the \$/kWh being paid. On the other hand everyone can be happy CSD is supporting local business.

The arrangement agreed to as I understand it was a Power Purchase Agreement (PPA). In PPAs now being signed there should be no payment at all by the customer, in this case CSD. Putting in solar will free up utility dollars and not become any drag on the CSD budget. If there is any work that needs to be done on the existing structures, that should have been included in the contract and be folded into the PPA contract resulting in no upfront cost.

You can do what you want with your messaging, You are the candidate. But for people who understand solar and what was said in the papers about this project, your statement on solar for CSD does not make sense.

I am a fan of yours because of your objection to high density housing in Marinwood. Just trying to pass on a solar perspective.

My Response:

Thanks xxxxx .

First let me state very clearly. I am NOT anti solar. In fact I have been involved with Solar since the 1970s and received a degree in Natural Resource Economics . This issue is very familiar to me. I do favor a solar project when our finances are stabilized. I understand that a power purchase agreement is essentially a lease that is paid from existing electric bills.

I am opposed to THIS particular agreement but I am open to other agreements with more established companies like Solar City that can provide a solid partnership throughout the life of the twenty five year contract.

There are many angles to this but to be brief:

1.) I oppose the installation of a permanent solar carport in the pool area where it is highly likely that we will be renovating the pool area within ten years due to periodic maintenance and expansion due to population increase. It is highly likely we will be enlarging the pool area like the terra linda pool. This will involve the removal of the carport structure. The extra engineering/cost for this structure will be born by the CSD. It doesn't make sense financially for such a short life.

2.) Sol Ed has NOT ONE solar installation completed that we found. This is pretty strange that they won the contract given they were competing against Solar City and other large, established companies. It is basically, David Kunhardt working out of an office cubicle downtown. Of all of the original 15 municipalities on the contract that we contacted, not one has their system built or dropped out entirely. Sol Ed is scrambling. The original bid proposal required five successful solar installations as a pre-condition for the initial San Rafael contract. Sol Ed had none. Why did they win the original contract? (hint:politics)

3.) Rapidly falling prices and increased Solar array efficiency is threatening to turn the financial equation of lease/own on its head. The "opportunity cost" is great during a twenty five year lease .

4.) Solar hot water heating makes more sense in the pool area and has a 4-5 year payback according to the Department of Energy. Even the county recommended this in 2011.

5.) Constrained capital resources should be directed to immediate capital needs such as rebuilding the maintenance shed, dangerous tree removal that are truly "front burner issues". I am all for energy/ money saving technologies. I prefer a comprehensive planning approach vs. the quick and dirty proposal that we may have to live with for twenty five years.

6.) Since the contract for "consulting services" to select the solar contract was written with a former CSD director, the taxpayers never received a true open bid for the contract. Instead, they were told it was a "really good deal" if we simply tagged on to San Rafael's contract. It has been accepted as an article of faith. What is the harm of a true competitive bid? Clearly we could choose more established competitors

with a history of success.

7.) Sol-Ed may not be around forever. Its owner, David Kunhardt, while appearing healthy, is likely to be long retired before the twenty five year life of the project. This means he will be selling the deal to another unknown party who may not be qualified to deliver on its promises.

In short, Sol Ed is a weak, inexperienced company in a field with many successful competitors that offer the expertise, experience and reliability needed for our district. We should be more prudent with our investments while seeking to continually improve our energy efficiency and capital management. There will definitely be better and cheaper solar tech tomorrow when we are ready to invest in solar.

I respect your experience and knowledge. Where do we disagree?

Stephen Nestel

360 Quietwood Dr.

San Rafael, CA 94903

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

October 6, 2015 Fire Commission Meeting Minutes

DRAFT

Fire Commissioners:

Present: Jeff Naylor, Russ Albano, Ron Marinoff, Greg Stilson, Tom Elsbree, Jim Rey

Others in attendance:

Fire Chief Tom Roach, District Manager Eric Dreikosen, Board Members Bill Shea, and Tarey Read, Linda Barnello, Park and Rec Chair Izabela Perry, Firefighter Ryan Brackett, Firefighter Jeff Smith

1. Approval of Agenda-Call to order 730 pm. Commissioner Naylor asked if there were any additions or changes to the agenda. Ron Marinoff wanted to say he approved of the new and improved agenda.
 - **M/S Elsbree/Marinoff to approve submitted agenda.**
2. Public Comment on Non agenda items.
 - Linda Barnello had a question on what “employee Group” meant. Chief explained that he uses that term to describe the Union.
 - Eric Dreikosen thanked the firefighters who cleared the downed oak tree on the Queenstone Fire Road
 - Commissioner Marinoff commented on an IJ article that said the Cal Fire Fire Prevention fee had 43 million in unspent dollars. Chief will approach MCFD Chief to see if local agencies can access the money.
3. Approval of September Minutes
 - **M/S Marinoof/Albano to approve of September Minutes. Commissioner Naylor had one correction to the spelling of Stephen Nestel’s name. All in favor with correction.**
4. September Activity Schedule and Response Report.
 - The September Activity Schedule was reviewed. Chief pointed out the new call report. The month of September was reported as well as the year to date and the previous year to date.
 - The response report was reviewed. Commissioner Marinoff had a question on the balloon in the tree response. Chief explained that it was a silver balloon and someone was worried it was a fire hazard. Commissioner Naylor had a question on the big rig that overturned on Lucas Valley Road spilling paint. Chief explained the details of the call and that the environmental damage from the spilled paint was very limited.
5. Chief Report
 - Chief updated the Commission on new fire engine warning signs near the firehouse. He had spoken to DPW Roads division and was working on having someone out to review the area and see if new signs were warranted.
 - Chief gave an update on the new engine. It should be completed by November 9th with the final inspection taking place by Marinwood personnel that week.
 - Chief gave an update on winter weather preparation that is being done by the parks department and the fire department.
 - Chief gave an update on the new hire process. 5 Paramedic candidates from San Rafael’s list will be interviewed on October 14.
 - Chief mentioned that the department will need to have promotional exams in the near future for Engineer and Captain.
 - Commissioner Marinoff led the discussion on vegetation management on private lands, particularly Daphane Property.

- Chief mentioned the updating of the Community Wildfire Protection Plan going on County Wide. There are public meetings taking place the week of October 12. A flier was distributed in the packet.
 - The Marin County Open Space Biodiversity Plan update was discussed. Chief explained that the Marin County Fire Chief's have had input into the plan expressing the need for the Open Space to improve vegetation management.
 - Commissioner Naylor led the discussion on the need for updating the Marinwood FD website or possibly include it on the Marinwood CSD website. He also suggested other social media outlets be explored to help disseminate information to the public such as NextDoor or Twitter.
6. Future Agenda Items
- Chief said he would have a report on vegetation management on Daphne Property at the next meeting.
7. Adjourn

Chief Tom Roach

October 8, 2015

To: Marinwood Fire Commission
From: Chief Tom Roach
Re: Activity Summary for September 2015

FULL TIME PAID STAFFING

Eleven (10) full time paid personnel and One (1) Temporary Firefighter including:
Fire Chief Tom Roach
“A” shift- Captain Heine, Engineer Smith, Firefighter Brackett
“B” shift- Captain Bagala, Engineer Papanikolaou, Firefighter Selvitella, Firefighter Jeff Smith
“C” shift- Captain White, Engineer Correa, Temporary Firefighter Alex Wilhelm
Relief Firefighter-vacant
One firefighter off on industrial disability leave. Jeff Smith has moved from the Relief FF position, although he has always been on shift. Temporary FF Alex Wilhelm has been hired for up to 1000 hours.

VOLUNTEER STAFFING

21 Current Volunteers including:
One Volunteer Battalion Chief
2 Volunteer Firefighter/AO’s
8 Volunteer Firefighters qualified as “responders” (includes AO’s & Captains)
13 Volunteer Firefighter qualified as a “non responder”

EMERGENCY CALLS

Below are emergency calls for September 2015. The department ran 91 emergency responses in September, mostly medical aides but the department did respond to one vegetation fire in Marinwood, one vegetation fire in Novato, one semi-truck over turn with paint spill on Lucas Valley Road, and four cover in assignments in Novato. Also, Captain Heine was assigned to the San Rafael OES Engine for a strike team assignment during September.

