

Agenda for the Regular Meeting of the Marinwood CSD Board of Directors Tuesday – December 14, 2021 – 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).

	Item Description:	Board Action
A.	CALL TO ORDER & ROLL CALL OF DIRECTORS	
B.	AGENDA	Adopt
C.	CONSENT CALENDAR a. Resolution 2021-12: 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 9, 2021 (Remote Meeting) c. Bills Paid Nos. 5907 – 5975	Approve
D.	PUBLIC COMMENT OPEN TIME FOR ITEMS NOT ON AGENDA <i>Speakers are asked to 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. The President may refer the matter to staff or to a future meeting agenda.</i>	
E.	DISTRICT MATTERS	
	1. Election of Board Officers for Calendar Year 2022: Board President and Vice-President	Elect Officers
	2. District Manager Report	Review
F.	FIRE DEPARTMENT MATTERS	
	1. Draft Minutes of Fire Commission Meeting of December 7, 2021	Review
	2. Chief Officer Report and Activity Summary	Review
G.	PARK AND RECREATION MATTERS	
	1. Draft Minutes of Park & Recreation Commission Meeting of November 23, 2021	Review
	2. Recreation and Park Maintenance Activity Reports	Review
H.	BOARD MEMBER ITEMS OF INTEREST - REQUESTS FOR FUTURE AGENDA ITEMS	
I.	ADJOURN	
	DATE OF NEXT REGULAR BOARD MEETING – January 11, 2022	

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. 2021-12

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 9, 2021 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 14, 2021 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

MARINWOOD COMMUNITY SERVICES DISTRICT

Bill Shea, President of the Board

ATTEST: _____
Tiffany Combrink, Secretary to the Board

Marinwood Community Services District

Draft Minutes of Board of Directors Meeting Tuesday – November 9, 2021

Time and Place: 7:30PM via Teleconference

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

Present:

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

Staff: District Manager Eric Dreikosen, Fire Chief Darin White, Recreation Director Luke Fretwell and Administrative Assistant Tiffany Combrink.

A. Call to Order & Roll Call of Directors

Board President Shea called the meeting to order at 7:31pm.

B. Agenda

Agenda adopted as presented.

C. Resolution No. 2021-10: Making Findings and Confirming the Need to Continue Conducting Remote Meeting via Teleconference of the Board of Directors, Fire Commission and Park & Recreation Commission.

Oyserman to approve/Kilkenny to second “Resolution No. 2021-10.”

All in favor. Motion carried unanimously.

D. Consent Calendar

a. *Draft Minutes of Regular Meeting of October 12, 2021 (Remote Meeting)*

b. *Bills Paid Nos. 5846-5906*

Ruggeri to approve/Oyserman to second “consent calendar as presented.”

All in favor. Motion carried unanimously.

E. Public Comment Open Time for Items Not on Agenda:

The Board of Directors received public comment regarding:

a. The Board’s vision for the future of the community.

F. District Matters:

1. *Fiscal Year 2021-2022: 1st Quarter Profit & Loss Budget-to-Actuals Financial Statement and Variance Report*

Board of Directors received First Quarter Profit & Loss Financial Statement

2. *Resolution No. 2021-11: Fixing the Employer Contribution for Employees and Annuitants Under the Public Employees’ Medical and Hospital Care Act*

Oyserman to approve/Case to second “Resolution No. 2021-11.”

All in favor. Motion carried unanimously.

3. *District Manager Report*

Board of Directors received District Manager Report

G. Fire Department Matters:

1. *Draft Minutes of Fire Commission Meeting of November 2, 2021*

Board of Directors reviewed Draft Minutes of Fire Commission Meeting

2. *Appointment of Fire Commissioners for Term Beginning January 1, 2022*

Oyserman to approve/Kilkenny to second appointment of John Seratt to the currently vacant position, effective immediately with a term ending in December 2022 and reappointment of Pascal Karsenti to the Fire Commission for the two-year term beginning January 1, 2022.

All in favor. Motion carried unanimously.

