

MARINWOOD PARK AND RECREATION COMMISSION

AGENDA FOR P&R COMMISSION MEETING

Tuesday, November 25, 2014

7:00 PM – Marinwood Community Center Classroom

#	Time	Item	Goal
1	7:00 PM	Inspection of the Community Center	Note capital and maintenance needs
2	7:40 PM	Agenda	Approve
3	7:45 PM	Public Comment	
4	7:50 PM	Minutes of September 23, 2014 Commission Meeting	Approve
5	8:00 PM	Minutes of October 14, 2014 Board Meeting and Draft Minutes of November 18, 2014 Board Meeting	Review
6	8:10 PM	Park and Recreation Reports	Review
7	8:20 PM	2014 Inspection Results Summary	Review
8	8:30 PM	Commission Reappointments and Replacement Outreach	Review/Approve
9	8:45 PM	Correspondence: a. Letter requesting support for Lucas Valley Rd Scenic Highway designation b. Email from Stephen Nestel re: wood chips in park	Consider support
10	9:00 PM	Q&A on Non-Agenda Items	
11	9:05 PM	Adjourn	

NOTES TO COMMISSIONERS:

1. Since it will be dark by the time of the meeting we will not be able to inspect the front lawn. Please take the time to inspect it prior to the meeting.
2. Date and time for next Commission meeting: 7:30 PM, December 23, 2014
3. **Please confirm attendance** to Tom Horne at 479-7751 (or thorne@marinwood.org) or Paula Collins at 479-0775 at the Community Center by 5:00 PM the day before the meeting.

MARINWOOD COMMUNITY SERVICES DISTRICT

DRAFT MINUTES OF PARK AND RECREATION COMMISSION MEETING

September 23, 2014

Time and Place: 7:00 Marinwood Pool.

Present:

Commissioners: Izabela Perry, Kimberly Call, Eric Dreikosen, Sarah Paoli and Linda Barnello.

Absent: Tom Horne, Shane Valentine, Sivan Oyserman and Tom Kunkel.

Staff: Recreation Director Shane DeMarta, Park Manager Gary Harrelson and Administrative Assistant Carolyn Sullivan.

Others present: Director Deana Dearborn.

Recreation Facility Inspection- Marinwood Pool

Harrelson brought the Commissioners into the pool pump room. He explained the pool equipment and fielded questions. Harrelson stated ideally there would be three pool filters installed instead of the two current ones in operation. If a third were to be added the whole pump room would need to be configured. Last year conversation occurred regarding the installation of a UV filter which would help water clarity, but it is a very costly purchase and would most likely require money designated by the Measure A funding. Harrelson commented after he leaves there will be only one person on the maintenance staff who is a Certified Pool Operator. DeMarta commented Luke Fretwell the Recreation Supervisor has also looked into receiving the certification. Dearborn asked if everything in the pump room is up to code. Harrelson replied yes. Perry suggested the exterior of the pool pump room be painted.

Harrelson reported the brown areas on the grass are due to the removal of invasive grasses.

Perry asked about the possibility of building a lap pool. Harrelson replied with money it could be done. There is enough room for a lap pool to be built.

Perry asked if Harrelson had any opinion on solar power panels at the pool. Harrelson replied it would be great if the solar project went through, but unfortunately it looks as if that is not going to happen. Call stated she is disappointed that the solar project was not approved, but hope it will be placed back on the agenda. She asked Harrelson about the condition of the roof. Harrelson replied the roof should have 10-15 years left before replacement. Perry noticed the two pop-up tents placed in the tot pool area and stated shade are needed in the area.

Perry asked Harrelson to show the Commissioners the water stains that Nestel referred to in his correspondence with the Board. Harrelson replied it is not of concern. The staining is due to the beams being exposed to the elements. The beams need to be resealed, there is no mold evident.

Harrelson reminded the Commission that if the tot pool were updated it would need to comply with ADA standards which is providing a zero entry structure. Additionally if that were to occur the pool filters would be updating to accommodate the change in the water flow.

Harrelson stated the pool bathroom facilities need to be updated. The lighting is awful and it would be beneficial to have some sort of heat. DeMarta commented patrons have always complained about the bathroom facilities. They are extremely cold, lacking in proper lighting, and the sinks are not ideal. Harrelson commented during the renovation process staff requested indoor showers, heat and dry deck materials for flooring; they were ignored.

Public Comment

No comments.

Minutes of August 26, 2014 Commission Meeting

Call commented she would like the minutes to reflect her statements about the excess litter around the maintenance shed, and that the crew should set a good example for the community by tidying up the area.

Review of draft Board Minutes of September 9, 2014

Barnello stated the minutes were incorrect in regards to Hansell's comments, it should read, "...and no individual commission member has any right to insist on her own individual priority...I would especially be appalled if any Commission member who was volunteering their time, who would feel as if their experience during a meeting is so unpleasant, would potentially step down because of actions of a Commission member".

Call asked if the solar project is being brought back to the table. Dearborn replied she is very disappointed to hear that the project may be placed on a future agenda. She is opposed to this specific project. The project proposed was conceptual and Jonathon Whelan has not answered many questions. Call stated maybe the proposal was presented prematurely and asked if Dearborn would feel more comfortable helping shape the solar project. Dearborn replied there is a proper way for the CSD to install solar, but it will take money. She does not believe the projected solar savings will be what they are saying. Perry commented this is a Board decision, and requested that Call and Dearborn speak after the meeting.

Pedestrian Pathway Maintenance

8/17/14 email from Commissioner Barnello

Perry commented Horne, Roach, Hansell and herself received emails from Barnello regarding the pedestrian pathway she had concerns about.

Call asked what Barnello would like to see be done.

Harrelson commented he had spoken with the landscape maintenance contractor and they will add pathways to their regular maintenance duties.

Barnello commented she is concerned about fire hazard; she had taken her ruler and measured the height of the weeds, which was about 4 inches. Barnello added foxtails are another issue that should be addressed and does not feel the RFP is being met.

Dearborn commented she helped draft the RFP and the contractor should be removing the debris after their work. The question remains if the debris Barnello is concerned about is the result of the natural life cycle of the plants or the result of the contractor's maintenance.

Harrelson and Perry agreed the contractor should be removing the debris they create. Perry asked the Commissioners if they would like to move forward with inspecting this issue further. Call responded it is a staff issue, not a Commission issue; the majority of the Commissioners agreed.

Dearborn commented she appreciated what Barnello has done for this community and does not appreciate the tone from the staff; the walkthroughs were rushed and it did not seem like staff was listening to comments. Roach should have responded to or acknowledge Barnello's email. This is a community service organization; staff should recognize information and concern from any community member and respond. Perry stated she agreed with Dearborn; Barnello has great energy and commitment to the community, but Dearborn was not in attendance at the end of the August meeting or involved in the email correspondence. Perry added that Barnello has ignored her requests to work with the Commission. Barnello wrote numerous lengthy urgent emails to the staff and Board members instead of going through the Commission. If she would like to see an item on the agenda it should be sent to the Commission Chair and District Manager. If the topic does not make it onto the agenda it will be addressed in the Q&A section of the meeting. Perry stated each Commissioner will have differences of opinion on matters, but the majority should determine the course of action. Perry asked Barnello not to fixate on small details and micromanage staff, but rather offer strategic guidance and support. Paoli stated she agrees with Dearborn and Perry, and requested Barnello bring her concerns to the Commission rather than inundate staff. Barnello stated she was asked to be detail orientated in regards to gathering information about the Parks Department. Perry responded she is not speaking in regards to the information gathering; she is speaking to the emailed correspondence. Dreikosen commented Barnello is being attacked a bit, and it seems there was miscommunication with the Fire Chief. The majority should speak in regards to matters and Perry was appropriate in ending the August meeting. Dreikosen added that everyone on the Commission is here for the greater good of this community. Unfortunately we are working with limited resources and there have to be priorities, but it is essential to respectfully listen to others. Barnello commented all she wanted to do was read her email; there should not have been any discussion afterwards. Call stated it is important to have goodwill towards others and felt Barnello should have waited for her correspondence be properly placed on the upcoming agenda.

Park and Recreation activities reports

DeMarta reported the camp revenues far exceeded the expectation. The amount of in-house specialty camps doubled, prices were raised a small amount and had great attendance all while keeping the quality high. DeMarta stated the growth in the Recreation programming to attribute to the strong relationships that are formed with the families who attend the programs rather than the prices of our programs. Dearborn asked if the department offers scholarships.

