

Marinwood Community Services District

Minutes of Board of Directors Meeting Tuesday August 8, 2017

Time and Place: 7:00PM Marinwood Community Center classroom.

Present:

Board Members: Leah Green, Irv Schwartz and Jeff Naylor.

Absent: Izabela Perry and Bill Shea.

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

Fire Commissioners: Ron Marinoff.

Others Present: Stephen Nestel, Linda Barnello and Ray Lorber.

Closed Session

Conference with Legal Counsel – Anticipated Litigation Significant Exposure to Litigation Pursuant to Government Code 54956.9(d)(2) and e(1): Number of cases- One: The Board entered closed session at 7:00pm. The Board exited closed session at 7:32pm; the Board did not take any action, the Board advised its representative.

Open Session Call to Order and Pledge of Allegiance

Agenda

No changes or additions.

M/s Green/Naylor to approve agenda. Ayes: Naylor, Schwartz and Green. Nays: None. Absent: Perry and Shea. Motion carried.

Consent Calendar

a. *Draft Minutes of Regular Meeting of July 11, 2017:* Naylor asked when the MERA 2007 bond will run its course. Roach replied 2022; there will be a four year overlap of the systems and payments. Naylor commented the District made its first OPEB payment as well as saved \$10,000 by upfront paying the annual pension liability.

b. *Bills Paid Nos. 1194-1344:* Barnello asked what “Camp Transportation” was. DeMarta replied buses for our camp field trips as well as the camp overnight. Barnello asked why there were six claims to Dave Garoutte, Shane DeMarta, Luke Fretwell and Robyn Bruton. DeMarta replied it’s for petty cash and community events. Nestel asked why the District was paying “Capital One”. Dreikosen replied it’s the Costco credit card. Nestel stated the information being presented is not clear, the revenues are not clear.

M/s Naylor/Schwartz to approve Consent Calendar. Ayes: Naylor, Schwartz and Green. Nays: None. Absent: Perry and Shea. Motion carried.

Public Comment Open Time for Items Not on Agenda

Barnello stated she is concerned with Naylor’s comments as to the Firefighters behavior in regards to negotiations. Barnello stated she is no longer confident in Naylor and should not be mentioning their behavior in open session. Naylor should be removed from the negotiating committee. Naylor replied he does not serve on the negotiating committee. Nestel commented resident Ray Day passed away last week it would be nice of the District to recognize him. Schwartz commented he did not know Day personally, but stated the Board may adjourn the meeting in his honor.

District Matters

1. *Fiscal Year 2016-2017 Preliminary Profit and Loss Budget to Actuals Financial Report:* Dreikosen stated this is pre-audit preliminary numbers based upon operating for the fiscal year and revenue earned exceed budget expectations by approximately \$265,000 due in part to taxes and Recreation programs. Naylor stated this year GASB 75 will be shown. Dreikosen replied yes GASB 75 will be shown in the audit. Schwartz stated he had isolated the GL lines that were over budget or under revenue. Adult programs for example did not achieve its revenue goals. DeMarta replied, yes, a language class was a no go as well as one instructor falling ill. Marinoff questioned the long term debt in the Fire Department budget. Dreikosen replied it was for the building loan. Nestel stated while he appreciates this information it is not detailed enough.

2. *Update on District Unfunded Accrued Liability (UAL) for Cal PERS Pensions with Release of 6/30/16 CalPERS Pension Valuation Reports:* Naylor noted that the full report was included in the Board packet. The discount rate dropped and liability has increased to 4.5 million. Schwartz commented the total dollar amount is very large, it would be helpful for the District to breakdown the costs into manageable pieces.

3. *Potential Creation of Five-Year Forecast of District Revenue and Expenses. Discuss Resources Needed:* Dreikosen stated Perry requested this discussion. Naylor stated it would be high level forecasting and Department Heads have already completed a Capital reserve analysis. The Board decided to table further discussion until all Board members are present.

