

**MARINWOOD PARK AND RECREATION COMMISSION: MEETING AGENDA**

**TUESDAY, SEPTEMBER 27, 2016, 7:00PM**

**MARINWOOD COMMUNITY CENTER, 775 MILLER CREEK RD, SAN RAFAEL, CA**

<b>#</b>	<b>Time</b>	<b>Item</b>	<b>Commission Action</b>
1	7:00 PM	Park & Recreation Commission Facility Tour and Inspection: Marinwood Community Center	Understand maintenance Requirements
2	7:45 PM	Agenda	Adopt
3	7:50 PM	Public Comment	
4	7:55 PM	Draft Minutes of August 23, 2016 P&R Commission Meeting	Approve
5	8:00 PM	Draft Minutes of September 13, 2016 Board Meeting	Review
6	8:05 PM	Creation of Facility Tour Notes and Potential Projects	Discuss
7	8:20 PM	Potential Fall Plantings around Marinwood Park	Discuss
8	8:30 PM	Update: Park Maintenance Shop Repair/Replacement Project Recommendation as assigned by Board of Directors	Discuss
9	8:45 PM	Park and Recreation Report	Review
10	8:55 PM	Requests for Future Agenda Items	
11	9:00 PM	Adjourn	

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

**NEXT P&R COMMISSION MEETING TO BE HELD ON OCTOBER 25, 2016 AT 7:30 PM  
AT MARINWOOD COMMUNITY CENTER**

**Facility Inspection Schedule:**

**May:** Creekside Park

**June:** Las Gallinas Mini-Park & Miller Creek Panhandle Path

**July:** Marinwood Community Park & Playground

**August:** Marinwood Community Pool

**September:** Marinwood Community Center

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

**August 23, 2016**

**Time and Place:** 7:00PM Marinwood Community Pool

**Present:**

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

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

Board Members: Jeff Naylor and Justin Kai.

**Park and Recreation Commission Facility Tour and Inspection: Marinwood Community Pool**

DeMarta began the inspection in the locker rooms. He stated the items most frequently complained about are:

- Wash basin too high for children to reach. Wash basin faucets poor water flow.
- Dim lighting.
- Lack of indoor showers.

Valentine commented there is a step stool device that could be bolted to the floor made of stainless steel that could potentially help children reach the sink. Campo suggested contacting a plumber to see if the internal mechanisms of the sink are blocked preventing flow. Call commented staff should purchase new garbage cans; the current ones are quite dirty.

In the shower area Naylor suggested placing a roof over the current structure to help create a more indoor feel. Call commented the shower wall needs cleaning.

In the tot pool area DeMarta stated the pool has a small leak. The pool decking has crumbled over years and has been patched by the staff multiple times. Ideally this area should be updated to provide a zero-entry facility with attractions for the children.

DeMarta reported the main pool has a leak as well and will need to be re-plastered by 2018 at the latest. The last re-plaster was done about 8 years ago. The main pool also has decking issues which staff has patched. The CSD will also have to decide what the next steps will be when the pool slide comes to the end of its useful life. On the lawn area adjacent to the Hillside Picnic Area Call suggested leveling out the slope to potentially hold fitness classes. Call also suggested adding more gorilla hair to the landscaping near the pump house.

**Agenda**

M/s Call/Tune to approve agenda as presented. Ayes: Call, Tune, Valentine and Campo. Nays: None. Motion carried unanimously.

**Public Comment**

No comments.

**Draft Minutes of July 26, 2016 Park and Recreation Commission Meeting**

M/s Call/Campo to approve draft minutes of July 26, 2016. Ayes: Call, Tune and Campo. Abstaining: Valentine. Motion carried.

**Review of Draft Board Minutes of August 9, 2016**

No comments.

**Preliminary Discussion: Potential Conversation of Portions of Ponti Fire Road to a Multi-Use Trail Under Purview and Responsibility of Marin County Open Space District (informational update only)**

Campo stated he wanted to have full disclosure; he works as a trail planner for Marin County Open Space. If or when a vote is needed Campo stated he will recuse himself. Campo stated the County is looking at having the Ponti Fire Road be decommissioned and making it a multi-use trail. Campo had met with Chief Roach as well as the Fire Chief's from the County and Novato; they are all on board. The road will still have access for ATV's for search and rescue usage. Fire access will still be available for structure protection. The plan is to re-grade the road for proper water runoff and reduce the overall footprint to make it a trail. The County will have an easement and hold all liability for maintenance. Naylor commented the Fire Commission had discussed the issue and Chief Roach stated the groups had come to a good compromise. Campo stated the project is in its infancy, it is years away from completion.

