

Agenda for the Regular Meeting of the Marinwood CSD Board of Directors Tuesday – December 10, 2024 – 6:00 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 & PLEDGE OF ALLEGIANCE	
B.	AGENDA	Adopt
C.	PUBLIC COMMENT ON CLOSED SESSION ITEMS	
D.	CLOSED SESSION <i>Conference with Labor Negotiators Section 54957.6 Agency designated representatives: Eric Dreikosen. Represented Employees: Marinwood Professional Firefighters</i>	
E.	OPEN SESSION: <i>(Open Session will begin no earlier than 7:00PM)</i>	
F.	CONSENT CALENDAR a. Draft Minutes of Regular Meeting of November 12, 2024 b. Bills Paid Nos. 8870 – 8933	Approve
G.	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>	
H.	DISTRICT MATTERS	
	1. Election of Board Officers for Calendar Year 2025: Board President and Vice-President	Elect Officers
	2. District Manager Report (verbal report)	Review
I.	FIRE DEPARTMENT MATTERS	
	1. Draft Minutes of Fire Commission Meeting of December 3, 2024	Review
	2. Chief Officer Report and Activity Summary	Review
J.	PARK AND RECREATION MATTERS	
	1. Recreation and Park Maintenance Activity Reports	Review
K.	BOARD MEMBER ITEMS OF INTEREST - REQUESTS FOR FUTURE AGENDA ITEMS	
L.	ADJOURN	
	DATE OF NEXT REGULAR BOARD MEETING – January 14, 2025	

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 – November 12, 2024 – 6:00pm

Time and Place: 6:00PM 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: Board President Kathleen Kilkenny, Chris Case, Sivan Oyserman, Lisa Ruggeri and Bill Shea.
Staff: District Manager Eric Dreikosen, Recreation Director Luke Fretwell, and Accounting & Payroll Manager Tiffany Combrink.

A. Call to Order & Pledge of Allegiance

Board President Kilkenny called the meeting to order at 6:00pm

B. Agenda

Agenda adopted with item J moved to precede item I

C. Public Comment on Closed Session Items

No public comments were received.

D. Closed Session

*Conference with Labor Negotiators Section 54957.6. Agency designated representative: Eric Dreikosen.
Represented Employees: Marinwood Professional Firefighters*

Convened at 6:05pm and adjourned at 6:55pm with no reportable action taken.

E. Open Session

Board President Kilkenny called the open session to order at 7:00PM

F. Consent Calendar

a. *Draft Minutes of Regular Meeting of October 8, 2024*

b. *Bills Paid Nos. 8802 - 8869*

Shea to approve/Case to second “consent calendar as presented.”

All in favor. Motion carried unanimously.

G. Public Comment Open Time for Items Not on Agenda

No public comments were received.

H. District Matters

1. *Fiscal Year 2024-2025: 1st Quarter Profit & Loss Budget-to-Actuals Financial Statement and Variance Report*

Board received Fiscal Year 1st Quarter P&L Budget-to-Actuals Financial Statement and Variance Report

2. *Resolution 2024-06: Fixing the Employer Contribution for Employees and Annuitants Under the Public Employees’ Medical and Hospital Care Act*

Shea to approve/Oyserman to second “Resolution 2024-06: Fixing the Employer Contribution for Employees and Annuitants Under the Public Employees’ Medical and Hospital Care Act.:

All in favor. Motion carried unanimously.

3. *District Manager Report*

Board received District Manager Report

J. Park and Recreation Matters:

1. *Recreation and Park Maintenance Activity Reports*
Board received Recreation and Park Maintenance Activity Reports

I. Fire Department Matters:

1. *Chief Officer Report and Activity Summary*
Board received Chief Officer Report and Activity Summary

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

- District Manager Dreikosen noted that President and Vice President appointments for 2025 will be made at the December meeting