DeMarta replied yes, as well as payment plans with no additional fees or interest costs. Paoli stated she would love to sponsor a scholarship with the funding from the Rob Paoli Memorial Fund. Dreikosen commented he appreciated DeMarta's acknowledgement regarding relationships with the community and not obsessing over the bottom line.

DeMarta stated he is very happy to see the dramatic increase in revenue over the past eight years.

Perry thanked Harrelson for his detailed informational letter regarding Park maintenance.

Q&A discussion with staff re: items not otherwise covered on the agenda

Perry distributed the Marinwood CSD Code of Conduct and Ethics for Commission Members. She stated with the upcoming election it is best to be reminded of Commissioners responsibilities.

Call requested the District throw Harrelson a retirement party. DeMarta agreed. The Commissioners stated they truly appreciated all the work Harrelson has done for this community.

Community Center Signage

Tabled.

The meeting concluded at 8:55PM.

The date of the next Park and Recreation Commission meeting is September 23, 2014 at 7:00at the Marinwood Pool.

Respectfully submitted,

Carolyn Sullivan

Marinwood Community Services District

Minutes of Board of Directors Meeting
Tuesday October 14, 2014

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

Present:

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

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

Park and Recreation Commissioners: Izabela Perry and Linda Barnello.

Others Present: Stephen Nestel, Ray Day, Ward Bouman, Cyane Dandridge, Emily Irish, Rachel Roll, Sydney Dye, Casey Brady, Lucas Culbertson, John Toomey, Sami McLaughlin, Joan Swanson, Morgan James, Dylan Adler, Alyssa Cecanti-Harris, Ani Pirinjian, Cameron Taylor, Sammy Stilson, Juliana Swanson, Angelique Avanozian, Chiara Cameron, Natalia Fernandez, Cheyenne Biel, Michael Kessell, Jon Parkinson, Susan Parkinson, Taylor Saling, Mia Stein, Angelica Poliseri, Cameron Ceccanti, Hayes Norman, Kenny Mack, Damien Perry, Jonathon Whelan of Optony Inc., David Kunhardt CEO of SoEd Benefit Corp., David Potovsky of Sunetric and Pam Derby of CPS HR Consulting.

Call to Order and Pledge of Allegiance

Public Hearing Re: Seed Fund Solar Electric Proposal

a. *Project Description:* Kai stated he would like to approve the agenda first. He stated he is confused as to why the SEED Fund Solar Electric Proposal is on the agenda, as the Board had voted it down in September. Hansell noted his concern, but said that the Board should proceed upon County Counsel advice that the item can be reconsidered. Hansell added he had asked Whelan to attend; new information has arisen since last meeting: Pacific Gas and Electric has taken Marinwood CSD off their waitlist for California Solar Initiative rebase and the offer will expire in October, and the bundled discount threshold for contracting systems had been met. Additionally there was confusion and concern regarding approving the Resolution without Counsel review.

Whelan stated that 13 of the SEED member public agencies to had contracted for solar power. The system proposed for Marinwood is an 81.3 kW system. Over the life of the system it will offset about 4.5 million pounds of CO₂. Hansell noted all the information Whelan has presented is on the Marinwood website.

b. *Letters, comments and questions from the public:* Hansell commented the Power Purchase Agreement presented will go to Counsel for review if the Resolution is approved. Ray Day commented he was in attendance at the September meeting when this Resolution did not pass, yet it is on the agenda again, and asked if this set a precedent for future agenda items. Hansell replied absolutely, information is always changing; there are no restrictions on having items placed on agendas if they have been spoken about previously.

Angelique Avanozian reported in 2012 she and other SEL students had inspected the community center and presented recommendations for energy efficiency to Tom Horne, including photovoltaic power, and asked why has it taken so long to approve the project? Hansell replied it takes years to achieve an RFP and it had been considered by different Boards.

Nestel asked where in the draft is the cost for roof repairs, engineers, etc. Hansell replied the cost of materials and structure is included in the proposal, which provides a breakdown of costs and is available on the website. Horne stated he had received a roof inspection for the main building as well as the pool building. The inspector stated the roof has about 25 years left. He did note there needs to be work done on the flashings and vent membranes. Kai asked who did the inspection. Horne replied State Roofing Systems.

Joe, a community member questioned what the disadvantages of the project are? Hansell acknowledged the question and stated the Board should answer the inquiry under item "c".

A community member stated he had placed solar on his home years ago and acknowledged that technology changes, but he does not regret his decision at all; this project is the right thing to do for the community.

Brad Sharp stated he lives on Cobblestone and works for Solar City. Sharp stated he thinks the prices presented in the project are too high and believes Marinwood does not need a consultant; Solar City could beat the prices presented. David Kunhardt replied Solar City was a bidder and a finalist, but SoEd had beat their prices.

Bouwman urged the Board to vote yes on this Resolution; it will save the District money.

Karen, a community member asked the Board to consider the goodwill for the community that a solar project offers.

Bruce Anderson stated this project has been vetted and all the other agencies are moving forward, the process has been open and positive and it will save the District money. Anderson urged the Board to vote yes on the Resolution.

Cheyenne Biel stated she is summer camp counselor at Marinwood and from her perspective added shade for the tot pool is very beneficial.

Nathan, a community member asked what the benefits are. Hansell replied aside from the environmental ones this District needs to save money operationally and for future retiree costs. The budgetary target is to take in \$300,000 more than expenses and every cost saving measure counts.

A community member asked if the District does not meet its expectations will taxes be raised. Hansell replied the District is getting better, but we have about 50% of budget that are fixed Fire Department costs and the Recreation Department is the only Department that generates revenue.

Tim, a community member asked how the District will secure the PG&E rebate. Hansell replied the District will pay a \$2,500 deposit which is refundable.

Barnello stated 80% of the materials used to construct the solar panels are made in China. The District can spend more to purchase panels that consist of 86% made in America. David Potovsky stated he is the contractor for this project and Suneva is the manufacturer of the solar panels, they are based in Georgia with a factory being built in Massachusetts. They do have to outsource some of their labor, but their intention is to have all materials made and assembled in America by the first quarter of 2015. Barnello stated the forty year roof is probably not going to last forty years; will the hardware related to the solar panels affect the roof? Horne replied the inspector stated he would not hesitate to go forward with installation of solar panels on the existing roof. Hansell commented the roof will need replacing no matter what; if anything the solar panels will be helpful by reducing the amount of roofing subject to the elements. Dearborn inquired if the proposal includes a Dura-Last Contractor to penetrate the roof for installation. Horne replied yes.

Kai stated Harrelson had made comments in the minutes of the Sep. P&R Commission regarding the beams at the pool facility and maintenance issues that need to be addressed. Hansell replied any maintenance issues should be addressed and the money we save on the solar project can help with those costs.

Steven Shoup a former Park and Recreation Commissioner thanked the public for their support and commented the District should be proud of taking initiative for green energy and cost saving measures; the Board should move forward with this project.

Potovsky stated Horne had taken the time to visit a completed structure in El Cerrito and commented he'd be happy to give a tour to anyone interested.

Hansell reported the Board had received thirteen emails of support, two of objections and one of hesitation.

Barnello commented to the students in the audience that the solar will not be heating the pool. Barnello stated a General Contractor will be installing not a solar contractor. Potovsky replied the General Contractor hired has been installing solar panels since the 1970's. Kunhardt added the Contractor is mandated to pay prevailing wages.

Nestel stated rust never sleeps, he supports solar and commented he was an environmental leader in the 1980's. Nestel has objections to this particular project. The prices for solar will drop in the near future, and the financial health of the District is a large concern as well as the dilapidated Maintenance building. Ward and Cyane are the ones who got this contract. Hansell asked Nestel to not to indulge in character assassination; please address the Board. Nestel continued and stated the SEI contract was done out of public view. Kunhardt responded to Nestel's comment about prices dropping in the future. The cost of solar panels is reducing and that is reflected in this proposal, but one must take into account labor and engineering and that curve continues to level out.

c. *Resolution No. 2014-10 Authorizing a Site Lease and Power Purchase Agreement with Sol Ed Benefit: Hansell read: Resolution No. 2014-10, Resolution of the Board of Directors of Marinwood Community Services District, Authorizing the District Manager to execute a site specific power purchase agreement for solar PV installation and operation at Marinwood Community Center and Marinwood Community Pool with SolEd Benefit Corporation and take all actions and execute all other necessary documents to implement the projects.*

Read stated this proposal has been reviewed for a long time. Yes technology changes over time, but this project will save money with no upfront costs and it is good for the environment.

