

Agenda for the Regular Meeting of the Marinwood CSD Board of Directors

Tuesday – November 14, 2023 – 7:30 PM

Marinwood Community Center, 775 Miller Creek Road, San Rafael, CA 94903

Instructions on how to make a public comment during the meeting: At points in the meeting when the meeting chair requests public comment, members of the public shall indicate their desire to speak. All public comments shall be addressed to the Board of Directors and limited to three minutes per speaker. The Board of Directors may choose to respond to comments or request staff to respond at the conclusion of the public comment period.

	Item Description:	Board Action
A.	CALL TO ORDER	
B.	AGENDA	Adopt
C.	CONSENT CALENDAR a. Draft Minutes of Regular Meeting of October 10, 2023 b. Bills Paid Nos. 7797 – 7882	Approve
D.	PUBLIC COMMENT OPEN TIME FOR ITEMS NOT ON AGENDA <i>Speakers may comment only on non-agenda items within the subject matter jurisdiction of the District. The Board may not take action on, consider or debate items not on the agenda except under narrow circumstances meeting statutory tests. Response to comments on non-agenda items will be limited to factual information or clarifying questions from staff or Board at the conclusion of the public comment period. The President may refer the matter to staff or to a future meeting agenda.</i>	
E.	DISTRICT MATTERS	
	1. Fiscal Year 2023-2024: 1 st Quarter Profit & Loss Budget-to-Actuals Financial Statement and Variance Report	Review
	2. Resolution 2023-07: Fixing the Employer Contribution for Employees and Annuitants Under the Public Employees' Medical and Hospital Care Act	Approve
	3. District Manager Report	Review
F.	FIRE DEPARTMENT MATTERS	
	1. Chief Officer Report and Activity Summary	Review
G.	PARK AND RECREATION MATTERS	
	1. Recreation and Park Maintenance Activity Reports	Review
H.	BOARD MEMBER ITEMS OF INTEREST - REQUESTS FOR FUTURE AGENDA ITEMS	
I.	ADJOURN	
	DATE OF NEXT REGULAR BOARD MEETING – December 12, 2023	

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

Marinwood Community Services District

Draft Minutes of Board of Directors Meeting Tuesday – October 10, 2023

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

Note: *This meeting as well as prior meetings of the Board of Directors may be viewed on the Marinwood YouTube channel here:* <https://www.youtube.com/channel/UC0dvM2PvtsEzE25eRAf4Jmg>

Present:

Board Members: President Sivan Oyserman, Chris Case, Kathleen Kilkenny, Lisa Ruggeri and Bill Shea.

Staff: Recreation Director Luke Fretwell, San Rafael Fire Chief Darin White, and Administrative Assistant Tiffany Combrink.

A. Call to Order

Board President Oyserman called the meeting to order at 7:30pm.

B. Agenda

Agenda adopted as presented.

C. Consent Calendar

- a. Draft Minutes of Regular Meeting of September 12, 2023
- b. Bills Paid Nos. 7712 – 7796
Ruggeri to approve/Kilkenny to second “consent calendar as presented.”
All in favor. Motion carried unanimously.

D. Public Comment Open Time for Items Not on Agenda

- Board of Directors received public comment regarding
- a. Suggestions for additional park amenities and facilities

E. District Matters

1. *District Manager Report*
Board received District Manager Report

F. Fire Department Matters

1. *Draft Minutes of Fire Commission Meeting of October 3, 2023*
Board reviewed Commission minutes
2. *Agreement Between the County of Marin and Marinwood Community Services District for Fire Protection and Emergency Services to County Service Area 13*
Shea to approve/Case to second “Agreement Between the County of Marin and Marinwood Community Services District for Fire Protection and Emergency Services to the County Service Area 13.”
All in favor. Motion carried unanimously.
3. *Agreement Between the County of Marin and Marinwood Community Services District for Fire Protection and Emergency Services for the Juvenile Hall Site*
Shea to approve/Ruggeri to second “Agreement Between the County of Marin and Marinwood Community Services District for Fire Protection and Emergency Services for the Juvenile Hall Site.”
All in favor. Motion carried unanimously.
4. *Chief Officer Report and Activity Summary*
Board received Chief Officer Report and Activity Summary

G. Park and Recreation Matters:

1. *Draft Minutes of Park & Recreation Commission Meeting of September 26, 2023*
Board reviewed Commission minutes

2. *Miller Creek Trail Initiative: Request from Developer of Senior Living Center for an Amendment to Oakview Subdivision Agreement Regarding Financial Contribution to be Received by District from Developer*
Shea to approve/Case to second “Miller Creek Trail Initiative: Request from Developer of Senior Living Center for an Amendment to Oakview Subdivision Agreement Regarding Financial Contribution to be Received by District from Developer.”
All in favor. Motion carried unanimously.
3. *Request for Placement of Memorial Recognition in Marinwood Park in Memory of Brian DiSanto*
Board received Recreation and Park Maintenance Activity Reports
Kilkenny to approve/Ruggeri to second “Request for Placement of Memorial Recognition in Marinwood Park in Memory of Brian DiSanto.”
All in favor. Motion carried unanimously.
4. *Recreation and Park Maintenance Activity Reports*
Board received Recreation and Park Maintenance Activity Reports

H. Board Member Items of Interest – Requests for Future Agenda Items

- Board President Oyserman would like update on FEMA project, playground project, memorial recognition, fire evacuation plans and cell phone coverage

I. Adjourn

Meeting adjourned at 8:38PM

Tiffany Combrink, Secretary

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

Treasury Fund 8067

Classes:
Street lights
Fire
Recreation
Park

Approved by the Board of Directors on November 14, 2023

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
7797	10/2/2023	Robyn Bruton	117.22	preschool supplies	Rec	5220819	Preschool	117.22
7798	10/2/2023	Comcast	156.55	internet - Oct	Fire	5210725	General	78.27
					Rec	5210725	General	78.28
7799	10/2/2023	County of Marin	1,314.36	Radio repair	Fire	5220210	General	1,314.36
7800	10/2/2023	County of Marin	488.21	Tires	Park	5220210	General	488.21
7801	10/2/2023	County of Marin	243.32	Fuel	Park	5220610	General	243.32
7802	10/2/2023	Jackson's Hardware	30.45	supplies	Park	5220310	General	30.45
7803	10/2/2023	Leslie's Pool Supplies	307.08	pool chems	Rec	5220710	Pool	307.08
7804	10/3/2023	County of Marin	10,320.44	slide repair permit fees	Capital	5220910	FEMA	10,320.44
7805	10/3/2023	Jorge's Tree Service	7,587.00	oak tree removal	Capital	5220910	FEMA	7,587.00
7806	10/3/2023	Westward Builders	28,500.00	slide repair Inv #1	Capital	5220910	FEMA	28,500.00
7807	10/3/2023	Jerry Mehcz	5,452.00	Tennis	Rec	5210146	Tennis	5,452.00
7808	10/3/2023	Nara Denning	345.00	Fall Harvest festival entertai	Rec	5210146	Community	345.00
7809	10/3/2023	AstroJump	1,899.00	Fall Harvest festival entertai	Rec	5220819	Community	1,899.00
7810	10/3/2023	Marin Municipal Water	9,302.13	Water July/Aug	Fire	5210835	General	420.00
					Rec	5210835	General	1,867.09
					Park	5210835	General	7,015.04
7811	10/3/2023	Mill Valley Refuse Service	284.22	porta potty	Park	5211220	General	284.22
7812	10/3/2023	Marin Ace	207.19	supplies	Park	5220310	General	207.19
7813	10/3/2023	Staples	169.49	supplies	Rec	5220110	General	169.49
7814	10/4/2023	Marinwood CSD	87,105.03	Fire salaries	Fire	5110110	General	29,090.53
				Fire OT	Fire	5120110	General	12,603.62
				Acting Pay	Fire	5110310	General	8.02
				Admin Asst	Fire	5110110	Admin	1,063.36
				Admin Mgr	Fire	5110110	Admin	2,884.80
				Admin Asst	Rec	5110110	Admin	1,063.36
				Admin Asst	Park	5110110	Admin	531.68
				Admin Mgr	Rec	5110110	Admin	1,442.40
				Admin Mgr	Park	5110110	Admin	1,442.40
				Rec Dir	Rec	5110110	General	2,848.72
				Rec Dir	Park	5110110	General	1,220.88
				Rec salary	Rec	5110110	General	8,540.80
				Park salary	Park	5110110	General	7,732.80
				Park hourly	Park	5110210	General	274.50
				Building attendants	Rec	5110210	Building	186.00
				Pool staff	Rec	5110210	Pool	9,621.53
				Aquatics	Rec	5110210	Aquatics	225.00
				Preschool	Rec	5110210	Preschool	5,515.76
				Afterschool	Rec	5110210	Afterschool	1,571.50
				PR fees	Fire	5210230	General	156.22
				PR fees	Rec	5210230	General	126.45
				PR fees	Park	5210230	General	26.73
				SS + Medicare	Fire	5140140	General	3,471.50
				SS + Medicare	Rec	5140140	General	2,613.10
				SS + Medicare	Park	5140140	General	611.63
				EDU + SUI	Rec	5140145	General	155.85
				Benefits withholding	Park	2120066	General	-1,149.80
				Benefits withholding	Rec	2120066	General	-1,487.79
				Benefits withholding	Fire	2120066	General	-5,286.52
7815	10/4/2023	Marinwood CSD	14,339.60	Retire 10/06	Park	5130510	General	1,778.36
					Rec	5130510	General	2,412.85
					Fire	5130510	General	10,148.39
7816	10/5/2023	Robyn Bruton	105.52	preschool supplies	Rec	5220819	Preschool	105.52
7817	10/5/2023	A&S Landscape Materials	113.62	landscaping materials	Park	5220310	General	113.62
7818	10/5/2023	County of Marin	247.50	vehicle maintenance	Park	5220210	General	247.50
7819	10/5/2023	County of Marin	455.30	Fuel	Park	5220610	General	455.30
7820	10/5/2023	Coverall	1,176.00	janitorial services	Rec	5211110	Building	1,176.00
7821	10/5/2023	Ewing Irrigation	133.74	Irrigation maintenance	Park	5220310	General	133.74
7822	10/5/2023	Got Gophers	275.00	pest control	Park	5211532	General	275.00
7823	10/5/2023	Master Sim	1,120.00	TKD - Sept	Rec	5210146	Youth	1,120.00
7824	10/5/2023	Jorge's Tree Service	4,860.00	park tree trimming	Park	5211528	General	4,860.00
7825	10/5/2023	Kelly Moore Paint	44.11	maintenance	Park	5220310	General	44.11
7826	10/5/2023	Landesign	3,168.00	landscape contractor	Park	5211125	General	3,168.00
7827	10/5/2023	Marin Landscape Material	267.12	soil and grass	Park	5220310	General	267.12
7828	10/5/2023	Marin Sanitary Service	3,396.19	Garbage Sept	Park	5210815	General	2,377.36
					Rec	5210815	General	679.24
					Fire	5210815	General	339.59
7829	10/5/2023	PestPlus	259.00	pest control	Fire	5220310	General	90.00
					Park	5220310	General	169.00
7830	10/5/2023	SolEd Solar Holdings	1,561.45	Solar - Sept	Rec	5210810	General	1,174.08
					Fire	5210810	General	387.37
7831	10/10/2023	Janet Carter	350.84	pilates	Rec	5210146	Adult	350.84
7832	10/13/2023	Steve Adams	19,500.00	Courts 3&4 resurfacing	Measure A	5220910	General	19,500.00
7833	10/13/2023	Awesome Kids Yoga	170.00	preschool enrichmnet	Rec	5210146	Preschool	170.00

