

# Agenda for the Regular Meeting of the Marinwood CSD Board of Directors Tuesday – December 13, 2022 – 7:30 PM

**Internet Address:** <https://us02web.zoom.us/j/82314813460>

**Telephone Access:** 669) 900-6833 or 346) 248 7799 or 253) 215-8782

**Meeting ID:** 823 1481 3460

**ATTENTION:** This will be a virtual meeting of the Marinwood CSD Board of Directors. There will not be a public location for participating in this meeting. Any interested member of the public can participate telephonically or via internet by utilizing the web link or dial-in information printed on this agenda.

**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 participating in the live meeting either via internet or telephone shall indicate their desire to speak. If participating via internet, please click the “raise hand” feature located within the Zoom application screen. If connected via telephone, please dial “\*9” (star, nine). 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
<b>A.</b>	<b>CALL TO ORDER &amp; ROLL CALL OF DIRECTORS</b>	
<b>B.</b>	<b>AGENDA</b>	Adopt
<b>C.</b>	<b>CONSENT CALENDAR</b>	Approve
	a. Resolution 2022-18: Making Findings and Confirming the Need to Continue Conducting Remote Meetings via Teleconference of the Board of Directors, Fire Commission and Park & Recreation Commission.	
	b. Draft Minutes of Regular Meeting of November 8, 2022 (Remote Meeting)	
	c. Bills Paid Nos. 6866 – 6954	
<b>D.</b>	<b>PUBLIC COMMENT OPEN TIME FOR ITEMS NOT ON AGENDA</b> <i>Speakers are asked to address comments to the Board and limit comments to three minutes. 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 and at the conclusion of the public comment period. The President may refer the matter to staff or to a future meeting agenda.</i>	
<b>E.</b>	<b>DISTRICT MATTERS</b>	
	1. Election of Board Officers for Calendar Year 2023: Board President and Vice-President	Elect Officers
	2. Authorize Expenditure to Become a Participating Agency of the CalOpps System for Public Agency Personnel Recruitment and Employment Application Processing	Approve
	3. District Manager Report	Review
<b>F.</b>	<b>FIRE DEPARTMENT MATTERS</b>	
	1. Draft Minutes of Fire Commission Meeting of December 6, 2022	Review
	2. Chief Officer Report and Activity Summary	Review
<b>G.</b>	<b>PARK AND RECREATION MATTERS</b>	
	1. Draft Minutes of Park & Recreation Commission Meeting of November 22, 2022	Review
	2. Miller Creek Trail Initiative: Amendment to Oakview Subdivision Agreement Regarding Financial Contribution to be Received by District from Developer of Senior Living Center	Approve
	3. Recreation and Park Maintenance Activity Reports	Review
<b>H.</b>	<b>BOARD MEMBER ITEMS OF INTEREST - REQUESTS FOR FUTURE AGENDA ITEMS</b>	
<b>I.</b>	<b>ADJOURN</b>	
	<b>DATE OF NEXT REGULAR BOARD MEETING – January 10, 2022</b>	

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

**RESOLUTION NO. 2022-18**

**RESOLUTION OF THE BOARD OF DIRECTORS OF MARINWOOD COMMUNITY SERVICES DISTRICT MAKING FINDINGS AND CONFIRMING THE NEED TO CONTINUE CONDUCTING REMOTE MEETINGS VIA TELECONFERENCE OF THE BOARD OF DIRECTORS, FIRE COMMISSION AND PARK & RECREATION COMMISSION**

**WHEREAS**, on March 4, 2020, Governor Newsom issued a proclamation pursuant to Government Code section 8625 declaring a state of emergency in California due to the COVID-19 pandemic; and

**WHEREAS**, Government Code section 54953(e)(1), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), provided that the legislative body complies with the requirements of section 56953(e)(2); and

**WHEREAS**, pursuant to Government Code Section 54953(e)(3), if a state of emergency remains active, or state or local officials have imposed or recommended measures to promote social distancing, the legislative body shall make specified findings at least every 30 days; and

**WHEREAS**, the Governor's proclaimed State of Emergency remains in effect, and State and local officials, including the Marin County Director of Health and Human Services, continues to recommend measures to promote social distancing; and

**WHEREAS**, the active proclaimed state of emergency and recommendations of local officials continue to directly impact the ability of the District's Board of Directors and Commissions to conduct public meetings safely in person.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. The Board of Directors has reconsidered the circumstances of the State of Emergency since the November 8, 2022 Board meeting.
2. Board of Directors, Fire Commission and Park & Recreation Commission meetings will continue to be conducted remotely via teleconference for up to 30 days following adoption of this resolution in accordance with Government Code Section 54953(e)(2) and all other applicable laws.

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors on December 13, 2022 by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

MARINWOOD COMMUNITY SERVICES DISTRICT

\_\_\_\_\_  
Lisa Ruggeri, President of the Board

ATTEST: \_\_\_\_\_  
Tiffany Combrink, Secretary to the Board

# Marinwood Community Services District

Draft Minutes of Board of Directors Meeting  
Tuesday – November 8, 2022

**Time and Place:** 7:30PM via Teleconference

**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 Lisa Ruggeri, Chris Case, Kathleen Kilkenny, and Sivan Oyserman.

Staff: District Manager Eric Dreikosen, San Rafael Deputy Fire Chief Bob Sinnott, Recreation Director Luke Fretwell and Administrative Assistant Tiffany Combrink.

**Absent:** Director Bill Shea

**A. Call to Order & Roll Call of Directors**

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

**B. Agenda**

Agenda adopted as presented.

**C. Consent Calendar**

- a. *Resolution 2022-16: Making Findings and Confirming the Need to Continue Conducting Remote Meetings via Teleconference of the Board of Directors, Fire Commission and Park & Recreation Commission*
- b. *Draft Minutes of Regular Meeting of October 11, 2022 (Remote Meeting)*
- c. *Bills Paid Nos. 6817 – 6865*  
Oyserman to approve/Kilkenny to second “consent calendar as presented.”  
Aye: Ruggeri, Case, Kilkenny, Oyserman. Absent: Shea. Motion carried.

**D. Public Comment Open Time for Items Not on Agenda:**

The Board of Directors received public comment regarding:

- a. Potential increased housing will impact services of the community

**E. District Matters:**

1. *PUBLIC HEARING: Adopting and Modifying the California Fire Code, International Fire Code, and Appendix A of the International Wildland-Urban Interface Code*  
Board of Directors conducted public hearing and received presentation of Ordinance 2022-01
2. *Ordinance 2022-01: Adopting and Modifying the California Fire Code, International Fire Code, and Appendix A of the International Wildland-Urban Interface Code*  
Case to approve/Kilkenny to second “Ordinance 2022-01: Adopting and Modifying the California Fire Code, International Fire Code and Appendix A of the International Wildland-Urban Interface Code.”  
Aye: Ruggeri, Case, Kilkenny, Oyserman. Absent: Shea. Motion carried.
3. *Fiscal Year 2022-2023: 1<sup>st</sup> Quarter Profit and Loss Budget-to-Actuals Financial Statement and Variance Report*  
Board of Directors received Fiscal Year 2022-2023: 1<sup>st</sup> Quarter Profit and Loss Budget-to-Actual Financial Statement and Variance Report
4. *Resolution 2022-17: Fixing the Employer Contribution for Employees and Annuitants Under the Public Employees’ Medical and Hospital Care Act*  
Oyserman to approve/Case to second “Resolution 2022-17: Fixing the Employer Contribution for Employees and Annuitants Under the Public Employees’ Medical and Hospital Care Act.”  
Aye: Ruggeri, Case, Kilkenny, Oyserman. Absent: Shea. Motion carried.
5. *District Manager Report*  
Board of Directors received District Manager Report

**F. Fire Department Matters:**

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

**G. Park and Recreation Matters:**

1. *Miller Creek Trail Initiative: Update on Potential Agreement with The Oaks LLC Regarding Financial Contribution to be Received by District from Developer of Senior Living Center*  
Board of Directors reviewed update of Senior Living Center developer's financial contribution proposal for Miller Creek Trail Initiative
  
2. *Recreation and Park Maintenance Activity Reports*  
Board of Directors received Recreation and Park Maintenance Activity Report

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

- Director Oyserman requests updates on ongoing projects and election for President and Vice President at next meeting