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

H. Park and Recreation Matters:

1. *Draft Minutes of Park & Recreation Commission Meeting of September 28, 2021*
Board of Directors reviewed Draft Minutes of Park & Recreation Commission Meeting
2. *Appointment of Park & Recreation Commissioners for Term Beginning January 1, 2022*
Oyserman to approve/Case to second appointment of Michael Benesch, reappointment of Jon Campo and reappointment of Ian Fein to the Park & Recreation Commission for the two-year term beginning January 1, 2022.
All in favor. Motion carried unanimously.
3. *Recreation and Park Maintenance Activity Reports*
Board received Recreation and Park Maintenance Activity Report

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

- Director Case asked for more information of the status of the Firemen's picnic area.
- District Manager noted nominations for 2022 Board President and Vice President will be made at the December meeting.

Meeting adjourned at 9:56PM

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 14, 2021

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
5907	11/8/2021	Marinwood CSD	79,877.09	Fire salaries	Fire	5110110	General	37,106.75
				Fire OT	Fire	5120110	General	14,230.38
				Admin Asst	Fire	5110110	Admin	900.80
				Admin Mgr	Fire	5110110	Admin	2,310.40
				Admin Asst	Rec	5110110	Admin	900.80
				Admin Asst	Park	5110110	Admin	450.40
				Admin Mgr	Rec	5110110	Admin	1,155.20
				Admin Mgr	Park	5110110	Admin	1,155.20
				Rec Dir	Rec	5110110	General	2,571.52
				Rec Dir	Park	5110110	General	1,102.08
				Rec salary	Rec	5110110	General	7,276.80
				Park salary	Park	5110110	General	4,507.20
				Park hourly	Park	5110210	General	1,051.41
				Preschool	Rec	5110210	Preschool	5,218.38
				Afterschool	Rec	5110210	Afterschool	2,265.00
				PR fees	Fire	5210230	General	134.94
				PR fees	Rec	5210230	General	58.30
				PR fees	Park	5210230	General	13.46
				SS + Medicare	Fire	5140140	General	3,626.48
				SS + Medicare	Rec	5140140	General	1,690.32
				SS + Medicare	Park	5140140	General	424.29
				EDU + SUI	Rec	5140145	General	58.99
				EDU + SUI	Rec	5140145	General	9.07
				Benefits withholding	Park	2120066	General	-792.55
				Benefits withholding	Rec	2120066	General	-1,218.61
				Benefits withholding	Fire	2120066	General	-6,329.92
5908	11/8/2021	Marinwood CSD	14,484.28	Retire 11/05/2021	Park	5130510	General	1,120.26
					Rec	5130510	General	1,917.18
					Fire	5130510	General	9,524.66
					Fire	5130510	General	1,922.18
5909	11/8/2021	Katie Acosta	37.50	refund picnic rental	Rec	4410215	Pool	37.50
5910	11/8/2021	Erika Boissiere	74.00	refund youth program	Rec	4631922	Youth	74.00
5911	11/8/2021	Pat Siddens	74.00	refund youth program	Rec	4631922	Youth	74.00
5912	11/8/2021	Keiko Smith	74.00	refund youth program	Rec	4631922	Youth	74.00
5913	11/8/2021	Kaylan Grant	49.00	refund youth program	Rec	4631922	Youth	49.00
5914	11/8/2021	Mary Collie	234.00	refund winter camp	Rec	4631922	Youth	234.00
5915	11/8/2021	Judy Betz	30.00	Art Show sale	Rec	4631914	Community	30.00
5916	11/8/2021	Richard Hannigan	37.50	Art Show sale	Rec	4631914	Community	37.50
5917	11/8/2021	Lucas Fretwell	350.00	Art Show expenses	Rec	4631914	Community	350.00
5918	11/8/2021	SolEd Solar Holdings	1,160.53	Solar - Oct	Rec	5210810	General	853.51
					Fire	5210810	General	307.02
5919	11/8/2021	County of Marin	662.75	legal services	Park	5210131	General	542.25
					Rec	5210131	General	60.25
					Fire	5210131	General	60.25
5920	11/8/2021	LACO Associates	1,755.00	Special inspection services	Measure A	5220910	General	1,755.00
5921	11/8/2021	Las Gallinas Valley Sanitary	8,541.00	Sewer FY 21/22	Park	5210835	General	854.10
					Rec	5210835	General	5,124.60
					Fire	5210835	General	2,562.30
5922	11/8/2021	AT&T	296.13	Phones - Sept	Fire	5210725	General	143.88
					Park	5210725	General	22.28
					Rec	5210725	General	129.97
5923	11/8/2021	Master Sim	1,050.00	TKD Oct	Rec	5210146	Youth	1,050.00
5924	11/8/2021	Ann McBride	216.30	Irish Dance	Rec	5210146	Youth	216.30
5925	11/8/2021	Alonya Van Rooyen	840.00	Art Class for Kids	Rec	5210146	Youth	840.00
5926	11/8/2021	National Academy of Athletic	862.40	Afterschool sports	Rec	5210146	Youth	862.40
5927	11/8/2021	PlayWell TEKologies	590.00	LEGO class	Rec	5210146	youth	590.00
5928	11/8/2021	Comcast	139.92	Internet	Fire	5210725	General	69.96
					Rec	5210725	General	69.96
5929	11/8/2021	PG&E	1,636.05	Streetlights	Streetlights	5210825	General	1,636.05
5930	11/8/2021	TIAA Commercial Finance	647.89	copier lease	Park	5220130	General	64.79
					Rec	5220130	General	388.73
					Fire	5220130	General	194.37
5931	11/8/2021	DC Electric	289.26	SL maint.	Streetlights	5210915	General	289.26
5932	11/8/2021	County of Marin	327.79	Gas - Sept	Park	5220610	General	327.79
5933	11/8/2021	Void	-					0.00
5934	11/9/2021	Dani Levy	250.00	Preschool enrichment	Rec	5220819	Preschool	250.00
5935	11/9/2021	Susan Press	119.08	Art Show expenses	Rec	5220819	Community	119.08
5936	11/9/2021	Marin Prof Firefighters Local	882.00	Nov dues	Fire	5211330	General	882.00
5937	11/10/2021	Marin Landscape Materials	86.80	grounds maintenance	Park	5220310	General	86.80
5938	11/10/2021	Pest Plus	259.00	pest control	Fire	5220310	General	90.00