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
7834	10/13/2023	Marin Prof Firefighters	840.00	Oct dues	Fire	5211330	General	840.00
7835	10/13/2023	PG&E	1,152.93	Gas - Sept	Rec	5210810	General	1,125.82
					Fire	5210810	General	27.11
7836	10/13/2023	Project A	40.00	email hosting	Rec	5220110	General	20.00
					Fire	5220110	General	20.00
7837	10/18/2023	California Special Districts A	9,000.00	CSDA Annual membership	Park	5211330	General	2,250.00
					Rec	5211330	General	2,250.00
					Fire	5211330	General	4,500.00
7838	10/18/2023	Geomorph Design	14,624.50	slide repair design services	Capital	5210120	FEMA	14,624.50
7839	10/18/2023	Marinwood CSD	375.00	Fall Art Show	Rec	5220819	Community	375.00
7840	10/18/2023	Marinwood CSD	81,447.06	Fire salaries	Fire	5110110	General	29,090.53
				Fire OT	Fire	5120110	General	12,923.64
				FLSA	Fire	5110319	General	730.35
				Admin Asst	Fire	5110110	Admin	1,063.36
				Admin Mgr	Fire	5110110	Admin	2,884.80
				Admin Asst	Rec	5110110	Admin	1,063.36
				Admin Asst	Park	5110110	Admin	531.68
				Admin Mgr	Rec	5110110	Admin	1,442.40
				Admin Mgr	Park	5110110	Admin	1,442.40
				Rec Dir	Rec	5110110	General	2,848.72
				Rec Dir	Park	5110110	General	1,220.88
				Rec salary	Rec	5110110	General	8,540.80
				Park salary	Park	5110110	General	7,732.80
				Park hourly	Park	5110210	General	288.00
				Building attendants	Rec	5110210	Building	248.00
				Pool staff	Rec	5110210	Pool	2,221.13
				Preschool	Rec	5110210	Preschool	5,901.00
				Afterschool	Rec	5110210	Afterschool	1,664.00
				Community	Rec	5110210	Community	867.52
				PR fees	Fire	5210230	General	155.51
				PR fees	Rec	5210230	General	99.35
				PR fees	Park	5210230	General	25.99
				SS + Medicare	Fire	5140140	General	3,551.23
				SS + Medicare	Rec	5140140	General	2,137.43
				SS + Medicare	Park	5140140	General	612.66
				EDU + SUI	Rec	5140145	General	83.63
				Benefits withholding	Park	2120066	General	-1,149.80
				Benefits withholding	Rec	2120066	General	-1,487.79
				Benefits withholding	Fire	2120066	General	-5,286.52
7841	10/18/2023	Marinwood CSD	14,542.93	Retire 10/20	Park	5130510	General	1,778.36
					Rec	5130510	General	2,412.85
					Fire	5130510	General	10,351.72
7842	10/18/2023	Michael Friedland	231.00	Watercolor	Rec	5210146	Adult	231.00
7843	10/18/2023	SDRMA	257.40	Life ins - Nov	Fire	5130120	General	81.22
					Park	5130120	General	83.52
					Rec	5130120	General	92.66
7844	10/18/2023	Staples	14.11	office supplies	Rec	5220110	General	14.11
7845	10/18/2023	EverBank	697.38	copier lease	Rec	5220130	General	453.30
					Fire	5220130	General	174.35
					Park	5220130	General	69.73
7846	10/18/2023	US Bank	9,890.66	creekside repair IJ posting	Capital	5220910	FEMA	211.53
				SDLA conference - Ruggeri	Fire	5211325	General	312.50
				E58 / E658 maintenance	Fire	5220210	General	471.55
				rear door repair	Fire	5220310	General	305.91
				station house supplies	Fire	5220810	General	14.06
				zoom subscription	Fire	5220819	General	27.99
				zoom subscription, supplies	Park	5220819	General	236.97
				SDLA conference - Ruggeri	Park	5211325	General	156.25
				supplies	Rec	5220819	Afterschool	283.65
				supplies	Rec	5220819	Afterschool	993.31
				building maintenance	Rec	5220310	Building	136.67
				banners	Rec	5210122	Community	397.96
				supplies	Rec	5220819	Community	1,339.22
				CPR class ad	Rec	5210122	General	30.00
				CPRS networking	Rec	5211315	General	100.00
				SDLA conference - Ruggeri	Rec	5211315	General	156.25
				supplies, subscriptions	Rec	5220110	General	329.52
				zoom subscription, supplies	Rec	5220819	General	153.36
				cleaning supplies	Rec	5220827	General	46.16
				marketing	Rec	5210122	General	261.00
				staff training	Rec	5211315	General	211.48
				supplies	Rec	5220110	General	117.63
				water fountain mat	Rec	5220827	General	48.21
				membership	Rec	5211315	Pool	50.00
				subscription, supplies	Rec	5220819	Pool	336.90
				vending supplies	Rec	5220826	Pool	1,233.41
				CPR certs	Rec	5211315	Preschool	180.00
				supplies	Rec	5220819	Preschool	1,041.38
				subscription	Rec	5220819	Summer	325.00
				supplies	Rec	5220819	Youth	332.79