Meeting adjourned at 9:44PM

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 13, 2022

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
6866	11/2/2022	Chrissy Costello	156.80	Zumba	Rec	5210146	Adult	156.80
6867	11/2/2022	Master Sim	1,280.00	TKD - Oct	Rec	5210146	Youth	1,280.00
6868	11/2/2022	Ann McBride	333.90	Irish Dance	Rec	5210146	Youth	333.90
6869	11/2/2022	Able Tire & Brake	58.49	tractor tire repair	Park	5210910	General	58.49
6870	11/2/2022	Airgas	304.83	pool chems	Rec	5220710	Pool	304.83
6871	11/2/2022	AFLAC	26.50	Disability ins - Oct	Park	5130120	General	26.50
6872	11/2/2022	AT&T	309.02	Phones - Sept	Fire	5210725	General	149.31
					Park	5210725	General	23.75
					Rec	5210725	General	135.96
6873	11/2/2022	Bay Area Janitorial Force	1,250.00	Janitorial - Oct	Rec	5211110	Building	1,250.00
6874	11/2/2022	C.A.P.F.	236.00	LTD - Oct	Fire	5130120	General	236.00
6875	11/2/2022	CalPERS	8,333.00	CERBT - Oct	Park	5130130	General	2,583.00
					Rec	5130130	General	583.00
					Fire	5130130	General	5,167.00
6876	11/2/2022	Comcast	149.04	Cable - Oct	Fire	5210725	General	149.04
6877	11/2/2022	Comcast	303.05	Internet - Oct	Fire	5210725	General	75.75
				Internet - Nov	Rec	5210725	General	75.75
					Fire	5210725	General	75.77
					Rec	5210725	General	75.78
6878	11/2/2022	County of Marin	503.14	Vehicle maint - Aug	Park	5210940	General	503.14
6879	11/2/2022	County of Marin	560.47	Gas - Aug	Park	5220610	General	560.47
6880	11/2/2022	DC Electric	592.22	SL maint Sept	Streetlights	5210915	General	302.96
				SL maint Jan	Streetlights	5210915	General	289.26
6881	11/2/2022	Delta Dental	2,022.00	Dental - Nov	Fire	5130120	General	1,194.20
					Park	5130120	General	399.54
					Rec	5130120	General	428.26
6882	11/2/2022	Home Depot	82.43	supplies	Park	5220310	General	82.43
6883	11/2/2022	Landesign	3,075.00	landscape contractor	Park	5211125	General	3,075.00
6884	11/2/2022	Leslie's Pool Supply	1,048.46	pool chems	Rec	5220710	Pool	1,048.46
6885	11/2/2022	Marin Landscape Materials	3,400.99	grounds maintenance	Park	5220310	General	3,400.99
6886	11/4/2022	Marin Professional Firefighte	840.00	Oct dues	Fire	5211330	General	840.00
6887	11/4/2022	Marin Resource Recovery	450.00	debris dump	Park	5210815	General	450.00
6888	11/4/2022	Marin Sanitary Service	3,198.83	Garbage - Sept	Park	5210815	General	2,239.18
					Rec	5210815	General	639.77
					Fire	5210815	General	319.88
6889	11/4/2022	Marinwood CSD	72,361.90	Fire salaries	Fire	5110110	General	31,138.24
				Fire OT	Fire	5120110	General	12,335.98
				Admin Asst	Fire	5110110	Admin	961.60
				Admin Mgr	Fire	5110110	Admin	2,310.40
				Admin Asst	Rec	5110110	Admin	961.60
				Admin Asst	Park	5110110	Admin	480.80
				Admin Mgr	Rec	5110110	Admin	1,155.20
				Admin Mgr	Park	5110110	Admin	1,155.20
				Rec Dir	Rec	5110110	General	2,699.76
				Rec Dir	Park	5110110	General	1,157.04
				Rec salary	Rec	5110110	General	5,450.40
				Park salary	Rec	5110110	General	7,088.80
				Park hourly	Park	5110210	General	301.50
				Building attendants	Rec	5110210	Building	240.00
				Preschool	Rec	5110210	Preschool	5,123.50
				Afterschool	Rec	5110210	Afterschool	1,728.00
				Community	Rec	5110210	Community	400.00
				PR fees	Fire	5210230	General	138.58
				PR fees	Rec	5210230	General	65.52
				PR fees	Park	5210230	General	21.65
				SS + Medicare	Fire	5140140	General	3,060.49
				SS + Medicare	Rec	5140140	General	1,576.86
				SS + Medicare	Park	5140140	General	564.42
				EDU + SUI	Rec	5140145	General	36.33
				Benefits withholding	Park	2120066	General	-1,021.20
				Benefits withholding	Rec	2120066	General	-1,090.26
				Benefits withholding	Fire	2120066	General	-5,678.51
6890	11/4/2022	Marinwood CSD	12,862.69	Retire 11/04/2022	Park	5130510	General	1,492.93
					Rec	5130510	General	1,686.22
					Fire	5130510	General	9,683.54
6891	11/4/2022	Mill Valley Refuse	88.83	porta potty	Park	5211220	General	88.83
6892	11/4/2022	Pest Plus	259.00	Pest control	Fire	5220310	General	90.00
					Park	5220310	General	169.00
6893	11/4/2022	Pet Waste Eliminator	259.20	pet waste bags	Park	5220810	General	259.20
6894	11/4/2022	PG&E	1,875.86	Gas - Sept	Rec	5210810	General	1,811.88

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
					Fire	5210810	General	63.98
6895	11/4/2022	PG&E	1,316.71	Electric - Sept	Rec	5210810	General	1,481.62
					Fire	5210810	General	281.94
					Park	5210810	General	-446.85
6896	11/4/2022	Rafael Lumber	789.93	park maintenance	Park	5220310	General	789.93
6897	11/4/2022	SiteOne	378.78	irrigation maintenance	Park	5220310	General	378.78
6898	11/4/2022	Sprint	177.73	cell phones	Fire	5210725	General	177.73
6899	11/4/2022	Marin Ace	75.26	supplies	Park	5220310	General	75.26
6900	11/4/2022	Staples	177.71	office supplies	Rec	5220110	General	177.71
6901	11/4/2022	State of CA - Dept of Justice	96.00	fingerprinting	Rec	5210128	General	96.00
6902	11/4/2022	TIAA Commercial Finance	649.89	copier lease	Rec	5220130	General	422.43
					Fire	5220130	General	162.47
					Park	5220130	General	64.99
6903	11/4/2022	US Postmaster San Rafael	275.00	Renew postal permit	Rec	5220110	General	275.00
6904	11/7/2022	Jerry Mehcz	3,840.00	Tennis	Rec	5210146	Tennis	3,840.00
6905	11/7/2022	Allstar Fire Equipment	182.53	gas clip technologies	Fire	5220210	General	182.53
6906	11/7/2022	AT&T	101.65	internet	Park	5210725	General	101.65
6907	11/7/2022	Bay Area Janitorial Force	1,250.00	Janitorial - Nov	Rec	5211110	General	1,250.00
6908	11/7/2022	Buck's Saw Service	400.42	Equipment maintenance	Park	5220210	General	400.42
6909	11/7/2022	C.A.P.F.	236.00	LTD - Nov	Fire	5130120	General	236.00
6910	11/7/2022	Got Gophers	275.00	Pest control	Park	5211532	General	275.00
6911	11/7/2022	Grainger	5.65	snap switch	Rec	5220310	Building	5.65
6912	11/7/2022	Hagel	702.68	Janitorial supplies	Rec	5220827	Building	702.68
6913	11/7/2022	Home Depot	1,024.04	supplies and maintenance	Park	5220310	General	1,024.04
6914	11/10/2022	Jerry Mehcz	6,375.80	Tennis	Rec	5210146	Tennis	6,375.80
6915	11/10/2022	Sarah Outzen	59.00	Refund Tennis	Rec	4631915	Tennis	59.00
6916	11/10/2022	City of San Rafael	7,099.42	E58 tires, maint, foam syste	Fire	5210910	General	7,099.42
6917	11/10/2022	Jorge's Tree Service	9,000.00	Creekside, Johnstone, Park	Park	5211528	General	9,000.00
6918	11/10/2022	Kelly Moore Paint	727.44	pool maintenance	Rec	5220215	Pool	727.44
6919	11/10/2022	Landesign	3,075.00	landscape contractor	Park	5211125	General	3,075.00
6920	11/10/2022	Marin Municipal Water Distri	7,174.09	Water Sept/Oct	Fire	5210835	General	420.00
					Rec	5210835	General	879.22
					Park	5210835	General	5,874.87
6921	11/10/2022	Marin Sanitary Service	2,916.57	Garbage - Oct	Park	5210815	General	2,041.60
					Rec	5210815	General	583.31
					Fire	5210815	General	291.66
6922	11/10/2022	Mill Valley Refuse	570.99	porta potty	Park	5211220	General	570.99
6923	11/10/2022	Pest Plus	259.00	Pest control	Fire	5220310	General	90.00
					Park	5220310	General	169.00
6924	11/10/2022	PG&E	1,704.71	Streetlights - Oct	Streetlights	5210825	General	1,704.71
6925	11/10/2022	Project A	40.00	email hosting	Fire	5220110	General	20.00
					Rec	5220110	General	20.00
6926	11/10/2022	S&S Worldwide	124.51	supplies	Rec	5220819	Summer	124.51
6927	11/10/2022	SiteOne	215.53	irrigation maintenance	Park	5220310	General	215.53
6928	11/10/2022	Slembrouck-Many Corporati	320.00	maint facility alarm maint & t	Park	5220310	General	320.00
6929	11/10/2022	SolEd Solar Holdings	1,435.06	Solar - Oct	Rec	5210810	General	1,045.25
					Fire	5210810	General	389.81
6930	11/10/2022	SDRMA	214.53	Life ins - Dec	Fire	5130120	General	71.42
					Park	5130120	General	69.93
					Rec	5130120	General	73.18
6931	11/10/2022	Marin Ace	263.52	supplies	Fire	5220810	General	73.17
					Park	5220310	General	190.35
6932	11/10/2022	TIAA Commercial Finance	693.51	copier lease	Rec	5220130	General	450.78
					Fire	5220130	General	173.38
					Park	5220130	General	69.35
6933	11/10/2022	Willscot	763.66	mobile office - Nov	Park	5220310	General	763.66
6934	11/21/2022	CalPERS	8,333.00	CERBT - Nov	Park	5130130	General	2,583.00
					Rec	5130130	General	583.00
					Fire	5130130	General	5,167.00
6935	11/21/2022	Marinwood CSD	75,441.82	Fire salaries	Fire	5110110	General	31,138.24
				Fire OT	Fire	5120110	General	11,112.12
				FLSA	Fire	5110319	General	734.41
				Acting Pay	Fire	5110310	General	464.40
				Holiday Pay	Fire	5110313	General	3,336.24
				Admin Asst	Fire	5110110	Admin	961.60
				Admin Mgr	Fire	5110110	Admin	2,310.40
				Admin Asst	Rec	5110110	Admin	961.60
				Admin Asst	Park	5110110	Admin	480.80
				Admin Mgr	Rec	5110110	Admin	1,155.20
				Admin Mgr	Park	5110110	Admin	1,155.20
				Rec Dir	Rec	5110110	General	2,699.76
				Rec Dir	Park	5110110	General	1,157.04
				Rec salary	Rec	5110110	General	5,450.40
				Rec hourly	Rec	5110210	General	150.00
				Park salary	Park	5110110	General	7,088.80