L. Adjourn

Meeting adjourned at 7:49pm

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 December 10, 2024

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
8870	11/4/2024	Chrissy Costello	876.00	Zumba	Rec	5210146	Adult	876.00
8871	11/4/2024	Ruti Gorel	315.00	Feldenkrais	Rec	5210146	Adult	315.00
8872	11/4/2024	Jerry Mehciz	2,640.00	Tennis	Rec	5210146	Tennis	2,640.00
8873	11/4/2024	Paula Ockner	1,050.00	Colorful Creations	Rec	5210146	Youth	1,050.00
8874	11/4/2024	Wenchi Liu	49.00	refund camp	Rec	4631922	Youth	49.00
8875	11/4/2024	Maureen Cho	49.00	refund camp	Rec	4631922	Youth	49.00
8876	11/4/2024	Deere & Company	16,384.65	JD Gator UTV	Park	5220916	General	16,384.65
8877	11/4/2024	Airgas	454.77	pool chems	Rec	5220710	Pool	454.77
8878	11/4/2024	AFLAC	805.26	life/disability - Oct	Fire	5130120	General	805.26
8879	11/4/2024	AT&T	354.34	phones - Sept	Fire	5210725	General	164.44
					Park	5210725	General	30.47
					Rec	5210725	General	159.43
8880	11/4/2024	Buck's Saw Service	536.87	equipment maintenance	Park	5220210	General	536.87
8881	11/4/2024	C.A.P.F.	383.50	LTD - oct	Fire	5130120	General	177.00
				LTD - nov	Fire	5130120	General	206.50
8882	11/6/2024	CSDA	9,495.00	annual membership	Park	5211330	General	2,373.75
					Rec	5211330	General	2,373.75
					Fire	5211330	General	4,747.50
8883	11/6/2024	City of San Rafael	149.90	E58 maintenance	Fire	5210910	General	149.90
8884	11/6/2024	Comcast	149.80	internet - Nov	Rec	5210725	General	74.90
					Fire	5210725	General	74.90
8885	11/6/2024	County of Marin	294.12	park fuel - Sept	Park	5220610	General	294.12
8886	11/6/2024	Forster & Kroeger	28,000.00	Blackstone canyon fuel redu	MWPA	5820200	General	28,000.00
8887	11/6/2024	Got Gophers	275.00	pest control	Park	5211532	General	275.00
8888	11/6/2024	Grainger	938.59	supplies	Park	5220310	General	17.58
				supplies	Fire	5220810	General	237.10
				trash bags	Park	5220827	General	683.91
8889	11/6/2024	Master Sim	1,440.00	TKD - oct	Rec	5210146	Youth	1,440.00
8890	11/6/2024	Jackson's Hardware	44.73	supplies	Park	5220310	General	44.73
8891	11/6/2024	Las Gallinas Valley Sanitary	18,035.00	Sewer FY24/25	Park	5210835	General	1,803.50
					Rec	5210835	General	10,821.00
					Fire	5210835	General	5,410.50
8892	11/6/2024	Liebert Cassidy Whitmore	304.50	legal services	Fire	5210131	General	304.50
8893	11/6/2024	Marin Sanitary Service	2,462.46	garbage - Oct	Park	5210815	General	1,723.72
					Rec	5210815	General	492.49
					Fire	5210815	General	246.25
8894	11/6/2024	Jerry Mehciz	5,566.48	Tennis	Rec	5210146	Tennis	5,566.48
8895	11/6/2024	Mill Valley Refuse	316.07	porta potty	Park	5211220	General	316.07
8896	11/6/2024	Nationwide Retirement Solut	1,645.00	Deferred comp	Rec	5130120	General	700.00
					Fire	5130120	General	945.00
8897	11/6/2024	Ongaro & Sons	7,057.68	HVAC repair	Rec	5220910	General	7,057.68
8898	11/6/2024	Pest Plus	259.00	pest control	Fire	5220310	General	90.00
					Rec	5220310	General	169.00
8899	11/6/2024	Project A	40.00	email hosting	Rec	5220110	General	20.00
					Fire	5220110	General	20.00
8900	11/6/2024	Margaret Dawson Schink	301.00	White Crane Silat	Rec	5210146	Adult	301.00
8901	11/6/2024	Wells Fargo	644.08	copier lease	Rec	5220130	General	418.65
					Fire	5220130	General	161.02
					Park	5220130	General	64.41
8902	11/7/2024	Marinwood CSD	79,130.83	Fire Salaries	Fire	5110110	General	24,750.88
				Fire OT	Fire	5120110	General	15,900.84
				FLSA	Fire	5110319	General	1,005.30
				Acting Pay	Fire	5110310	General	339.84
				4850 - Otis	Fire	5110110	General	3,757.60
				Admin Asst	Fire	5110110	Admin	1,111.36
				Admin Mgr	Fire	5110110	Admin	2,884.80
				Admin Asst	Rec	5110110	Admin	1,111.36
				Admin Asst	Park	5110110	Admin	555.68
				Admin Mgr	Rec	5110110	Admin	1,442.40
				Admin Mgr	Park	5110110	Admin	1,442.40
				Rec Dir	Rec	5110110	General	2,976.40
				Rec Dir	Park	5110110	General	1,275.60
				Rec salary	Rec	5110110	General	9,225.60
				Park salary	Park	5110110	General	5,842.40
				Park hourly	Park	5110210	General	290.00
				Building attendants	Rec	5110210	Building	362.25
				Pool Staff	Rec	5110210	Pool	120.00
				Summer	Rec	5110210	Summer	488.00
				Preschool	Rec	5110210	Preschool	6,220.00
				Afterschool	Rec	5110210	afterschool	1,937.00
				PR fees	Fire	5210230	General	105.67
				PR fees	Rec	5210230	General	61.20
				PR fees	Park	5210230	General	12.53
				SS + Medicare	Fire	5140140	General	3,127.80