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
				supplies	Rec	5220819	Preschool	50.00
7847	10/18/2023	Westward Builders	118,470.70	slide repair Inv #2	Capital	5220910	FEMA	118,470.70
7848	10/20/2023	Jennifer Jigalin	3,340.50	refund summer camp	Rec	4631920	Summer	3,340.50
7849	10/20/2023	Jerry Mehcz	6,038.40	Tennis	Rec	5210146	Tennis	6,038.40
7850	10/20/2023	Margaret Dawson	646.80	Whitecrane silat	Rec	5210146	Youth	646.80
7851	10/20/2023	calPERS	8,333.00	CERBT Oct 2023	Park	5130130	General	2,000.00
					Rec	5130130	General	750.00
					Fire	5130130	General	5,583.00
7852	10/23/2023	Jamie Katoff	104.00	refund watercolor	Rec	4631919	Adult	104.00
7853	10/23/2023	AT&T	326.28	Phones - Sept	Fire	5210725	General	153.14
					Park	5210725	General	27.12
					Rec	5210725	General	146.02
7854	10/23/2023	Cal West	129.70	aerator	Park	5211220	General	129.70
7855	10/23/2023	Comcast	157.14	Cable - Oct	Fire	5210725	General	157.14
7856	10/23/2023	Home Depot	1,074.40	supplies	Park	5220310	General	1,074.40
7857	10/24/2023	Ruti Gorel	218.40	Feldenkrais	Rec	5210146	Adult	218.40
7858	10/24/2023	Delta Dental	2,105.84	Dental - Nov	Fire	5130120	General	1,194.20
					Park	5130120	General	483.38
					Rec	5130120	General	428.26
7859	10/24/2023	Marin Resource Recovery	165.00	debris dump	Park	5210815	General	165.00
7860	10/24/2023	Marinwood CSD	45,877.40	Health - Nov	Park	5130120	General	9,807.22
					Rec	5130120	General	8,361.41
					Fire	5130120	General	27,708.77
7861	10/24/2023	PG&E	2,588.12	Electric - Sept	Rec	5210810	General	2,110.15
					Park	5210810	General	563.73
					Fire	5210810	General	-85.76
7862	10/24/2023	Urban Forestry	430.00	Arborist report - oak tree	Capital	5210120	FEMA	430.00
7863	10/25/2023	Melissa Woodburn	75.00	Fall art show - art sold	Rec	5220819	Community	75.00
7864	10/25/2023	Susan Press	385.00	Fall art show - art sold	Rec	5220819	Community	385.00
7865	10/25/2023	Mary Sheft	146.25	Fall art show - art sold	Rec	5220819	Community	146.25
7866	10/25/2023	Dove Govrin	135.00	Fall art show - art sold	Rec	5220819	Community	135.00
7867	10/25/2023	Vision Services Plan	387.94	Vision - Nov	Fire	5130120	General	214.51
					Park	5130120	General	95.86
					Rec	5130120	General	77.57
7868	10/25/2023	Watersavers Irrigation	94.73	Irrigation maintenance	Park	5220310	General	94.73
7869	10/26/2023	Airgas USA	819.51	pool chems	Rec	5220710	Pool	819.51
7870	10/26/2023	AFLAC	26.50	Disability ins - Oct	Park	5130120	General	26.50
7871	10/26/2023	DC Electric	315.40	SL maintenance - Sept	Streetlights	5210915	General	315.40
7872	10/26/2023	Grainger	23.50	batteries	Fire	5220310	General	23.50
7873	10/26/2023	Marinwood Market	1,415.50	Halloween festival pumpkins	Rec	5220819	Community	1,044.50
				MIP food	Rec	5220819	Community	371.00
7874	10/26/2023	Carol Neel	200.00	Mah Jongg	Rec	5210146	Adult	200.00
7875	10/31/2023	Chrissy Costello	364.00	Zumba	Rec	5210146	Adult	364.00
7876	10/31/2023	Margaret Dawson	87.50	Whitecrane silat	Rec	5210146	Adult	87.50
7877	10/31/2023	Michael Friedland	385.00	Watercolor	Rec	5210146	Adult	385.00
7878	10/31/2023	Alisa Belew	441.00	Irish Dance	Rec	5210146	Youth	441.00
7879	10/31/2023	Patricia Ann Ranum	441.00	Irish Dance	Rec	5210146	Youth	441.00
7880	10/31/2023	Play Well TEKologies	373.10	Haunted House LEGO	Rec	5210146	Youth	373.10
7881	10/31/2023	Amie Buecker	37.38	preschool supplies	Rec	5220819	Preschool	37.38
7882	10/31/2023	SDRMA	218.53	life ins - July	Fire	5130120	General	75.42
					Park	5130120	General	69.93
					Rec	5130120	General	73.18
TOTAL:			534,862.17					534,862.17

Total by Department:

Streetlights	315.40
Fire Department	154,032.74
Recreation Department	118,204.49
Park Department	62,665.37
Measure A	19,500.00
MWPA	0.00
Capital	180,144.17
Unclassified	0.00



Staff Report

To: Board of Directors
From: Eric Dreikosen, District Manager
Date: November 14, 2023
Re: FY 22/23 1st Quarter P&L Statement

Directors,

Please see the included FY 23/24 1st Quarter P&L statement and accompanying variance notes.

In reviewing the attached financial reports, it should be noted and understood that while the fiscal year may be 25% complete, that does not mean the majority of the revenue and expenditure line items detailed in the report should also be at or close to 25% of what was budgeted for the year. Given the seasonal nature of our recreation operations coupled with several planned and annual one-time expenditures made at the beginning of the fiscal year, a majority of our revenue and expenditures budget to actuals vary widely both under and over the 25% threshold. This is normal and anticipated. Staff's review of Q1 financials fall largely in line with what was expected. Several items of note have been detailed in the included variance and summary report found immediately following the P&L statement.

As expected, the primary cost drivers were staff wages & benefits, advance annual insurance payments and pension payments. Regarding pension expense, the District once again opted to pay the entire annual required Unfunded Accrued Liability (UAL) payment in one lump-sum payment at the beginning of the fiscal year. While this represented a large cash outlay – Safety: \$401K; Misc: \$87K for a total annual payment of approx. \$488K – it also saved the District over \$16,300 in annual interest expense that would have been incurred by making monthly UAL payments.

For capital expenditures, the following represents a summary of capital expenditures budgeted for this fiscal year:

Park Dept: \$244,440 budgeted

New Equipment:

- Playground Play Structure Replacement (\$222,440 - \$177,952 *grant funded*)
- Tree Chipper (\$6000): *Determining if this is a worthwhile purchase*
- Utility Vehicle (\$16,000)

Recreation Dept: \$47,500 budgeted

Improvements:

- HVAC Replacement (\$7500)
- Community Center Wood Trim - Treat & Stain (\$15,000)
- Chlorine Generator Cartridge Replacement (\$8500)

New Equipment:

- Hydraulic ADA Pool Chair (\$8000)
- Pool Heater Replacement (\$8500)

Fire Department: \$73,000 budgeted

Improvements:

- Firehouse Bunk Room Partitions (\$60,000)

New Equipment:

- Wildland Engine Water Pump System Replacement (\$13,000)

The creek bank stabilization with retaining wall project is not reflected in the annual operating budget and associated financial statements. Planning and engineering design for this project began in February 2023. For the construction work the Board approved a sealed bid proposal of \$607,971. Construction on this project began in October 2023 is now well underway. Through October 31, 2023, the District has expended approximately \$147K towards construction work completed thus far, not including engineering services fees, permitting fees, tree removal, etc. In total, the District has expended approximately \$281K towards this project from February 2023 through October 2023.

From a Balance Sheet perspective as of October 31, 2023, one month into Q2, the cash balance in the District's general treasury fund was stated at approximately \$5.18 million. Included in that balance are restricted funds in the amount of \$138K representing MWPA funding allocations. After factoring in these restricted funds, the District's unrestricted cash balance as of October 31, 2023 was stated at approximately \$5.04 million. This represents an increase over the same point in time last fiscal year of approximately \$492K (\$4.55 million stated on 10/31/22). However, it is important to note that this is merely a snapshot of cash balance on a given date. Unfunded Accrued Liabilities continue to grow along with required annual UAL cash payments forecast to increase at greater rates. In addition to the need for identified future capital expenditures and making annual payments towards the District's short-term capital debt (Fire Engine, Maintenance Facility), the District is will be considering greater annual contributions to off-set long-term liabilities such as Pension & OPEB.

In regards to other District fiscal assets, as of September 30, 2023 (quarter end) the District's OPEB Trust Fund had a balance of \$596,233.

Furthermore, the District currently has \$600K of the above stated \$5.04 million held as Board-designated reserves. This is resulting from \$100K in allocations occurring each of the past six fiscal years with the intention of designating another \$100K at the close of this fiscal year.

Looking forward to Q2, staff anticipates approximately 55% of annual property taxes and special assessments (Park & Fire) to begin being recognized and allocated to our Treasury Fund.

In closing, staff are pleased with the Q1 financial performance and do not have any significant concerns at this time. Both revenue and expenditures came in at or very near expected levels for this period. Staff will continue to be diligent in our financial planning and oversight of actual performance.

Marinwood Community Services District
Profit & Loss Budget vs. Actual
FY 2023/2024: Quarter 1

	DISTRICT TOTAL		
	Jul - Sep 23	Budget	% of Budget
Revenue			
4110110 · PropTax - Current Secured	0.00	1,996,500.00	0.0%
4110111 · PropTax - Admin Fee (Contra)	0.00	-25,000.00	0.0%
4110115 · PropTax - Unitary	0.00	11,500.00	0.0%
4110120 · PropTax - Current Unsecured	0.00	32,000.00	0.0%
4110140 · ERAF - Excess	0.00	200,000.00	0.0%
4110145 · ERAF - PY/Reverse	0.00	13,500.00	0.0%
4110210 · PropTax - Supplemental Current	0.00	36,000.00	0.0%
4110215 · PropTax - Supplemental Unsecure	0.00	500.00	0.0%
4110225 · PropTax - Supplemental Redempt	678.14	1,000.00	67.81%
4110510 · PropTax - Prior Unsecured	0.00	1,000.00	0.0%
4120610 · Special Tax Assessment	0.00	1,784,404.00	0.0%
4120611 · Special Tax- Admin Fee (contra)	0.00	-4,000.00	0.0%
4220115 · Building Plan Review	4,602.00	8,500.00	54.14%
4410125 · Interest- Co. Pooled Investment	0.00	5,000.00	0.0%
4410127 · Interest- ERAF Co. Pooled	363.52	100.00	363.52%
4410215 · Rental Income - Pool & Picnic	13,392.12	30,000.00	44.64%
4410225 · Rental Income - Community Ctr	814.67	5,000.00	16.29%
4511210 · HOPTR	0.00	7,500.00	0.0%
4530527 · Grant Rev - Designated	0.00	177,952.00	0.0%
4570110 · Expense Reimbursements	1,081.11	500.00	216.22%
4631145 · Service Contract Revenue	0.00	107,226.00	0.0%
4631911 · Advertising Sales	175.00	4,000.00	4.38%
4631912 · Vending Sales	31,217.46	27,000.00	115.62%
4631914 · Community Events	5,553.79	17,840.00	31.13%
4631915 · Tennis	46,658.39	82,500.00	56.56%
4631917 · Pool Operating Rev	140,328.16	212,000.00	66.19%
4631918 · Pool Memberships	40,607.11	70,000.00	58.01%
4631919 · Adult Rec Programs	6,510.96	13,160.00	49.48%
4631920 · Summer Rec Programs	814,950.58	1,141,791.00	71.38%
4631922 · Youth Rec Programs	33,338.10	248,646.00	13.41%
4640321 · CSA 13 Contract Rev	0.00	723,630.00	0.0%
4710615 · Donations (General)	0.00	1,000.00	0.0%
4710631 · Paramedic Reimbursement	0.00	35,000.00	0.0%
4710642 · Miscellaneous Rev	1,707.45	900.00	189.72%
Total Revenue	1,141,978.56	6,966,649.00	16.39%