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
				Park hourly	Park	5110210	General	198.00
				Building attendants	Rec	5110210	Building	210.00
				Preschool	Rec	5110210	Preschool	5,581.50
				Afterschool	Rec	5110210	Afterschool	1,539.00
				PR fees	Fire	5210230	General	145.87
				PR fees	Rec	5210230	General	63.78
				PR fees	Park	5210230	General	20.75
				SS + Medicare	Fire	5140140	General	2,950.87
				SS + Medicare	Rec	5140140	General	1,766.63
				SS + Medicare	Park	5140140	General	365.89
				EDU + SUI	Rec	5140145	General	33.29
				Benefits withholding	Park	2120066	General	-1,021.20
				Benefits withholding	Rec	2120066	General	-1,090.26
				Benefits withholding	Fire	2120066	General	-5,678.51
6936	11/21/2022	Marinwood CSD	14,065.87	Retire 11/18/2022	Park	5130510	General	1,492.93
					Rec	5130510	General	1,686.22
					Fire	5130510	General	10,886.72
6937	11/21/2022	Marinwood CSD	45,615.82	Health Ins - Dec	Park	5130120	General	9,989.09
					Rec	5130120	General	7,200.90
					Fire	5130120	General	28,425.83
6938	11/21/2022	Air Exchange	2,231.56	Bay exhaust system repair	Fire	5220310	General	2,231.56
6939	11/21/2022	Airgas	432.40	pool chems	Rec	5220710	Pool	432.40
6940	11/21/2022	AFLAC	26.50	Disability ins - Nov	Park	5130120	General	26.50
6941	11/21/2022	AT&T	303.06	Phones - Oct	Fire	5210725	General	146.58
					Park	5210725	General	22.91
					Rec	5210725	General	133.57
6942	11/21/2022	AT&T	101.65	internet	Park	5210725	General	101.65
6943	11/29/2022	National Academy of Athletic	3,410.40	Thanksgiving sports camp	Rec	5210146	Youth	3,410.40
6944	11/29/2022	Robyn Bruton	100.12	preschool supplies	Rec	5220819	Preschool	100.12
6945	11/29/2022	Luke Fretwell	76.65	community event supplies	Rec	5220819	Community	76.65
6946	11/29/2022	PG&E	801.18	Gas - Oct	Rec	5210810	General	729.79
					Fire	5210810	General	71.39
6947	11/29/2022	PG&E	1,695.82	Streetlights - Nov	Streetlights	5210825	General	1,695.82
6948	11/29/2022	PG&E	1,603.63	Electric - Oct	Rec	5210810	General	1,207.62
					Fire	5210810	General	238.37
					Park	5210810	General	157.64
6949	11/29/2022	Comcast	149.06	Cable - Nov	Fire	5210725	General	149.06
6950	11/29/2022	County of Marin	868.00	County Counsel Q1 FY22/23	Park	5210131	General	868.00
6951	11/29/2022	County of Marin	333.05	Gas - Sept	Park	5220610	General	333.05
6952	11/29/2022	Delta Dental	2,022.00	Dental - Dec	Fire	5130120	General	1,194.20
					Park	5130120	General	399.54
					Rec	5130120	General	428.26
6953	11/29/2022	Marin Professional Firefighte	840.00	Nov dues	Fire	5211330	General	840.00
6954	11/29/2022	Mike Testa Plumbing	270.00	pool bathroom repairs	Rec	5220310	pool	270.00
<b>TOTAL:</b>			<b>329,930.56</b>					<b>329,930.56</b>

Total by Department:

Streetlights	3,992.75
Fire Department	168,807.13
Recreation Department	81,526.93
Park Department	75,603.75
Measure A	0.00
MWPA	0.00
Unclassified	0.00



# Staff Report

**To:** Board of Directors  
**From:** Eric Dreikosen, District Manager  
**Date:** December 13, 2022  
**Re:** Election of Board President and Vice President for CY 2023

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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, 2023).

As stated in the Board Bylaws

([https://www.marinwood.org/sites/default/files/mcsd\\_board\\_bylaws\\_amended2-12-19.pdf](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.

As Director Oyserman was aware in advance she would not be available to participate in this meeting, she has submitted the attached document stating her interest and willingness to serve in the capacity of Board President for 2023, should the Board nominate her.

**Board Action:** Nominate and elect a Board President and Vice-President.

To: Board of Directors & Eric Dreikosen, District Manager

From: Sivan Oyserman, MCSD Board Member & Vice President

Date: December 13, 2022

Re: Election of MCSD Board President for 2023

Dear Fellow Board Members,

In accordance with our Board Bylaws, each December we elect a Board President and Vice-President to serve for the following calendar year.

I would like to submit for your consideration my interest in serving the Marinwood Community Services District Board of Directors as Board President for the coming year. As a 5-year board member, I hope to help us in the next few months as we transition back to in person meetings from the last 3 years of Zoom Meetings.

Thank you for your consideration, and I look forward to serving with each of you for another 4 years.

Sincerely,  
Sivan Oyserman



# Staff Report

**To:** Board of Directors  
**From:** Eric Dreikosen, District Manager  
**Date:** December 13, 2022  
**Re:** CalOpps Expenditure Authorization

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Directors,

Given the District's personnel recruitment needs impacting multiple departments, staff is proposing the District become a participating agency of the "CalOpps" system (<https://www.calopps.org/>).

Designed and implemented by the City of Foster City, CalOpps was built specifically for use by public agencies to serve as both a job board and an employment application management platform. As such, it has become the premier online employment platform for public sector job seekers and public agencies alike.

Statewide, there are approximately 225 public agencies currently utilizing the CalOpps system. In the Greater Bay Area, there are over 150 participating agencies. In Marin County alone, cities/towns include but are not limited to: Belvedere, Corte Madera, Fairfax, Mill Valley, Ross, San Anselmo, San Rafael, Sausalito and Tiburon. Marin County Special Districts include but are not limited to: Central Marin Sanitary Agency, Las Gallinas Valley Sanitary District, Marin Housing Authority, Marin Municipal Water District, Novato Fire Protection District, Ross Valley Sanitary District, Strawberry Recreation District, Tamalpais CSD and the Transportation Authority of Marin.

The CalOpps system is capable of performing the following:

- Unlimited online job postings
- Online application receipt, review and storage
- Electronic Communications to applicants/candidates
- Ability to upload hardcopy applications and documents to a CalOpps recruitment file
- Tracking advertisement placement
- Recruitment History file storage
- Supplemental Questionnaires attached to the employment application
- Regular system upgrades

The CalOpps system requires all agencies to use the same employment application which has undergone legal review and meets the compliance test for any agency. Additionally, the system allows each agency to determine which aspects of the system they wish to use.

The system is hosted by the City of Foster City and cannot be operated for profit. However, associated fees are relatively significant, including a one-time initial set up fee of \$6491 and annual membership fees of \$3786 (prorated for year 1) for a total initial expenditure of approximately \$8500.

As the District does not have dedicated HR staff, the expenditures incurred are a worthy investment, especially considering the broad range of functionality provided. Additionally, in a labor market as competitive as it has been in recent memory, the District must utilize every resource available to maximize our recruitment efforts and visibility.

**Staff Recommendation:** Authorize expenditure to allow Marinwood CSD to become a participating member agency of the CalOpps system.

District Manager Report  
December 13, 2022  
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.

**Maintenance Facility Completion Update:**

With all construction-related activity having been completed for the maintenance facility, staff have been focused on clearing the few remaining building permit holds as issued by the County Planning and DPW Land Use departments. As of this writing, there is only one (1) remaining hold, issued by the Marin County Planning Commission during the design review hearing. It requires a tree to be planted on the north side between the building and the residential fence intending to provide additional visual screening for the property owner. As this is not an ideal location for a tree, staff consulted a certified arborist to provide suggestions for the most appropriate tree species to be planted in this area. Staff also engaged the property owner throughout the process. The tree was planted on Friday and pictures submitted to the County for verification. Once accepted by the County the final permit hold will be released allowing us to schedule the final building inspection to formally close-out the building permit.

I want to acknowledge Luke Fretwell and our parks maintenance staff who have been hard at work landscaping the area surrounding the maintenance facility. I cannot commend them enough for their hard work and vision. Their efforts resulted in a complete transformation from what the area had devolved into prior to the construction of the new facility. In keeping with the original vision, they have truly enhanced the area into a much more appealing park-like setting. We are excited to be able to take the fencing down soon and re-open that section of Marinwood Park.

