

Marinwood Community Services District

Minutes of Regular Board of Directors Meeting

Tuesday January 13, 2009

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

Present:

Board Members: President Bruce Anderson, Cyane Dandridge, Bill Hansell, Tarey Read
Staff: District Manager Tom Horne, Recreation Director Shane DeMarta, Park Manager Gary Harrelson, Fire Chief Tom Roach, Recreation Coordinator Luke Fretwell
Commissioners: Leah Valentine, Ron Marinoff

2008 Board President Bruce Anderson called the meeting to order.

Agenda

No changes were made to the agenda.

Board of Directors Business

1. Resignation of Director David Mitchell

M/s Read/Hansell to Accept the resignation of Director David Mitchell, effective December 31, 2008, and to direct staff to notify the Registrar of Voters of the Board vacancy, and to give notice that the Board intends to appoint a director to complete Director Mitchell's term.

Motion carried unanimously.

Cyane Dandridge expressed appreciation of David Mitchell's many years of service to the CSD and the community, and proposed that a reception be held in his honor. The Board agreed, and Cyane volunteered to work with staff to organize an event.

M/s Read/Hansell to direct staff to notify the Registrar of Voters of the Board vacancy, and to give notice that the Board intends to appoint a director to complete Director Mitchell's term.

Motion carried unanimously.

The Board directed staff to send a mailer to the community announcing the Board vacancy, as well as opportunities to serve on the Commissions and as community volunteers.

2. Election of Board President.

Bruce Anderson nominated Tarey Read, with a second by Bill Hansell. As there were no further nominations, Tarey Read was elected President for 2009.

3. Election of Board Vice-President

Tarey Read nominated Bill Hansell, with a second by Cyane Dandridge. Hansell was elected by unanimous vote.

Tarey Read assumed the meeting Chair.

Comments from Public on Non-Agenda Items

No comments.

Routine Business

1. Minutes of Regular Meeting December 9, 2008.

Bruce Anderson and Ron Marinoff each made spelling corrections.

M/s Anderson/Dandridge to approve Minutes of Regular Meeting December 9, 2008. Motion carried unanimously.

2. Payment of Claims 501-600:

M/s Anderson/Hansell to approve payment of claims 501-600. Motion carried unanimously.

Recognitions

Tarey Read recognized David Mitchell's service to the community: He was on the Fire Commission in 1982, and was appointed to the Board in 1983; he was very involved in the acquisition of the community open space, and more recently worked with staff to gather and analyze data relative to emergency response services in the Marinwood/North San Rafael area. Bruce Anderson said that he always respected, and often deferred to, Mitchell's many years of experience.

Shane DeMarta introduced newly-hired Recreation Coordinator Luke Fretwell.

Correspondence

There were no items of correspondence.

Board Member Item of Interest

1. Marinwood Plaza Collaborative: In response to a question by Ron Marinoff, Cyane Dandridge confirmed that members of the community were investigating the possibility of the annexation of Marinwood to San Rafael.

Bill Hansell asked about the status of the clean-up of the property by the owner.

Bruce Anderson asked whether a second Board member should be appointed to the Collaborative.

Cyane Dandridge reported that changes in scope of the project were being considered by the County Building Department.

2. Cyane Dandridge stated that she would like to work with staff to produce a green policy, and suggested that the CSD could work with students at Dominican University to draft the policy.
3. Bill Hansell suggested that Board members and staff join the listserv "Neighborhoods"

District Manager's Report

Tom Horne quickly reviewed a budget-to-actual report for the overall budget. He noted that the first distribution of property taxes showed an increase of 4.5% over the prior year, and the budget had projected 5%.

Park and Recreation Matters

1. Recreation Activities Update: Shaned DeMarta highlighted items in his written report. He reported after-school drama, music and first aid classes for Dixie schools students were beginning, and credited Bill Hansell with helping to secure the approval of Dixie School District for the on-site programs. Bill Hansell thanked Shane and Hillary for working quickly to put the after-school programs in place. Shane reported that Winterfest was well attended, and he thanked the Fire Department for providing the Santa Claus. The Recreation Department had established a Facebook presence.

The pool had been drained. Staff planned to inspect and patch the pool shell as much as possible for the coming season, in anticipation of repair and re-plastering the Fall. Tom Horne has retained Marshall/Lee architect to help prepare repair specifications. Ron Marinoff questioned funding for the project.

DeMarta reported on plans to manage pool staffing levels, in part by limiting spring and fall week-day waterslide opening.

Read complimented staff on increases in recreation revenue.

2. Park Maintenance Report: Harrelson noted his written report. He said that plans for the Master Plan process were put off to fall. Dandridge suggested checking with Dominican University and Indian Valley College to see if there is interest in a project.

Fire Department Matters

1. Fire Chief's Report: Tom reviewed his written report, highlighting the awards banquet, at which volunteer Ross Anderson and Firefighter John Papanikolaou were recognized. He will be working with the North Bay Conservation Corps to apply for a grant for wildland interface space fuel reduction. Ron Marinoff questioned open space policy of leaving downed trees, because they contribute to the fire fuel load. Tom Horne was directed to ask SDRMA about CSD liability for property damage arising from fires originating in CSD open space.

2. Chief Roach reported on plans for Reception to honor Fire Commission Chair Jeff Naylor to be held 5-7PM on January 23. He expressed his appreciation for the contributions Jeff had made to the CSD, the Commission and the fire staff.

4. Fire Department concerns regarding potential development of Grady Ranch: Horne commented that Marinoff had spoken with Peter Banning regarding sphere of influence. This issue would be dealt with in the development process. The CSD could have a contract similar to CSA 13, or have the land annexed to Marinwood.

5. Chief Roach reported that the request for proposal for the JPA study was sent to an additional contractor, to make three in all. Proposals are due in February.

The Board directed Tom Horne to write a letter to San Rafael City Manager Ken Nordhoff requesting a one-year extension of the current agreement, with a further year's \$25 thousand increase.

6. CSA13 Agreement. Tom Horne reported that he, President Read and Walter Dods would meet Jan. 14th with Susan Adams and County Administrator Matt Hymel over their objections that the Contract payment amount includes a prior year adjustment that included the CSA's \$17,000 pro-rata share costs for prior year Ponti Fire Road litigation settlement and repair costs. The County also wants to indemnify CSA13 from Fire Department litigation in future agreements.

New and Other Business

1. Strategic Planning Workshop:

(b) Approve hiring a facilitator for second workshop: Cyane Dandridge asked that the matter be continued to February.

2. Board member committee and liaison assignments. President Read made the following assignments:

Finance Committee: Tarey Read

Personnel Committee: Tarey Read and Bill Hansell

Park and Recreation Commission: Cyane Dandridge

Fire Commission: Bruce Anderson

Outside organizations (MERA, MGSA, MCSDA): Bruce Anderson

There was discussion of the roles of the Personnel Committee and the team to negotiate with the Firefighters. The Board gave direction that the negotiators and Board President should meet with Counsel Greg Stepanicich to set strategy for the negotiations. Bill Hansell expressed interest in being involved in the negotiations. The Board directed Tom Horne to send a letter acknowledging the Firefighters' January letter of notice

There being no further business, the meeting was adjourned at 8:47PM on a motion by Bruce Anderson, seconded by Cyane Dandridge.

The date of the next Regular meeting Board meeting is February 10, 2009 at 7:30PM.

Respectfully submitted,
Thomas Horne, District Manager