	September 2015 Response Report						
	MA	PSA	FA/NN	FIRE	HAZMAT	COVER	TOTAL
Marinwood	12	8	7	1	1	na	29
CSA 13	4	4	2	0	0	na	10
New JPA (east of 101)	22	3	4	0	0	na	29
Old JPA (mont marin)	7	2	0	0	0	na	9
SR Mutual Aid	1	0	1	0	0	0	2
MC JPA	3	1	2	0	0	na	6
Novato Matrix	0	1	0	1	0	4	6
Others (list)	0	0	0	0	0	0	0
Total number	49	19	16	2	1	4	91

Through September 2015 Response Report

	MA	PSA	FA/NN	FIRE	HAZMAT	COVER	TOTAL
Marinwood	139	48	30	9	1	na	227
CSA 13	39	17	5	0	0	na	61
New JPA (east of 101)	257	48	44	8	0	na	357
Old JPA (mont marin)	40	18	4	1	0	na	63
SR Mutual Aid	29	4	9	7	0	4	53
MC JPA	29	9	6	0	0	na	44
Novato Matrix	5	3	3	9	0	34	54
Others (list)	0	0	0	0	0	0	0
Total number	538	147	101	34	1	38	859

Through September 2014 Response Report

	MA	PSA	FA/NN	FIRE	HAZMAT	COVER	TOTAL
Marinwood	143	42	36	8	0	na	229
CSA 13	54	11	5	0	0	na	70
New JPA (east of 101)	182	36	30	6	0	na	254
Old JPA (mont marin)	40	13	7	5	0	na	65
SR Mutual Aid	23	3	11	17	0	11	65
MC JPA	17	3	0	0	0	na	20
Novato Matrix	4	2	5	17	3	35	66
Others (list)	0	0	0	0	0	0	0
Total number	463	110	94	53	3	46	769

**Note-The renegotiated JPA which had Marinwood responding East of Highway 101 again was signed in April of 2014 with responses starting there May 1, 2014.*

STRIKE TEAM ASSIGNMENTS 2015

Here is quick recount of the strike team assignments thus far this summer. The engine and personnel have been all over the state, encountering the most severe of fire conditions. Let me know if you have any questions.

6/20-6/22 Corrine Fire in Mariposa with Heine, Papanikolaou, Davenport

6/22-6/23 Parkhill Fire in San Luis Obispo with Heine, Papanikolaou, Davenport
Returned 6/23

7/22-7/27 Wragg Fire in Vacaville Area with White, Correa, J. Smith

7/27-7/31 Lowell Fire in Nevada County near Grass Valley with White, Correa, J. Smith

7/31-8/7 Rocky Fire in Lake Berryessa Area with White, Correa, J. Smith

Crew rotation occurred on 8/7 in Base Camp of Rocky Fire

8/7-8/8 Staged at Anderson Valley Staging near Redding with Heine, B. Smith, Brackett, and SR Medic

8/8-8/20 Gasquet Complex Fire in Del Norte County with Heine, B. Smith, Brackett, SR Medic

Returned 8/20

8/25-8/30 Mad River Complex in Six Rivers National Forest in Humbolt and Del Norte County

Returned 8/30

9/11-9/22 Captain Heine assigned to San Rafael OES Engine for Butte Fire and Valley Fire

COMMUNITY SERVICE/PREVENTION/ASSOCIATION MEETINGS

- I completed four final inspections of new solar systems in Marinwood.
- One fire commission meeting was held in held in September.
- I completed seven vegetation management and home inspections in Marinwood during September.
- I met with four of the five candidates to discuss fire department operations during September.
- A brief 9/11 ceremony was held at the flagpole on Patriots Day.
- The fire department had a booth at the Lions Club Car Show handing out vegetation management and disaster preparedness information.
- I met with two potential volunteer firefighters to explain how the program works and the time commitment expected.

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 new volunteer firefighters were added to Target Safety
- All three shifts participated in a multi company drill/training through the Central Marin Training Consortium in September. The topic was Firefighter Safety and Survival
- Five volunteer drills were held in September. Firefighter Safety and Survival, wildland firefighting, medical training, and structural firefighting were all reviewed as well as one barbeque and inter-tube water polo night.

MAINTENANCE

- All 4 department vehicles underwent a comprehensive monthly check during September.
- All gas-powered equipment was checked weekly during the months.
- All vehicle batteries were serviced and charged on a weekly basis during the months.
- Engine 658 had new tires installed and a preventative maintenance check and some minor mechanical maintenance completed after the 28 day strike team assignment.
- An inspector from SDRMA came to inspect the damaged bumper and review the two quotes to repair it. Insurance will pay Burton Fire Apparatus directly to fix the bumper.

October 8, 2015

To: Marinwood Board of Directors
From: Chief Roach

Re: Traffic Signs at the Firehouse, New Engine Update, New Employee Hire, Fuel Reduction Options on Private Lands, Community Wildfire Protection Plan, Marin County Open Space Biodiversity Plan, Fire Department website and external communications, Winter Weather Preparation

Traffic Signs near the firehouse

In response to the accident Engine 58 was in at the intersection of Lucas Valley Road and Miller Creek Road it was suggested that maybe additional signs were needed in the area to watch for fire apparatus. I have spoken with the head of the Road Maintenance Division to come and have a look to see if additional signs are warranted. He is supposed to contact me sometime in early October to set up an appointment time.

New Engine Update

The engine is currently being constructed. I have forwarded Board and Commissioners electronic copies of construction pictures. Unfortunately the sales rep told me delivery will probably be into November of this year. As construction nears completion KME will pay for three department members to fly back to their plant for a final inspection. At this point the plan is to keep the current Engine 58 as a reserve Type 1 for both Marinwood and San Rafael to use as needed. The new engine, the reserve engine, and the Type 3 engine do all fit in the apparatus bay with the utility vehicle parked in the back. I have looked throughout the county to see if other departments have room to store the reserve engine. Currently in San Rafael, Novato, MCFD, there is none available. That may change but for now storage of the reserve engine will be Marinwood's responsibility and will have to be done at the Marinwood station.

New Employee Hire

The department is looking to hire a new full time employee with the departure of Ross Anderson. San Rafael has forwarded the information of five firefighter paramedic candidates from their current list. There is a new hire Academy held in San Rafael beginning November 2 that the Marinwood new employee will participate in. Interviews will take place Wednesday October 14 at the new Sheriff Office building.

Fuel Reduction Options on Private Lands

Commissioner Marinoff asked that this be placed on the agenda of the Fire Commission and led the discussion. He brought up the Daphane Property and contacting the owners to have them do vegetation management on their property. It is an excellent point. Currently the property managers will do maintenance on privately owned Hoytt Plaza so it's unreasonable to require Daphane Property owners to do the same. Currently the District allows residents to do vegetation management on CSD Open space by clearing grasses, removing dead and dying vegetation and pruning trees up to 10 feet or 1/3 their total height. North Bay Conservation Corps will be doing a Vegetation Management project on Blackstone Lane extension probably some time in November. Additionally,

the Cal Fire Prevention Fee has a surplus of 43 million dollars not spent. I spoke to Chief Weber from MCFD to see if money will be available to local jurisdictions from this fund. He said he expects five million dollars to be made available, I believe statewide. I am hoping to secure some money back to assist with vegetation management projects around the community.

Community Wildfire Protection Plan

There is a current project underway lead by Fire Safe Marin and Marin County FD to update the County Wide Community Wildfire Protection Plan. A flier is included on upcoming meetings for input on the County Wide Plan. I have submitted maps locating a number of different areas around Marinwood and Lucas Valley for potential projects.

Marin County Open Space BioDiversity Management Plan

Included in the packet is information on Marin County Open Space Biodiversity Management Plan. This has been an ongoing project update for MCSO and deals with vegetation management while protecting natural habitats and eliminating non native species. The Marin County Fire Chief's Association has been active with MCSO throughout this process to include the fire services concern and desire to have fuel reduction for wildfire protection to be included in the plan. The two parties continue to work collectively to address the concerns of each.