**Commission Appointments:**

Unfortunately and admittedly, I failed to engage the commission appointment opportunity notice process for both our Fire Commission and P&R Commission. Typically, notices are posted in October announcing potential appointment opportunities and incoming commissioners are appointed and/or re-appointed during the November board meeting, to be effective the following calendar year. Realizing my error, notices were posted on social media and our website last week with a deadline of January 4<sup>th</sup> for residents to submit letters of interest towards being appointed. All interested candidates will be presented to the Board for appointment consideration at the January board meeting. As neither Commission is scheduled to meet again until after the January board meeting, this will allow any newly appointed commissioners to be seated on their respective commission prior to their next meeting, which would have been the same result as if they were appointed in November. All the same, I do apologize for the oversight.

**Horseshoe Pits:**

As the Board is aware, the District has received complaints from a local resident concerning activity at the Horseshoe Pits, primarily focused on the activity regularly occurring on Friday afternoons/evenings. Last week I met directly with the concerned residents and listened to their concerns. It is my understanding that the residents have also had conversations with multiple board directors. I am in process of arranging a meeting with representatives from the group who regularly utilize the horseshoe pits in a concerted effort to discuss the concerns presented and a solution to resolve this issue.

**Other Items of Note:**

- Through arrangements made directly with the North Pole, Santa Claus is prepared to take his annual neighborhood tour with the fire department on Sunday, December 18<sup>th</sup>, weather dependent.

*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.*

# Park Maintenance Facility Exterior

December 9, 2022



Pedestrian Pathway Headed East



Pedestrian Pathway Headed West



Maintenance Facility South Face (Front)



Picnic Table Along Pathway



West Entrance Rolling Gate



East Entrance Dual Swing Gates

**MARINWOOD COMMUNITY SERVICES DISTRICT**  
**DRAFT MINUTES OF FIRE COMMISSION MEETING**  
**December 6, 2022**

**Time and Place:** 7:00PM Via Teleconference

**Present:**

Commissioners: Chair Steve Farac, Tom Elsbree, Ron Marinoff, John Seratt

Absent: Pascal Karsenti, Greg Stilson (CSA 13 Alternate)

Staff: District Manager Eric Dreikosen, Fire Chief Darin White

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. Commissioner Items of Interest**

-District Manager Dreikosen informed the Commission that in-person meetings will resume as of March 2023.

-Dreikosen informed the Commission that Santa Claus will tour the Marinwood-Lucas Valley area with the Fire Department on Sunday, December 18, 2022, weather dependent.

**4. Draft Minutes of October 4, 2022 Fire Commission Meeting**

M/s Marinoff/Elsbree to approve Draft Minutes of October 4, 2022 Fire Commission Meeting as presented. Ayes: Elsbree, Farac, Marinoff, Seratt. Nays: None. Absent: Karsenti. Motion carried.

**5. Firefighter-Paramedic Vacancies and Recruitment**

Fire Chief White and District Manager Dreikosen informed Commission of current recruitment needs and efforts for vacant firefighter-paramedic positions.

**6. Chief Officer Report and Activity Summary**

Commission received Chief Officer Report and Activity Summary.

**7. Requests for Future Agenda Items**

-Commissioner Farac requested an update on the Zone Haven platform.

The Commission observed a moment of silence in honor of former Marinwood Fire Captain Jerry Thrasher who recently passed away.

The meeting was adjourned at 8:37 PM.

Eric Dreikosen



**Memo**

**To:** Marinwood Fire Commissioners

**From:** Darin White, Fire Chief

**Date:** December 13, 2022

**Re:** Fire Department Update

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**Marin Wildfire Prevention Authority- (MWPA)**

The planning process for the 2023/2024 Work Plan is underway. The Work Plan Portal is being fine-tuned and the Operations Committee will hold the first work plan meeting on December 14, 2022. RESIDENT GRANT PROGRAM: The grant programs were launched in July 2022. To date, 767 grant applications from residents have been either initiated, submitted, or awarded. Over the fiscal year \$435,000 has been distributed to homeowners in Marin County for home hardening and defensible space work bringing the cumulative total to \$540,000 thus far.

The MWPA [Strategic Plan](#) and [Annual Report](#) are now online and available to view. In addition, there are multiple means through which information about the MWPA can be accessed by the Commissioners, Board of Directors, and interested community members. Please see the bullets below:

- [News Article on MWPA website](#)
- [Gallery image on MWPA homepage](#)
- [Facebook](#)
- [Instagram](#)
- [Twitter](#)

**Marin County Fire Dispatch Update**

On Monday August 22, 2022, the Marin County Fire Chiefs met with the new Marin County Sheriff, Jaime Scardina. Sheriff Scardina advised the Fire Chiefs that he would be making a recommendation to the Board of Supervisors that all fire agencies in Marin County establish a JPA amongst themselves as opposed to the existing contract for services agreement that is in place.

It appears that there are a variety of reasons this has become the preferred solution, including, but not limited to:

- Prior history of complaints from the fire chiefs when asking for some technological components the previous Sheriff was either unwilling or unable to entertain.
- The Fire Chiefs identification and questioning of charges that are being incurred for services that aren't delivered occasionally, if at all.

- The Sheriff's Office has experienced some challenges with recruitment, selection, hiring, and training of new dispatchers.
- They stated they have not cost recovered at least \$300-\$500k worth of annual employee leave and training costs for fire dispatch personnel.
- The Sheriff's Office was aware that the Fire Chiefs Association investigated joining REDCOM as a possible alternative to the current contract. However, joining REDCOM proved to be a non-starter due to multiple factors involving American Medical Response's (AMR) role and price points for a joint Sonoma-Marin County regional dispatch center, and recent legislation pertaining to this type of contractual arrangement between private and public entities.

Since my arrival in 2020, both myself and Chief Tyler of Novato, have expressed satisfaction with the actual fire dispatch services as they are provided now. However, both of us did express concern about significant cost increases we had faced during the past 2 years, and this was communicated to previous Sheriff Doyle about 18 months ago. At the August 22nd meeting we again reiterated our satisfaction with the current dispatch services as coordinated by Heather Costello, but that did not garner much reaction. The Sheriff said he would recommend the JPA model become operational by July of 2023. The Sheriff said he is willing to allow staff to utilize the CAD system and other facilities at the MCSO Dispatch Center. In that instance, we would be co-located with law enforcement dispatchers but more as tenants than partners at the Dispatch Center.

I've reached out to San Rafael Police Department (SRPD) Chief Dave Spiller to gauge his interest in providing fire dispatch services using existing and additional staff to provide services to San Rafael Fire Department, Marinwood Fire Department and maybe other agencies in the County. We discussed the value of a feasibility study which could take into consideration a conceptual view of a San Rafael Centric fire and police dispatch model. This will be a long-term study that will be completed in the next couple of years. I also reached out to the Information Technology Director to conduct a rough estimate of costs to provide services internally.

An interesting development occurred when we met to discuss the situation again over breakfast (in Sacramento) before the first session of the Cal Chiefs Conference on Wednesday September 14, 2022. MCFD Fire Chief Jason Weber revealed that he might be willing to enter a contract for services to provide for our countywide fire dispatch services and thereby keep everything unified. Additionally, costs will be capped at 3% increases annually during the 5-year contract.

During our monthly MCFCA meetings we continue to meet and discuss the staffing model and projected costs. Since the September meeting I have reiterated that we would likely conduct a cost analysis of the contract for services model versus seeking to have SRPD perform this service. This will inform what we should do as San Rafael and Marinwood jointly have the most at stake (call volume, projected increase in price, etc.). Coming out of the initial meeting with the Sheriff we all agreed that a win for the Fire Chiefs consists of:

- 1) Significantly more time than the Sheriff proposed (10 months) to find and implement a solution
- 2) We need to be able to provide a strong rationale for whichever path is chosen
- 3) Attempt to work cooperatively with the MCSO in our efforts to stand up a functional dispatch capability
- 4) Being able to accurately project, forecast, and even control costs.



Chief Weber and his staff will meet with Chief White, Chief Roman, San Rafael city leadership, finance director and others to discuss the details of the contract on December 19, 2022. Currently, costs are projected to increase from several hundred thousand dollars a year to an estimated \$1.2-\$1.5M for dispatch services.

## **Vegetation Management**



The Fire Foundry crews provided direct assistance at 2 additional properties this month. A total of 14 properties have received direct assistance from the Fire Foundry crews this calendar year.

### **Guidelines/COVID-19:**

An estimated 94% of people in the U.S. have been infected with the COVID-19 virus at least once, according to a new paper from researchers at Harvard's School of Public Health. The high infection rate is attributed to the Omicron variant's record-shattering case rates early this year and booster rates that failed to reach levels that experts had hoped would be achieved. However, the good news is that as of the early part of November, the percentage of people with some protection from new infections and severe disease is "substantially higher than in December 2021," according to researchers. Dr. Peter Chin-Hong, a professor of medicine at the University of California San Francisco who specializes in infectious diseases and did not participate in the study believes we are in the best position thus far in the pandemic. This is

not to be confused with COVID being less prevalent than before or people are less susceptible to it. In fact, public health officials are warning that cases are rising again.

The findings are not completely certain since the information is based on statistics as opposed to actual testing of American persons. The researchers have opted to rely on diagnoses, hospitalizations, and vaccinations data from the Centers for Disease Control.

The team of researchers estimated that 29.1% of Americans have been vaccinated and infected, 55.7% are vaccinated and re-infected, 2.4% are unvaccinated and infected, 7% are unvaccinated and re-infected. Of those who have never been infected, about 63% are vaccinated: 3.5% of Americans, as opposed to 2.1% who are unvaccinated and never infected.