Marinwood Community Services District
Profit & Loss Budget vs. Actual
FY 2023/2024: Quarter 1

	DISTRICT TOTAL		
	Jul - Sep 23	Budget	% of Budget
Expenditures			
5110110 · Salaries - Regular Staff	416,825.94	1,634,496.00	25.5%
5110210 · Salaries - PT/Seasonal/Temp	666,395.12	894,532.00	74.5%
5110310 · Acting Pay	628.08	10,000.00	6.28%
5110313 · Holiday Pay	6,789.84	41,835.00	16.23%
5110319 · FLSA Pay	3,709.22	24,847.00	14.93%
5120110 · Overtime Pay	112,981.00	150,500.00	75.07%
5130120 · Benefits - Group Medical	184,876.31	619,606.00	29.84%
5130130 · OPEB Trust Contribution	24,999.00	100,000.00	25.0%
5130510 · PERS - Pension	561,117.26	773,336.00	72.56%
5140115 · Workers Comp Ins.	165,827.72	182,961.00	90.64%
5140116 · 4850 Reimbursements (Contra)	-1,590.87	0.00	100.0%
5140130 · Physician Services	170.00	2,450.00	6.94%
5140140 · Social Security & Medicare	92,181.17	210,348.00	43.82%
5140145 · Unemployment Ins.	9,880.51	19,792.00	49.92%
5210120 · Consultant Fees	1,750.00	12,700.00	13.78%
5210122 · Marketing & Recruiting	16,969.31	43,400.00	39.1%
5210128 · Fingerprinting/Background	784.00	7,000.00	11.2%
5210131 · Legal Services	0.00	17,000.00	0.0%
5210146 · Indep. Contractor Fees	52,544.90	221,173.00	23.76%
5210210 · Audit & Accounting	1,175.00	15,000.00	7.83%
5210230 · Payroll Service Fees	4,552.90	10,750.00	42.35%
5210525 · Insurance - General	71,042.72	73,190.00	97.07%
5210725 · Telecom - Phone/Internet/Cable	2,456.57	12,220.00	20.1%
5210810 · Utilities - Gas & Electric	16,666.45	80,000.00	20.83%
5210815 · Garbage Removal	10,570.64	37,110.00	28.49%
5210825 · Utilities - Street Light Elec.	7,232.36	17,700.00	40.86%
5210835 · Utilities - Water & Sewer	7,146.78	50,000.00	14.29%
5210910 · Maint. - Vehicles	5,390.85	19,500.00	27.65%
5210915 · Maint. - Streetlights	1,229.24	5,925.00	20.75%
5210920 · MERA Operating	30,012.00	30,010.00	100.01%
5211110 · Janitorial Services	4,147.06	16,000.00	25.92%
5211125 · Community Landscape Contract	9,504.00	38,500.00	24.69%
5211140 · Vegetation Management	0.00	5,000.00	0.0%
5211220 · Equipment Rental	1,989.48	7,500.00	26.53%
5211310 · Awards & Incentives	0.00	1,500.00	0.0%
5211315 · Professional Development	1,810.59	24,500.00	7.39%
5211325 · Conferences & Meetings	1,283.97	6,600.00	19.45%
5211330 · Memberships & Dues	2,218.92	11,800.00	18.8%
5211440 · Travel	0.00	3,300.00	0.0%
5211520 · Publications & Legal Notices	113.96	750.00	15.2%
5211528 · Tree Maint. & Services	0.00	20,000.00	0.0%
5211532 · Weed & Pest Control	825.00	3,800.00	21.71%

Marinwood Community Services District
Profit & Loss Budget vs. Actual
FY 2023/2024: Quarter 1

	DISTRICT TOTAL		
	<u>Jul - Sep 23</u>	<u>Budget</u>	<u>% of Budget</u>
5211610 · County-Wide Fees	7,916.82	13,160.00	60.16%
5211710 · Long Term Debt - Principal	100,118.14	100,112.00	100.01%
5211715 · Long Term Debt - Interest	16,290.34	16,296.00	99.97%
5220110 · Admin & Office Supplies	5,642.70	21,800.00	25.88%
5220130 · Copier Lease & Printing	2,047.78	8,885.00	23.05%
5220210 · Equip. Maintenance/Replacement*	4,710.63	33,900.00	13.9%
5220215 · Pool Maintenance	3,238.28	20,000.00	16.19%
5220220 · Small Tools	162.38	2,500.00	6.5%
5220310 · Land & Buildings Maintenance	19,697.12	63,000.00	31.27%
5220610 · Gasoline/Fuel	862.48	4,500.00	19.17%
5220710 · Pool Chemicals	3,996.36	12,500.00	31.97%
5220810 · Miscellaneous Supplies	810.23	26,000.00	3.12%
5220819 · Rec Program Supplies & Services	77,429.11	231,300.00	33.48%
5220825 · Uniforms & Apparel	-190.11	15,500.00	-1.23%
5220826 · Vending Supplies	20,016.39	18,000.00	111.2%
5220827 · Janitorial Supplies	3,597.59	12,000.00	29.98%
5220830 · Volunteer Fire Department	0.00	2,000.00	0.0%
5220910 · Capital Outlay - Improvements	0.00	91,000.00	0.0%
5220916 · Capital Outlay - New Equipment	0.00	273,940.00	0.0%
5220920 · Capital Reserves Designation	0.00	100,000.00	0.0%
Total Expenditures	<u>2,762,553.24</u>	<u>6,523,024.00</u>	<u>42.35%</u>
Net Gain/Loss	<u>-1,620,574.68</u>	<u>443,625.00</u>	<u>-365.3%</u>

Marinwood Community Services District
Profit & Loss Budget vs. Actual
FY 2023/2024: Quarter 1

	Park Dept		
	Jul - Sep 23	Budget	% of Budget
Revenue			
4110110 · PropTax - Current Secured	0.00	832,540.00	0.0%
4110111 · PropTax - Admin Fee (Contra)	0.00	-10,425.00	0.0%
4110115 · PropTax - Unitary	0.00	4,795.00	0.0%
4110120 · PropTax - Current Unsecured	0.00	13,344.00	0.0%
4110140 · ERAF - Excess	0.00	83,400.00	0.0%
4110145 · ERAF - PY/Reverse	0.00	5,629.00	0.0%
4110210 · PropTax - Supplemental Current	0.00	15,012.00	0.0%
4110215 · PropTax - Supplemental Unsecure	0.00	208.00	0.0%
4110225 · PropTax - Supplemental Redempt	282.78	417.00	67.81%
4110510 · PropTax - Prior Unsecured	0.00	417.00	0.0%
4120610 · Special Tax Assessment	0.00	439,211.00	0.0%
4120611 · Special Tax- Admin Fee (contra)	0.00	-1,000.00	0.0%
4410125 · Interest- Co. Pooled Investment	0.00	2,085.00	0.0%
4410127 · Interest- ERAF Co. Pooled	151.59	100.00	151.59%
4511210 · HOPTR	0.00	3,127.00	0.0%
4530527 · Grant Rev - Designated	0.00	177,952.00	0.0%
4570110 · Expense Reimbursements	1,081.11		
4710642 · Miscellaneous Rev	0.00	150.00	0.0%
Total Revenue	1,515.48	1,566,962.00	0.1%
Expenditures			
5110110 · Salaries - Regular Staff	75,231.28	268,056.00	28.07%
5110210 · Salaries - PT/Seasonal/Temp	5,089.50	14,400.00	35.34%
5120110 · Overtime Pay	0.00	500.00	0.0%
5130120 · Benefits - Group Medical	40,146.25	136,810.00	29.35%
5130130 · OPEB Trust Contribution	6,000.00	24,000.00	25.0%
5130510 · PERS - Pension	46,297.45	65,473.00	70.71%
5140115 · Workers Comp Ins.	28,356.54	31,514.00	89.98%
5140140 · Social Security & Medicare	4,441.13	21,646.00	20.52%
5140145 · Unemployment Ins.	45.26	892.00	5.07%
5210120 · Consultant Fees	350.00	6,550.00	5.34%
5210122 · Marketing & Recruiting	867.00	2,300.00	37.7%
5210131 · Legal Services	0.00	5,000.00	0.0%
5210210 · Audit & Accounting	293.75	3,750.00	7.83%
5210230 · Payroll Service Fees	206.37	750.00	27.52%
5210525 · Insurance - General	23,279.92	23,910.00	97.37%
5210725 · Telecom - Phone/Internet/Cable	413.29	2,450.00	16.87%
5210810 · Utilities - Gas & Electric	447.75	4,000.00	11.19%
5210815 · Garbage Removal	7,610.25	27,000.00	28.19%
5210835 · Utilities - Water & Sewer	5,352.43	27,500.00	19.46%
5210910 · Maint. - Vehicles	1,002.71	2,000.00	50.14%
5210920 · MERA Operating	3,000.00	3,000.00	100.0%
5211125 · Community Landscape Contract	9,504.00	38,500.00	24.69%