Fire Department Website and External Communications

Commissioner Naylor asked that this be included on the Commission agenda. There has been an updated website for the fire department constructed, upkeep of information has always been a challenge. The best current way for the fire department of Fire Chief to disseminate information to the public seems to be through the NextDoor blog/website. Commissioner Naylor suggested a better option may be to include a page on the current Marinwood CSD website with fire department information. He also suggested facebook and twitter may be another good way to get information out to the public. He will work with Chief and Paula to make possible changes/upgrades.

El Nino and Winter Preparation

Just wanted to give the Board and Commission a heads up. Shane, Eric, and I met for a while Thursday to discuss the upcoming winter months and expected rain. Shane and his crew have plans over October to check the creek areas for downed trees or other objects that could obstruct flow in the creek. Keeping the creek moving is one of the best things that can be done. Back up of water there causes a ripple effect of other problems. The parks guys will also check the major drains that run into the creek in Marinwood open space. These drains often get filled with brush or debris from the open space. Keeping them clear also prevents back up that can divert water into homes. Both the creek and these drains require regular and constant inspection during rains. Early detection of blockage can help prevent a major back up. Shane and the parks as well as the fire department will constantly monitor areas during heavy rains. Additionally, sand and sand bags will be ordered soon. The current location is for sand bags and sand is near the shed by the tennis courts. Shane is exploring the possibility of moving the location to the

Marinwood parking lot. If it is moved residents will be notified of the location change. Communication between Shane and his crew is done via a MERA radio. Marinwood Fire Personnel also have that frequency available should they need to contact a park worker directly. Best communication pattern would be fire personnel to me, me to Shane, Shane to his crew. We haven't discussed a communications plan yet, but will do so soon. All storm related equipment has been serviced and is ready for use. Chain saws, emergency generators, flash lights, shovels, etc are ready for use. In the event of an anticipated event I will up staff the fire department utilizing volunteers and other paid staff to staff up to all of the department apparatus depending on storm severity expectation.

I did attend the State OES planning meeting at Marin County OES Office. It was a good meeting with lots of information. The Marin OES Office and Fire Chief's are planning a follow up meeting that deals with more local issues. The biggest threats Marinwood faces are flow issues and possible overflow/back up of Miller Creek. Storm drain blockage that could block streets and roads. Possible levy breaks in McInnis Area or St. Vincent's though not necessarily "Marinwood" jurisdiction will require Marinwood response. Low lying areas of St. Vincents have also been prone to flooding and those same areas also have SMART Train track on them. And of course the threat of down trees, mud slides, and power outages are always a concern during storm events. There are also the emergencies created by people not being so smart such as the three kids the Sheriff and the Fire Department had to chase out of Miller Creek when they were trying to surf the creek. Public education can help alleviate many issues before they happen. I spoke with the Marin County OES Emergency Services Coordinator. We are going to take a tour of the problem areas in ST. Vincents and northern San Rafael during October. Previously during storm events when the Marin County Emergency Operation Center has been opened it has served Marinwood well. I have direct access to both Jason Weber the Marin County Fire Chief and MCOES Emergency Services Coordinator to request additional DPW assistance or flood control needs. This has worked extremely well for Marinwood over the years. Additional fire resources can be requested through the usual channels of dispatch.

One of the more interesting things I heard at the meeting today is "WE are in a strong El Nino Event now." An El Nino event is measured by the number of degrees the ocean temperature rises and the direction the currents shift. We are currently in a Strong El Nino that is expected to continue through May of 2016. How that will affect the rainfall no one was willing to accurately predict. It was said you can expect higher than normal rainfall, but also that Strong El Nino's seem to affect southern California more than they do central California-us. The weather forecaster suggested planning in preparing for more than normal rainfall but to continually monitor the 7 to 10 day forecast and plan accordingly. So....it may....or may not....rain.
More to follow....

MARIN COUNTY FIRE DEPARTMENT & FIRESAFE MARIN COMMUNITY WILDFIRE PROTECTION PLAN (CWPP) UPDATE **PUBLIC MEETINGS**

FIRESafe MARIN and Marin County Fire Department are actively working to complete an update to the 2005 **Marin County Community Wildfire Protection Plan (CWPP)**. We invite all interested parties to attend one of four CWPP public meetings:

OCTOBER 12, 13, 14, 15

6:00PM-7:30PM

Southern Marin: Monday, October 12
Mill Valley Community Center - Mountain View Room

West Marin: Tuesday, October 13
Point Reyes, Red Barn/Bear Valley Visitor Center

Central Marin/Ross Valley: Wednesday, October 14
San Anselmo City Council Chambers

North Marin: Thursday, October 15
Novato, Margaret Todd Senior Center

What is a Community Wildfire Protection Plan (CWPP)?

A CWPP serves as a framework to prioritize future wildfire hazard protection, develop actions to reduce structural ignitability, and identify and prioritize potential fuel treatment, hazard mitigation, and restoration projects.

What can I expect at the public meeting?

Our team of wildfire scientists, fire officials, public land managers, and community volunteers will present the current state of wildfire science in Marin, and facilitate discussion and input to identify and prioritize potential projects.

Marin County Fire Department and FIRESafe MARIN seek to work with the public and stakeholders to identify areas of hazard and concern, and to work collaboratively to develop wildfire hazard mitigation solutions and guidelines that will be documented in an updated CWPP.

WWW.FIRESAFEMARIN.ORG/CWPP

All public meetings and events sponsored or conducted by the County of Marin are held in accessible sites. Requests for accommodations may be made by calling (415) 473-4381 (Voice), (415) 473-3232 (TDD/TTY) or by e-mail at disabilityaccess@marincounty.org at least five business days in advance of the event. Copies of documents are available in alternative formats, upon request.





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St

Vegetation and Biodiversity Management Plan

new

Update July 10, 2015

The Draft Environmental Impact Report (EIR) 60-day comment period closed on July 8. The MCOSD will respond in writing to all comments relevant to the analysis of environmental impacts in the Draft EIR. The Marin County Parks and Open Space Commission will then consider the VBMP and the Draft EIR at a public meeting, and make a recommendation to the MCOSD Board of Directors, who will consider approval of the VBMP and certification of the Draft EIR at a subsequent public meeting. The MCOSD has not determined the dates for these public meetings..

Overview

The Marin County Open Space District (MCOSD) is developing a Vegetation and Biodiversity Management Plan (VBMP) to direct resource management efforts on MCOSD's 34 preserves for the purposes of maintaining and increasing biodiversity, while reducing the risk of wildfire. The MCOSD will work in partnership with the Marin County Fire Department, local fire districts, and other public land management entities to implement the VBMP.

The VBMP will incorporate the most recent science in both of these areas. It will include strategies and tools for addressing the spread of invasive weeds, addressing the increase in fire fuel loads, and improving efforts to preserve and enhance native species and habitats. The VBMP will guide the MCOSD in meeting the first goal of its Strategic Plan: *Protect and Restore our Lands*.

The Fundamental Challenges Facing Preserve Managers Today

The MCOSD is faced with the difficult dual task of protecting the natural values in existing open space preserves, while also reducing the risk to adjacent communities from catastrophic wildfires. These dual goals are at times mutually beneficial, and at other times, mutually exclusive. Frequent, intense wildland fires can be extremely destructive to native plants, wildlife, and communities. Conversely, attempts to reduce or eliminate wildfire can also be destructive to the ecological resources and values of open space.

Over the years, the MCOSD has undertaken vegetation management activities on its preserves to control and eradicate nonnative weeds, provide access for patrol, maintenance, and emergency vehicles; facilitate public access; reduce fire hazard and fire risk; and facilitate firefighting activities to protect lives and property. Due to staffing and funding constraints, most vegetation management activities have been focused on creating and maintaining fuelbreaks and fuel modification zones to impede the spread of fires. These responsibilities have increased over the years, and have constrained and reduced the district's ability to manage vegetation to protect biodiversity and achieve other ecological goals.