In December 2021, 59.2% of people had been infected with the COVID-19 virus, they estimated. The study estimated that since that time there have been 116 million first infections in the country and 209 million reinfections, with nearly all resulting from omicron sub-variants.

During each year of the pandemic, the largest surges in California have happened over the winter holidays, but the fact that so many people got COVID earlier this year means fewer might be vulnerable this holiday season, the researchers found. At the beginning of this year the first Omicron wave smashed all previous case records, sickening millions but also raising the level of immunity in the population, for at least a while. Despite the reportedly high levels of immunity, COVID continues to be a killer virus and infection rates are climbing.

Recent reports indicate that the significant increase in COVID infections and hospitalizations in Los Angeles County are leading to a potential reinstatement of the mask mandates that had been rescinded months ago. In the South Bay, officials in Santa Clara are reportedly seeing higher levels of COVID in wastewater than during the Omicron phase of the pandemic. It is unclear what actions, if any, may be taken in response to the increased infection rates and hospitalizations. Given the amount of flu, RSV, and COVID infections thus far it is recommended that all continue to wash their hands, wear face masks, and obtain COVID boosters and/or vaccinations to evade the severest symptoms of the COVID virus

## **Emergency Response**





On October 22, fire crews with the assistance of the Sonoma County Sheriff's helicopter treated and transported an injured cyclist from an open space area in Marinwood. The location of the incident was on a steep hillside. The only way to quickly and safely evacuate the individual was by the use of a helicopter. The patient was flown to a landing zone near Marinwood Market and then ground-transported by San Rafael paramedics to the hospital.

### Obituary



I am sad to announce the passing of retired Captain Jerry Thrasher. In addition to being a great mentor and friend to multiple generations of firefighters who began their careers in Marinwood, "JT" served as a labor negotiator and shop steward for several contracts in the early 1980s.

JT grew up in Kentfield and started his career in the fire service as a volunteer at Station 17 in 1972. He was hired with the Marinwood Fire Department in 1974 and retired as a Captain and Training Officer in 2004. It was believed that he may have received a brain cancer diagnosis. We are appreciative of his years of dedicated service and wish his family strength and comfort at this time. As was done during the Fire Commission meeting on December 6, it was suggested that we give Ca. Thrasher a moment of silence (5-10 seconds).

## 2022 Fire Code Adopted

Triennial adoption of the  
2022 CA Fire Code  
*w/Appendix A of International Wildland –Urban Interface Code*



Board of Directors  
Public Hearing Presentation  
November 08, 2022

Board of Directors approved the adoption of the 2022 CA Fire Code at last months meeting. The fire code will take effect in January and is anticipated to provide guidance for the next 3 years.

**Marinwood Fire Department Statistics: November 2022**

The Marinwood Fire Department responded to 133 emergency calls in November 2022. A little under two thirds of the calls were medical incidents; one of which involved a confirmed COVID-19 case. The department responded to one fire in San Rafael and one in Novato. The department also responded to two hazardous material calls in CSA 13. One involved an oven that was in self cleaning mode and caused a nearby cabinet to overheat and smoke. E58 removed the oven and ensured the cabinet was no longer at risk of fire.

<i>Incidents by Area and Type</i>								
<b>Area</b>	<b>MA</b>	<b>PSA</b>	<b>FA/NN</b>	<b>FIRE</b>	<b>HAZMAT</b>	<b>COVER</b>	<b>OTHER</b>	<b>TOTAL</b>
Marinwood	23	9	0	0	0	N/A	0	32
CSA 13	9	6	3	0	2	N/A	0	20
Old JPA (Mont Marin)	9	1	0	0	0	N/A	0	10
New JPA (East of 101)	27	5	1	0	0	N/A	0	33
SR Mutual Aid	14	9	1	1	0	0	0	25
MC JPA	2	1	0	0	0	N/A	0	3
MC Mutual Aid	0	0	0	0	0	N/A	0	0
Novato	1	6	0	1	0	2	0	10
<b>Total number</b>	<b>85</b>	<b>37</b>	<b>5</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>133</b>
<i>Percentage of total</i>	<i>63.9%</i>	<i>27.8%</i>	<i>3.8%</i>	<i>1.5%</i>	<i>1.5%</i>	<i>1.5%</i>	<i>0.0%</i>	

<b>Call types:</b>	
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, 46 seconds

# Marinwood Community Services District

Draft Minutes of Park & Recreation Commission Meeting

Tuesday – November 22, 2022

**Time and Place:** 7:00PM via Teleconference

**Present:**

Commissioners: Chair John Tune, Michael Benesch, Ian Fein

Absent: Jon Campo, Anne Sjahsam

Staff: District Manager Eric Dreikosen, Recreation Director Luke Fretwell

Board Director: Chris Case

**1. Agenda**

No changes were requested by Commissioners. Chair Tune adopted the agenda as presented.

**2. Public Comment on Non-Agenda Items**

The Commission received public comment regarding:

a) Purpose of open space

**3. Draft Minutes of September 27, 2022 P&R Commission Meeting**

M/s Fein/Benesch to approve Draft Minutes of September 27, 2022 P&R Commission Meeting. Ayes: Benesch, Fein, Tune. Nays: None. Absent: Campo, Sjahsam. Motion carried.

**4. Draft Minutes of November 8, 2022 Board Meeting**

Commission reviewed minutes.

**5. Miller Creek Trail Initiative: Update – Potential Financial Contribution from Senior Living Center Developer**

Commission received update on potential financial contribution agreement between the District and the developer of proposed senior living center in regards to Miller Creek Trail initiative.

**6. Consideration for Placement of Picnic Tables in Open Space Areas**

Commission discussed suggestion for placement of picnic tables and/or benches in open space areas alongside Queenstone Fire Road. Commission recommended a trial placement of one table at a location alongside the fire road as identified and presented during meeting by Commissioner Fein and Director Case.

**7. Timing Considerations for Implementation of Marinwood Park Play Structure Replacement Project**

Commission discussed timing options for installation of play structure equipment, recommending installation after conclusion of 2023 summer camp sessions.

**8. Recreation and Park Maintenance Activity Report**

Commission received Recreation and Park Maintenance Activity Report.

**9. Commissioner Items of Interest – Requests for Future Agenda Items**

-District Manager Dreikosen informed Commission of the need to return to in-person meetings no later than March 2023.

**10. Adjourn**

Meeting adjourned at 8:29 PM

Eric Dreikosen



# Staff Report

**To:** Board of Directors  
**From:** Eric Dreikosen, District Manager  
**Date:** December 13, 2022  
**Re:** Miller Creek Trail Initiative: Amendment to Oakview Subdivision Agreement

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Directors,

Please see the included Amendment to Oakview Subdivision Improvement Agreement.

Please note, the sole purpose of this Amendment is to *"...memorialize the terms by which Subdivider, once it satisfies the Road and Bridge Obligation in accordance with the Original Agreement, will then satisfy the Original Trail Obligation by paying District towards the cost of the Alternative Trail Project a monetary amount that is equivalent to the estimated cost of satisfying the Original Trail Obligation..."*

The execution of the included Amendment does not commit the District to the Creek Trail project. This initiative a whole is still very much in the exploration phase. As has been discussed in prior meetings, prior to implementation of this project the District must conduct CEQA-related research including required biological and cultural studies. As these studies cannot be completed until Spring 2023 at the earliest, staff will return to the Board at a future meeting with associated costs and timing of this work. Upon completion of these studies, staff intends to engage in public outreach for this project. Once these steps are completed, this information will be presented to the Board for their consideration and potential authorization to draft and release a Request for Proposals for trail construction. Final board authorization for this project would not occur until the Board is presented with the results of the RFP process.

In regards to the included Amendment, as was detailed and discussed in during the November 8, 2022 board meeting, District staff have been working with our legal counsel and the property owners/developers of the proposed senior living center regarding their obligation to construct a trail within Marinwood CSD open space property along Miller Creek. For reference, the staff report from that meeting can be found here:

[https://www.marinwood.org/sites/default/files/11-8-22\\_board\\_meeting\\_packet-remote.pdf](https://www.marinwood.org/sites/default/files/11-8-22_board_meeting_packet-remote.pdf), pg 63)

The details of this Amendment include:

- The Oaks LLC shall contribute to Marinwood CSD a one-time fixed payment amount of \$150,000 to be applied to the construction of the Miller Creek Trail.
- The Oaks LLC shall provide Marinwood CSD the full financial contribution of \$150,000 promptly upon completion of construction of the bridge extending from Marinwood Ave leading to the proposed senior living center site. In accordance with the 2006 Agreement, and due to lack of accessibility, trail construction cannot begin until the aforementioned bridge construction has been completed.
- If the bridge extending from Marinwood Ave leading to the proposed senior living center site is not constructed and accessible to Marinwood CSD by December 31, 2023, Marinwood CSD reserves the right to acquire an updated cost estimate for construction of the creek-side trail as

described in the language included in the original 2006 Oakview Subdivision Agreement. In such event Marinwood CSD exercises this right, the proposed trail cost received from Timothy Best (dated 6/3/22) for the creek-side trail (\$135,348) shall serve as the baseline financial amount to compare against any updated cost estimates received.

- Marinwood CSD reserves the sole right to determine final trail placement, design & construction concepts, and selection process of qualified builder.
- Marinwood CSD shall assume sole responsibility for all project management needs in regards to planning and construction of the Miller Creek Trail. This includes but is not limited to: Required biological & cultural studies, CEQA compliance, permitting and public engagement.
- Marinwood CSD shall assume sole responsibility for all project costs incurred above and beyond The Oaks LLC financial contribution obligation as described herein.