Marinwood Community Services District
Profit & Loss Budget vs. Actual
FY 2023/2024: Quarter 1

	Park Dept		
	Jul - Sep 23	Budget	% of Budget
5211220 · Equipment Rental	1,989.48	7,500.00	26.53%
5211315 · Professional Development	50.00	2,000.00	2.5%
5211325 · Conferences & Meetings	42.75	1,200.00	3.56%
5211330 · Memberships & Dues	0.00	2,750.00	0.0%
5211440 · Travel	0.00	800.00	0.0%
5211520 · Publications & Legal Notices	113.96	250.00	45.58%
5211528 · Tree Maint. & Services	0.00	20,000.00	0.0%
5211532 · Weed & Pest Control	825.00	3,800.00	21.71%
5211610 · County-Wide Fees	742.45	875.00	84.85%
5211710 · Long Term Debt - Principal	59,813.11	59,813.00	100.0%
5211715 · Long Term Debt - Interest	13,842.38	13,842.00	100.0%
5220110 · Admin & Office Supplies	631.76	1,800.00	35.1%
5220130 · Copier Lease & Printing	209.25	890.00	23.51%
5220210 · Equip. Maintenance/Replacement*	3,539.07	12,500.00	28.31%
5220220 · Small Tools	162.38	2,000.00	8.12%
5220310 · Land & Buildings Maintenance	17,430.07	40,500.00	43.04%
5220610 · Gasoline/Fuel	790.18	4,000.00	19.76%
5220810 · Miscellaneous Supplies	28.13	2,000.00	1.41%
5220825 · Uniforms & Apparel	67.54	1,000.00	6.75%
5220827 · Janitorial Supplies	43.29	1,000.00	4.33%
5220916 · Capital Outlay - New Equipment	0.00	244,440.00	0.0%
5220920 · Capital Reserves Designation	0.00	11,000.00	0.0%
Total Expenditures	358,255.68	1,143,961.00	31.32%
Net Gain/Loss	-356,740.20	423,001.00	-84.34%

Marinwood Community Services District
Profit & Loss Budget vs. Actual
FY 2023/2024: Quarter 1

	Recreation Dept		
	Jul - Sep 23	Budget	% of Budget
Revenue			
4110110 · PropTax - Current Secured	0.00	379,335.00	0.0%
4110111 · PropTax - Admin Fee (Contra)	0.00	-4,750.00	0.0%
4110115 · PropTax - Unitary	0.00	2,185.00	0.0%
4110120 · PropTax - Current Unsecured	0.00	6,080.00	0.0%
4110140 · ERAF - Excess	0.00	38,000.00	0.0%
4110145 · ERAF - PY/Reverse	0.00	2,565.00	0.0%
4110210 · PropTax - Supplemental Current	0.00	6,840.00	0.0%
4110215 · PropTax - Supplemental Unsecure	0.00	95.00	0.0%
4110225 · PropTax - Supplemental Redempt	128.85	190.00	67.82%
4110510 · PropTax - Prior Unsecured	0.00	190.00	0.0%
4410125 · Interest- Co. Pooled Investment	0.00	950.00	0.0%
4410127 · Interest- ERAF Co. Pooled	69.07		
4410215 · Rental Income - Pool & Picnic	13,392.12	30,000.00	44.64%
4410225 · Rental Income - Community Ctr	814.67	5,000.00	16.29%
4511210 · HOPTR	0.00	1,425.00	0.0%
4570110 · Expense Reimbursements	0.00	500.00	0.0%
4631911 · Advertising Sales	175.00	4,000.00	4.38%
4631912 · Vending Sales	31,217.46	27,000.00	115.62%
4631914 · Community Events	5,553.79	17,840.00	31.13%
4631915 · Tennis	46,658.39	82,500.00	56.56%
4631917 · Pool Operating Rev	140,328.16	212,000.00	66.19%
4631918 · Pool Memberships	40,607.11	70,000.00	58.01%
4631919 · Adult Rec Programs	6,510.96	13,160.00	49.48%
4631920 · Summer Rec Programs	814,950.58	1,141,791.00	71.38%
4631922 · Youth Rec Programs	33,338.10	248,646.00	13.41%
4710615 · Donations (General)	0.00	1,000.00	0.0%
4710642 · Miscellaneous Rev	1,309.81	250.00	523.92%
Total Revenue	1,135,054.07	2,286,792.00	49.64%
Expenditures			
5110110 · Salaries - Regular Staff	95,970.32	345,365.00	27.79%
5110210 · Salaries - PT/Seasonal/Temp	661,305.62	880,132.00	75.14%
5130120 · Benefits - Group Medical	33,534.55	102,953.00	32.57%
5130130 · OPEB Trust Contribution	2,250.00	9,000.00	25.0%
5130510 · PERS - Pension	57,811.52	80,092.00	72.18%
5140115 · Workers Comp Ins.	38,306.20	42,661.00	89.79%
5140140 · Social Security & Medicare	59,608.70	93,249.00	63.92%
5140145 · Unemployment Ins.	9,835.25	17,500.00	56.2%
5210120 · Consultant Fees	350.00	2,050.00	17.07%
5210122 · Marketing & Recruiting	14,440.31	38,000.00	38.0%
5210128 · Fingerprinting/Background	784.00	6,500.00	12.06%
5210131 · Legal Services	0.00	2,000.00	0.0%
5210146 · Indep. Contractor Fees	52,544.90	110,596.00	47.51%

Marinwood Community Services District
Profit & Loss Budget vs. Actual
FY 2023/2024: Quarter 1

	Recreation Dept		
	Jul - Sep 23	Budget	% of Budget
5210210 · Audit & Accounting	293.75	3,750.00	7.83%
5210230 · Payroll Service Fees	2,982.05	5,000.00	59.64%
5210525 · Insurance - General	22,317.60	22,745.00	98.12%
5210725 · Telecom - Phone/Internet/Cable	598.80	2,850.00	21.01%
5210810 · Utilities - Gas & Electric	12,848.96	60,000.00	21.42%
5210815 · Garbage Removal	1,973.63	6,740.00	29.28%
5210835 · Utilities - Water & Sewer	1,314.35	15,000.00	8.76%
5211110 · Janitorial Services	4,147.06	16,000.00	25.92%
5211315 · Professional Development	1,760.59	12,500.00	14.09%
5211325 · Conferences & Meetings	1,157.25	4,050.00	28.57%
5211330 · Memberships & Dues	510.00	3,850.00	13.25%
5211440 · Travel	0.00	1,500.00	0.0%
5211520 · Publications & Legal Notices	0.00	250.00	0.0%
5211610 · County-Wide Fees	742.45	2,160.00	34.37%
5220110 · Admin & Office Supplies	4,255.47	15,000.00	28.37%
5220130 · Copier Lease & Printing	1,327.82	5,775.00	22.99%
5220215 · Pool Maintenance	3,238.28	20,000.00	16.19%
5220310 · Land & Buildings Maintenance	1,522.03	15,000.00	10.15%
5220710 · Pool Chemicals	3,996.36	12,500.00	31.97%
5220819 · Rec Program Supplies & Services	77,429.11	231,300.00	33.48%
5220825 · Uniforms & Apparel	-257.65	6,000.00	-4.29%
5220826 · Vending Supplies	20,016.39	18,000.00	111.2%
5220827 · Janitorial Supplies	3,316.86	10,000.00	33.17%
5220910 · Capital Outlay - Improvements	0.00	31,000.00	0.0%
5220916 · Capital Outlay - New Equipment	0.00	16,500.00	0.0%
5220920 · Capital Reserves Designation	0.00	9,000.00	0.0%
Total Expenditures	1,192,232.53	2,276,568.00	52.37%
Net Gan/Loss	-57,178.46	10,224.00	-559.26%

Marinwood Community Services District
Profit & Loss Budget vs. Actual
FY 2023/2024: Quarter 1