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
				SS + Medicare	Rec	5140140	General	2,383.20
				SS + Medicare	Park	5140140	General	466.87
				EDU + SUI	Rec	5140145	General	14.33
				Benefits withholding	Park	2120066	General	-1,129.97
				Benefits withholding	Rec	2120066	General	-2,174.63
				Benefits withholding	Fire	2120066	General	-6,775.88
8903	11/7/2024	Marinwood CSD	14,373.03	Retire 11/01	Park	5130510	General	1,733.14
					Rec	5130510	General	2,356.14
					Fire	5130510	General	10,283.75
8904	11/14/2024	Home Depot	125.53	supplies	Park	5220310	General	125.53
8905	11/14/2024	Nationwide Retirement Solut	1,645.00	Deferred comp	Rec	5130120	General	700.00
					Fire	5130120	General	945.00
8906	11/14/2024	PG&E	1,696.68	Streetlights - Oct	Streetlights	5210825	General	1,696.68
8907	11/14/2024	T-mobile	153.26	cell phones	Fire	5210725	General	153.26
8908	11/14/2024	US Bank Corporate Paymen	14,485.77	fire stickers for kids	Fire	5210122	General	197.92
				EMT recert - Papa	Fire	5211315	General	52.00
				zoom mtg subscription	Fire	5211325	General	27.99
				E58 maintenance	Fire	5220210	General	365.46
				zoom mtg subscription	Park	5211325	General	147.16
				dry erase board	Park	5220110	General	385.60
				playground equipment	Park	5220210	General	1,546.78
				chair cushions, square table	Rec	5220819	adult	229.63
				staff mtg supplies	Rec	5211315	afterschool	261.13
				supplies	Rec	5220110	afterschool	22.50
				supplies	Rec	5220819	afterschool	1,660.35
				supplies	Rec	5220819	aquatics	61.48
				building maint	Rec	5220310	Building	502.38
				supplies	Rec	5220819	Community	2,349.61
				zoom mtg subscription	Rec	5211325	General	101.88
				supplies, software subs, exte	Rec	5220110	General	709.80
				pickleball, umbrella bases	Rec	5220819	General	630.11
				cleaning supplies	Rec	5220827	General	93.11
				lifeguard training	Rec	5211315	Pool	92.00
				sump pumps, cover repairs	Rec	5220215	Pool	644.44
				umbrella bases, supplies	Rec	5220819	Pool	288.71
				vending	Rec	5220826	Pool	421.08
				supplies	Rec	5220819	Preschool	1,453.28
				staff certs	Rec	5211315	Summer	1,102.00
				supplies	Rec	5220819	Summer	918.78
				supplies	Rec	5220819	Youth	220.59
8909	11/14/2024	Wells Fargo	644.08	copier lease	Rec	5220130	General	418.65
					Fire	5220130	General	161.02
					Park	5220130	General	64.41
8910	11/20/2024	Marinwood CSD	77,591.89	Fire Salaries	Fire	5110110	General	24,750.88
				Fire OT	Fire	5120110	General	20,287.44
				Acting Pay	Fire	5110310	General	222.88
				4850 - Otis	Fire	5110110	General	3,757.60
				Admin Asst	Fire	5110110	Admin	1,111.36
				Admin Mgr	Fire	5110110	Admin	2,884.80
				Admin Asst	Rec	5110110	Admin	1,111.36
				Admin Asst	Park	5110110	Admin	555.68
				Admin Mgr	Rec	5110110	Admin	1,442.40
				Admin Mgr	Park	5110110	Admin	1,442.40
				Rec Dir	Rec	5110110	General	2,976.40
				Rec Dir	Park	5110110	General	1,275.60
				Rec salary	Rec	5110110	General	9,225.60
				Park salary	Park	5110110	General	5,842.40
				Park hourly	Park	5110210	General	295.00
				Building attendants	Rec	5110210	Building	192.00
				Preschool	Rec	5110210	Preschool	6,473.75
				Afterschool	Rec	5110210	afterschool	1,663.00
				PR fees	Fire	5210230	General	108.96
				PR fees	Rec	5210230	General	56.77
				PR fees	Park	5210230	General	12.02
				SS + Medicare	Fire	5140140	General	2,810.60
				SS + Medicare	Rec	5140140	General	2,322.11
				SS + Medicare	Park	5140140	General	467.26
				EDU + SUI	Rec	5140145	General	31.38
				Benefits withholding	Park	2120066	General	-1,129.97
				Benefits withholding	Rec	2120066	General	-2,174.63
				Benefits withholding	Fire	2120066	General	-6,775.88
				10/04 PR tax adj	Fire	5140140	General	-309.73
				10/04 PR tax adj	Rec	5140140	General	407.31
				10/04 PR tax adj	Park	5140140	General	-97.59
				10/04 PR tax adj	Rec	5140145	General	-43.98
				10/04 PR tax adj	Park	5140145	General	-2.28
				10/04 PR NW withholding ac	Fire	2120066	General	-945.00
				10/04 PR NW withholding ac	Rec	2120066	General	-700.00
				10/04 PR AFLAC withholdin	Fire	2120066	General	-402.63
				10/18 PR billing fees adj	Fire	5210230	General	106.42