As requested during the November 8<sup>th</sup> board meeting, the proposed timing deadline by which the District reserves the right to acquire a revised project cost estimate thus potentially adjusting the developer's financial contribution amount has been adjusted from July 31, 2024 as originally proposed to December 31, 2023, as requested.

**Staff Recommendation:** Authorize District Manager to execute Amendment to Oakview Subdivision Improvement Agreement.



**RECORDING REQUESTED BY**

OFFICE OF THE COUNTY COUNSEL,  
COUNTY OF MARIN

**AND WHEN RECORDED MAIL TO**

Brian E. Washington, County Counsel  
Brandon W. Halter, Deputy County  
Counsel  
3501 Civic Center Drive  
San Rafael, CA 94903  
Telephone: (415) 473-6117

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(Space Above this Line for Recorder's Use)

EXEMPT FROM FEES PER GOV'T CODE § 27383

APNs:

164-270-05  
164-270-06

**NOTICE OF AMENDMENT TO OAKVIEW SUBDIVISION IMPROVEMENT  
AGREEMENT**

PLEASE TAKE NOTICE that the Marinwood Community Services District ("District") and The Oaks Senior Living LLC ("Oaks") have entered into that certain AMENDMENT TO OAKVIEW SUBDIVISION IMPROVEMENT AGREEMENT attached hereto regarding the real properties located at

## **AMENDMENT TO OAKVIEW SUBDIVISION IMPROVEMENT AGREEMENT**

This AMENDMENT TO OAKVIEW SUBDIVISION IMPROVEMENT AGREEMENT (“Amendment”) is made and entered into as of the date last executed below by and between The Oaks Senior Living LLC (“Oaks”) and the Marinwood Community Services District (“District”). District and Oaks are together referred to herein as the “parties,” and each, a “party.”

### **RECITALS**

WHEREAS, on or about June 13, 2006, District and entities therein referred to as “Subdivider” entered into that certain Oakview Subdivision Improvement Agreement (“Original Agreement”) concerning the development of a subdivision to be known as Oakview, which Original Agreement is attached hereto as Exhibit A and incorporated herein by reference;

WHEREAS, among other terms, the Original Agreement obligated Subdivider to construct two trails in accordance with its terms (the “Original Trail Obligation”), but Subdivider has not yet constructed such trails in satisfaction of the Original Trail Obligation, nor has Subdivider constructed the extension of Marinwood Avenue and the bridge across Miller Creek contemplated by paragraph 3(d) of the Original Agreement (“Road and Bridge Obligation”), and both the Original Trail Obligation and the Road and Bridge Obligation therefore remains unsatisfied;

WHEREAS, Oaks has since the date of the execution of the Original Agreement assumed all Subdivider’s rights and obligations with respect to the Original Agreement, including the Original Trail Obligation and Road and Bridge Obligation;

WHEREAS, District has determined that the public interest would be better served by construction of a single, more robust trail (but in the same general location and alignment as one of the trails contemplated by the Original Trail Obligation) in lieu of the two trails contemplated by the Original Trail Obligation (the “Alternative Trail Project”); and

WHEREAS, the parties agree that constructing the Alternative Trail Project cannot be accomplished until the Road and Bridge Obligation is satisfied, but nevertheless wish to execute this Amendment to memorialize the terms by which Subdivider, once it satisfies the Road and Bridge Obligation in accordance with the Original Agreement, will then satisfy the Original Trail Obligation by paying District towards the cost of the Alternative Trail Project a monetary amount that is equivalent to the estimated cost of satisfying the Original Trail Obligation rather than by constructing the two trails as contemplated in the Original Agreement;

NOW, THEREFORE, in exchange for good and valuable consideration receipt of which is hereby acknowledged, the parties hereby agree as follows.

### **TERMS**

1. Funding Contribution for Alternative Trail Project. Instead of complying with the Original Trail Obligation, Oaks shall pay District a monetary amount that is equivalent to the cost of satisfying the Original Trail Obligation at the time the work necessary to complete the Road and Bridge Obligation is completed (the

“Original Trail Cost”), in full, no later than 30 days after completing such work. If Oaks completes the work necessary to satisfy the Road and Bridge Obligation by December 31, 2023, the Original Trail Cost shall be \$150,000. If Oaks does not complete such work by December 31, 2023, then the Original Trail Cost shall be an amount jointly agreed to by the parties, or if the parties are not able to agree on such amount, then the Original Trail Cost shall be determined by Timothy Best, CEG (or if Mr. Best is unavailable, then by a construction engineer of equivalent expertise jointly selected by the parties).

2. Other Provisions Unaffected. Except as expressly modified hereby, all arrangements, agreements, terms, conditions and provisions of the Original Agreement remain in full force and effect, and this Amendment and the Original Agreement, as hereby modified, shall constitute one and the same instrument.
3. Representations and Warranties. This Amendment shall be binding upon, and inure to the benefit of, the parties, and each of them, and their respective successors, employees, officials, assigns, personal and legal representatives, executors, administrators, heirs, distributees, grantees, and devisees. Each party hereby represents, warrants, and covenants to the other that the representing party has full power and authority, including any and all necessary shareholder, corporate, and governmental approvals and authorizations, to enter into this Amendment and perform its obligations hereunder. Each person executing this Amendment represents, warrants, and covenants that he or she has the full right and authority to enter into it on behalf of the party hereto on whose behalf such execution is made, and has the full right and authority to fully bind said party to the terms and obligations of this Amendment.

MARINWOOD COMMUNITY SERVICES  
DISTRICT:

THE OAKS SENIOR LIVING LLC:

By: \_\_\_\_\_

Name: Eric Dreikosen

Title: District Manager

Date:

By: \_\_\_\_\_

Name: Kent Hawkins

Title: Manager

Date:

# **EXHIBIT A**

Oakview Subdivision Improvement Agreement  
June 13, 2006

OAKVIEW  
SUBDIVISION IMPROVEMENT AGREEMENT

THIS AGREEMENT, made and entered into this 13<sup>th</sup> day of JUNE, 2006 by and between Bacciocco Enterprises, LLC., a California limited liability company, as to an undivided 50% interest, Daphne A. Daphne, Successor Trustee of the Survivor's Trust u/t/a dated 3/24/87 and Daphne A. Daphne, Successor Trustee of the Non-exempt Marital Trust u/t/a dated 3/24/87, as to an undivided 26% interest, Daphne A. Daphne, Trustee u/t/a dated 12/7/95, as to an undivided 6% interest, Laurel Daphne, as to an undivided 6% interest, O. Krestine Daphne, as to an undivided 6% interest, and Nikki Daphne, as to an undivided 6% interest (collectively) owner(s) and subdivider(s) of that certain subdivision to be known as Oakview, hereinafter referred to as "Subdivider," and the MARINWOOD COMMUNITY SERVICES DISTRICT, hereinafter referred to as "District":

WITNESETH

WHEREAS, Subdivider, pursuant to Title 22 of the Marin County Code, has been granted approval of a Tentative Map for the division of the above mentioned subdivision subject to the construction of certain improvements; and

WHEREAS, Subdivider will grant Open Space Parcel 'A' to District prior to the filing of the Parcel Map of said subdivision on which Parcel 'A' is shown; and

WHEREAS, improvements required including trail construction, drainage mitigation, geotechnical mitigation and wetland mitigation to be constructed in Parcel 'A' by the owners/developers of Lots 1 & 2 of said subdivision will not be completed before the filing of the Parcel Map of said subdivision; and

WHEREAS, Subdivider proposes to enter into an agreement with District agreeing to have said work completed within the time specified in said agreement;

WHEREAS, District agrees to accept Parcel 'A' prior to the filing of the Parcel Map of said subdivision; and

NOW, THEREFORE, IT IS HEREBY AGREED by and between the parties hereto as follows:

1. District agrees that in order to protect the public health and safety following acceptance of Parcel 'A', public access will be prohibited until the extension of Marinwood Avenue across Miller Creek, and all construction within Parcel 'A' has been completed at which time District may elect to remove its prohibition against public access over Parcel 'A'.

2. Subdivider agrees that prior to the expiration of eighteen (18) months from the date hereof Owner/Developer of Lots 1 & 2 will construct all trail improvements outlined and set forth herein and all other improvements required of Owner/Developer of Lots 1 & 2 to be constructed within and for the benefit of the Oakview subdivision. In the event Subdivider has not commenced construction of said improvements and no building permits have been applied for or issued within Lot 2 of the subdivision, or in the event Subdivider has commenced construction and is diligently pursuing construction of said improvements, District may grant such extension or extensions of time for completion thereof in writing as shall be reasonably necessary for such completion. Any such extension will be in writing.

In addition, said improvements shall also be constructed in accordance with Titles 22 and 24 of the Marin County Code and amendments thereto and in accordance with those specifications identified as "Standard Specifications, Cities and County of Marin, Department of Public Works, June 1992."

The improvement securities referred to in Section 7 of this agreement shall be in the following amounts:

(a) Securities:

Performance	<u>\$ 29,000.00</u>
Labor and Materials	<u>\$ 29,000.00</u>

(b) In addition to field inspection to be performed by District personnel, construction operations shall be intermittently overseen by the project Design Engineer or Design Engineer's representatives(s) as necessary to assure that construction of improvements is in compliance with his design and/or that any field modifications are deemed appropriate.

(c) In the event that construction operations would not, in the judgment of the District, be completed and stabilized prior to September 1st of any construction season, an erosion and sediment control plan shall be submitted to the District by August 15th of the respective year and shall be fully implemented by October 1st of that year. The plan shall include the name(s) and 24-hour telephone number(s) of contact persons for maintenance and emergency work on erosion and sediment control measures.