Kai stated solar energy is a good direction, but there are too many unknowns with this project. Additionally the District is in transition with a new Manager being hired, and current one is not an expertise on solar energy. Kai stated the current Manager shouldn't have the authority to go through with this Resolution and this Board shouldn't encumber future Boards with this Resolution. Solar equipment will improve over time and suggested the Board re-visit a solar project with the new District Manager. Kai wanted to know who asked Horne to spend staff time on this Resolution when the Board voted it down last month. Horne responded he took it upon himself to work on the Resolution given the new information presented by the PG&E rebate and stated it is his job to do what is in the best interest of the community and believes this project will save the District money. Hansell stated County Counsel was advised. Kai responded the Board voted the project down; the Board should inform the Manager what to do; because it was agenzized again the Manager violated the Brown Act. Hansell replied Kai is incorrect. Counsel was advised and concurred the Resolution may be placed on the agenda for approval. Hansell asked Kai to speak on the merits of the proposal. Kai stated he has concerns with the Manager retiring who will be in charge of the project. Horne replied the Board may hire a construction manager if they chose.

Dearborn questioned the projected utility cost without solar. She believes that number is too high; even with the added cost for the new AC units. She calculated the numbers with a 4% escalator and it resulted in far less cost recovery than presented. Whelan responded per kilowatt usage PG&E rates have increased by 5.48%. Dearborn stated it would be unrealistic to assume the District would not reduce their energy costs in other ways such as upgraded pool equipment. The Board has a responsibility to look at the long run costs. Dearborn stated she is not sold on this project and she does not believe the numbers presented. It is not the right time for the District to move forward with a solar project and the District will incur too much risk. She added the PG&E rebate is not new information and disagrees with the idea

there will be no upfront costs. There are the costs related to the roof inspections. Dearborn continued by commented she would like to see Financial Statements form SolEd as well as review references from the Contractor. Shea stated he has concerns with the about of time of the project, twenty years. He was elected to save the District money, but hesitates to tie the hands of future Boards for twenty years. Whelan responded there are buyout options at years seven and fifteen.

Kai stated the proposal is a conceptual design, how much of that design will change. Potovsky replied the engineer has been on site three times, they are informed of the area. Whelan replied the contractor has been on site six times and is well aware of the facility; there will be very little change in the design. Potovsky added there is no charge to the District if the design changes. Kunhrdt added there are provisions in the contract for termination.

Hansell urged his fellow Board members to vote yes on this Resolution, it will save the District money and will cover 80% of our electricity costs. Hansell added he does believe the numbers presented because they are based upon our current PG&E bills. This project is the right thing to do for the community. Drilling down to examine each and every minute detail will result in paralyzing movement forward. We are a small District with a small staff and we should take advantage of the fact this project has been vetted by a larger city with competent legal staff. It would disadvantageous to throw a new solar project onto the new District Manager. Hansell commented the twenty year life of the project does not concern him; the Board just spent \$500,000 on a new fire engine that will not bring in any revenue for the District. The power purchase option is a good one, and believes the Board has support from the community for this project. He asked his fellow Board members to not waste opportunity by fear.

Horne commented he had been hired in the middle of the pool reconstruction and it was not an issue to pick up where Ms. Bolding left off. In response to Dearborn's inquiries the Contractor reference checks have been vetted and made public.

M/s Read/Shea to approve Resolution No. 2014-10 Authorizing a Site Lease and Power Purchase Agreement with SolEd Benefit.

Ayes: Read, Hansell and Shea.

Nays: Dearborn and Kai.

Agenda

No changes or additions.

Consent Calendar

1. *Minutes of Regular Meeting of September 9, 2014:*

2. *Bills Paid nos: 227-347:* Dearborn inquired if the \$128,000 for the engine purchase was CSA money. Roach replied yes.

M/s Read/Shea to approve Consent Calendar.

Motion carried unanimously.

Open Time for Items not on Agenda

Barnello inquired about the employee handbook. Horne replied it is on his desk; it needs a revised discipline policy before it goes back to the Union. Barnello questioned where the draft policy is regarding Board member communications. Hansell replied it was his document that he brought to Board and it is a policy that should be approved, but needs to be reviewed by Counsel. Barnello asked the status of the cell phone tower and the Unions response. Roach replied he is still gathering information on the possibility of the project. Barnello asked the status of the Insurance Inspection. Horne replied they have yet to send the final report.

District Manager Position

District Manager Hiring Process

a. Determine special meeting dates and confirm a selection processes to include identifying interview panels:

Pam Derby of CPS HR Consulting stated she had received thirteen applications, but hopes to receive more by October 17th. Applicants are asking the salary range and Derby stated she is referring them to the District's Budget. The Board decided upon two separate panels for the interview process. The panels will consist of Board members, staff, Commission Chairs, a subject matter expert, and a community member chosen by each Board member. The first round of interviews is set for November 10th from round 7:30-5:30 and the second round will be held November 17th from 12-4.

Correspondence

a. Thomas Kunkel, September 6, 2014 resigning from Park and Recreation Commission at end of term: Hansell stated he genuinely appreciated the service he has given to this community. Horne stated he will place openings on the website.

b. Stephen Nestel, October 5, 2014 regarding: Park maintenance building replacement: The Board acknowledged the letter.

c. Stephen Nestel, October 5, 2014, regarding: Dangerous condition of trees in park: The Board acknowledged the letter. Horne added the trees were noted in the latest inspection by the Commission.

Fire Department Matters

1. *Draft Report of Fire Commission meeting of October 7, 2014:* No additions.
2. *Fire Chiefs Operations Report:* Kai questioned the status of MERA's Measure A. Roach responded Jody Morales of Citizens for Sustainable Pension Plans is targeting the measure as well as all Fire Measures in the County; it's very unfortunate.
3. *Implementation of paramedic program:* Roach reported he will be meeting with Chief Grey on Thursday. Roach added the Board and Union needs to meet to discuss salaries for Firefighter paramedics.
4. *Agreement for Fire Protection and Emergency Services to CSA 13:* Hansell commented this is an annual standard agreement. Shea asked if the payments have increased. Horne replied yes, typically the payment rise, it is based upon the budget, aside from the out of state costs. Hansell commented for future agreements he would like the wording "non-fire services" to be added to the last sentence in regards to "...litigation costs and damages incurred by the District".

M/s Read/Dearborn to approve agreement for Fire Protection and Emergency Services to CSA 13 as amended to correct the date.

Motion carried unanimously.

5. *Agreement for Fire Protection and Emergency Services to Juvenile Hall site:*

M/s Read/Dearborn to approve Agreement for Fire Protection and Emergency Services to Juvenile Hall Site.

Motion carried unanimously.

Park and Recreation Matters

1. *Draft Report of P&R Commission meeting of September 23, 2014:* Perry commented it is her opinion that it is critical to have an outside agency look at the pool and pump room. The District is losing the personnel resources that keep the pool operating. Horne replied he has two scheduled appointments with pool contractors to gather bids for the operation of the facility. Nestel commented most public pools are operated by the pool managers. Roach stated the comment in the minutes regarding his lack of response to Barnello's emails is incorrect. Roach did respond to Barnello and in a timely manner.

Dearborn stated she would like a few corrections made to the minutes before they are approved by the Commission. Hansell commented the minutes are not a transcript of the meeting, they give a general overview of discussion; if people would like to hear every word spoken they are encouraged to attend the meetings.

2. *Recreation and Maintenance activities reports:* DeMarta commented October has been a busy month. Oktoberfest was held on the 4th, and was very well attended. October 11th the department hosted the second annual Art Show and Wine Tasting; over thirty artists showed their works it was a lovely evening. The Halloween Harvest Festival will be held on the 17th with carnival games and pumpkin carvings. On November 7th the department will be hosting the first Wine and Canvas Night; tickets are still available.

DeMarta reported he and Recreation Supervisor Robyn Bruton had attended the HEAL (Healthy Eating and Living) Workshop. Interestingly the data showed Marinwood as one of the unhealthiest places in the County. DeMarta stated he is a bit weary of the data though and will ask for data references.

DeMarta reported the summer programs report was attached and stated the net gain was \$72,000. He is very happy with the numbers and the quality of the staff and the programs. Hansell thanked DeMarta for his very effective leadership. Dearborn commented \$301,000 of the budget went to part-time summer staff wages; which is going back to the kids in our community; it is great news.

Hansell thanked all the volunteers who donated their time to help with Oktoberfest; it is a good community event.

New and Other Business

1. *Resolution No 2014-11 Requesting Dry Period Loan:* Hansell noted this item was not agenized, it will be placed on the October 30th Special Meeting agenda.
2. *New and Other Business:* Dearborn asked if Harrelson turned in any paperwork regarding maintenance duties. Perry replied Harrelson will be leaving detailed information for the remaining staff. Perry reported she, Barnello, Horne and Harrelson had met regarding gathering this information and hopes to have a prepared file of the parks and facilities soon.