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
				10/18 PR billing fees adj	Rec	5210230	General	69.00
				10/18 PR billing fees adj	Park	5210230	General	18.83
				10/18 PR tax adj	Fire	5140140	General	-393.57
				10/18 PR tax adj	Rec	5140140	General	299.76
				10/18 PR tax adj	Park	5140140	General	57.10
				10/18 PR tax adj	Rec	5140145	General	36.71
				10/18 PR adj - 4850 taxes	Fire	5110110	General	300.00
				10/18 PR NW withholding ac	Fire	2120066	General	-945.00
				10/18 PR NW withholding ac	Rec	2120066	General	-700.00
				10/18 PR AFLAC withholding	Fire	2120066	General	-402.63
8911	11/20/2024	Marinwood CSD	14,154.26	Retire 11/15	Park	5130510	General	1,733.14
					Rec	5130510	General	2,356.14
					Fire	5130510	General	10,064.98
8912	11/20/2024	Marinwood CSD	48,109.44	Health - Dec	Park	5130120	General	11,000.00
					Rec	5130120	General	9,333.62
					Fire	5130120	General	27,775.82
8913	11/26/2024	Alaina Fuetsch	97.68	preschool supplies	Rec	5220819	Preschool	97.68
8914	11/26/2024	Paula Ockner	1,155.00	Holiday Arts & Crafts class	Rec	5210146	Youth	1,155.00
8915	11/26/2024	Allstar Fire Equipment	7,258.01	turnout cleaning & repairs	Fire	5220810	General	7,258.01
8916	11/26/2024	AFLAC	88.38	disability - nov	Park	5130120	General	88.38
8917	11/26/2024	AFLAC	1,207.89	life/disability - Nov	Fire	5130120	General	1,207.89
8918	11/26/2024	Arborscience	675.00	tree consult	Park	5211528	General	675.00
8919	11/26/2024	AT&T	80.25	park internet - nov	Park	5210725	General	80.25
8920	11/26/2024	Awesome Kids Yoga	170.00	preschool enrichment	Rec	5220819	Preschool	170.00
8921	11/26/2024	City of San Rafael	1,453.00	annual pump testing E58/E6	Fire	5210910	General	1,453.00
8922	11/26/2024	Comcast	206.17	Cable - Nov	Fire	5210725	General	206.17
8923	11/26/2024	County of Marin	124.00	OAKS property legal review	Park	5210131	General	124.00
8924	11/26/2024	DC Electric	322.46	SL maintenance - Oct	Streetlights	5210915	General	322.46
8925	11/26/2024	Landesign	3,263.00	landscape contractor	Park	5211125	General	3,263.00
8926	11/26/2024	Marin Health & Human Servi	52.00	EMT renewal - B.Smith	Fire	5211315	General	52.00
8927	11/26/2024	Marin Prof Firefighters Local	1,120.00	Nov dues	Fire	5211330	General	1,120.00
8928	11/26/2024	Marin Resource Recovery	150.00	debris dump	Park	5210815	General	150.00
8929	11/26/2024	PG&E	1,727.28	Streetlights - Nov	Streetlights	5210825	General	1,727.28
8930	11/26/2024	PG&E	3,027.75	Electric - Oct	Rec	5210810	General	2,100.14
					Fire	5210810	General	688.42
					Park	5210810	General	239.19
8931	11/26/2024	PG&E	348.26	Gas - Oct	Rec	5210810	General	316.05
					Fire	5210810	General	32.21
8932	11/26/2024	SolEd Solar Holdings	1,385.20	Solar - Oct	Rec	5210810	General	1,016.88
					Fire	5210810	General	368.32
8933	11/26/2024	US Bank Corporate Paymen	10,903.23	zoom, conference registratic	Fire	5211325	General	387.99
				flowers	Fire	5220110	General	85.52
				E58 headset reperi	Fire	5220210	General	35.25
				bunkroom permit fee	Fire	5220910	General	945.50
				zoom, conference registratic	Park	5211325	General	194.25
				pickleball, Les Mize memorie	Park	5220310	General	2,279.09
				program supplies	Rec	5220819	adult	17.09
				supplies	Rec	5220819	afterschool	690.41
				cleaning supplies	Rec	5220827	Building	36.00
				halloween event supplies	Rec	5220819	Community	1,460.41
				fingerprinting	Rec	5210128	General	40.00
				conference registrations	Rec	5211315	General	990.00
				zoom, conference registratic	Rec	5211325	General	1,215.73
				annual membership	Rec	5211330	General	165.00
				supplies	Rec	5220110	General	1,430.51
				pickleball supplies	Rec	5220819	General	406.77
				pool equip, heater maint.	Rec	5220215	Pool	311.43
				supplies	Rec	5220819	Preschool	106.12
				supplies	Rec	5220819	Youth	106.16
TOTAL:			388,241.13					388,241.13