For example, prior to 1994 an estimated 100 acres of fuelbreaks, or other fuel modification zones, existed on the MCOSD lands. From 1995 to 2005 fuelbreaks increased to 250 acres, and that figure more than doubled again between 2008 and 2010. Currently, there are approximately 528 acres of fuelbreaks within the preserves. The Strategic Fire Plan for Marin County (2013) calls for the construction of many additional miles of fuelbreaks, which would result in the direct loss of native vegetation and biodiversity, an increase in maintenance costs, and loss of habitat values due to the invasion of nonnative weeds.

Goals

- **Goal 1**
Work with adjacent public landowners and partner agencies to create a consistent approach to vegetation management issues; establish, prioritize and standardize vegetation management actions.
- **Goal 2**
Manage vegetation for the preservation and protection of native habitats and native species. Ensure that open space lands can withstand environmental changes over time.

projects

[Our Work Home](#)

[Parks Projects](#)

[Aramburu Island Enhancement](#)

[Castro Park Playground Renovation](#)

[Integrated Pest Management](#)

[McNeers Beach Park Master Plan](#)

[Paradise Beach Park Master Plan](#)

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[San Geronimo Valley](#)

[Upland Habitat Restoration](#)

[Vegetation and Biodiversity Management Plan](#)



- **Goal 3**
Coordinate vegetation and fire management actions to reduce or eliminate priority weed infestations; increase public safety; protect native habitats and native species; and reduce wildfire risk.
- **Goal 4**
Provide the public with opportunities to engage in stewardship of MCOSD lands through participation in volunteer vegetation management activities.
- **Goal 5**
Ensure the funding, support, and capacity necessary for the achievement of these goals.

Process and Outcomes

Sustainable and cost effective strategies for addressing wildland fire risk through fuel reduction, defensible space and fuel breaks based on vegetation type, slope, aspect, and other site conditions.

- A mechanism for prioritizing vegetation management and fuels reduction projects
- Performance measures and monitoring protocols to enable adaptive management.
- Strengthened partnerships with local fire districts and adjacent public and private landowners.
- Increased community awareness and consensus regarding vegetation management on MCOSD lands.

Consistency with Existing Plans and Policies

Development of a VBMP is consistent with the following:

- MCOSD's Resource Management Framework (September 2008)
- Marin County Department of Parks and Open Space Strategic Plan (June 2008)
- Marin Countywide Plan (June 2007)
- MCOSD's Policy Review Initiative (May 2005)

Draft Environmental Impact Report

The Draft EIR is available for download from this webpage. Printed and high-resolution digital copies of the Draft EIR may be obtained or viewed during standard business hours, 8:30 a.m. to 4:30 p.m., Monday through Friday, at the Marin County Open Space District, 3501 Civic Center Drive, Suite 260, San Rafael, CA 94903-4157. Copies are also available for viewing at public libraries throughout Marin County.

1. View or download Draft EIR
2. High resolution digital copies on flash drive: Will call pickup for free or \$2 to ship
3. Printed Draft EIR: \$80.00 for will call pickup or \$89.50 to ship

To request your preferred version(s), please contact James Raives at (415) 473-3745.

Draft Vegetation and Biodiversity Management Plan

The Draft VBMP is available for download from this webpage. Printed and high-resolution digital copies of the Draft VBMP may be obtained or viewed during standard business hours, 8:30 a.m. to 4:30 p.m., Monday through Friday, at the Marin County Open Space District, 3501 Civic Center Drive, Suite 260, San Rafael, CA 94903-4157. Copies are also available for viewing at public libraries throughout Marin County.

1. View or download Draft VBMP
2. High resolution digital copies on compact disc or flash drive: Will call pickup at for free or \$2.00 to ship
3. Printed Draft VBMP: \$47.40 for will call pickup a or \$54.90 to ship

To request your preferred version, please contact Mischon Martin at (415) 473-2056.

Community Involvement

Community involvement is critical to the success of the VBMP process. We have hosted public workshops at different stages of the project to convey information, and to solicit input and answer questions. This is the place to find information about the VBMP project including public workshop dates, locations, and agendas as well as related documents as they become available. Throughout the development and implementation of the VBMP, we will work closely with the Marin County Fire Department, local and regional fire districts, and other partners and entities, including local fire departments, cities, and stakeholders to ensure information sharing and participation in the development and implementation of the VBMP.

Public Meetings and Workshops

All public meetings and events sponsored or conducted by the County of Marin are held in accessible sites. Requests for accommodations may be made by calling (415) 473-2495 (voice/TTY) or 711 for the California Relay Service or by e-mailing [disability access](#) at least five work days in advance of the event.

Public Meeting

The Marin County Parks and Open Space Commission solicited public comments on the draft EIR.

Date: May 21, 2015

Time: 3:00pm

Location: Planning Chambers (Room 328), 3501 Civic Center Drive, San Rafael

- Agenda
- Notice of availability

Special Public Meeting

The Marin County Parks and Open Space Commission solicited public comment on the scope of environmental review for the Draft VBMP Tiered Program Environment Impact Report

Date: December 3, 2013

Time: 6:00pm

Location: Planning Chambers (Room 328), 3501 Civic Center Drive, San Rafael

- Agenda

Special Public Meeting

The Marin County Open Space District Board of Directors and the Marin County Parks and Open Space Commission staff presented the Preliminary Draft Vegetation and Biodiversity Management Plan

Date: October 1, 2013

Time: 5:00pm

Location: Board of Supervisors Chambers (Room 330), 3501 Civic Center Drive, San Rafael

- Agenda
- Video of Special Joint Meeting
- Staff Presentation

Public Meeting

The Marin County Open Space District hosted a public meeting on the Vegetation and Biodiversity Management Tools and Concepts. To accommodate community members, the District presented the same information in two different locations.

Date: May 11 and May 12, 2010

Time: 6:00pm

Location: May 11: Board of Supervisors Chambers (Room 329), 3501 Civic Center Drive, San Rafael

Location: May 12: Mill Valley Community Center, Mountain View Room, 180 Camino Alto, Mill Valley

- Notice
- Agenda
- Presentation
- Webcast
- **Meeting Materials:** Problem Statement and Goals, Vegetation Management Concepts, and Vegetation Management Zones.

Public Meeting

The Marin County Open Space District hosted a public meeting to solicit feedback and input from the public on the problem statement and draft goals of the Vegetation and Biodiversity Management Plan. To accommodate community members, the District presented the same information in three different locations.

Date: Jan 20, Jan 27, and Feb 3, 2010

Time: 6:30pm

Location: Jan 20: Margaret Todd Senior Center, 156 Hill Road, Novato

Location: Jan 27: Woodacre Improvement Club, 1 Garden Way, Woodacre

Location: Feb 3: Edna Maguire School, 8 Lomita Drive, Mill Valley

- Notice
- Agenda
- Presentation
- Webcast

Public Meeting

The Marin County Open Space District Vegetation and Biodiversity Management Plan process begins.

Date: June 2009

Time: 6:30pm

Location: Board of Supervisors Chambers (Room 329), 3501 Civic Center Drive, San Rafael

- Notice
- Agenda
- Presentation
- Webcast

Contact Natural Resources Program Manager Mischon Martin at (415) 473-2068 for more information.

Eric Dreikosen

From: Justin Kai <kai.justin@gmail.com>
Sent: Thursday, October 08, 2015 10:21 AM
To: edreikosen@marinwood.org
Subject: Fwd: Measures H and I voter information fact sheet
Attachments: IMG_20151007_0001.pdf; H & I info notice LS v5.pdf

Dear District Manager Dreikosen,

Attached please find two documents for inclusion in this months CSD Board agenda packet for Board approval:

- The first item is a marked copy of our District Counsel's memorandum relating to the District's legal ability to produce and distribute a fact sheet in regards to the District's ballot measures.
- The second item is a draft of an informational fact sheet to be produced and distributed to all district residents regarding both Measures H & I pending District Counsel's legal compliance review.