Recognitions and Board Member Items of Interest

Dearborn would like to recognize Roach for his communication skills with MERA, Strike Teams and fires; it is appreciated.

Perry stated she would like to acknowledge Barnello for her dedication passing out MERA information leaflets. Perry also thanked the Recreation staff for the Art Show. Perry commented it brought a whole different demographic down to our community center; it was great to see such diversity.

Barnello commented she had donated forty pints of ice cream to the firefighters to congratulate Cespedes on his paramedic certification.

Marinwood Professional Firefighters MOU discussions

The Board met in Closed Session to confer with its designated representatives to represented employees regarding wages, benefits and working condition matters, pursuant to Government Code section 54957.6: The Board entered into closed session at 10:39. The Board exited closed session at 10:47; the Board had taken no reportable action.

The date of the next Regular Board meeting is November 18, 2014 at 7:30PM.

The meeting was adjourned at 11:48PM.

Respectfully submitted,
Carolyn Sullivan

Marinwood Community Services District

Draft Minutes of Board of Directors Meeting
Tuesday November 18, 2014

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

Present:

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

Staff: District Manager Thomas Horne, Fire Chief Thomas Roach, Recreation Director Shane DeMarta, Firefighters Joel White and Esteban Cespedes and Administrative Assistant Carolyn Sullivan.

Park and Recreation Commissioners: Chair Izabela Perry, Eric Dreikosen and Linda Barnello.

Fire Commissioner: Jeff Naylor.

Others Present: Stephen Nestel, Ray Day, Roy Nisja, Michael O'Connor, Liz Dale and Irv Schwartz.

Call to Order and Pledge of Allegiance

Agenda

Barnello stated the agenda needs to state the minutes are still "draft". Additionally the minutes on the website need to be updated. Sullivan responded she will update the website.

Nestel conveyed his disappointment in being ignored by the District Manager and stated his civil rights are being ignored. Nestel had written correspondence to the Board which was not included in the Board packet. Horne apologized.

Consent Calendar

- a. *Minutes of Regular Meeting of October 14, 2014 and Special Meeting of October 30, 2014:* No comments.
- b. *Bills paid nos: 348-432:* Shea asked if the Firefighter overtime costs are going to hold. Roach replied no, the Department still has one member out. Shea asked why janitorial costs were high. DeMarta replied we had the old office carpeting removed and replaced as well as waxing the existing flooring in the classroom and a deep clean of the community center. Dearborn asked why there was no drop in Park Salaries. Sullivan responded the payrolls went through October 31st, you will see a drop in expenditure beginning in November. Dearborn asked why the garage and fuel charges were high. Sullivan responded they were for maintenance to the Park vehicle and fuel for the Parks Department not Fire Department.
- c. *Report of County Pooled Investment Funds CY 2014 Qtr 3:* No comments.
- d. *Current Revenue and Expenditure report for November 12, 2014:* Dearborn asked when property taxes were expected. Horne replied December 15th. Dearborn asked why the money from CSA 13 is not being reflected as revenue. Roach replied he is unsure, but will look into it.

M/s Dearborn/ Shea to approve Consent Calendar. Motion carried unanimously.

Open Time for Items not on Agenda

Roy Nisja a community member and owner of the "Christmas Bear House" stated it would be nice to be able to promote the three Holiday Houses in Marinwood; including "Linda's Snow Village" and the "Mize's Mickey House". Hansell deferred to the Recreation Director. DeMarta commented he has no problem helping advertise the Holiday Houses if the Board approves. Read stated there is no monetary exchange to visit the holiday houses. Nisja confirmed that, but said he did have a donation box for his December electricity bill. DeMarta commented Nisja and he can speak on the details.

Barnello commented she would like all the Board members and Commission members to be courteous and respectful as well as to uphold Roberts Rules and the Brown Act. In the August Commission meeting there was discussion held after Barnello had read her letter to the Commissioners; this discussion violated the Brown Act. It resulted in further discussion held at the September Board meeting. Barnello stated there was "Barnello bashing" held at the Commission meeting as well as reported in the minutes. Barnello commented there should be no personal attacks in the Commission or Board meetings. Furthermore Barnello commented the five and a half minute letter that was read by the Chair of the Commission violated the Brown Act because she was refused a copy of the letter. Hansell thanked Barnello for her comments. All Commissioners and Board members are required to do online compliance training. Hansell added there have been discussions with Counsel regarding the Brown Act and possible future training sessions. Read commented the Chairs of both Commissions should be given a copy of Roberts Rules. Any personal commentary in the course of the meetings is inappropriate and Barnello stated the next time it happens she will go to the District Attorney. Perry commented in light of this discussion she will be stepping down from the Chair position. Hansell replied he would like Perry to consider her comment and not to rush a decision.

Nestel commented the two minute speaking allowance is arbitrary. Additionally his letter to the Board was not distributed and stated it was regarding Park maintenance; specifically the plies of wood chips that are scattered throughout the parks. DeMarta replied he agrees with Nestel; the wood chips need to be addressed. He and the

Recreation Supervisors had done a walk-through of the grounds assessing issues. DeMarta added he will be meeting with the remaining Park staff to finalize a maintenance schedule.

Nestel stated he had put in a FOIA request to Horne regarding the solar contract and was informed I would receive all copies of correspondence which did not happen. Horne is in violation of the law. Hansell replied Nestel may have copies of correspondence.

Audit Report for Fiscal Year 2013-2014

1. *Presentation of Basic Financial Statements and Management Report:* Michael O'Connor spoke to the Board referencing the report. O'Connor made specific notes as to the District's net position at the end of the period with full accrual which is \$2,881,617.00. Hansell read the first paragraph of the *Management's Discussion and Analysis*, "The District...has ended the 2013-14 Fiscal Year with an increase in fund balance of \$321,097. This continued improvement is due to the increasing revenues and decreasing costs from recreation programs, from recovering property tax revenues, from the first half year's distribution of Marin County Measure A sales tax funds-expected to bring in over \$80,000, per year for nine years to the District for recreation facility investment, and from concessions made by full-time staff assuming more of the cost of employee benefits."

Nestel commented if the new law for pension liabilities is reflected in the report. O'Connor replied it will be reflected in next year's report, OPEB will be as well. Perry commented OPEB liabilities are included in this report, but are located in the notes. Nestel commented CSPP (Citizens for Sustainable Pension Plans) stated Marinwood is the worst funded District for pensions. Roach replied CSPP is incorrect. Dearborn questioned how compensated absences are calculated. Horne replied there is a one year carry over for full time employees with a limit on accrual; the numbers originate from our payroll service provider. Dearborn stated there will be a vacation payout when an employee retires. Horne replied yes. Nestel stated the deferred maintenance on the Park building is not captured in the report. O'Connor replied no.

O'Connor discussed the Management Report and stated there were no new current year observations. It was noted that the Capital Expenditures threshold should be raised. Roach asked O'Connor if the District is in better financial position that it has been in years past. O'Connor replied yes, but the District needs a long term plan for OPEB liabilities. He added, there are ways to resolve the issues and time is on the side of the District.

2. *Accept Basic Financial Statements and Management Report:*

M/s Shea/ Read to accept the Basic Financial Statements and Management Report. Motion carried unanimously.

District Manager Position

Hansell reported the current District Manager will be retiring next month. This Board decided to hire a consultant to advise and assist in the process for hiring a new Manager. This consultant helped with the job description and salary benefits. It has been 17 years since Marinwood has gone out to hire a new Manager and the Board was unaware of the current market rate. The consultant received about 30 applications for the position, from those 30 she suggested a smaller group and the interview process progressed. All of the candidates have and will be confidential and the Board will maintain confidentiality until the candidate has accepted the position. The interview process went as follows: for the first interview two panels were formed, each panel consisted of one Board member, one Department Head, one community member (chosen by each Board member), the Commission Chairs, and an outside expert familiar with Special Districts. The first round of interviews consisted of six candidates and from that pool the panels decided upon four very strong candidates to move onto the second round of interviews. The second round was held by the Board and Department Heads in a Special Meeting. The Board at this time has a preferred candidate. Nestel asked if the Board could elaborate on the qualifications and qualities that was asked of the candidates. Hansell referred Nestel to the District Manager advertisement that was distributed. The candidates interviewed included people from the public and private sector. Dearborn commented the interviews were very thorough with a huge variety of candidates. Ray Day (in attendance for the first round) stated the interviews were well structured with good questions. Perry stated while at first she was taken aback with the price tag of the consultant the end result was beneficial. The District had good candidates that were talented. Her only criticism was that the first interview round of questioning was scripted. Hansell replied the second round interview questions were brought forth and scripted by Board members and Dept. Heads. Barnello asked if every Board member had the opportunity to question the candidates. Hansell replied yes. Hansell added the current District Manager has been with Marinwood for 17 years, his service and dedication to this community should be recognized.