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
					Rec	5220310	General	169.00
5939	11/10/2021	Diego Truck Repair	1,501.61	Vehicle maintenance	Fire	5210910	General	1,501.61
5940	11/10/2021	Project A	40.00	email hosting	Fire	5220110	General	20.00
					Rec	5220110	General	20.00
5941	11/10/2021	Got Gophers	275.00	pest control	Park	5211532	General	275.00
5942	11/10/2021	Willscot	615.27	Mobile office - Nov	Park	5220310	General	615.27
5943	11/10/2021	US Postmaster	265.00	Postal permit renewal	Rec	5220110	General	265.00
5944	11/10/2021	SDRMA	227.70	Life Ins - Dec	Fire	5130120	General	92.85
					Park	5130120	General	49.99
					Rec	5130120	General	84.86
5945	11/10/2021	Sprint	141.28	Cell phones	Fire	5210725	General	141.28
5946	11/10/2021	Marin Sanitary Service	2,164.96	Garbage	Park	5210815	General	1,515.47
					Rec	5210815	General	432.99
					Fire	5210815	General	216.50
5947	11/10/2021	Marin Municipal Water Dist	5,496.10	Water Sept/Oct	Fire	5210835	General	265.52
					Rec	5210835	General	944.24
					Park	5210835	General	4,286.34
5948	11/10/2021	SolEd Solar Holdings	2,501.85	Solar	Rec	5210810	General	1,816.31
					Fire	5210810	General	685.54
5949	11/12/2021	Carolyn Sullivan	15.26	Afterschool supplies	Rec	5220819	Afterschool	15.26
5950	11/12/2021	Marin Ace	32.75	supplies	Fire	5220810	General	32.75
5951	11/12/2021	Rent-A-Fence.com	447.92	Fence Rental - Oct	Park	5211220	General	223.96
				Fence Rental - Nov	Park	5211220	General	223.96
5952	11/12/2021	City of San Rafael	2,124.50	E58 maintenance	Fire	5210910	General	2,124.50
5953	11/12/2021	Buck's Saw Service	234.68	equipment maintenance	Park	5220210	General	234.68
5954	11/18/2021	Delta Dental	2,105.84	Dental - Dec	Fire	5130120	General	1,337.80
					Park	5130120	General	339.78
					Rec	5130120	General	428.26
5955	11/18/2021	CalPERS	8,333.00	CERBT Nov2021	Park	5130130	General	3,250.00
					Rec	5130130	General	583.00
					Fire	5130130	General	4,500.00
5956	11/18/2021	Marinwood CSD	74,800.12	Fire salaries	Fire	5110110	General	30,552.92
				Fire OT	Fire	5120110	General	11,626.92
				FLSA	Fire	5110319	General	826.44
				Acting Pay	Fire	5110310	General	320.88
				Holiday Pay	Fire	5110313	General	3,530.52
				Admin Asst	Fire	5110110	Admin	900.80
				Admin Mgr	Fire	5110110	Admin	2,310.40
				Admin Asst	Rec	5110110	Admin	900.80
				Admin Asst	Park	5110110	Admin	450.40
				Admin Mgr	Rec	5110110	Admin	1,155.20
				Admin Mgr	Park	5110110	Admin	1,155.20
				Rec Dir	Rec	5110110	General	2,571.52
				Rec Dir	Park	5110110	General	1,102.08
				Rec salary	Rec	5110110	General	7,276.80
				Park salary	Park	5110110	General	4,507.20
				Park hourly	Park	5110210	General	530.91
				Preschool	Rec	5110210	Preschool	4,713.00
				Afterschool	Rec	5110210	Afterschool	1,841.50
				Community	Rec	5110210	Community	480.00
				PR fees	Fire	5210230	General	131.45
				PR fees	Rec	5210230	General	60.35
				PR fees	Park	5210230	General	12.70
				SS + Medicare	Fire	5140140	General	3,426.97
				SS + Medicare	Rec	5140140	General	1,655.95
				SS + Medicare	Park	5140140	General	384.47
				EDU + SUI	Rec	5140145	General	56.12
				Benefits withholding	Park	2120066	General	-792.55
				Benefits withholding	Rec	2120066	General	-1,218.61
				Benefits withholding	Fire	2120066	General	-5,670.22
5957	11/18/2021	Marinwood CSD	13,872.08	Retire 11/19/2021	Park	5130510	General	1,120.26
					Rec	5130510	General	1,917.18
					Fire	5130510	General	10,834.64
5958	11/18/2021	Marinwood CSD	46,770.38	Health Ins - Dec	Park	5130120	General	10,157.69
					Rec	5130120	General	7,744.21
					Fire	5130120	General	28,868.48
5959	11/18/2021	M&M Tree Service	33,210.00	Idylberry Veg Mgmt	MWPA	5820200	General	17,010.00
					MWPA	5820200	General	16,200.00
5960	11/18/2021	SDRMA	47.50	Add'l insured	Park	5210525	General	47.50
5961	11/18/2021	Ewing Irrigation Products	949.19	Irrigation maintenance	Park	5220310	General	949.19
5962	11/18/2021	Marin Resource Recovery	238.50	debris dump	Park	5210815	General	238.50
5963	11/18/2021	Marin Sanitary Service	2,164.96	Garbage	Park	5210815	General	1,515.47
					Rec	5210815	General	432.99
					Fire	5210815	General	216.50
5964	11/18/2021	Murray Building	128,204.57	Maint Facility		5220910	General	128,204.57