3. Two trails will be constructed by the owner/developer of Lot #2 (the assisted care facility parcel) unless the requirement to construct one or both trails is not required by District. If deletion of the trail generally along the alignment of the existing graded bench on the southerly side of Miller Creek is requested by District, owner/developer of Lot 2 shall request the County of Marin delete the requirement to construct this trail. If the County of Marin does

not delete this requirement, then this trail shall be constructed. One trail may extend from Las Gallinas Avenue to the extension of Marinwood Avenue and will generally follow the alignment of the existing graded bench on the southerly side of Miller Creek. This trail will be 4 feet wide. A second trail may be constructed from the trail paralleling Miller Creek to the ridge. This second trail will be a semi-primitive trail 18 inches wide. The trails will be constructed subject to the following conditions:

- (a) The trails will be built by an experienced trail builder or by the Marin Conservation Corp. subject to approval by District.
- (b) The alignment and grade of the trails and details of construction will be shown on a plan that will be submitted to the Marinwood Community Services District for their approval prior to the start of construction. District will issue its approval within thirty days of submission. If District fails to act within 30 days, the plan shall be deemed approved.
- (c) All necessary permits will be obtained by the owner/developer of Lot 2.
- (d) The trails will be constructed during the same time period in which the extension of Marinwood Avenue and the bridge across Miller Creek is being constructed.
- (e) The trails will have a native soil surface that has been smooth graded and compacted.
- (f) All non-native plants within six (6) feet of the trails, included but not limited to bamboo, hostas, vinca, ivy, palm and blackberry, will be removed.
- (g) The trails will be constructed in such a way so as to avoid removing any native mature trees, unless absolutely necessary, subject to approval of District.
- (h) Where necessary along the trail paralleling Miller Creek, some type of a guardrail to prevent pedestrians from falling into the creek, such as a split rail fence, will be constructed.
- (i) Drainage to prevent erosion of the trails will be provided as necessary.
- (j) Accumulated debris and bicycle jumps alongside and to the rear of the residences at 2250 and 2260 Las Gallinas Avenue will be removed.
- (k) Any barbwire fencing near Marinwood Avenue will be removed.
- (l) Barriers will be constructed at the Las Gallinas and Marinwood Avenue ends of the trail paralleling Miller Creek in order to prevent motor vehicle access.
- (m) The northerly boundary line along Miller Creek shall be clearly and visually marked so that it is readily discernable.

4. Subdivider hereby warrants that the plans and specifications referred to herein are in accordance with the Tentative Map approval and any Master Plan or Development Plan for said subdivision previously approved by the County Planning Commission and/or the Board of Supervisors together with all conditions made a part of said approval. Subdivider further warrants that said plans and specifications are adequate to accomplish the improvement work covered by this agreement in a good, workmanlike manner, and in accordance with accepted construction practices. If said plans and specifications at any time prior to acknowledgment of completion of improvements referred to herein, prove to be inadequate in any respect, then subdivider hereby agrees to make such changes or repair any damage resulting from the subdivision construction as are necessary to accomplish said work in a good, workmanlike manner and in accordance with accepted practices.

5. Within ninety (90) days of the date of execution of this agreement Owner/Developer of Lot 2 shall remove or have removed all accumulated debris and bicycle jumps alongside and to the rear of the residences at 2250 and 2260 Las Gallinas Avenue. Additionally, during the term of this agreement Owner/Developer of Lot 2 shall be responsible for removing any debris and/or fallen trees that may impede the flow of Miller Creek.

6. (a) Upon final completion of all said work in accordance with this agreement the Owner/Developer of Lot 2 shall notify the District in writing of completion of the work. Within sixty (60) days of the receipt of this notice, District shall notify Owner / Developer of Lot 2 of any specific deficiencies requiring correction, in the alternative, notify the Owner / Developer of Lot 2 that the work has been completed to the District's satisfaction. If District does not notify Owner / Developer of Lot 2 within 60 days, the work shall be deemed complete. The Owner/Developer of Lot 2 agrees that for a period of one year from and after the date of receipt of said written preliminary acknowledgment of completion of said work Owner/Developer of Lot 2 will maintain all of the improvements constructed under the provisions of this agreement, that Owner/Developer of Lot 2 will repair any defects or failures which may appear in said improvements during said one-year period, and that Owner/Developer of Lot 2 will further correct the causes of said defects or failures. Provided that the Owner/Developer of Lot 2 has complied with the terms of this agreement in all respects, District shall upon completion of said one-year period, notify the Owner/Developer of Lot 2 in writing of its acknowledgment of completion here above. Should Owner/Developer of Lot 2 fail to cause any failures or defects to be remedied within sixty (60) days of notice by District to repair such defects or failures, District may proceed to complete the defects or failures by contract or otherwise, and recover the costs thereof from the Owner/Developer of Lot 2.

(b) The securities specified shall be released by the District or its authorized representative upon completion of the improvements and commencement of the one-year maintenance period; providing the security specified in Marin County Code Section 22.100.060 (B)(2)(c) has been furnished. The security specified in Marin County Code Section 22.100.060(B)(2)(c) shall be released by the District or its authorized representative following satisfactory completion of the maintenance period and correction of all deficiencies.

(c) Neither the written preliminary acknowledgment of completion here above referred to nor any periodic or progress inspection or approval shall bind the District to accept said improvements or to waive any defect in the same or any breach of this agreement. No partial approval of improvements will be made and any expressed approval of any



component(s) of said improvement work shall not be considered as final until the written notice of acknowledgment of completion of all of the improvements has been delivered to the Owner/Developer of Lot 2 as required herein.

7. Should the Owner/Developer of Lot 2 fail to construct the improvements within the time specified in paragraph 2 above, Owner/Developer of Lot 2 shall apply to the District for an extension of this agreement which shall *not* be unreasonably withheld. Should Owner/Developer of Lot 2 fail to do so or should District deny an extension, Owner/Developer of Lot 2 shall immediately discontinue all work under this agreement. In such event, District may immediately proceed to complete the improvements by contract or otherwise, and recover the cost thereof from the Owner/Developer of Lot 2.

8. (a) Subdivider shall, upon execution of this agreement, deposit with District adequate and satisfactory improvement securities in accordance with the provisions of Section 66499 of the Government Code of California.

(b) Any additions, alterations, or modifications to this agreement or to the plans and specifications referred to herein, including any extension of time within which the work hereunder may be completed, shall not release or exonerate any surety or sureties on the improvement security given in connection with this contract.

9. Should District be required to undertake legal action to compel performance of this agreement or any provision hereof, and prevails in the litigation, Subdivider and Owner/Developer of Lot 2 agrees to pay all reasonable attorney's fees, costs of suit, and all other expenses of litigation incurred by District in connection therewith.

10. District shall not be responsible for any of the cost of said improvement or for the performance or non-performance of the work of construction of said improvements, and the Owner/Developer of Lot 2 shall and hereby agrees to defend and hold District free and harmless from any claim or liability resulting from or arising out of same.

11. Owner/Developer of Lot 2 agrees to, and shall defend and hold District, its elective and appointive boards, commissions, officers, agents and employees, harmless from any liability for: (1) Damage or claims for damage for personal injury, including death; (2) damage or claims for damage to property, both real and personal, including but not limited to claims for inverse condemnation; any or all of which damages or claims for damages may arise from or be caused by Owner/Developer of Lot 2 or Owner/Developer's of Lot 2 contractors, subcontractors, agents or employees' operations in completion of the improvements, whether such operations be by Subdivider or by any of Owner/Developer's of Lot 2 contractors, subcontractors, or by any one or more persons directly or indirectly employed by, or acting as agent for, Subdivider or any of Owner/Developer's of Lot 2 contractors or subcontractors. Subdivider agrees to, and shall, defend District and its elective and appointive boards, commissions, officers, agents and employees from any suits or actions at law or in equity for damages caused, or alleged to have been caused, by reason of any of the aforesaid operations. It is understood that the provisions of this paragraph shall apply to all damages and claims for damages of every kind suffered, or alleged to have been suffered, by reason of any of the aforesaid operations referred to in this paragraph, regardless of whether or not District has

prepared, supplied or approved of, plans and/or specifications for the subdivision, or regardless of whether or not any insurance policies shall have been determined to be applicable to any such damages or claims for damages.

12. Subdivider shall, upon execution of this agreement, deposit with District the sum of \$10,000.00 to be used by District to pay the costs of maintenance of Open Space Parcel 'A'.

SUBDIVIDER:

MARINWOOD COMMUNITY  
SERVICES DISTRICT:

Daphne A. Daphne  
Daphne A. Daphne, Successor Trustee

David B. Tuttle  
President of the Board of Directors

Daphne A. Daphne  
Daphne A. Daphne, Trustee

ATTEST:  
[Signature]  
District Manager

Laurel Daphne  
Laurel Daphne

O. Krestine Daphne  
O. Krestine Daphne

Nikki Daphne aka Tina Hogwood  
Nikki Daphne

Bacciocco Enterprises, LLC,  
A California Liability Company

By: Edward Bacciocco

Its: Manager

Parks and Recreation Report  
December 2022  
Submitted by: Luke Fretwell, Recreation Director

## **RECREATION ACTIVITY REPORT**

### Jingle Bell Jazz

Our winter holiday concert “Jingle Bell Jazz” takes place Friday, December 9<sup>th</sup> from 5-6:30pm. The event will feature a live concert of holiday favorites, photos with Santa, lots of treats and refreshments, and more. Due to the threat of rain, the concert will be held indoors.