	Fire Dept		
	Jul - Sep 23	Budget	% of Budget
Revenue			
4110110 · PropTax - Current Secured	0.00	784,625.00	0.0%
4110111 · PropTax - Admin Fee (Contra)	0.00	-9,825.00	0.0%
4110115 · PropTax - Unitary	0.00	4,520.00	0.0%
4110120 · PropTax - Current Unsecured	0.00	12,576.00	0.0%
4110140 · ERAF - Excess	0.00	78,600.00	0.0%
4110145 · ERAF - PY/Reverse	0.00	5,306.00	0.0%
4110210 · PropTax - Supplemental Current	0.00	14,148.00	0.0%
4110215 · PropTax - Supplemental Unsecure	0.00	197.00	0.0%
4110225 · PropTax - Supplemental Redempt	266.51	393.00	67.81%
4110510 · PropTax - Prior Unsecured	0.00	393.00	0.0%
4120610 · Special Tax Assessment	0.00	1,320,968.00	0.0%
4120611 · Special Tax- Admin Fee (contra)	0.00	-2,900.00	0.0%
4220115 · Building Plan Review	4,602.00	8,500.00	54.14%
4410125 · Interest- Co. Pooled Investment	0.00	1,965.00	0.0%
4410127 · Interest- ERAF Co. Pooled	142.86		
4511210 · HOPTR	0.00	2,948.00	0.0%
4631145 · Service Contract Revenue	0.00	107,226.00	0.0%
4640321 · CSA 13 Contract Rev	0.00	723,630.00	0.0%
4710631 · Paramedic Reimbursement	0.00	35,000.00	0.0%
4710642 · Miscellaneous Rev	397.64	500.00	79.53%
Total Revenue	5,409.01	3,088,770.00	0.18%
Expenditures			
5110110 · Salaries - Regular Staff	245,624.34	1,021,075.00	24.06%
5110310 · Acting Pay	628.08	10,000.00	6.28%
5110313 · Holiday Pay	6,789.84	41,835.00	16.23%
5110319 · FLSA Pay	3,709.22	24,847.00	14.93%
5120110 · Overtime Pay	112,981.00	150,000.00	75.32%
5130120 · Benefits - Group Medical	111,195.51	379,843.00	29.27%
5130130 · OPEB Trust Contribution	16,749.00	67,000.00	25.0%
5130510 · PERS - Pension	457,008.29	627,771.00	72.8%
5140115 · Workers Comp Ins.	99,164.98	108,786.00	91.16%
5140116 · 4850 Reimbursements (Contra)	-1,590.87		
5140130 · Physician Services	170.00	2,450.00	6.94%
5140140 · Social Security & Medicare	28,131.34	95,453.00	29.47%
5140145 · Unemployment Ins.	0.00	1,400.00	0.0%
5210120 · Consultant Fees	1,050.00	4,100.00	25.61%
5210122 · Marketing & Recruiting	1,662.00	3,100.00	53.61%
5210128 · Fingerprinting/Background	0.00	500.00	0.0%
5210131 · Legal Services	0.00	10,000.00	0.0%
5210146 · Indep. Contractor Fees	0.00	110,577.00	0.0%
5210210 · Audit & Accounting	587.50	7,500.00	7.83%
5210230 · Payroll Service Fees	1,364.48	5,000.00	27.29%

Marinwood Community Services District
Profit & Loss Budget vs. Actual
FY 2023/2024: Quarter 1

	Fire Dept		
	Jul - Sep 23	Budget	% of Budget
5210525 · Insurance - General	25,445.20	26,535.00	95.89%
5210725 · Telecom - Phone/Internet/Cable	1,444.48	6,920.00	20.87%
5210810 · Utilities - Gas & Electric	3,369.74	16,000.00	21.06%
5210815 · Garbage Removal	986.76	3,370.00	29.28%
5210835 · Utilities - Water & Sewer	480.00	7,500.00	6.4%
5210910 · Maint. - Vehicles	4,388.14	17,500.00	25.08%
5210920 · MERA Operating	27,012.00	27,010.00	100.01%
5211140 · Vegetation Management	0.00	5,000.00	0.0%
5211310 · Awards & Incentives	0.00	1,500.00	0.0%
5211315 · Professional Development	0.00	10,000.00	0.0%
5211325 · Conferences & Meetings	83.97	1,350.00	6.22%
5211330 · Memberships & Dues	1,708.92	5,200.00	32.86%
5211440 · Travel	0.00	1,000.00	0.0%
5211520 · Publications & Legal Notices	0.00	250.00	0.0%
5211610 · County-Wide Fees	5,931.92	9,625.00	61.63%
5211710 · Long Term Debt - Principal	40,305.03	40,299.00	100.02%
5211715 · Long Term Debt - Interest	2,447.96	2,454.00	99.75%
5220110 · Admin & Office Supplies	755.47	5,000.00	15.11%
5220130 · Copier Lease & Printing	510.71	2,220.00	23.01%
5220210 · Equip. Maintenance/Replacement*	1,171.56	21,400.00	5.48%
5220220 · Small Tools	0.00	500.00	0.0%
5220310 · Land & Buildings Maintenance	745.02	7,500.00	9.93%
5220610 · Gasoline/Fuel	72.30	500.00	14.46%
5220810 · Miscellaneous Supplies	782.10	24,000.00	3.26%
5220825 · Uniforms & Apparel	0.00	8,500.00	0.0%
5220827 · Janitorial Supplies	237.44	1,000.00	23.74%
5220830 · Volunteer Fire Department	0.00	2,000.00	0.0%
5220910 · Capital Outlay - Improvements	0.00	60,000.00	0.0%
5220916 · Capital Outlay - New Equipment	0.00	13,000.00	0.0%
5220920 · Capital Reserves Designation	0.00	80,000.00	0.0%
Total Expenditures	1,203,103.43	3,078,370.00	39.08%
Net Gain/Loss	-1,197,694.42	10,400.00	-11,516.29%

Marinwood Community Services District
Profit & Loss Budget vs. Actual
FY 2023/2024: Quarter 1

	Streetlights		
	<u>Jul - Sep 23</u>	<u>Budget</u>	<u>% of Budget</u>
Revenue			
4120610 · Special Tax Assessment	0.00	24,225.00	0.0%
4120611 · Special Tax- Admin Fee (contra)	0.00	-100.00	0.0%
Total Revenue	<u>0.00</u>	<u>24,125.00</u>	<u>0.0%</u>
Expenditures			
5210825 · Utilities - Street Light Elec.	7,232.36	17,700.00	40.86%
5210915 · Maint. - Streetlights	1,229.24	5,925.00	20.75%
5211610 · County-Wide Fees	500.00	500.00	100.0%
Total Expenditures	<u>8,961.60</u>	<u>24,125.00</u>	<u>37.15%</u>
Net Gain/Loss	<u><u>-8,961.60</u></u>	<u><u>0.00</u></u>	<u><u>100.0%</u></u>

Marinwood Community Services District
Fiscal Year 2023-24 1st Quarter P&L Budget-to-Actuals Summary and Variance Notes

GL Number GL Description Summary Notes:

DISTRICT-WIDE (All Depts)

5130120	Benefits-Group Med	<i>Includes October payments (4 months)</i>
5130510	PERS - Pension	<i>Includes lump-sum payment for entirety of Unfunded Accrued Liabilities for 22/23</i>
5140115	Workers Comp Ins	<i>Annual amount paid in full with exception of year-end reconciliation to actual payroll</i>
5210525	Insurance - General	<i>Annual amount paid in full</i>
5211610	County-Wide Fees	<i>Awaiting invoicing for several budgeted fees.</i>

PARK DEPT:

4570110	Expense Reimb.	<i>Reimbursement for Juarez Memorial Bench</i>
5110210	Salaries - PT/Seasonal	<i>Seasonal</i>
5210920	MERA Operating	<i>Annual amount paid in full</i>
5211220	Equipment Rental	<i>Excavator and specialized aerator rentals</i>
5211710	Long Term Debt	<i>Maintenance Facility Construction Loan - paid in full</i>

RECREATION:

4631912	Vending Sales	<i>Greater than anticipated demand</i>
4631915	Tennis	<i>Includes \$14,378 in deferred revenue from prior year</i>
4631917	Pool Operating Rev	<i>Includes \$60,020 in deferred revenue from prior year</i>
4631918	Pool Memberships	<i>Includes \$34,455 in deferred revenue from prior year</i>
4631920	Summer Rec Program	<i>Includes \$728,899 in deferred revenue from prior year</i>
4631922	Youth Rec Programs	<i>Revenue derived from school year operations. I.e. - Preschool, After School, Camps, Classes</i>
5110210	PT/Seasonal/Temp	<i>Seasonal Impact of summer staffing</i>
5140140	Soc. Security & Medi	<i>Seasonal Impact of summer staffing</i>
5210122	Marketing	<i>Includes Fall Review catalog and mailing costs (\$11,155)</i>
5210146	Rec Program Contract	<i>Includes tennis and contracted sports programs as well as specialty classes</i>
5220819	Rec Supplies/Services	<i>Seasonal impact of summer programs and invoice timing</i>
5220826	Vending Supplies	<i>Greater than anticipated demand Directly correlates to increased revenue.</i>

FIRE DEPT:

4631145	Service Contract Rev	<i>Actual amount to exceed budgeted amount by approximately \$4800</i>
4640321	CSA 13 Contract Rev	<i>Actual amount to exceed budgeted amount by approximately \$11,330</i>
5120110	Overtime Pay	<i>Large portion due to backfill for non-industrial injury leave & vacant position</i>
5210920	MERA Operating	<i>Annual amount paid in full</i>
5211710	Long Term Debt	<i>Annual engine lease payment - paid in full</i>
5220210	Equip Maint/Replace	<i>Includes planned replacement of fire hose compliment</i>

SREETLIGHTS:

5210825	Util. - Sreetlight Elec.	<i>4 months. Also included monthly On-Bill Financing payments which is now paid-in-full</i>
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Staff Report

To: Board of Directors
From: Eric Dreikosen, District Manager
Date: November 14, 2023
Re: Res. 2023-07: Employee Health Care Premium Employer's Contribution

Directors,

CalPERS, the District's current employee health care provider under the Public Employees' Medical and Hospital Care Act (PEMHCA), annually adjusts rates of the various health care options provided. The District has a long-standing policy of contributing set percentages of the current Kaiser plan premiums for each respective employee classification.

For calendar year 2024, Kaiser premiums under the CalPERS plan have increased by approximately 11.4%. This results in both the employer and employee contributions increasing by an equal percentage compared to the prior calendar year. Kaiser rates had increased by 6.6% in calendar year 2023. This increase was anticipated and planned for in the FY 23/24 budget.