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

Naylor commented he had met with staff to get feedback and receive direction. Victor Sibbaluca had taken initiative and drew plans of the shop. Naylor stated staff is very conscientious of the proximity of shop to the neighbors and would like to mitigate noise issues the best they can. Naylor stated discussion of replacing the shop has occurred many times over the past decade and there were at one time plans drawn out. Naylor commented he would like to speak with Irv Schwartz regarding those plans. Dreikosen noted he is beginning to look into the RFP process; it will be a lot of work. Naylor stated he had discussed capital replacements with the staff as well. For example the current Park vehicle is in desperate need of replacement. Tune commented he had met with staff as well and reiterated their concern for mitigating noise is a large factor. They spoke of changing the layout of the garage doors as to not be so visible to the panhandle and the residents who wish to enjoy the park.

**Park and Recreation Reports**

DeMarta reported summer programming has ended; it was a great summer and Supervisor Bruton did a wonderful job. The pool will remain open until October 14<sup>th</sup>; the fall schedule has begun.

The new after school program has begun and is going well; the feedback has been positive. Call asked how we could increase the enrollment of the program. DeMarta replied the Recreation Department needs more building space.

DeMarta reported the maintenance crew is busy cleaning up the grounds after the high impact summer season. They will also be prepping the area where the Fire Department emergency trailer will be housed.

**Requests for Future Agenda Items**

- Review notes from Facility Tour
- Measure A wish list
- Park plantings near creek

The meeting concluded at 9:32PM.

Respectfully submitted,  
Carolyn Sullivan

# Marinwood Community Services District

Draft Minutes of Board of Directors Meeting

Tuesday September 13, 2016

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

## Closed Session

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

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

## Present:

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

Absent: Justin Kai.

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

Others Present: Linda Barnello.

## Open Session Call to Order and Pledge of Allegiance

## Agenda

No changes or additions.

## Board Matters

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

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

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

## Consent Calendar

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

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

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

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

Absent: Kai. Motion carried.

## Public Comment Open Time for Items Not on Agenda

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

## District Matters

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

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

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

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

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

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

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

### **Fire Department Matters**

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

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

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

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

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

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

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

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

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

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

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

### **Park and Recreation Matters**

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

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

### **New and Other Business**

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

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

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

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

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

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

4. *Requests for Future Meeting Agenda Items*:

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

**Recognitions and Board Member Items of Interest**

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

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

The meeting was adjourned at 9:01PM.

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

Respectfully submitted,  
Carolyn Sullivan

**PARK & RECREATION COMMISSION REPORT OF 2015 INSPECTIONS**

**Items needing to be addressed in the near future:**

<b>A</b>	<b>Marinwood Park</b>	<b>Status or Due Date</b>
1	Repair the fence at the tennis courts near MCMS	Dec
2	Replace the sign board at MCMS tennis courts	Spring
3	Plant native plants near the temporary restrooms.	Spring
4	Add one picnic table to the corner of Miller Creek tennis courts and another to the one currently placed on the woodchip area. Reposition the picnic table on the woodchip area.	
5	Fill the sidewalk crack at the Idylberry crossing	Dec
6	Grind down protruding sidewalk areas along Miller Creek Rd	Dec
7	Remove dead tree stump adjacent to sidewalk on Miller Creek Rd	spring
8	Re-orient sprinklers and add new woodchips to the area surrounding the concrete bench in Marinwood main park	Woodchips complete Sprinklers Dec
9	Fix playground structure	complete
10	Replace all 3 water fountains with non-clogging ones	TBD
11	Replace the worn-out rubber baby swing	complete
12	Paint the swing structure	TBD
13	Add another picnic table to the playground	complete
14	Replace tin buckets for the BBQ ashes	complete
15	Remove one of the grills in the picnic area	spring
16	Remove one of the "Rent the Picnic Area" metal signs on the wall adjacent to the picnic area and save it for the new picnic area near the creek.	spring
17	Add signage "Please keep off small plantings" for the walking path in the newly created natives garden in the playground.	Jan
18	Establish a more frequent cleaning schedule for the park bathroom	complete
19	Add lighting to the park bathroom	complete
20	Pressure wash around the park bathroom	complete
21	Paint planters near the parking lot and plant esthetically pleasing natives	complete
22	Paint curbs in the parking lot	complete
23	Patch and paint brick pillars at the front entrance	complete
24	Install lighting above the bulletin board located at the front entrance	TBD
<b>B</b>	<b>Las Gallinas Playground and the Panhandle</b>	<b>Status or Due Date</b>
1	Repair the play structure and replace missing parts	Parts arrive in Dec
2	Repair the fence	Dec
3	Conduct an arborist evaluation	complete
4	Establish a regular schedule for content update in the sign posts along the pathway	TBD