I am requesting that this item be placed on our October agenda for the Board to reconsider approval for a number of reasons:

- It is of significant importance to the District for our residents to have fact based information for both Measures H and I (versus only Measure I, as I previously proposed) in order to make a well informed decision when casting their vote for both Measures.
- As the agency responsible for Measures H and I, the District is the only credible source to create and provide a fact sheet for our residents. Recent coverage in the Marin IJ, while relatively balanced in its dissemination of information, still contained mis-leading titles and inaccurate information, which can best be dispelled through this type of a fact based document, which is explicitly void of advocacy, as legally required.
- After last months discussion, the Board may have been unaware of the actual legal parameters the District can fully operate within regarding factual information distribution. I've since called out and underlined these sections in the attached District Counsel's memorandum on election activities to ease any continuing legal concerns.
- I realize the leap of faith necessary I was requesting last month for the Board to approve a hypothetical fact sheet was simply too much for any director to be able to support. Because of that, I have produced a tangible, fact based document regarding both Measures for the Board to review and approve.

Because of the new information attached and listed above, I'm requesting that the Board reconsider the District's production and dissemination of the attached voter informational fact sheet to be produced and reviewed by District Counsel for legal compliance within the initially approved \$10K spending limit set for placing Measure I on the ballot.

Sincerely,
Justin Kai

MARINWOOD COMMUNITY SERVICES DISTRICT

DRAFT MINUTES OF PARK AND RECREATION COMMISSION MEETING

September 22, 2015

Time and Place: 7:00 Marinwood Park and Pool.

Present:

Commissioners: Chair Izabela Perry, Kimberly Call, John Tune, Shane Valentine and Sivan Oyserman.

Absent: Sarah Paoli.

Staff: District Manager Eric Dreikosen, Recreation Supervisor Luke Fretwell and Administrative Assistant Carolyn Sullivan.

Board Members: Bill Shea, Justin Kai and Tarey Read.

Fire Commissioners: Jeff Naylor.

Others present: Tom Kunkel and Leah Kleinman-Green.

Presentation of Commemorative Plaque Recognizing Tom Kunkel – Marinwood Playground

The Commission presented the commemorative plaque to former Commissioner Kunkel who served 28 years on the Commission. Kunkel thanked everyone involved in the plaque and dedication. Kunkel stated his children and now grandchild love this park and it is an honor to be so thoughtfully recognized.

Park and Recreation Facility Inspection: Marinwood Community Pool Complex

The commission began the inspection in the pump room. Fretwell gave a thorough walk through of the new pool equipment and their efficiencies. This past season the pool has experienced the best clarity staff has ever seen. The CSD has retained Gary Gockel to install the new equipment. By next season he will have installed a new return valve for the waterslide which will eliminate the usage of fresh water constantly be added to the pool. Oyserman commented for next season the CSD should market that it has a “liquid chlorine free” pool facility. Fretwell noted that liquid chlorine will always be a secondary stand by for emergency purposes. Call inquired about the longevity of the equipment. Fretwell replied the CSD is in good shape at this point and moving forward will keep a close eye on the health of the equipment and Gockel will be assisting with a master plan for all the equipment.

(The sun had set by the time the Commission had finished reviewing the pump room. Commissioners decided to reconvene at the pool at the regular October meeting to complete the walk through.)

Agenda

No changes or additions.

Public Comment

No comments.

Minutes of August 25, 2015 Commission Meeting

M/s Oyserman/Valentine to approve minutes of August 25, 2015 Commission meeting. Ayes: Perry, Call, Valentine and Oyserman. Abstaining: Tune. Absent: Paoli.

Review of Draft Board Minutes of September 8, 2015

Oyserman inquired about the status of the solar project. Dreikosen replied the Board had approved the system size (56kW). The project is in its pre-engineering stage and the Board has yet to see the final drawings. Shea stated the original structure was 22X30; it was increased by 8ft.

Potential Growth Opportunities-Report

Perry commented she would love for this to be approved by the Commission and be sent to the Board for review. Dreikosen stated item #2, (implementing a rental fee for the second picnic area) would need to be an agenda item for the Board along with public comment. Perry stated under 3(c) she would like to change the wording from “park users” to “Marinwood/Lucas Valley residents and other park users...” Call stated she would like to add under item 4 “expansion and upgrade of kitchen facilities to ‘commercial’ kitchen for rental possibilities”.

M/s Oyserman/Valentine to approve potential growth opportunities report. Ayes: Oyserman, Valentine, Perry, Tune and Call. Absent: Paoli.

Integrated Pest Management (IPM) Plan – Draft

Perry thanked Tune for his time spent drafting this plan. Call stated she doesn’t want glyphosate included in this plan at all. Tune replied there would be no need for an IPM policy if the herbicides are not included. Tune distributed a copy of an IJ article titled “Don’t limit our ‘toolbox’ to protect our open space”. Call commented she believed there was a moratorium on herbicides. Perry replied the Commission voted upon a moratorium until an IPM policy was in place. Call stated she disagrees with any use of

pesticides or herbicide on the grounds. She stated she had contacted O'Donnell's Nursery and asked if the owner would come to speak to the Commission; he declined, but stated the Commissioners could come visit the nursery and ask questions. Call stated the Commission needs to find alternatives to herbicides and pesticides. Tune stated staff has the fiscal responsibility to maintain infrastructure; Commissioners should not limit their resources. Perry commented the Commission could come to a compromise; this is a first draft and staff knows that chemicals are only reserved as a last ditch effort. This IPM draft plan is a great start; our interests are primarily for health and safety of the community and its residents. Dreikosen added Tune is very knowledgeable on this matter. Tune added with any application the staff should begin with the product of least toxicity; balancing fiscal responsibility and ethicacy.

Park and Recreation Reports

Fretwell commented the Park and recreation staff will be conducting a walkthrough of the creek next month to access potential areas of concern before the winter rains. Kai questioned if something should be done about the steep access points of the creek. Fretwell replied the best option would be natural barriers such as shrubbery.

Call reported she had done some research on purchasing oak trees for Creekside Park. She noted the price of trees had increased greatly since the CSD last purchased some for the main park. She suggested the oak tree at Creekside Park be diagnosed for sudden oak death. If the staff has a correct diagnosis it will be easier to conclude a timeline for the trees life. Call would like to get the public involved in the new plantings and to educate them of the next generation of trees that will be planted. Tune reminded the commission that smaller trees are less expensive, but need more care and water in the beginning of life. Perry stated the commission needs a specific location for the plantings as well. Oyserman stated the commission should have a written plan for the tree purchase and placement; there is no money in the budget this fiscal year for this project. Dreikosen suggested Call come back to the commission in October with a cohesive plan.

Q&A on Non-Agenda Items/ Requests for Future Agenda Items

Perry stated the commission will reconvene at the pool next month to finish the inspection as well as inspect the community center facility. The Commission will further discuss the IPM plan. Call will provide an update to the valley oak planting project.

The meeting concluded at 9:15PM.

The date of the next Park and Recreation Commission meeting is October 27, 2015 at 7:00 at Marinwood Community Center.

Respectfully submitted,
Carolyn Sullivan

Park & Recreation Report – October 2015

Shane DeMarta, Recreation Director

Recreation Activities

Fall Events:

Fall Brewfest: The *Marinwood Fall Brewfest* took place Saturday, October 3rd. The event was very successful with approx. 300 people in attendance. Attendees had a great time even with the gale force winds we were experiencing. We would like to thank the 12 volunteers that helped pour during the event; we couldn't have done it without them.

Marinwood Art and Wine Show: Saturday, October 10th, (3:00pm-8:00pm)
We have 35 local artists that will be showing their work and we will also be pouring wines from 4 different wineries. This event is very popular and draws many art aficionados from the area.

Halloween Harvest Festival:

- Friday, October 16th
- 5-7pm
- Pumpkin carving, crafts, carnival games and more.

Thanksgiving Camp: We will be offering a Thanksgiving camp for the first time this year. The camp will take place November 23, 24, and 25 at the Marinwood Community Center. The younger camp is full with a waitlist and the older camp is filling-up quickly.