The Board is required to approve and submit this resolution stating the maximum employer contribution amounts for each employee classification in accordance with annual rates change. The contribution amounts are applicable to both active employees and qualified retirees. Retirees eligible for Medicare incur reduced rates.

Staff Recommendation: Approve Resolution 2023-07 as presented.

RESOLUTION NO. 2023-07
FIXING THE EMPLOYER CONTRIBUTION
UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT
AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS

WHEREAS, (1) Marinwood Community Services District is a contracting agency under Government Code Section 22920 and subject to the Public Employees' Medical and Hospital Care Act (the "Act"); and

WHEREAS, (2) Government Code Section 22892(a) provides that a contracting agency subject to Act shall fix the amount of the employer contribution by resolution; and

WHEREAS, (3) Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by Section 22892(b) of the Act; now, therefore be it

RESOLVED, (a) That the employer contribution for each employee or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of:

Medical Group	Monthly Employer Health Contribution		
	Self	Self+1	Self+ Family
001 Miscellaneous	\$919.00	\$1,839.00	\$2,390.00
002 Safety	\$817.00	\$1,634.00	\$2,125.00

plus administrative fees and Contingency Reserve Fund assessments; and be it further

RESOLVED, (b) Marinwood Community Services District has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further

RESOLVED, (c) That the participation of the employees and annuitants of Marinwood Community Services District shall be subject to determination of its status as an "agency or instrumentality of the state or political subdivision of a State" that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that Marinwood Community Services District would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer; and be it further

- RESOLVED, (d) That the executive body appoint and direct, and it does hereby appoint and direct, the District Manager to file with the Board a verified copy of this resolution, and to perform on behalf of Marinwood Community Services District all functions required of it under the Act; and be it further
- RESOLVED, (e) That coverage under the Act be effective on January 1, 2024.

Adopted at a regular meeting of the Board of Directors at Marinwood Community Services District, this 14th day of November, 2023.

Signed: _____
Sivan Oyserman, President, Board of Directors

Attest: _____
Tiffany Combrink, Secretary to the Board of Directors

District Manager Report
November 14, 2023
Submitted by: Eric Dreikosen, District Manager

The information below is intended to provide a brief update on select District initiatives, activities and items of note and should not be viewed as a complete list of all current District activities or initiatives.

Creek Bank Slide Repair Project:

With the issuance of the building permit by Marin County on October 5th, our contractor Westward Builders wasted no time in mobilizing and beginning construction activities immediately thereafter. Under the oversight of one of our contracted engineering consultants, Geomorph Design, Westward was able to complete all designated work in the creek channel prior to October 31st, a date generally targeted by the regulatory agencies as a deadline for work to be completed in such environments. This work included but was not limited to the installation of temporary dams placed in the creek channel, diversion of water flow from the upstream dam to the downstream dam, dewatering the entire work area and the transport of one-ton and two-ton boulders into the channel to form a sloped vegetated rip-rap foundation for the failed creek bank. Fastened to the boulders are “large wood materials” (I.e.: 10-20-foot-long tree trunks) used to help anchor the rip-rap in place during heavy flows and to slow fast moving water as well as serving as habitat for fish and other species.

Beyond the supervision of Geomorph Design, the project also required Westward Builders to contract an independent biologist to oversee specific activities such as the installation of the temporary dams and all dewatering activities in addition to erosion control and other habitat protection measures. The temporary dams have since forth been removed and normal creek flow completely restored.

Westward Builders has now moved to the top of bank to begin construction of the approximately 90-foot-long drilled pier concrete retaining wall. This portion of the project is anticipated to occur over the next month or so. Upon completion of this work Westward will then transition to the building envelope portion of the project intended to provide waterproofing for the pool mechanical room sub-floor.

Given the overall complexity of this project involving multiple engineering consultants coupled with the environmental sensitivity, I am very pleased with the work product and cooperation levels put forth by Westward Builders. Beyond the high-quality of their work, they have been extremely communicative and accommodating of requests made by the District, our consultants, and the independent biologist. Weather permitting, this project remains on-track to be completed in early 2024 as designated.

In regards to our FEMA disaster funding claim, Staff continues to work with FEMA representatives on the project review steps needed. Our assigned Program Delivery Manager (PDM) remains extremely helpful and supportive in this process. He recently visited the site to see the construction activities and finished creek channel work, walking away quite impressed with the complexity and quality of work and progress made to date.

The project has now been submitted to the multiple divisions responsible for examining the project scope of work, the alternatives analysis, environmental and historical preservation measures and the projected expenditures. It has completed the initial scope and expenditures review but has several additional reviews to be completed prior to any formal funding obligations from FEMA. This process will ultimately result in a dollar amount that will be “obligated” to our project. It should be noted that at every step along the way the District has received excellent feedback in regards to the level of detail and supporting documents we have created and provided.

That said, it is going to be several months before we should anticipate receiving any level final confirmation of funding obligations. It should also be noted that given the current challenges occurring

within Congress and specifically the House of Representatives in regards to successful adoption of spending bills and threats of federal government shutdowns, this will only serve to further delay required project review approvals, not to mention actual receipt of potential funding. Staff will keep the board apprised as information is received, but again, it will likely be well into 2024 before we have any definitive response.

Marinwood Park Playground Play Structures Replacement Project:

Construction activities for this project officially began on November 6th with the delivery of the new play structure components and materials. As of this writing, the former play structures have been completely removed and installation of select foundation supports for the new structures have begun to be installed. Needless to say, this activity has garnered the attention of park users and sparked renewed excitement to see and enjoy the finished product. Weather allowing, the project should be completed within the next 3 weeks or so.

I have turned my focus on this project to remaining administrative requirements of the grant received by the State providing for 80% of the total project cost.

Fire Prevention Vegetation Management Project:

Supported by funds received through our participation in the Marin Wildfire Prevention Authority (MWPA), on November 6th we began our next round of seasonal fire prevention vegetation management projects. Work for this round will be focused in select open space areas of Lucas Valley Estates as well as planned maintenance of open space areas previously treated along Idylberry Rd. As you recall, a large shaded fuel break was created in the Idylberry Rd open space area a few years ago. This work complements the annual goat grazing that happens in this area as well. The current project is anticipated to be completed in the next 2-3 weeks.

I once again want to recognize the work of our partners at the San Rafael Fire Department, specifically their vegetation management professionals, for working with District staff in identifying priority treatment areas and helping to coordinate logistics such as project bidding and vendor selection.

Other Items of Note:

- **Pool Area Water Heater Replacement:** As mentioned several months ago, the District was presented an opportunity to replace 2 of our 3 aging gas water heaters with high-efficiency electric heat pumps. The first replacement for the fire station was completed shortly thereafter with the installation of a 120-gallon capacity hot water heat pump. With the conclusion of the pool season, they were able to complete the remaining water heater replacement with the installation of an 80-gallon capacity hot water heat pump. Both of these replacements occurred at no-cost to the District and will also serve to save the District money in subsequent utility costs.
- **Board Director Participation in the Special District Leadership Academy:** In October, Board Director Lisa Ruggeri completed the 2-day Special District Leadership Academy (SDLA) provided by the California Special District Association (CSDA) in partnership with the Special District Leadership Foundation (SDLF). The SDLA is recognized as the preeminent training program for special district governing body members and executive staff. With Director Ruggeri's completion of this program, the District now has 3 of 5 current Board Directors having completed the program as well as the District Manager.

Several other items of note that staff have been working on during the past month are included as separate agenda items. These will be presented and discussed at those times.



To: Marinwood Fire Commission

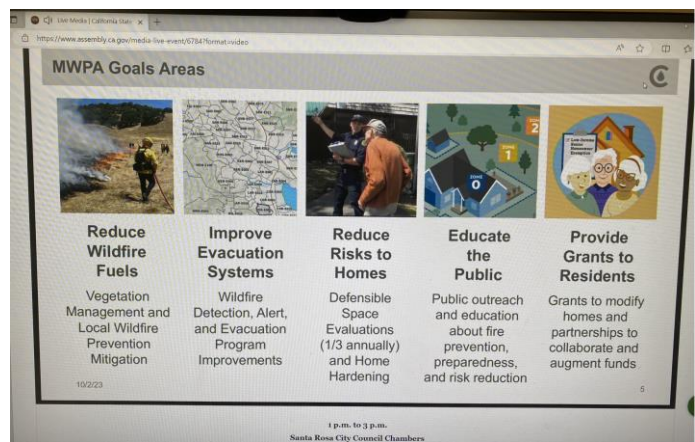
From Darin White, Fire Chief

Date: November 14, 2023

Re: Fire Department Update

Marin Wildfire Prevention Authority- (MWPA)

Assembly Joint Hearing on Insurance and Select Committee on Wildfire Prevention



On Monday October 9, 2023, Assemblyman Damon Connolly, and other legislative members convened a joint hearing on insurance and wildfire prevention. Key attendees ranged from MWPA Executive Director Mark Brown, Fire Chief Dave Winnacker (Moraga Orinda Fire Department), and others from the insurance industry including Mike Peterson (state insurance representative) Mike Noonan of the Wildfire Defense Systems (a private entity which has personnel and equipment to perform structure hardening ahead of a wildfire event) and Amy Bach from the United Policy Holders.