Total by Department:

Streetlights	3,746.42
Fire Department	169,982.06
Recreation Department	120,642.99
Park Department	65,869.66
Measure A	0.00
MWPA	28,000.00
Capital	0.00
Unclassified	0.00



Staff Report

To: Board of Directors
From: Eric Dreikosen, District Manager
Date: December 10, 2024
Re: Election of Board President and Vice President for CY 2025

Directors,

In accordance with the Board Bylaws, each December the Board of Directors shall elect a Board President and Vice-President to serve for the following calendar year (effective January 1, 2025).

As stated in the Board Bylaws

(https://www.marinwood.org/sites/default/files/mcsd_board_bylaws_amended2-12-19.pdf):

Article V Board Officers

At the regular Board of Directors meeting in December of each year, the Directors shall elect one of their members as Board President and another member as Vice President by a majority vote of the Board. The term of office for each shall be one year, effective immediately. The elected Board President and Vice President may be re-elected by the Board for a maximum of four terms. Should the Board President resign during the term, the Vice President becomes the Board President for the remainder of the term and a new Vice President is elected by the Board of Directors during the next regular Board meeting. Should the Vice President resign, a replacement shall be appointed at the next regular meeting by a majority vote of the Board. The replacement completes the term of the replaced officer.

A. President

The Board President shall have following authority:

- 1) Call meetings of the Board, giving notice as prescribed by law;
- 2) Coordinate preparation of meeting agendas with the District Manager;
- 3) Serve as chairperson at all Board meetings;
- 4) Sign all instruments to carry out the requirements and the will of the Board;
- 5) Confer with the District Manager or designee on crucial matters which may occur between meetings;
- 6) Be the Spokesperson for the Board; and
- 7) Perform other duties as authorized by the Board.