Hansell stated the consultant had conducted a salary survey and the survey numbers yielded a salary range significantly higher than our current manager's salary; which was confirmed in the candidates resumes. Read commented if the Board offers the candidate a base salary of \$115,000 burdened it would be \$164,968 and with the unburdened \$8,000 to deferred compensation the total is \$172,968 which is \$10,000 less than the Fire Chief. Hansell distributed an informational packet that details the salaries of all full time employees of the District. Read stated the numbers are a bit shocking, but the chosen candidate is coming with twenty years of experience and the choice was unanimous. Shea

stated he had thought long and hard about this decision and feels the chosen candidate was the best candidate. Kai agreed with the Board, every candidate was strong and qualified. Hansell stated this candidate has a proven track record of increasing revenues and any subsequent raises will be based upon performance not step increases. Hansell stated the candidate is aware of the high expectations. Dearborn stated she agrees with her fellow Board members, but is worried about how the proposed salary will fit into the budget; there is no guarantee of increased revenues. Liz Dale asked if the job announcement advertised salary. Hansell replied no. Dale commented she is upset to hear the discussion of increased salary. Dale stated the Upper Lucas Valley Homeowners are going without the basic needs at this point in time and the overgrown vegetation in the neighborhood needs to be addressed. Roach replied the Conservation Corp is working on the area tomorrow. Nestel asked specifically how the candidate has increased revenues. Read replied they had recently designed a tax measure to cover the OPEB liabilities. Nestel objected a tax measure is not a good way to increase revenues. Fire Captain Joel White thanked the Board for their due diligence in the hiring process, but stated the District needs to move forward with a health care vesting schedule. DeMarta commented the candidate has a good track record of increasing revenues as well as good standing in the community. Roach added they also will bring knowledge regarding policies and procedures. Perry noted the salary being discussed is high, but it is because Horne has stayed with the District for 17 years. Barnello asked if the candidate will require relocation compensation. Hansell replied no. Barnello questioned if Sullivan's hours will increase due to the adjustment of the new Manager. Sullivan replied she will be available if need be. Kai commented the salary being discussed is higher than the Board had initially considered, but fully vested it is not too far from the original discussion.

M/s Read/ Shea to authorize the Board President to make an offer to the chosen candidate under the conditions the base salary is \$115,000 with an \$8,000 deferred compensation contribution per year, standard benefits and the most advantageous PERS plan available to the candidate with preference for three highest years compensation basis. There will be no car allowance and no step raises, only merit raises due upon review. Motion carried unanimously.

Hansell thanked all involved in the interview process.

Correspondence

1. *Liz Dale, September 6, 2014 providing information re: proposed State Scenic Route designation for Lucas Valley Road and suggesting letter of support:* Irv Schwartz commented he is a 48 year resident who would like to see the electricity lines be relocated underground. This designation would allow for possible grant money to be received to assist in that project. Additionally, before Prop 13 landscaping was performed on Lucas Valley Road this designation would allow for possible grant money to be received for landscaping. He urged the Board to write a letter of support. The Board agreed to write a letter of support for the designation of Lucas Valley Road to become a State Scenic Road.

Fire Department Matters

1. *Fire Chief Operations Report:* Roach reported the Fire Engine Committee had gone to the manufacturer to check on status of the build. Roach reported Measure A is looking like it will pass. Thank you to Barnello for her work on the measure.
2. *Implementation of paramedic program:* Roach reported Cespedes is ready, but the Board needs to meet and confer with the Union for compensation. Horne had sent a letter to John Bagala last week and received a response letter yesterday.

Park and Recreation Matters

1. *Recreation and Maintenance activities Reports:* DeMarta reported the recent community events have gone very well. Halloween Harvest Fest was quite crowded and the Wine and Canvas Night was sold out. It was a great night and we had partnered with a wine distributor who was serving at the event. Winter Fest will be held on December 12th and our Winter Break Camp attendance is looking strong. Luke Fretwell has just completed and passed the Certified Pool Operator course. DeMarta commented in his report is the 2014 summer revenue, pool revenue was down due to the lack of groupon deals we offered and the revamping of the Waterdevils payment structure. Read stated even with the decrease in pool revenue the summer programs as a whole had a net revenue increase of \$73,000. Dearborn asked if Horne had received any quotes for pool operation. Horne replied he is awaiting the responses. Dearborn asked for a Park maintenance report. DeMarta replied yes, with Harrelson's departure he has jumped up to work with the remaining staff and will be meeting with them this week and will provide updates. DeMarta stated he and the Recreation Supervisors had conducted a walk-through of the parks and grounds and had the opportunity to speak to people in the community.

New and Other Business

1. *Findings that the Marinwood CSD PV Solar Procurement Project is Exempt from the Requirements of the California Environmental Quality Act:* Horne reported this is the next step for implementation.
M/s Read/ Dearborn to approve Findings that the Marinwood CSD PV Solar Procurement Project is Exempt from the Requirements of the California Environmental Quality Act. Motion carried unanimously.
2. *Resolution No 2014-12 Fixing the Employers Contribution for Employee Health Care Premiums:* Horne reported this is a yearly resolution. The District pays 80% of the Fire Department and 90% of the miscellaneous employees, with the remainder being picked up by payroll deductions. PERS takes care of the retiree deductions.
M/s Read/ Kai to approve Resolution No. 2014-12 Fixing the Employers Contribution for Employee Health Care Premiums. Motion carried unanimously.

Recognitions and Board Member Items of Interest

Horne reported on the status of the solar project. The District has received two grants from PG&E. Dearborn commented the contract states the Board has the right to review the plans and stated she would like to see the full design. Hansell agreed. Dearborn asked that the Solar Project Status be placed as an ongoing item on future agendas. Hansell stated the Board will vote in December for the new Board President. Hansell thanked staff for Harrelson's Retirement party.

Marinwood Professional Firefighters MOU discussions

The Board may meet in Closed Session to confer with its designated representatives to represented employees regarding wages, benefits and working condition matters, pursuant to Government Code section 54957.6: The Board entered into closed session at 10:19. The Board exited closed session at 11:09 there was no reportable action.

The date of the next Regular Board meeting is December 9, 2014 at 7:30PM.

The meeting was adjourned at 11:11PM.

Respectfully submitted,
Carolyn Sullivan

Recreation Report – October 2014

Shane DeMarta, Recreation Director

Fall Events:

- **Halloween Harvest Festival:** The Halloween Harvest Festival took place Friday, October 17th. Attendance for the event far surpassed expectations (in fact, we were almost too full). The event was great; we had 15 volunteers from our camp and pool staff operating carnival games, arts and crafts, and pumpkin carving and even had a visit from a fairy that was available for pictures with attendees. We look forward to another great event next year.
- **Wine and Canvas:** Wine and Canvas took place Friday, Nov. 7th and was a huge success. We had sold out of spaces with 45 people in attendance.

Participants were led step-by-step through creating their own work of art with the option of sampling wine from Madonna Winery.

Upcoming Events/Camps/Classes:

- **Winterfest:** Winterfest is scheduled for Friday, December 12th from 5-7pm. The event will be packed full of holiday fun including, arts and crafts, cookie decorating, carnival games, face painting, and a visit from Santa.
- **Winter Camp:** We will be holding Winter Break Camp from Dec. 22-Jan 2nd for ages 3-12 here at the Marinwood Community Center. This camp is always extremely popular, we can accommodate up to 60 campers.
- **New Classes Include:**
 - Yoga
 - Italian
 - Ukulele for kids
 - Guitar for all ages
 - Weekend music for toddlers
 - Soccer for kids

Certified Pool Operator:

Recreation Supervisor, Luke Fretwell attended and passed the Certified Pool Operator course this past week.

Camp and Pool Season Report Attached:

Attached is the end of season summer report including pool numbers. We ended the pool season better than initially expected with a gain of \$49,175 this season vs. \$47,270 in 2013. We did one less Groupon this season which resulted in a loss of revenue of approx. \$10,000. In addition, we restructured our agreement with the Marinwood Waterdevils which in the end resulted in approx. \$5,000 less in revenue. However, pool maintenance and chemical supply expenditures were down and swim lesson numbers were up which resulted in our net revenue being on par with last season.