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
5965	11/18/2021	Landesign	2,985.00	landscape contractor	Park	5211125	General	2,985.00
5966	11/18/2021	Mill Valley Refuse Service	460.36	porta potty	Park	5211220	General	460.36
5967	11/18/2021	Emergency Equipment Mgm	382.16	boots	Fire	5220810	General	382.16
5968	11/18/2021	Robyn Bruton	93.90	preschool supplies	Rec	5220819	Preschool	93.90
5969	11/30/2021	AT&T	90.95	Internet	Park	5210725	General	90.95
5970	11/30/2021	VSP	387.94	vision - Dec	Fire	5130120	General	237.33
					Park	5130120	General	73.04
					Rec	5130120	General	77.57
5971	11/30/2021	Deepak Agarwal	174.00	refund youth program	Rec	4631922	Youth	174.00
5972	11/30/2021	Master Sim	900.00	TKD Nov	Rec	5210146	Youth	900.00
5973	11/30/2021	Ann McBride	373.10	Irish Dance	Rec	5210146	Youth	373.10
5974	11/30/2021	Jerry Mehciz	7,518.88	Tennis	Rec	5210146	Tennis	7,518.88
5975	11/30/2021	National Academy of Athletic	1,844.00	Afterschool sports	Rec	5210146	Youth	1,844.00
TOTAL:			457,923.58					457,923.58

Total by Department:

Streetlights	1,925.31
Fire Department	167,150.99
Recreation Department	78,745.13
Park Department	46,932.58
Measure A	1,755.00
MWPA	33,210.00
Unclassified	128,204.57

Staff Report

To: Board of Directors
From: Eric Dreikosen, District Manager
Date: December 14, 2021
Re: Election of Board President and Vice President for CY 2022

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 (2022). 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.