**PARK & RECREATION COMMISSION REPORT OF 2015 INSPECTIONS**

5	Remove a metal pole protruding from the ground along the pathway	<b>complete</b>
6	Reverse the direction of park rules signs	<b>TBD</b>
7	Publish a reminder about keeping dogs on a leash on park premises in the next Marinwood Review	<b>Jan</b>
8	Beautify or remove the sign “Welcome to the Miller Creek Trail” near the Firemen Picnic area	<b>TBD</b>
9	Clear the drain near the shortcut before this winter	<b>complete</b>
10	Remove old tree cages along the path	<b>Dec</b>
11	Move the ga-ga ball pit near the horse shoe pit	<b>in-progress</b>
12	Repair little bridge along the path	<b>in-progress</b>
13	Publish a statement about runoff issues and the sensitivity of Miller Creek in the next Marinwood Review	<b>in-progress</b>
14	Complete maintenance bays at the maintenance yard	
<b>C</b>	<b>Creekside Park</b>	<b>Status or Due Date</b>
1	Replace the sign board next to the tennis court	<b>Spring</b>
2	Add fall material to the playground	<b>Spring</b>
3	Recoat tennis court by the end of summer (\$10,000 budgeted from 15/16 Measure A funds)	<b>Spring</b>
4	Add another picnic table under the pagoda. Extra tables are available from the Firemen Picnic Area.	<b>Spring</b>
<b>D</b>	<b>Pool Complex</b>	<b>Status or Due Date</b>
1	Move away from liquid chlorine and use exclusively salt for chlorine generation (except for emergencies)	<b>in-progress</b>
2	Reconfigure the pool slide to use recycled water	<b>in-progress</b>
3	Develop a pool binder containing a tutorial, a daily service schedule, a component replacement timeline and all warranties documentation	<b>in-progress</b>
4	Replace sinks in the changing rooms	<b>TBD</b>
5	Add lights in the changing rooms	<b>TBD</b>
<b>E</b>	<b>Community Center</b>	<b>Status or Due Date</b>
1	Refinish wood trim on the outside and inside	
2	Refinish stove hood	
3	Place a light fixture above the bulletin board at the entrance	
4	Clean existing light fixtures above the entrance	
5	Repair pavers to eliminate trip hazard	
6	Refinish benches at the entrance	
7	Clean or refinish doors inside the community center	
8	Clean/polish door handles and replace door ventilation grills	
9	Repair circuit breaker box door in men’s bathroom	

**Long-term items:**

<b>F</b>	<b>Marinwood Park</b>	<b>Status or Due Date</b>
1	Construct permanent restroom replacing the temporary ones	<b>TBD</b>