Pool Season: The Pool closes for the season Friday, October 16th. We've had a great season and I would like to thank Luke Fretwell and his staff for all the hard work they've done to keep the pool safe and operating at a high level.

End of Summer Reports: End of summer reports will be finalized for the next Board meeting.

Park Activities

General Maintenance:

- Mow turf weekly
- Empty garbage's and dog receptacles twice weekly
- Clean Building each morning
- Check/clean all three parks
- Blow sidewalks and tennis courts
- Check adjust Pool chemistry/Clean pool

September Projects: (completed)

- Remove rosemary bushes in front of CSD sign (It was hindering line of sight)
- Place plaque for the Tom Kunkel recognition
- Paint Classroom
- Clean all interior lighting
- Thin trees around center and Marinwood Park

Upcoming Projects for October:

- Construction of landscape material bays
- Aerate and seed turf on both fields (complete)
- Aerate and seed pool turf

Winter Storm Preparation:

- Had safety meeting with the Fire Chief and Park staff in regards to storm preparation and response.
- Completed Creek inspection. Staff will be clearing/cutting 5 trees along with misc. foliage and blockages the week of Nov. 12th from the area of the Community Center down to the Roundtree complex.
- Park crew will be inspecting the culvert drains along open space the week of the 19th.
- Sand will be delivered the week of Nov. 19th (we've been getting calls daily from homeowners).
- Thin trees around center and Marinwood Park (completed).
- Chainsaws and equipment have all been serviced and are in good repair.

MEMORANDUM

TO: Eric Dreikosen, District Manager
CC: Gregory Stepanicich, General Counsel
FROM: Trisha Ortiz, Assistant General Counsel
DATE: August 13, 2015
SUBJECT: Activities of Marinwood Community Services District Officials and Staff
Concerning Ballot Measure

On November 3, 2015, voters of the Marinwood Community Services District (the “District”) will vote to approve or reject a new park tax structure (the “Tax”) . Until that vote, the District officials and staff will be interacting with the public regarding the Tax. This memorandum describes the significant restrictions the law imposes on the activities of District officials and staff in connection with political campaigns in support of or opposition to ballot measures.

I. SUMMARY

→ No public funds or resources may be expended in support of or opposition to ballot measures. District officials and staff are free to advocate for or against a ballot measure if they do not use any public resources to assist in the passage or defeat of a ballot measure. On their own time and at their own discretion, District officials and staff may also advocate for or against a ballot measure if they are not utilizing public funds or resources. Public funds and resources may only be utilized for informational purposes, including presentations or materials that do not advocate a position for or against the measure.

Thus, District officials and staff may not engage in the following activities:

- Use District phones, computers, websites, offices, vehicles, office machines or supplies or paid work time to advocate a particular result in the election, unless such use is “incidental and minimal.”
- Provide on District’s website a link to a campaign website.

MEMORANDUM

August 13, 2015

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- Campaign while in public uniform.¹
- Assign staff to work on activities to endorse or oppose a ballot measure, either on or off-duty.

District Officials and staff may engage in the following activities:

- On personal time, attend campaign meetings, volunteer in support of or opposition to a ballot measure, make telephone calls, walk precincts, and similar activities, so long as no public funds and resources are used.
- Provide endorsements, names and elected or appointed titles for identification purposes to privately funded advertisements and campaign literature.
- Make campaign contributions using personal funds to a committee or committees that support or oppose a ballot measure.
- Use public resources to provide “fact sheets” or other impartial literature regarding a ballot measure and the election.
- Publicize its official position on a ballot measure, if any, in the same way the District would publicize its other decisions.
- Attend community meetings and other events upon invitation to present impartial, factual information regarding a ballot measure and its effect.
- Respond on paid time to questions and requests from the public for information regarding a ballot measure, the public agency’s position on the measure, and other election-related issues in a balanced, impartial way.

¹ This Memorandum analyzes the prohibition against spending public funds to advocate for a position in an election. A related prohibition is found in Government Code Section 3206, which states “No officer or employee of a local agency shall participate in political activities of any kind while in uniform.”

MEMORANDUM

August 13, 2015

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II. DISCUSSION

A. Expending Public Funds for Advocacy Purposes

Once a measure is placed on ballot, a public agency and its officers, volunteers and employees may not expend public funds or resources for the purpose of influencing the voters to vote in any particular way. *See League of Women Voters v. Countywide Criminal Justice Coordination Committee*, 203 Cal. App. 3d 529, 550 (1988) (holding that public resources may be used to develop a measure for the ballot). Government Code Section 54964(a) provides: “An officer, employee, or consultant of a local agency may not expend or authorize the expenditure of any of the funds of the local agency to support or oppose the approval or rejection of a ballot measure, or the election or defeat of a candidate, by the voters.” In addition, Government Code Section 8314(a) makes it unlawful “for any elected state or local officer, including any state or local appointee, employee, or consultant, to use or permit others to use public resources for a campaign activity, or personal or other purposes which are not authorized by law.” Government Code Section 8314(b)(3) defines “public resources” as “any property or asset owned by the state or local agency, including, but not limited to, land, buildings, facilities, funds, equipment, supplies, telephones, computers, vehicles, travel and state-compensated time.”

These statutes codify the opinion of the California Supreme Court in the leading California case, *Stanson v. Mott*, 17 Cal. 3d 206 (1976), setting forth the basic rules against partisan government involvement in ballot measures. In *Stanson*, the Court addressed the question of whether the State Director of Parks and Recreation was authorized to expend public funds in support of a state bond measure for the enhancement of state and local recreational facilities. The Court concluded that the Director lacked such authority and set forth the basic rule that “at least in the absence of clear and explicit legislative authorization, a public agency may not expend public funds to promote a partisan position in an election campaign . . .” *Id.* at 209-10. The Court held that “[a] fundamental precept of this nation’s democratic electoral process is that the government may not ‘take sides’ in election contests or bestow an unfair advantage on one of several competing factions.” *Id.* at 217. The Court also held that this basic rule applied equally to candidate election campaigns as well as ballot measures. *See id.* at 218. Therefore, under the rule in *Stanson*, it is unlawful for public agencies and their officers, volunteers and employees to expend public resources to advocate a position in an election.

1. Advocacy Mailings

The Political Reform Act of 1974 (the “PRA”), commencing with Government Code Section 81000, prohibits a newsletter or other mass mailing to be sent at public expense.

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Government Code Section 82041.5 defines a “mass mailing” to be over two hundred (200) substantially similar pieces of mail, but excludes a form letter or other mail which is sent in response to an unsolicited request, letter or other inquiry.

The Fair Political Practices Commission (the “FPPC”), which adopts rules and regulations to implement the PRA, provided its Regulation 18901.1 to clarify the types of mailings prohibited under these statutes. A mailing is prohibited if all four of the following conditions exist. First, the item sent must be a tangible item, such as a written document, videotape, record, or button and is delivered to the recipient at his or her residence, place of employment or business, or post office box. Second, the item must either expressly advocate for the qualification, passage, or defeat of a clearly identified ballot measure or, when taken as a whole and in context, unambiguously urge a particular result in an election. Third, public moneys are paid for either: (i) the costs of distributing the item, or (ii) costs that exceed fifty dollars (\$50) and are reasonably related to designing, producing, printing or formulating the content of the item, including payments for polling or research and payments for the salary, expenses, or fees of the agency’s employees, agents, vendors and consultants, are paid by the agency using public moneys with the intent of sending the item other than as permitted by the regulation. Fourth, more than two hundred (200) substantially similar items are sent during the course of an election, excluding a report providing the agency’s internal evaluation of a measure sent to a member of the public upon his or her request or a written argument sent to voters in the voter information pamphlet. Other mailings are not necessarily permitted and may also amount to violations of Government Code Sections 54964(a) and 8314(a), but mailings that meet all four criteria listed in Regulation 18901.1 are definitely prohibited.