The pool is now closed for the season, we had an excellent season with only minor incidents, and staff did a great job of managing the pool, lessons, etc.

Summer 2013 vs Summer 2014 Comparison

2014/15

2013/14

12/13

POOL Account	1/1-6/30/13	July 2013	Aug 2013	Sep 2013	Oct 2013	Total 2013	1/1-6/30/14	July 2014	Aug 2014	Sep 2014	Oct 2014	Total 2014
Revenue												
4410215 Rental & parties	9,910.21	1,843.49	2,544.85	2,106.60	1,135.14	17,540.29	8,836.00	1,998.28	2,288.33	1,005.62	1,461.42	15,589.65
4631912 Vending	5,792.68	4,283.71	3,467.64	1,859.22	3,183.23	18,586.48	4,953.00	4,542.91	3,672.59	1,720.52	1,305.83	16,194.85
4631917 Pool revenue	33,756.49	15,203.77	10,439.16	12,659.22	6,562.24	78,620.88	26,666.00	19,128.95	12,688.20	11,298.02	9,993.88	79,785.05
Swim Team Reimb				56,920.15		56,920.15		59,530.19				59,530.19
4631918 Pool membership	64,171.62	4,357.31	1,205.75	210.87	10,880.61	69,945.55	52,365.00	3,142.10	84.33			57,416.82
Total revenue	113,631.00	25,688.28	17,657.40	73,756.06	10,880.61	241,613.35	92,820.00	28,812.24	80,014.70	14,108.49	12,761.13	228,516.56
Expenditure												
5110210 Part-time wages	40,613.94	29,990.27	30,475.60	17,094.95	14,698.99	132,873.75	43,111.58	29,792.44	29,980.85	16,309.40	11,846.93	131,041.20
5110210 S.T. salary, LG wages	43,605.00	9,685.00				53,290.00	50,718.00	9,970.00				60,688.00
5211315 Training	155.13	361.32	522.60			1,039.05	824.00	315.11	313.50	243.00	395.00	2,090.61
5220215 Maint pool equip	14,092.52	1,237.38	1,257.66	2,901.29	4.14	19,492.99	7,264.00	2,859.70	1,244.06	1,244.06	31.11	11,398.87
5220810 Pool chemicals	4,726.50	2,161.59	2,837.12	4,257.82	670.37	14,653.40	3,816.00	2,168.39	1,994.93	1,994.93	439.86	10,745.69
5220819 Supplies	1,050.15	575.94	1,144.04	285.77	695.53	3,751.43	2,699.00	1,004.51	476.59	130.11		4,310.21
5220825 Clothing	932.33	495.34	838.64	80.00		2,346.31	625.00	518.68	199.51			1,343.19
5220826 Vending supplies	3,641.25	2,975.12	2,386.59	2,305.75	970.66	12,279.37	4,154.00	2,979.80	1,784.57	2,554.28		11,472.65
Total expenditure	108,816.82	47,481.96	39,462.25	26,925.58	17,039.69	239,726.30	113,211.58	49,608.63	35,081.53	22,475.78	12,712.90	233,090.42
Gain/loss						1,887.05						-4,573.86

AQUATICS Account	1/1-6/30/13	July 2013	Aug 2013	Sep 2013	Oct 2013	Total 2013	1/1-6/30/14	July 2014	Aug 2014	Sep 2014	Oct 2014	Total 2014
Revenue												
4631917 Aquatics	54,451.07	17,785.30	16,644.28	5,602.01	5,577.57	100,060.23	63,885.00	17,461.38	15,639.47	3,136.76	1,922.52	102,045.13
Total revenue	54,451.07	17,785.30	16,644.28	5,602.01	5,577.57	100,060.23	63,885.00	17,461.38	15,639.47	3,136.76	1,922.52	102,045.13
Expenditure												
5110210 Part-time wages	9,271.06	16,683.72	16,774.33	4,090.85	1,263.00	48,082.96	8,857.00	14,969.55	15,294.75	3,315.00	885.00	43,321.30
5220819 Supplies	1,753.65	3,214.03	1,416.12	210.00		6,593.80	1,232.00	1,526.10	2,025.15	103.00	88.06	4,974.31
Total expenditure	11,024.71	19,897.75	18,190.45	4,300.85	1,263.00	54,676.76	10,089.00	16,495.65	17,319.90	3,418.00	973.06	48,295.61
Gain/loss						45,383.47						53,749.52

POOL PLUS AQUATICS TOTAL	Total Revenue	Total Expenditure	Gain/loss
	341,673.58	294,403.05	47,270.52

SUMMER CAMPS Account	1/1-6/30/13	July 2013	Aug 2013	Sep 2013	Oct 2013	Total 2013	1/1-6/30/14	July 2014	Aug 2014	Sep 2014	Oct 2014	Total 2014
Revenue												
4631920 Summer program	495,841.90	62,474.06	57,825.52	16,505.34	-19.82	632,627.00	591,284.00	80,416.49	75,320.84	18,638.86	0.00	765,660.19
Total revenue	495,841.90	62,474.06	57,825.52	16,505.34	-19.82	632,627.00	591,284.00	80,416.49	75,320.84	18,638.86	0.00	765,660.19
Expenditure												
5110210 Part-time wages	53,083.09	100,328.43	99,119.57	14,544.83	872.07	267,947.99	50,718.00	118,609.06	116,449.93	14,976.87		300,753.86
5210146 Contract employees	14,089.75	22,755.55	3,598.00			40,443.30	10,289.00	27,224.09	5,089.00			42,602.09
5220819 Supplies	36,584.53	27,361.14	27,912.50	16,550.92	1,497.28	109,906.37	45,249.00	40,035.64	19,426.45	30,358.87		135,069.96
Total expenditure	103,757.37	150,445.12	130,630.07	31,095.75		418,297.66	106,256.00	185,868.79	140,965.38	45,335.74	0.00	478,425.91
Gain/loss						214,329.34						287,234.28

Total Summer Season	Gain/loss
	261,599.86

ACTION ITEMS RESULTING FROM THE 2014 PARK AND RECREATION COMMISSION INSPECTION OF THE CSD PROPERTY:

QUICK AND EASY FIXES:

At the Las Gallinas playground:

- Pressure wash the swing structure
- Hide irrigation tubing. Add mulch if necessary
- Clean the water fountain
- Lock the utility box
- Clean "please clean up after your dog" box
- Cut weeds at Las Gallinas playground every 2 months*

Along the panhandle path:

- Replace #2 missing on a display pole
- Inspect the path running from Peachstone/Opalstone and the other 15 paths for possible walkway and v-ditch repairs
- Inspect storm drains before winter
- Cut weeds dry grasses along the path every 2 months*
- Move the stockpile of dirt further in between the willows to hide it
- Trim blackberry bushes
- Organize the sandbag area and place an information sign that sand is available free to residents
- Organize the mulch area and place an information sign that sand is available free to residents
- Tidy up around the maintenance shed

At Miller Creek Tennis Courts:

- Add mulch
- Cut weeds every 2 months*
- Grind down large tree stump
- Clean up litter along the creek bed near the tennis courts

Marinwood Park:

- Clean or replace signs on the fence
- Change the vendor for the vending machine next to outdoor restroom if the current one cannot be maintained better
- Cleaning schedule for the outside restroom may have to be changed, as the condition is often very bad

- Repaint red curbs and the blue handicap parking spaces in the parking lot
- Placement of dumpsters closer to the gate may alleviate some of the litter in the dumpster enclosure

Creekside Park

- Cut weeds along asphalt footpath, which runs from Creekside Park to just north of the Bridgegate bridge every 2 months*
- Cut the chain blocking the second exit from the tennis court
- Hide irrigation tubing. Add mulch if necessary
- Cut weeds in the park every 2 months*
- Replace the valve in the water fountain to prevent constant leaking. Clear the fountain.