4. *District Manager Report*: Dreikosen commented another geotechnical engineer did do a site visit in regards to the needed creek bank repairs and associated FEMA claim and we are waiting on the written proposals to be received. There has been no real movement in regards to the Maintenance shed; a request for a planning meeting was submitted with the County. Schwartz commented in regards to FEMA the deadline is the most important factor to remember. In regards to the pump house issue Dreikosen should ask the engineer if there are any stop gap measures to not further the problem before rains begin again. Ray Lorber (Miller Creek Watershed Stewards) commented he had attended the last Board meeting and expressed concern with the Maintenance shed project. Lorber had met with Dreikosen and Sarah Phillips (Resource Conservation District, Urban Streams Coordinator) and they did a site visit of the current location. Lorber requested that the current shed be removed as soon as possible and hope to see site location #2 be successful. Nestel stated the District should consider moving the location of the pool pump house. Nestel continued by commenting the District doesn't need the square footage being presented in the site drawings and that location #4 was hand drawn and not properly flushed out; additionally the location of the Park office building is illegally placed. Schwartz replied size of the shed has not been determined and he had drawn the location for #4; once a site is chosen it will be appropriate for a professional drawing to be rendered. Barnello asked what the four location options are. Schwartz stated #1 is the current location, #2 is a similar layout, but flips the walking path closer to the creek, #3 is closer to Miller Creek Road, and #4 is adjacent to the Firehouse.

Fire Department Matters

1. *Draft Minutes of Fire Commission Meeting on August 1, 2017*: Roach commented Heine is possibly not returning; if this situation occurs then additional possible hiring would happen in October.

2. *Fire Activity Summary and Chief Report*: Roach reported there were a few fires recently. The fire at Johnstone near the bike path is suspicious, but nothing conclusive has been determined. The Department is back on the list for Strike Team assignment. The kitchen remodel plans (distributed at the meeting) were submitted by John Pope who is a DIR registered contractor. The bid falls within the amount placed in the 17/18 budget (\$60,000). Roach stated the department has been without a kitchen since March 1 and the three other bids received were \$80,000-\$100,000. Roach asked for direction. Naylor stated he has concerns and would like to receive legal counsel before entering into a contract with Pope seeing that the District has no RFP. Green commented the longer the Board worries the longer the issue will persist; legal counsel is not necessary, the Board should trust the professional contractor. Roach replied I trust John Pope and his opinion. Firefighter Brackett stated going without a kitchen for 5 months has been frustrating. Barnello stated the conditions are unsanitary. Marinoff suggested seeking legal counsel, once the information is gathered then hold a special meeting to vote and move forward. Green agreed with Marinoff. Roach stated he is comfortable with this scenario.

3. *Long-Term Succession Planning for Marinwood CSD Fire Department and Possible Creation of Subcommittee to Identify and Explore Potential Options*: Roach commented he is available to help the District move on to the next steps. The Sustainability Committee had looked at options in the past. The Fire Commission had suggested an ad-hoc Committee to study the possibilities. Naylor commented it would be good to look at all the possibilities and a committee is warranted. A committee should include a member of the employee group as well as a qualified member of the public. Roach stated Naylor and Green both have prior knowledge of the situation. Green replied she'd be happy to serve on the committee. Dreikosen stated Naylor and Green can begin the process with the immediate priorities to be defining a goal/mission of the committee, recommending the composition make-up of the committee and defining an appointment process. Roach stated Greg Stilson who also had served on the Sustainability Committee would like to serve as well. Nestel commented the City of San Rafael is suffering, the District should not marry their problems with ours.

Park and Recreation Matters

1. *Draft Minutes of Park and Recreation Commission Meeting of July 25, 2017*: No comments.

2. *Recreation and Park Maintenance Activity Reports*: Nestel questioned the results of the beer festival. DeMarta replied the event brought in about \$400.00 after expenses. Nestel commented other beer festivals bring in close to \$40,000. DeMarta replied the event is small and intended for the community; it's not a regional event. Green stated the intention of the Community Events are just that, for the community and it was the Board's opinion that the events should not always make money; breaking even is great. Barnello stated that the year round youth programs brought in a good profit and congratulated DeMarta.

New and Other Business

1. *Resolution 2017-07: Election of Directors to the Special District Risk Management Authority Board of Directors*:

M/s Naylor/Green to approve Resolution 2017-07 Election of Directors to the Special District Risk Management Authority Board of Directors. The Board voted for Mike Scheafer, David Aranda, Cindi Beaudet and Jean Bracy. Ayes: Naylor, Schwartz and Green. Nays: None. Absent: Perry and Shea. Motion carried.

2. Requests for Future Meeting Agenda Items:

- Barnello: Social Media Policy.

Green asked if there was a recent issue regarding the Board and social media. Green stated she does not read nor post on Nextdoor. Naylor and Schwartz commented they also do not post on the website. Green stated there are more important issues at hand and there is content in the Board bylaws regarding social media.

Recognitions and Board Member Items of Interest

No comments.

The meeting was adjourned at 9:53PM in the memory of Ray Day.

The date of the next Regular Board Meeting was set for September 12, 2017 at 7:30pm.

Respectfully submitted,
Carolyn Sullivan

Approved by Board Motion: September 12, 2017