2. The “Incidental and Minimal Use of Public Resources” Exception

Government Code Section 8314 provides a narrow exception for the “incidental and minimal use of public resources” for a campaign activity, which includes the referral of unsolicited political mail, telephone calls, and visitors to private political entities. Sending an email written in ten minutes, along with an attached document that advocates for or against a measure, has been found to be an “incidental and minimal” use of public resources. *See DiQuisto v. County of Santa Clara*, 181 Ca. App. 4th 236, 275 (2010). Nevertheless, this exception is narrow and in light of the possible consequences explained below, activities that rely on this exception are risky.

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3. The Consequences of Expending of Public Funds for Advocacy Purposes

The stakes for an illegal expenditure of public funds for partisan political purposes are high. An officer, employee, or any other person charged with the receipt, safekeeping, transfer or disbursement of public moneys who uses those moneys for any purpose not authorized by law, including qualifying violations of Government Code Sections 54964 and 8314 and the PRA, may be imprisoned for two to four years, and is disqualified from holding any office in the state. *See* Cal. Penal Code § 424. In addition, an individual in violation of Government Code Section 8314 may be held civilly liable for up to \$1,000 for each day that a violation occurs, plus three times the value of the misappropriated funds. Furthermore, an expenditure of public funds for campaign purposes that is not reported as a campaign contribution could subject the public agency and persons responsible for the expenditure to monetary fines for violations of the campaign reporting requirements under State law. It is highly unlikely that these expenditures would be covered by any public agency insurance policy.

B. Advocacy without the Expenditure of Public Funds

The issue of improper advocacy hinges upon the improper expenditure of public funds. In *League of Women Voters v. Countywide Criminal Justice Coordination Committee*, 209 Cal. App. 3d 529 (1988), the county district attorney, county sheriff, and other members of the sheriff's department and district attorney's office had undertaken activities in support of a statewide initiative measure for criminal justice. As noted by the court:

“Both the district attorney and the sheriff and, indeed, any other county employees were free to join a citizen's group supporting the legislative goals expressed in the proposed initiative; as individuals, they had the right to advocate qualification and passage of the initiative. What they could not do, in general, is expend public funds to further that end.”
Id. at 555-56.

The court analyzed the claim that an illegal expenditure had occurred because the sheriff and the district attorney each had a car and a driver, paid for by the county, who took them to events where they advocated passage of the measure. The cars and drivers were regularly provided to the sheriff and district attorney for special security and communication reasons. Therefore, the court held that use of the cars and drivers to transport the sheriff and district attorney to an event where they advocated a particular position did not constitute an unlawful expenditure of public funds. *See id.*

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Likewise, District officials or staff certainly may speak in favor of or against a measure at a gathering or an event if there is no public expenditure in connection with that activity. For example, a Board Member could attend a public forum or debate and state his views on the Tax measure. It is also acceptable to make such statements in a member's "official capacity." Since the member holds office at the time of the speech, any such speech presumably would be made in an official capacity. This activity would be allowable since there is no expenditure of public funds.

This activity may also occur at a meeting of the District Board. Regulation 18420.1 expressly permits the announcement of a public agency's position at a public meeting or within the agenda or minutes prepared for the meeting. Restating this position in response to a public request or on the public agency's website would also be permissible. In the *League of Women Voters*, the appellate court rejected the claim that the Board of Supervisors' vote to support the measure at the Board's regular meeting constituted an illegal expenditure of public funds, explaining:

"We adopt the view that the simple decision, made in the regular course of a board of supervisors meeting which is open to the public and thus the expression of citizens' views, to go on record with such an endorsement in no event entails an improper expenditure of public funds. While it may be construed as the advocacy of but a single viewpoint, there is no genuine effort to persuade the electorate such as that evinced in the activities of disseminating literature, purchasing advertisements or utilizing public employees for campaigning during normal working hours. By the same reasoning, the use of a regularly scheduled board of supervisors meeting to make such an endorsement would not involve reportable campaign expenditures."

Id. at 560.

Thus, an action by the District Board to support or oppose the Tax measure at a meeting held to conduct regular business of such board or committee, or statements by individual District Board members at such a meeting, would not be an illegal expenditure of public funds.

C. Expending Public Funds for Informational Purposes

Apart from official ballot arguments and other materials authorized by the California Elections Code, and aside from the narrow "incidental and minimal use" exception, there is no legislative authorization to expend public monies on campaign activities to promote or defeat a

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→ ballot measure. However, the Court in *Stanson* recognized that public funds may be expended for “informational purposes” to provide the public with a fair presentation of relevant information. See *Stanson*, 17 Cal. 3d at 221. This exception has been codified in Government Code Sections 8314(d) and 54964(c), which allow the expenditure of local agency funds to provide accurate, fair, and impartial information to the public.

Stanson recognized that problems may arise in attempting to distinguish improper “campaign” expenditures from proper “informational” activities:

→ “With respect to some activities, the distinction is rather clear; thus, the use of public funds to purchase such items as bumper stickers, posters, advertising ‘floats,’ or television and radio ‘spots’ unquestionably constitutes improper campaign activity (citation omitted), as does the dissemination, at public expense, of campaign literature prepared by private proponents or opponents of a ballot measure (citation omitted). On the other hand, it is generally accepted that a public agency pursues a proper ‘informational’ role when it simply gives a ‘fair presentation of the facts’ in response to a citizen’s request for information (citation omitted) or, when requested by a public or private organization, it authorizes an agency employee to present the department’s view of a ballot proposal at a meeting of such organization (citation omitted) . . .”
Id. at 221.

The Court in *Stanson* noted that the propriety of an expenditure that is allegedly informational depends on a careful consideration of the “style, tenor and timing” of the resulting publication or activity. See *id.* at 222. Another consideration in this analysis is the audience to whom a communication is directed. See *DiQuisto*, 181 Cal. App. 4th at 252. For instance, if the communication is not directed toward the electorate, then there is no attempt to influence a vote. See *id.*

In 2009, the California Supreme Court again analyzed the distinction between improper campaign expenditures and lawful informational activities. In *Vargas v. City of Salinas*, 46 Cal. 4th 1 (2009), proponents of a local ballot measure, which proposed the repeal of a utility users’ tax, filed suit against a city, challenging three particular actions taken by the city relating to the ballot measure. First, the city council adopted a resolution that listed numerous city facilities that would be closed and specific programs and services that would be eliminated or reduced if the measure were adopted, and this same information was presented by city staff at multiple public meetings and posted on the city’s website. Second, the city created a one-page summary

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of the measure, including the likely results if the measure were to be adopted, and made this document available to the public through the city clerk's office, city libraries, and the city's website. Third, the city's regular quarterly newsletter published articles regarding the ballot measure, including answers to frequently asked questions concerning the tax. The Court held that the city council had the authority to inform the residents of the specific actions the current council would take if the tax were repealed, and the Court found all three of the city's activities permissible.

Regarding the website, the Court held that posting the information to the city website was an informational activity. Additionally, the city had no obligation to provide the proponents of the measure with special access to utilize the city's website when it was not otherwise a public forum. Regarding the one-page summary, the Court held that it was also informational because it did not recommend how the electorate should vote. It also had an informational style and tenor because it simply advised readers of the city council's plans in the event that the ballot measure was approved. Finally, the Court held that the newsletter was also informational because it was a regular edition of the city's quarterly newsletter that as a general practice was mailed to all city residents, rather than a special edition created and sent only to voters. It was also significant that the topics of the articles, as well as the style and tenor of the articles, were consistent with those of a normal municipal newsletter and were moderate in tone. The Court summarized that the communications were informational because they presented facts; the messages avoided argumentative or inflammatory rhetoric, and the information provided and the manner in which it was disseminated were consistent with other regular city practices. *See Vargas*, 46 Cal 4th at 40; *see also, Peninsula Guardians Inc. v. Peninsula Health Care Dist.*, 200 Cal. App. 4th 1108 (2011) (finding special newsletters, which provided factual information about what would occur if the proposed measure passed, were informational based on their style, tenor and timing).