### Winter Break Camp

We will be running a winter break camp the week of December 19<sup>th</sup> for kids who are home for winter break. During the week kids will play games, do arts and crafts, enjoy music and story time, and lots more. We staff this program from our summer camp counselors home on their own winter breaks. Enrollment for this year’s camp is currently full.

### 2023 Camp and Pool Staff Preparation

Over the next few weeks we will be conducting interviews with some of our summer staff home for the winter break who are applying for leadership positions in the camps and at the pool next summer. We will also be holding summer planning sessions with some of our part-time camp and pool supervisors while they’re in town.

### Staffing Update

We are continuing to recruit for our open Recreation Supervisor position and will be conducting interviews later this month.

### Summer Financial Report:

I have included the summer financial report, which includes the revenue and expenditure totals for our summer camps, aquatics programs, and overall pool season, not including utility costs. After 2 years of significantly reduced programming due to the COVID-19 pandemic, this year’s numbers show us back on trend with pre-COVID years. Our summer camps brought in \$558,000 in net revenue, almost \$140,000 over our last normal summer (2019). The pool brought in \$80,000, in line with our 2018 and 2019 trends. We are very pleased with the final numbers and with how the season went.

Some general points of interest:

- *2020/2021.* During the '20 and '21 seasons, we were forced to dramatically limit the number of camp and pool programs we offered, as well as the attendance in those programs. I have included the numbers from 2018 and 2019 to give better context to our 2022 numbers, which more closely reflect our pre-COVID operations and attendance.
- *Pool Memberships.* After our pool membership option was put on hold for 2 years due to the uncertainties around COVID closures, we rebounded to pre-COVID membership sales this season. This was especially encouraging considering we eliminated allowing early access to summer camp registration for pool members this year. While some former pool members did not return after COVID, we gained many new swimmers who found us when most bay area pools were closed in 2020 and 2021.
- *Pool Revenue.* Pool revenue, which includes daily drop-ins, punch pass sales, and lap and rec swim reservations during COVID, dropped by 25%. This can be accounted for by the return of the membership option this year.

- *Pool Chemicals.* Chemical costs have steadily increased over past 3 years and supply chain problems forced us to only run 2 of our 3 chlorine generators, causing an increased need for supplemental liquid chlorine, which has gone up 144% in price since 2019. We will thankfully be starting the 2023 season with all 3 chlorine generators back up and running.
- *Summer Program.* Despite rising costs due to annual minimum wage hikes and inflation, we were able to keep costs down this summer while also increasing revenue. This was partly due to running camps with a smaller supervisor staff and a younger staff overall. But I want to acknowledge Assistant Recreation Director Robyn Bruton for running an efficient, well-managed, and extremely popular program this summer.

## **PARKS MAINTENANCE ACTIVITY REPORT**

### Landscaping at Parks Maintenance Facility

This past month the Parks staff has spent time landscaping the area surrounding the new parks maintenance facility. We laid 2 feet of pebbles along the south wall of the building, added plantings and small boulders between the building and the walking path, and filled the area in with wood fiber groundcover.

We placed octagonal picnic tables in each of the circular “bump-outs” along the walking path and added plantings around the perimeter of each. Plantings were also added in the bioretention basin located south of the walking path.

### Preparation for Rain

In preparation for the forecasted heavy rains, the Parks staff installed a temporary sandbag station in the community center parking lot. Sandbags can be picked up in the community center office during business hours and at the fire station after hours. We will continue to replenish the sand as needed throughout the rainy season.

### Christmas Lights

Last week the Parks staff hung holiday lights on the community center roof. We were pleased to find most strands still working.

### Bike Jump Construction in Open Space

On Thursday, November 10<sup>th</sup> we received a report that large bike jumps were being constructed in the open space off of Horne Trail in Blackstone Canyon. Staff located the jumps and attempted to dismantle and level the structures. Staff will be adding signage prohibiting such activities and how witnesses can report them. We will also continue to closely monitor the area.

### Erosion Control in the Creek

Staff have begun cutting willow and dogwood shoots for planting along the creek in the coming weeks. Cuttings from these trees, when planted, will grow into new trees. These trees have resilient root systems that are ideal for fortifying creekbanks. Over the next month, the Parks staff will plant these shoots along vulnerable areas of the creek to help curb erosion and prevent slides.

Last year the Parks staff planted willow shoots in 4 different areas along the creek. The plantings have shown tremendous growth and seem to be thriving.

**Summer Comparison**

<b>POOL</b>		<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
<b>Account</b>						
<b>Revenue</b>						
4410215	Rental & parties	30,651.64	28,244.92	1,531.09	15,905.35	36,351.56
4631912	Vending	17,746.16	15,428.38	1,973.74	17,825.05	29,690.54
4631917	Pool revenue	64,514.78	96,673.83	28,142.48	105,039.64	79,692.19
	Swim Team Reimb	65,257.85	64,620.81	14,772.06	20,046.00	22,752.00
4631918	Pool membership	81,507.39	85,776.28	0.00	0.00	82,666.82
<b>Total revenue</b>		<b>259,677.82</b>	<b>290,744.22</b>	<b>46,419.37</b>	<b>158,816.04</b>	<b>251,153.11</b>
<b>Expenditure</b>						
5110210	Part-time wages	175,042.86	170,270.12	19,325.42	99,107.26	175,820.19
5110210	S.T. salary, LG wages	56,071.75	57,164.20	956.25	8,832.00	12,127.50
5211315	Training	447.64	4,297.31	467.11	7,782.61	7,302.97
5220215	Maint pool equip	16,270.69	4,946.28	9,347.58	16,303.28	4,595.33
5220710	Pool chemicals	7,392.17	8,648.49	4,244.89	9,119.18	12,553.48
5220819	Supplies	2,720.34	5,544.76	2,816.59	1,821.79	5,055.05
5220825	Clothing	5,034.37	3,291.02	2,480.82	1,834.38	4,031.19
5220826	Vending supplies	10,240.38	11,203.31	1,117.57	7,382.33	16,593.30
<b>Total expenditure</b>		<b>273,220.20</b>	<b>265,365.49</b>	<b>40,756.23</b>	<b>152,182.83</b>	<b>238,079.01</b>
<b>Net Gain/loss</b>		<b>-13,542.38</b>	<b>25,378.73</b>	<b>5,663.14</b>	<b>6,633.21</b>	<b>13,074.10</b>

<b>AQUATICS</b>		<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
<b>Account</b>						
<b>Revenue</b>						
4631917	Aquatics	136,362.29	132,155.31	0.00	64,457.36	106,785.81
<b>Total revenue</b>		<b>136,362.29</b>	<b>132,155.31</b>	<b>0.00</b>	<b>64,457.36</b>	<b>106,785.81</b>
<b>Expenditure</b>						
5110210	Part-time wages	57,116.43	63,043.28	100.00	32,038.25	38,507.75
5220819	Supplies	4,388.09	5,788.43	219.36	175.02	799.24
<b>Total expenditure</b>		<b>61,504.52</b>	<b>68,831.71</b>	<b>319.36</b>	<b>32,213.27</b>	<b>39,306.99</b>
<b>Net Gain/loss</b>		<b>74,857.77</b>	<b>63,323.60</b>	<b>-319.36</b>	<b>32,244.09</b>	<b>67,478.82</b>

<b>POOL PLUS AQUATICS TOTAL</b>						
<b>Total Revenue</b>		<b>396,040.11</b>	<b>422,899.53</b>	<b>46,419.37</b>	<b>223,273.40</b>	<b>357,938.92</b>
<b>Total Expenditure</b>		<b>334,724.72</b>	<b>334,197.20</b>	<b>41,075.59</b>	<b>184,396.10</b>	<b>277,386.00</b>
<b>Gain/loss</b>		<b>61,315.39</b>	<b>88,702.33</b>	<b>5,343.78</b>	<b>38,877.30</b>	<b>80,552.92</b>

<b>SUMMER CAMPS</b>		<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2021</b>
<b>Account</b>						
<b>Revenue</b>						
4631920	Summer program	1,124,306.11	1,023,217.22	363,634.93	860,735.91	1,133,165.29
<b>Total revenue</b>		<b>1,124,306.11</b>	<b>1,023,217.22</b>	<b>363,634.93</b>	<b>860,735.91</b>	<b>1,133,165.29</b>
<b>Expenditure</b>						
5110210	Part-time wages	442,465.16	436,866.22	201,525.81	346,376.03	418,414.93
5110210	lifeguards for camp	0.00	0.00	8,552.28	11,000.00	7,200.00
5210146	Contract employees	91,037.50	20,177.50	0.00	18,317.40	35,005.00
5220819	Supplies	172,406.83	164,046.25	75,100.84	91,963.78	139,664.46
	camp lunch reimb	0.00	-17,839.15	-5,905.62	-26,435.44	-25,556.48
<b>Total expenditure</b>		<b>705,909.49</b>	<b>603,250.82</b>	<b>279,273.31</b>	<b>441,221.77</b>	<b>574,727.91</b>
<b>Net Gain/loss</b>		<b>418,396.62</b>	<b>419,966.40</b>	<b>84,361.62</b>	<b>419,514.14</b>	<b>558,437.38</b>

<b>Total Summer Season</b>		<b>479,712.01</b>	<b>508,668.73</b>	<b>89,705.40</b>	<b>458,391.44</b>	<b>638,990.30</b>
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