The Board President shall have the following duties:

- 1) Call the meeting to order at the appointed time;
- 2) Be responsible for the orderly conduct of all Board meetings in accordance with Rosenberg's Rules of Order;
- 3) Announce the business to come before the Board in its proper order according to the agenda;
- 4) Enforce Board policies in relation to District business and the conduct of meetings;
- 5) Recognize persons who desire to speak, and protect the speaker who has the floor from disturbance or interference;
- 6) Explain what the effect of a motion would be if it is not clear to every member of the Board;

- 7) Restrict discussion to the question when a motion is before the Board;
- 8) Rule on parliamentary procedure; and
- 9) Put motions to a vote, and state clearly the results of the vote.

Decisions of the President are final, unless overruled by the 3-1 vote of the other Directors. Because of his/her role, the President shall speak last during the discussion and debate stage and only make or second a motion unless no other Director will do so at that time.

B. Vice-President

The Vice President shall act if the Board President is absent or unable to act and shall exercise all of the powers of the Board President on such occasions.

Board Action: Nominate and elect a Board President and Vice-President for 2025.

MARINWOOD COMMUNITY SERVICES DISTRICT
MINUTES OF FIRE COMMISSION MEETING
December 3, 2024

Time and Place: 7:00PM at Marinwood Community Center, 775 Miller Creek Rd, San Rafael

Present:

Commissioners: Chair Steve Farac, Pascal Karsenti, John Seratt

Absent: Greg Stilson

Staff: District Manager Eric Dreikosen, San Rafael Fire Chief Abe Roman, Fire Captain Ryan Brackett

Board: Kathleen Kilkenny

1. Agenda

No edits were requested by Commissioners. Chair Farac adopted the agenda as presented.

2. Public Comment on Non-Agenda Items

No comments from the public were received.

3. Walkthrough of Marinwood Fire Station 58

The Commission conducted a walkthrough of the fire station led by Fire Captain Ryan Brackett.

4. Commissioner Items of Interest

-Commissioner Karsenti shared work he is doing with MWPA in regards to risk modeling to address wildfire home insurance concerns.

-District Manager Dreikosen shared Santa will be making his annual tour of Marinwood-Lucas Valley on Saturday, December 14.

5. Draft Minutes of June 4, 2024 Fire Commission Meeting

M/s Seratt/Karsenti to approve Draft Minutes of June 4, 2024 Fire Commission Meeting as presented. Ayes: Farac, Karsenti, Seratt. Nays: None. Absent: Stilson. Motion carried.

6. Update from Working Group Established to Identify and Present Potential Strategic Initiatives for Future Fire Commission Initiatives (verbal report)

Commissioner Seratt and District Manager Dreikosen provided a brief update. Commissioners were informed the group has initially identified the following topics for potential further discussion: Emergency response billing opportunities; Serving as a Basic Life Support (BLS) engine company versus an Advanced Life Support (ALS) engine company; Resuming a revised Volunteer Training/Recruitment Program. The working group intends to meet in early 2025 and provide further updates to the Commission at the February meeting.

7. Chief Officer Report and Activity Summary

Commission received Chief Officer Report and Activity Summary.

8. Commissioner Requests for Future Agenda Items

-Update on Working Group Initiatives

The meeting was adjourned at 8:40 PM.

Eric Dreikosen



Marinwood Board Meeting – Fire Chief’s Report -

STAFFING UPDATES

Continue to pursue the hiring. We are conducting 2 interviews the week of the December 8th.

OPERATIONS DIVISION UPDATES

New radio system is up and running.

Marinwood Fire Department Statistics: November 2024

The Marinwood Fire Department responded to 121 emergency calls in November 2024. A little under half of the calls were for medical assistance and Engine 58 responded to five fires.

On November 30, a vehicle traveling on Lucas Valley Road drove over a blanket which then caught on fire. E58 responded to the still smoldering blanket and quickly extinguished it. Luckily there was no damage to the vehicle and the scene was cleared in 18 minutes from the time of the first call to dispatch.