**PARK & RECREATION COMMISSION REPORT OF 2015 INSPECTIONS**

	(Karen Rhodes' husband may be able to help. Cost without the donated labor is about \$30,000-\$40,000. USTA requires bathroom facilities to be located near tennis courts)	
<b>2</b>	Install solar lights at MCMS tennis courts	<b>TBD</b>
<b>3</b>	Replace benches at far tennis courts. Marinwood Tennis Association may be willing to fundraise for benches with name plaques.	<b>TBD</b>
<b>4</b>	Create a berm separating the far lawn of Marinwood Park from the road. Plant either Acer (maple) or other type trees with small roots along the road.	<b>winter</b>
<b>5</b>	Add a bridge connecting the two Marinwood Park lawns.	<b>TBD</b>
<b>6</b>	Address major irrigation issues	<b>Spring</b>
<b>7</b>	Replace the concrete bench with a wooden one	<b>TBD</b>
<b>8</b>	Reconfigure dumpsters in the parking lot	<b>TBD</b>
<b>9</b>	Charge deposit for new picnic area rentals along the creek	<b>Spring</b>
<b>10</b>	Sand and stain benches at the front entrance	<b>Jan</b>
<b>G</b>	<b>Las Gallinas Playground and the Panhandle</b>	<b>Status or Due Date</b>
<b>1</b>	Install a shade structure over the play area	<b>TBD</b>
<b>2</b>	Reposition remaining picnic tables in the Firemen Picnic area	<b>TBD</b>
<b>3</b>	Reach out to the community for volunteers to replace the shed (permits, materials, construction)	
<b>H</b>	<b>Creekside Park</b>	<b>Status or Due Date</b>
<b>1</b>	Create a "Creekside Park" sign. Apparently many residents are not aware of the name of the park or its existence.	<b>TBD</b>
<b>2</b>	Add a porter potty in an easily accessible area. Parents bringing children to the area identified this as an important shortcoming of the park. The commission would like to approve the final location and proposed fencing.	<b>LVHOA threatened a lawsuit should this item be pursued</b>
<b>3</b>	Rent space for parties to generate additional revenue for the district.	<b>LVHOA threatened a lawsuit should this item be pursued</b>
<b>4</b>	Proactively plant valley oaks in preparation for an eventual removal of the large oak that's not in best of health as roots have been impacted by playground construction.	<b>TBD</b>
<b>I</b>	<b>Pool complex</b>	<b>Status or Due Date</b>
<b>1</b>	Renovate the wading pool to ensure ADA compliance. The ballpark cost estimate is \$50,000-\$60,000, as it includes plumbing and equipment replacement.	<b>TBD</b>
<b>2</b>	Install radiant ceiling heat in the changing rooms	<b>TBD</b>
<b>3</b>	Install tile floor in the changing rooms (to prevent slipping on wet surface)	<b>TBD</b>
<b>J</b>	<b>Community Center</b>	<b>Status or Due Date</b>
<b>1</b>	Update mini-kitchen in the classroom	

Park & Recreation Report – September 2016  
**Shane DeMarta, Recreation Director**

**Recreation Activities**

Fall Classes:

Our fall class schedule has begun with most classes starting over the next few weeks. Class enrollments are looking strong especially our youth programs as well as tennis.

Afterschool Program:

The Afterschool program has been going very well. We currently have 23 children enrolled and have opened up 3 more spaces. Participants have been having a great time playing games, doing arts and crafts, swimming, learning food preparation, and getting homework help. In addition several of the children participate in paid options such as Tae Kwon Do, swim lessons, piano lessons, tennis and individual tutoring.

**Pool:**

The pool is now operating on our fall schedule with slightly reduced hours. Even with reduced hours the pool continues to be very active with lap swim, swim lessons, lifeguard training, and pool parties. The last day of the pool season is Friday, October 14th.

**Fall Special Events:**

- Marinwood Fall Brewfest:
  - Saturday, October 1, 2016 from noon-5:00pm
  - We are planning on having 10-12 breweries, live music and food
  - Cost: \$12 in advance, \$15 at the door
  
- Marinwood Art and Wine Show:
  - Saturday, October 8, 2016 from 3:00pm-7:00pm
  - 40 Artists and wine tasting
  - Cost: \$10 at the door (free if just coming to view the art)
  
- Halloween Harvest Festival:
  - Friday, October 14, 2016 from 5:00pm-7:00pm
  - Arts and Crafts, Games, Pumpkin Decorating etc.
  - Cost: \$12 in advance, \$15 at the door

## Park Maintenance Activities

The Parks Department did a great job getting everything cleaned-up and repaired for the start of our preschool program and fall classes. Some of the work performed included, painting the reception hall and lobby, repairing several preschool tables, cleaning all of the vents, as well as pruning and cleaning the center landscaping.

### General Maintenance:

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

### Projects completed in August:

- Large water leak repair
- Screen and coat hardwood floors in community center (Mattie's Hardwood Floors)
- Window blind repair
- Removal of landscaping in front of firehouse for new emergency trailer
- Thorough cleaning of Community Center
- Patio paver repair
- Turf repair
- Playground repairs (on-going)

### Projects for September:

- Repair turf (portions of turf will be closed in Sept/Oct)
- Safety pruning of the trees in the park (contractor)
- Clean and repair playground nature trail
- Paint parking lot spaces
- Inventory and prep equipment for the winter
- Inspect creek for downed trees