Key takeaways from the conversation include:

- Insurers are going to act based on fire-related data in your area.
- Insurers have been using catastrophe modeling for underwriting purposes for several decades
- There appears to be a clear and consistent set of 11 statewide factors that affect insurance premiums and homeowners should be rewarded for their efforts when their property's meet the criteria for fire risk.
- By year 7 of the MWPA we may see maintenance be the majority of the expense when it pertains to wildfire and vegetation projects
- Without the use of prescribed fire we cannot effectively remove the accumulation of surface fuels in many open spaces and forested areas.

- The MWPA is now able to export data to the Insurance Institute for Business and Home Safety (IBHS) if the homeowner agrees to this.

Fuel Removal Project Underway



Contracted fuels management crews are working above Miller Creek in the Lucas Valley Estates area removing dense fuels that are directly behind homes in the area. Sites were selected as high priority in the Marinwood CSD, and is funded through the use of MWPA Local Funds.

Work will be conducted behind homes on Golden Lily Place, Alpine Lily Place, Verbana Ct, Red Cedar Ct, and Creekside Dr. Once these initial treatment areas have been completed, crews will focus on maintenance treatments to Marinwood Open Space above Idylberry Rd utilizing hand crews and tracked chipping equipment.

Girls Camp





On Saturday October 7 and Sunday October 8, 2023, the very first (inaugural) offering of an all-Girls Fire Camp was held in Novato at their Fire Station 62/Training Facility. Young women from as far away as Coalinga and Sacramento joined others from Marin County (and one from the Eastbay) for the two-day offering. Instructors included women volunteers from Golden State Women in the Fire Service who came from as far away as the Los Angeles County Fire Department and many other agencies throughout the state. Approximately 23 young women started the camp, and 18 completed the two-day event. The camp was held during a heat wave and the attendees wore wildland gear as personal protective gear as opposed to the customarily worn structural turnout coat, jacket, helmets, boots, etc.

Engine 58 assisted with the camp on Day 1 in the afternoon (a very hot afternoon) as they introduced the campers to Engine pumping, hose, nozzle use, and handline advancement/operations.



Controlled Burns in Northern Marin

By Fel Agrelius, Digital, Grants, and Program Specialist

Marin County Fire conducted controlled burns in northern Marin from October 3-5. Smoke was visible in the Northern San Rafael areas of Lucas Valley, Marinwood, Terra Linda and Santa Venetia, as well observed by travelers on Highway 101. Controlled

burns are proactive steps in safeguarding our region.

The Fire Department requests the community's cooperation in refraining from calling 9-1-1 if you see or smell smoke originating from the burn area. This will allow emergency dispatchers to focus on critical situations.

Marinwood Fire Department Statistics: October 2023

The Marinwood Fire Department responded to 129 emergency calls in October 2023. Coincidentally, this was the same number of calls in September though nearly two thirds were for medical calls in October versus one half in September. Engine 658 responded to one fire related incident. On October 4th, a fire was reported near the Civic Center Lagoon and National Guard Armory. E57 was the first to respond and E658 assisted with establishing a water supply from a nearby hydrant. No buildings were involved and no evacuations were required. The small fire was quickly brought under control and E658

<i>Incidents by Area and Type</i>								
Area	MA	PSA	FA/NN	FIRE	HAZMAT	COVER	OTHER	TOTAL
Marinwood	18	5	2	0	0	N/A	0	25
CSA 13	6	1	3	0	0	N/A	0	10
Old JPA (Mont Marin)	10	0	3	0	0	N/A	0	13
New JPA (East of 101)	29	16	5	0	0	N/A	0	50
SR Mutual Aid	17	5	0	1	0	0	0	23
MC JPA	0	1	0	0	0	N/A	0	1
MC Mutual Aid	0	0	0	0	0	N/A	0	0
Novato	1	3	0	0	0	3	0	7
Total number	81	31	13	1	0	3	0	129
<i>Percentage of total</i>	<i>62.8%</i>	<i>24.0%</i>	<i>10.1%</i>	<i>0.8%</i>	<i>0.0%</i>	<i>2.3%</i>	<i>0.0%</i>	

Call types:

MA	Medical assist
PSA	Service call
FA/NN	Fire alarm
FIRE	Fire
HAZMAT	Hazardous material incident (e.g., spill)
COVER	Coverage for other stations
OTHER	Other incident(s): n/a

Average response time for Engine 58: 5 minutes, 53 seconds

Parks and Recreation Report
November 2023
Submitted by: Luke Fretwell, Recreation Director

RECREATION ACTIVITY REPORT

Halloween Harvest Festival

Our annual Halloween Harvest Festival took place on Friday, October 13th from 5-6:30pm in the park. This year's event featured over a dozen carnival games, a pumpkin patch, multiple bounce houses, a food truck, and lots of treats. This year saw our best attendance since the event's inception over a decade ago with close to 500 people, almost all in costume.

I want to thank our local Las Gallinas Lions Club for volunteering at the event and getting into the spirit with amazing costumes. I also want to acknowledge our part-time staff who helped set up, run the games, and clean up after. We wouldn't be able to do events like this without our amazing staff and our wonderful volunteers.

Fall Art Show

Our annual Fall Art Show took place on Saturday, October 21st from 3-7:00pm at the community center. This year's show, directed by Susan Press, featured works from 30-40 of Marin's finest artists, centered around the theme "Shades of Blue." This year's show was adjudicated by famed artist, writer, and art juror Vince Montague. Prizes were awarded for 1st, 2nd, and 3rd, as well as a handful of "honorable mentions." Attendance was strong and a handful of pieces were sold. I want to thank Susan Press for coordinating another terrific show.

Jingle Bell Jazz

Our next event will be our annual Jingle Bell Jazz Winter Concert, which takes place on Friday, December 8th from 5-6:30pm in the community center. This year's event will feature live music, photos with Santa, refreshments and treats.

Raise a Glass – Wine Tasting

Staff have begun preparing for our upcoming "Raise a Glass" wine tasting, which takes place Saturday, March 2nd from 2-5pm at the community center. Invitations to wineries are currently being sent out and we are expecting a great lineup for next year's installment. We have several wineries return each year, but we always strive to add at least a few new names to the roster. More details will be announced as the event approaches.

Senior Stroll

On Thursday, October 12th we offered our second Senior Stroll of the season, a new program spearheaded by John Paul. We had 12 seniors in attendance and it was another great success. The group met at the community center and walked to Big Rock Deli for lunch and then walked back. We have been encouraged by the positive response to the program and look forward to many more in the future. The next stroll is scheduled for December 14th, weather permitting.

Spring & Summer 2024 Preparation

Staff are currently working on the schedule of programs for the spring and summer for inclusion in our spring/summer issue of the Marinwood Review. The next issue is scheduled to come out in mid-late February 2024 and will feature information about our spring and summer camps, pool programs, classes, and events, plus a lot of other resources and information relevant to our community members.

Recreation programs currently taking place this fall include Tae Kwon Do, White Crane Silat, Feldenkrais, Mahjong, Pilates, LEGO engineering, Irish Dance, Babysitter's Training, Little Explorers Art, Zumba, Watercolor Workshops, CPR/First Aid, All Sorts of Sport Camps, Preschool, and the After School Program.

PARKS MAINTENANCE ACTIVITY REPORT

Roof & Gutter Repairs

Last week the parks staff completed an extensive roof drainage improvement project, which included replacing several cracked and failing downspouts, cleaning out all drain pipes, resealing the gutters, and adding new gutter guards and drain screens. A leaking roof vent was also sealed. The roof is in good shape for the coming rainy season. During the winter months, staff frequently inspect the roof, making sure drains are clear, removing debris, and making sure it's clear of excess water.

Annual Miller Creek Inspection

Over the last couple weeks the parks staff completed their annual inspection of Miller Creek, walking the full length of the creek and noting any issues that may cause damming/flooding, erosion, etc. As in past years, this year we consulted with Sarah Phillips of the Marin Resource Conservation District for advice on how to mitigate erosion and how best to address trees and other natural debris in the creek.

Overall the creek is relatively clear of hazards, though there continue to be eroding areas we will continue monitor and address with strategic plantings and removal of nonnative destabilizing plants.

Gagaball Pit Refurbishing

After installing the new gagaball pit behind the classroom, the staff sanded and re-stained the old pit, replacing a couple rotted boards. The old pit will be reinstalled in its original location at the north end of the park sometime next week, weather permitting.

Bench Installation Project

Two weeks ago, staff were joined by P&R Commissioner Ian Fein and CSD Director Chris Case on a drive up Queenstone Fire Road to identify possible locations for installing two new park benches. Staff are currently finishing sanding and staining the benches and will plan to install them in the next week or two, weather permitting.

Inspection of Open Space Drains, V-Ditches, and Culverts

On November 9th the staff began inspecting the drains, culverts, and v-ditches throughout the District to check for hazards, damage, or debris that needs clearing ahead of the rainy season. One down tree and a few fallen branches were discovered and cleared from blocking v-ditches in two areas. We will continue to monitor Marinwood's drainage infrastructure throughout the rains.

Tree Work

Over the past few weeks tree work was performed around the community center, thinning out the trees that overhang the roof, and removing some unhealthy branches from the oak tree in the playground. Work was also performed behind some houses on Las Gallinas to remove a dead tree in the open space that was at risk of falling on a resident's fence.

Daily/Weekly Tasks:

- Clean and restock Community Center
- Clean and restock park bathroom
- Empty garbage in all 3 parks and at trailheads
- Restock dog waste bags at dog stations
- Mow, edge, and blow in all 3 parks
- Check playground equipment in all 3 playgrounds for damage/vandalism
- Check and adjust pool chemistry