A public agency may also utilize public funds to urge voters to vote so long as the campaigns do not mention how to vote. In *Schroeder v. Irvine City Council*, 97 Cal App 4th (2002), the city council authorized substantial expenditures of public funds to register voters in the city and inform them of the importance to the city of a countywide ballot measure. Although the city council had taken a public position in favor of the proposed ballot measure, the materials the city distributed did not advocate any particular vote on the measure and rarely mentioned the measure at all. A taxpayer challenged the expenditures as illegal "partisan campaigning." The court held that the city's expenditures would have been unlawful only if the communications expressly advocated, or taken as a whole unambiguously urged, the passage or defeat of the measure. Because the city's publicly-funded communications only urged the reader to vote, and not how to vote, the court held the city had not violated the rule in the *Stanson* case. Further, although the taxpayer argued that the unambiguous implication of the city's communications was

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for a yes vote, the court held that when reasonable minds can differ as to the message being conveyed, there has been no “express advocacy.” The court also held that public agencies are not prohibited from spending public funds to encourage voter registration if the public agency determines there is a public purpose in doing so.

The FPPC codified these cases in Regulation 18420.1. The payment of public moneys by a state or local governmental agency made in connection with a communication to the public may not expressly advocate for or against a clearly identified ballot measure or unambiguously urge a particular electoral result. Campaign material or activities unambiguously urge a particular result if they clearly do so, or if they can be reasonably characterized as such when considering their style, tenor and timing. Factors to consider in determining the style, tenor and timing of a communication include, but are not limited to, whether the communication: is funded from a special appropriation related to the measure as opposed to a general appropriation; is consistent with the normal communication pattern or style of other communications by the agency; or uses inflammatory or argumentative language. However, Regulation 18420.1 expressly permits use of public funds for the following purposes: a public agency’s internal evaluation report of a measure that is made available to the public upon an individual’s request; the announcement of the public agency’s position at a public meeting or within the agenda or minutes prepared for the meeting; a written argument filed by the public agency for publishing in the voter information pamphlet; and a departmental view presented by an agency employee upon request by a public or private organization at a meeting of that organization.

→ Thus, the issue of when a communication regarding an election is improper relates to the expenditure of public funds or use of public resources. The above-cited cases, statutes, and regulations leave room for the District’s officers, volunteers, and employees to utilize public funds and resources to provide impartial information to the voters about a ballot measure. However, if the style, tenor, timing or audience of information provided at public expense either expressly advocates or unambiguously urges a particular result in an election, that expenditure of public funds would be illegal.

Important Voter Information about Measures H & I

MARINWOOD COMMUNITY SERVICES DISTRICT MEASURE H	
<p>H MEASURE H: Shall the appropriations limit established for Marinwood Community Services District pursuant to Article XIII B of the California Constitution be increased over the appropriations limit established by said article for each of the four fiscal years 2016-2017 through 2019-2020 in the amount equal to the revenue received from the special tax for fire protection and emergency services previously approved by the voters in November, 2011?</p>	YES
	NO

MARINWOOD COMMUNITY SERVICES DISTRICT MEASURE I	
<p>I MEASURE I: "To provide park, open space and street landscape maintenance, shall an ordinance be adopted to replace the existing special tax of \$189.56 per parcel with a special tax of \$189.56 per unit on each parcel within the Marinwood Community Services District, with an annual cost of living adjustment, and to increase the District appropriations limit by the amount of the proceeds received from the special tax?"</p>	YES
	NO

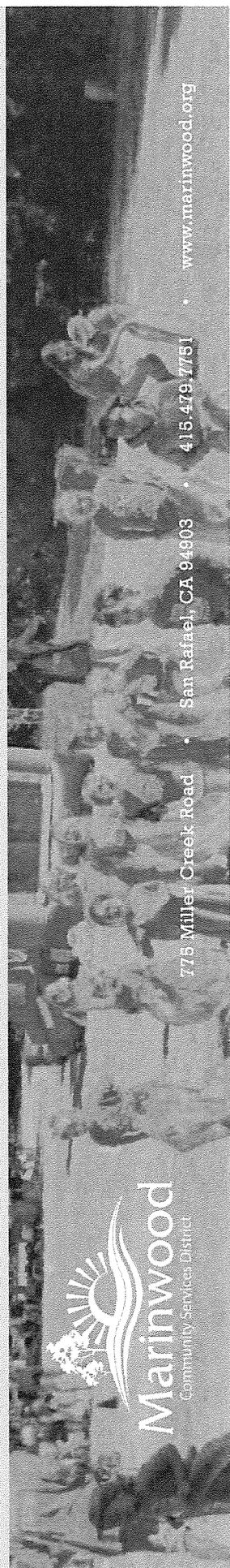
Facts about Measures H & I

Measures H & I do not increase tax rates.

Measures H & I were placed on the ballot by the Marinwood Community Services District (CSD) to continue funding provided community services.

Measure H authorizes the continued use of taxes collected solely for Fire Protection and Emergency Services as approved by the voters in 2011.

Measure I restructures the CSD's Park Maintenance Tax as approved by the voters in 2005 from a tax per parcel, into a tax per unit on each parcel.

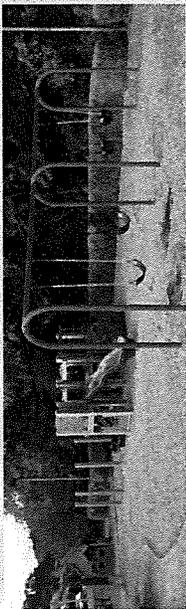
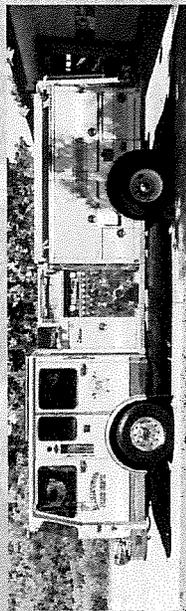


FAQ's about Measures H & I

PSRST STD
ECRWSS
U.S. POSTAGE
PAID
EDDM RETAIL

*****ECRWSS*****

Local
Postal Customer



Measure H FAQ's

What does Measure H provide for?

Measure H funding will continue to provide for Fire Protection and Emergency Services approved by the voters in 1993.

Is Measures H a tax increase?

Measure H is not a tax increase. It is a Gann limit re-authorization that must be re-approved by the voters every four years.

What has this tax funded in the past?

Examples of services the District Fire Tax has funded in the past include replacing the CSD's 20+ year-old fire engine and other outdated fire fighting equipment.

How can I vote on Measure H?

Measure H will be on the ballot in the November 3rd, 2015 election. All registered voters within Marinwood and Lucas Valley Estates will be eligible to vote on Measure H, which requires a simple majority to pass.

Measure I FAQ's

What does Measure I provide for?

Measure I will continue to provide designated funding and support for safety improvements and maintenance of local parks, open space and street landscaping.

Is Measure I a tax increase?

Measure I is not a tax increase. It is a tax restructure. Only improved parcels containing multiple units as defined in the ordinance would receive an additional levy for this specific special tax.

What has this tax funded in the past?

Examples of services the District Park Maintenance Tax has funded in the past include maintenance and safety improvements for our parks and playground equipment and winter weather/El Niño preparation.

Is there precedent for this type of tax?

Precedent for charging a parcel tax on a metric other than a per parcel basis exists within the District. In 1993, the voters passed the District's square footage Fire Tax. This is a parcel tax that is levied based on the living square footage contained within a parcel.

Why is this tax being restructured?

In the event that multi-unit developments on individual parcels materialize within the District, Measure I would ensure the proportionate increase in collection of this tax for each individual unit within any development.

Are any special exemptions allowed?

California special tax law prohibits any exemptions. Special tax law requires special taxes be applied uniformly to all subject units as defined in the ordinance.

When did this discussion begin?

Restructuring the CSD's Park Maintenance Tax from a per parcel assessment into a per unit on each parcel assessment dates back to the March 2014 regular CSD meeting, where it was openly and publicly discussed.

How can I vote on Measure I?

Measure I will be on the ballot for the November 3rd, 2015 election. All registered voters within Marinwood and Lucas Valley Estates will be eligible to vote on Measure I, which requires a 2/3's majority to pass.

Marinwood
Community Services District

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