Pool Complex:

- Paint storage shed next to equipment building

LONG TERM ITEMS:

At the Las Gallinas playground:

- Spring: Re-seed the lawn at the Las Gallinas playground

Along the panhandle path:

- Future of the Firemen Picnic Area: agenda item
- Plant Valley Oaks in the empty space (Kimberly)
- Remove the shrub and install a handrail to the Quietwood path (Linda)
- Maintenance shed: new roof

Marinwood Park:

- Trash cans (inadequate number/size, alternatively more frequent pick-up schedule): agenda item
- Permanent stage with electrical outlets?: agenda item
- Trees and sidewalk replacement

Creekside Park

- Curb cut from the parking lot onto the path

General:

- Replace water fountains with models that don't clog

Pool Complex:

- Changing rooms/bathroom building's beams and ceiling need to be resealed
- Add more/stronger lights in changing room
- Install radiant heat from the ceiling
- Replace sinks – top priority
- Tile floors
- Wading/Tot pool: Zero entry will need to be installed (\$50,000-\$60,000 because of plumbing and equipment replacement)

*2 month timing is a suggestion to a reoccurring issue

Commissioner	Dates from DM	
Linda	Barnello	12/31/15 2014-2016
Kimberly	Call	12/31/15 2014-2016
Eric	Dreikosen	12/31/15 2015-2017
Thomas	Kunkel	12/31/14
Sivan	Oyserman	12/31/14 2014-2016
Sarah	Paoli	12/31/15 2015-2017
Izabela	Perry	12/31/15 2014-2016
Shane	Valentine	12/31/14 2015-2017
New	Alternate	

Dear Commissioners,

I would like to provide you with the information regarding the Marin County Nomination of Lucas Valley Road to the Caltrans Scenic Road Program.

The County Nomination is currently under active consideration by the Board of Supervisors.

The Nomination and Scenic Road designation of County road corridors is an established Policy goal of the Marin Countywide Plan 2007. The Lucas Valley Road corridor has been deemed Eligible for Nomination by the Caltrans Scenic Road Program. The designation is sought for the purposes of Natural Scenic Resource Preservation and Enhancement; it will not be promoted for visitors, so it will not increase traffic on the road.

This County road Nomination should be of interest to the Commission, since there would be enhanced grant funding benefits for the maintenance of the Natural Scenic Resources visible along designated scenic road corridors. This would enhance funding opportunities for such projects as: Miller Creek Watershed restoration, native Plant restoration and maintenance; park trail maintenance; pedestrian and bicycle lane improvements; park maintenance or improvements; native fauna habitat preservation; removal of visual intrusions or beautification projects- as examples.

As you can see in the attached Overviews, the Scenic Road designation does not require any new ordinances, and the County of Marin will retain full authority of the road corridor after designation, including full authority to revoke the designation at any time if it is found to be undesirable.

If desired, the Commission is welcome to provide a letter of support for the Nomination; to; County Board Of Supervisors, email bos@marincounty.org, copy to valleyscenic@gmail.com

All individuals are invited to sign a Petition of Support, available on the links below.

Finally, this information was provided to the Marinwood CSD Board of Directors in 2012, and will be provided again for the new CSD Board this week.

If you have questions, or information to share, please do send to valleyscenic@gmail.com

Visit the website <http://www.scenic-valley.org/>

To Sign the Petition of Support - you can use the link here:

<http://www.change.org/petitions/marin-county-supervisors-nominate-lucas-valley-road-for-caltrans-scenic-road-designation>

Nomination of Lucas Valley Road for Caltrans "Scenic Road" Designation

OVERVIEW: THE CALTRANS SCENIC ROAD PROGRAM

The "Scenic Highway" program was first started in 1963 (Streets and Highway Code Section 260) "to enhance California's natural beauty and to protect the social and economic values provided by the State's scenic resources".

Caltrans Scenic Highways has one program with two parts. One for state highways and one for county roads termed "County Scenic Highways" which covers roads in the unincorporated part of a county e.g. Lucas Valley Road. *STREETS AND HIGHWAYS CODE Division 1, Chapter 1, Article 3154. COUNTY SCENIC HIGHWAYS; ENCOURAGEMENT; DESIGNATION; REVOCATION OF DESIGNATION* The department shall encourage the construction and **development by counties** of portions of the county highways as **official county scenic highways** (From Caltrans 2012 Guide), The signs are a little different in that county highways are marked with: "**G30B** five-sided scenic highway signs (18" x 18" or 24" x 24") at beginning and/or intermittent locations on the County Scenic Highway. " Signs display a California Poppy emblem:



Scenic Road designation of COUNTY roads remains under full control of the local county jurisdiction. Once designated, the Caltrans Program will visit the road corridor approximately once every 5-7 years to confirm that the corridor remains scenic. The designation may be revoked by the County at any time. County roads may be designated for Preservation or for purpose of being locally promoted for tourism.

THE DESIGNATION PROCESS:

In order for a County Road to become a Caltrans Scenic Road, a County will;

- 1- Approve a Resolution of Intent to Nominate the Road and to Adopt a *Scenic Corridor Plan*;
- 2- Submit a written Visual Assessment describing the road corridor's Scenic Resources;
- 3- Adopt a *County Scenic Corridor Plan* for the road corridor: a summary of existing Ordinances of the Countywide Plan that apply to the Road Corridor; *the existing ordinances of the Lucas Valley Road corridor already meet the State Scenic Road Program requirements.*
- 4- Upon Adoption of the Corridor Plan, Caltrans proceeds to officially Designate the Road Corridor.

SPECIFIC SEGMENT OF LUCAS VALLEY ROAD TO BE NOMINATED

The specific segment of Lucas Valley Road to be Nominated falls entirely within the County unincorporated planning jurisdiction, commencing at the intersection of Lucas Valley Road and Miller Creek Road at the east, and west to the termination of the road (> 9.5 miles). Lucas Valley Road is the only County road which the Caltrans Scenic Road Program has already deemed Eligible to be Nominated.

PURPOSE OF THE ROAD NOMINATION REQUEST

The primary purpose of the request is to accomplish goals of Local Community Pride and Recognition of the Natural Scenic Resources for Preservation and Enhancement. A secondary purpose of the road Nomination is to enable Lucas Valley Road to serve as a Pilot Program for Marin Countywide participation in the Caltrans Scenic Road Program, an established Policy Goal of the CWP 2007.

COST- BENEFIT ANALYSIS

Costs: The only cost to the County is the one-time use of staff time for the required work of a) a written Visual Assessment; and b) the written Scenic Corridor Protection Plan. If staff work is out-sourced to qualified consultants: outsourced Visual Assessment and Corridor Plan cost estimates: \$20k to \$50k.

Benefits: Direct Benefits: Fulfills Existing County Goals; Indirect Benefits: Enhances Grant Funding

- a.) Meets CWP Goals of Environmental Preservation, Community Participation, and Financial Responsibility
- b.) Makes Lucas Valley a "community [that] has the latitude to design its own future", CWP 1-1
- c.) Implements Goal of CWP DES 4.1 to preserve Visual quality
- d.) Implements Goal of CWP DES-4f, "to preserve and enhance Marin's scenic highway corridors."
- e.) Implements Goal of CWP TR-1.6 to maintain the rural character of west Marin
- f.) Helps honor and protect the existing MCOSD 1271 acre "Lucas Valley" preserve;
- g.) Complements Miller Creek Road/Las Gallinas Avenue recent improvements of WalkBikeMarin
- j) Provides County access to enhanced and new Grant funding sources for multiple County projects (Examples: Open Space maintenance, undergrounding utilities, Miller Creek Watershed Restoration, County road maintenance, native plant restoration, public trails maintenance)

PILOT PROGRAM- Benefits to Marin County

- a) Enables Marin County to ascertain feasibility of County participation in the Caltrans program;
- b) Provides quantifiable experience to ascertain future ongoing Countywide Participation or Study.

RISK ANALYSIS

- 1) Of all 29 California Counties that participate in the Caltrans program over the Program's 51 year history (totaling 1,336.82 miles of Caltrans Scenic designated road corridors); all have enjoyed net positive benefits and experiences with the Program. The high satisfaction of all other counties in the Caltrans Scenic Road program is best evidenced by the fact that no county has ever opted to revoke any Caltrans Designation(s) once received;
- 2) The County Corridor Plan will be adopted via normal County public hearing and review procedures; thus eliminating risk by ensuring the specific text of a Corridor Plan will be wholly consistent with the CWP 2007 and all existing applicable code and ordinances;
- 3) The Scenic Corridor Plan is always self-enforced by the County of Marin. *"Designation can be revoked if the local government ceases to enforce its protection program. A city or county may request revocation if it no longer wishes to be part of the program"*.

Conclusion: No risk.