<i>Incidents by Area and Type</i>								
Area	MA	PSA	FA/NN	FIRE	HAZMAT	COVER	OTHER	TOTAL
Marinwood	11	9	1	1	2	N/A	0	24
CSA 13	1	4	10	0	0	N/A	0	15
Old JPA (Mont Marin)	5	4	0	1	2	N/A	0	12
New JPA (East of 101)	28	9	5	1	0	N/A	0	43
SR Mutual Aid	3	6	1	2	0	0	0	12
MC JPA	2	1	2	0	0	N/A	0	5
MC Mutual Aid	0	0	0	0	0	N/A	0	0
Novato	4	4	0	0	0	2	0	10
Total number	54	37	19	5	4	2	0	121
<i>Percentage of total</i>	<i>44.6%</i>	<i>30.6%</i>	<i>15.7%</i>	<i>4.1%</i>	<i>3.3%</i>	<i>1.7%</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: 6 minutes, 00 seconds

TRAINING DIVISION UPDATES

No Report

PREVENTION DIVISION UPDATES

No Report

WILDFIRE MITIGATION DIVISION UPDATES

No Report

Parks and Recreation Report
December 2024
Submitted by: Luke Fretwell, Recreation Director

RECREATION ACTIVITY REPORT

Jingle Bell Jazz

Jingle Bell Jazz, our annual Christmas concert takes place on Friday, December 13th from 5-6:30pm in the community center. This event will feature live holiday music, photos with Santa, arts & crafts, a hot chocolate bar, a food truck, and many other various treats. We are hoping the weather cooperates, but we are prepared for rain.

Our next community event will be our annual Raise a Glass Wine Tasting on Saturday, March 1st. Staff have already secured a solid list of wineries and it's looking to be another great event. More details will be announced in the coming months.

Thanksgiving Break Camps

Over the Thanksgiving Break, we hosted two camps for kids at the community center, "Adventures in STEM with LEGO materials" and "All Sports Camp" through the National Academy of Athletics. While the weather forced the sports camp to be indoors for much of the week, both camps were well-attended and ran smoothly.

Winter Break Camp

Our annual Winter Break Camp will take place from December 30th through January 3rd. This camp is offered to kids ages 3-11 who are off school for the holiday break. During the week the kids will play many different camp games, play various sports, make arts & crafts, and many other activities. We are looking forward to seeing several of our summer camp staff who will be home on winter break to help with Winter Break Camp.

2025 Staff Recruitment & Planning

Over the winter break, John Paul and Robyn will be holding interviews for the 2025 pool and camp staff positions. Staff members home from school will have a chance to apply for higher level positions for the summer. Robyn and John Paul will also be meeting with some of their returning senior staff members to plan for the upcoming summer season. We are looking forward to reconnecting with everyone.

Spring/Summer Marinwood Review Preparation

Staff are hard at work finalizing all the info for our spring and summer programs for inclusion in our Spring/Summer Marinwood Review, which is scheduled to come out in mid to late January. This includes nailing down schedules with all of our Recreation class instructors and contract camp providers, planning the weekly themes, events, and field trips for the summer camp program, coordinating the pool schedule around swim meets and trainings, and gathering all the details for our spring and summer community events.

Fall Program Update

Programs running this fall include the Preschool and After School Program, Mahjong classes and Mahjong open play, Tae Kwon Do, Irish Dance, Zumba, Pilates, White Crane Silat, the Feldenkrais Method, Adult and Youth Tennis Classes, our monthly Senior Stroll, Babysitter's Training, CPR & First Aid, LEGO Engineering, and more.

PARKS MAINTENANCE ACTIVITY REPORT

Storms

During the heavy rainfall a few weeks ago, staff actively monitored the various open space drains, roofs and gutters of the community center and parks maintenance facility, and the creek for hazards and concerns. Thankfully, there were no major concerns. The ground was dry enough going into the storm that none of the drains sustained too heavy of water flow.

The creek continues to have a small handful of areas prone to erosion near the park and the panhandle path. Staff have been monitoring those areas closely and we have plans to perform additional plantings and ivy removal to help minimize further erosion.

Benches

The Les Mize Memorial Bench has shipped and will likely be installed sometime next week. We are excited for this new addition to the park.

Staff installed an additional bench in the playground last week, which is already getting heavy use.

Holiday Preparation

This past week staff hung Christmas lights on the roof, around the trees of the community center patio, and inside the reception hall, and everything is looking festive for our winter events and programs.

Community Center Repairs

These past couple weeks staff have been making small repairs around the community center, upgrading some aging plumbing parts in the restrooms, fixing cabinets and window shades in the classroom, repairing a light fixture in the reception hall that sustained a direct hit from a basket ball during Thanksgiving Sports Camp, and changing out old electrical outlets.

Upcoming projects include replacing the drinking fountains at the pool, repairing a loose swing frame at Creekside Park, and replacing some lighting around the community center patios.

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