SUMMARY CONCLUSION

With a one-time minimal administrative cost, the County will establish official Recognition of the natural scenic resources of the Road corridor, addressing the needs and interests of a broad diversity of County constituencies; residents, businesses, environmental and recreational organizations. A Caltrans Scenic Road designation honors the past achievements of local residents and multiple County Departments. Participation in the Caltrans Scenic Road Program will give Marin County distinction among California Counties as a place of remarkable Scenic Resources, which will always serve to attract the residents, investors, businesses and visitors which enrich our local economy, environment and quality of life. **This is a positive program, of little cost, that engenders enthusiastic community response and support.**

Advocates for Scenic Road Email: valleyscenic@gmail.com Website: <http://www.scenic-valley.org/>

Information Page: Marin County – Scenic Road Designation

Nomination of Lucas Valley Road to the Caltrans Scenic Road Program:

FAQS: Answers to Frequently Asked Questions

I. Q. What is the Caltrans Scenic Road Program for County Roads?

- A. The Caltrans State Scenic Highway Program also has a program for designation of County Roads: road corridors which fall entirely within a county unincorporated jurisdiction and are county owned and maintained. The sign posting for a Caltrans County Road designation is a simple emblem of a California Poppy (not a sign that includes the text “scenic route” or “scenic drive”). The Caltrans Scenic Road Program for County roads designates road corridors for either the purpose of Preservation and Local Community Pride; or for the Purpose of being locally promoted for tourism. The Nomination of Lucas Valley Road would be solely for the purpose of Preservation.

II. Q. Would a Scenic Road designation increase traffic on the road?

- A. No, the road designation will NOT be promoted for the purpose of attracting visitors or additional non-resident traffic. The designation will NOT be published on maps, nor will there be any posting of the road designation on signage located on other nearby county access roads; therefore the designation will not be publicized to attract non-resident travelers to the road corridor.

The only roadside signage to be posted will be a small scale sign with a Poppy emblem, just 18 inches in diameter. The signs will be no larger nor taller than the Bike Route signs which are currently placed on the road corridor. The signs do not contain any words or text. The signs would be installed by the County, placed near each end point of the designated corridor; west of the intersection with Los Gamos Road, and east of intersection with Nicasio Valley Road; and therefore will not be required to be visible to motorists at either of the two significant intersections.

III. Q. Would a Caltrans Scenic Road designation prevent allowed land uses or prevent local area homeowners from ordinary improvements of their residential property or fences?

- A. No, the County ordinances which already exist in the Countywide Plan already meet the criteria for a state level scenic road designation and County Corridor Protection Plan. The actual written text of the County Level Corridor Plan to be adopted for the Designation would be subject to Planning Commission reviews and Hearings, to ensure there will be no significant adverse impacts on individual property owners or property owner planned improvements.

After a Caltrans Scenic Road designation, the ‘scenic corridor plan” adopted by the County for the road corridor will continue to remain solely under county authority for both enforcement and interpretation; therefore, each home improvement or property development application will continue to be evaluated or approved at the discretion of the County and County Planning Department only; thereby ensuring that there will be no unintended or unreasonable restrictions placed on individual property owners from the Scenic Road Designation.

IV. Q. What are the benefits of the designation?

- A. The primary Benefits are to achieve the Goals of establishing Local Community Pride and Official Recognition of Community Values and accomplishments. In particular, the designation honors the

Historic Preservation of the Scenery by residents of CSA-13, the historic all underground utility design standards of RB-1; and the significant preservation of the natural scenic resources of the road corridor provided by the acquisition and maintenance of these resources by the Marin Open Space District and Marin County Parks. Added indirect benefits of the Designation include; 1) accomplishing Local Community Plan Updates to the CWP2007 for the Lucas Valley Planning area; 2) providing County access to new or enhanced Grant funding for projects that will maintain and further beautify the road corridor. Enhanced grant funding opportunities for the County would include Natural Scenic Resource Preservation or Enhancement projects (examples: native plant restoration; Miller Creek Watershed restoration; County Parks Public Trail maintenance; Open Space maintenance; undergrounding of utilities along the corridor; native wildlife habitat restoration, county road or bicycle lane improvements.

V. Q. What does it cost?

- A. There is a one-time cost of staff time for the Visual Assessment Application and the written County Corridor Plan; Estimates are: 40 hours staff time, or if outsourced to consultants; est. \$40k or less.

VI. Q. What are the risks?

- A. There are no risks beyond the administrative costs to Nominate the road and undergo the designation process; the county retains full authority to revoke a designation if it is no longer desired. There is no state control or enforcement of a road corridor once it is designated.

VII Q. Will there be full public hearings and reviews before it is finalized?

- A. Yes, there are two distinct future hearings, by the County Planning Commission and by the County Board of Supervisors to give final reviews for Adoption of a written Corridor Plan, and for the final decision to accept, or reject, any final designation at the conclusion of the Nomination process.

VIII Q. Can the designation be revoked if we don't like it?

- A. Yes, the county can revoke a designation, at will. At any time.

IX Q. Are other counties satisfied with their road designations?

- A, Yes, 29 other California Counties successfully participate in the Caltrans Scenic Road Program over the 5 decades that the Program has been in existence. No California County that has participated in the Program has ever elected to revoke their scenic road designations once received.

I have more questions:

For more information or questions, please email valleyscenic@gmail.com

I support the Nomination of Lucas Valley Road for the Caltrans Scenic Road Program:

To show your support, you can sign the online petition on the link here: Sign the [Petition](#)

Or visit the Information Website at: <http://www.scenic-valley.org/>

Caltrans Scenic Road Designation New and Enhanced Grant Fund Opportunities Benefits to Marin County from Caltrans Scenic Road Program

Marin County participation in the Caltrans Scenic Road Program will provide indirect benefits to the County by enhancing, adding Grant access for County project needs.

- Natural resource management and preservation enhancement
- Road Corridor Beautification projects
- Infrastructure improvements for public access and enjoyment (roads and trails);
- Local area tourist and visitor management projects
- New development planning or new public sector capital projects

Caltrans Designated County Road Corridors: Example of enhanced Grant Funds' uses:

For maintenance and enhancement of official Natural Scenic Resources, defined as the 'topography, native flora, fauna and watersheds—" of the road corridor; i.e.: benefits for funding of natural habitat, native plant or watershed restoration projects;

For visual enhancement and beautification projects: i.e. grant funding benefits for scenic easements, landscaping, undergrounding of utilities; removal of visual intrusions;

For road maintenance or improvements; including bike lanes, pedestrian walkways; traffic safety improvements; pull outs, and for Environmental Mitigation requirements;

For local tourist or visitor management projects; Parking lots, public trails, visitor centers, museums, Natural Resource preservation, rest areas, Signage; Scenic Corridor Management Planning; visitor impact studies; new road construction; park facilities.

Long term Potential Economic or Fiscal Benefit Opportunities: County-wide

Fiscal benefits: Road Corridors Designated for Preservation or for visitor Promotion

- Enhanced Grant funding for County projects, including those listed above;
- Achieves Local Planning Updates for the area at fraction of stall time and costs;

Economic benefits: Road Corridors Designated for Visitor Promotion or Management:

- Generates Real growth of local tourism; benefits to retail, hospitality industries;
- Enhanced Funding for Corridor Management Planning and projects;
- Enables visitor management planning; mitigations of negative impacts of unmanaged visitor growth to allows greater visitor capacity and real growth;
- Strengthens economic growth all sectors: quality of life provided by preserved Scenic Resources attracts workforce, investment, desirable business environment;

Potential Beneficiaries from Marin County Participation in the Scenic Road Program; County Departments of DPW, Parks, Marin Open Space District, TAM, Community Development, and local Park and Recreation departments; County environmental and recreational organizations; private sector retail, visitor, real estate industries; county based employers; and the local residents and the travelling public

Tom Horne

From: Stephen Nestel [stephen@stephennestel.com]

Sent: Wednesday, October 15, 2014 2:16 PM

To: thorne@marinwood.org

Subject: Excessive dumping of Woodchips in Marinwood Park causing unsightly hazard, spreads disease and kills plants and animals PLEASE DISTRIBUTE to the board and P & R commission.

Tom Horne and the Marinwood CSD Directors and Park and Recreation Directors:

This year has been a record year for woodchip dumping. While it is understood that some woodchips can be used in the park, I have counted no less than twenty large trailer loads of debris in all corners of the park like never before.

We have NEVER used such a vast quantity of material.

It is curious why so much material is being accepted now. The large dump trucks from tree companies dump massive amounts of material. If they brought it to the landfill, it would cost them at least 300 dollars to dump.

Are we getting paid to accept these loads of wood chips? If so, who accepts the payment and is it being properly recorded as revenue?

Keep in mind these chips are dirty loads that could contain sudden oak death fungus and other disease. Landscaping material purchased commercially is sanitized.

The crew unfortunately has spread their piles everywhere in the "dogleg" section of the park. It is time to treat our parks, flora and fauna kindly. We must contain debris piles and contain the maintenance area that has spread out needlessly to cover acres of valuable park space.

If we truly care about the park, we will care about our housekeeping and refuse to accept dirty landfill material

Stephen Nestel