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.

Fire Prevention/Fuel Reduction Vegetation Management Update:

The planned work occurring on the District-owned open space parcels along the Wildland-Urban Interface (WUI) within 100 feet of the residences on Idylberry Rd, Kernberry Dr, Loganberry Dr, Miller Creek Rd and to the end of Peachstone Terrace has been completed. Staff is incredibly pleased with the quality and quantity of work performed and have also received significant positive feedback and appreciation from the community. This section of open space and the prescribed treatment was considered the highest priority fuel reduction project. Staff will re-examine other District-owned properties as part of the planning process for future projects of this type. As a reminder, this project, including the annual goat grazing, is funded in full through allocations received as a member agency of the Marin Wildfire Prevention Authority.

Marinwood Park Maintenance Facility:

Progress continues on construction of the Marinwood Park Maintenance Facility. Recently completed items include but are not limited to the roof completion including skylight installation, electrical and plumbing rough-in, exterior siding and installation of the steel x-braces located on the southern side front of building. Our general contractor, Murray Building, Inc. will progress to the following construction activities in the coming weeks (in no particular order):

- Interior Insulation and Hardi Trim
- Excavation for Main Power Line
- Exterior Stucco Lathe and Scratch Coat
- Drywall Installation

Additionally, staff and the project architect are finalizing paint colors for both interior and exterior.

Marinwood Park Play Structure Replacement Initiative

All required materials have been submitted to the State Parks Office of Grants and Local Services (OGALS) in regards to our initial project application. We are awaiting a formal contract to be received from OGALS based on our application. In the meantime, staff and the P&R Commission finalized and launched a brief community survey to help guide and determine the best options for replacing our highly utilized play structures. The survey can be viewed and completed here:

<https://www.surveymonkey.com/r/marinwoodplaygroundsurvey>

Other Items of Note:

- Staff continue to work with our auditor, R.J. Ricciardi, to have the annual financial audit completed. We encountered some delays due to the the Marin County Munis Financial System as they County surprisingly implemented a revised remote user account and login system that has presented several technical glitches including denied access.
- We are awaiting allocations of the December property tax revenues into our general fund.
- We are awaiting the written report from the consultant contracted to perform the feasibility study in regards to the potential new trail along Miller Creek Waterway. They were able to perform a field visit late last month and walk the length of the proposed trail placement.

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.

MARINWOOD COMMUNITY SERVICES DISTRICT
DRAFT MINUTES OF FIRE COMMISSION MEETING
December 7, 2021

Time and Place: 7:00PM Via Teleconference

Present:

Commissioners: Chair Steve Farac, Pascal Karsenti, Ron Marinoff, John Seratt

Absent: Tom Elsbree, Greg Stilson (CSA 13 Alternate)

Staff: District Manager Eric Dreikosen, San Rafael Fire Chief Darin White

Board: Kathleen Kilkenny

Farac called the meeting to order at 7:08 PM.

1. Agenda

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

2. Introduction of Incoming Fire Commissioner John Seratt

Incoming Commissioner Seratt and existing Commissioners introduced themselves.

3. Public Comment on Non-Agenda Items

No comments from the public were received.

4. Commissioner Items of Interest

No items of interest were discussed.

5. Draft Minutes of November 2, 2021 Fire Commission Meeting

M/s Marinoff/Karsenti to approve Draft Minutes of November 2, 2021 Fire Commission Meeting as presented. Ayes: Farac, Karsenti, Marinoff, Seratt. Nays: None. Absent: Elsbree. Motion carried.

6. Chief Officer Report and Activity Summary

Commission received Chief Officer Report and Activity Summary.

7. Requests for Future Agenda Items

No future agenda items were requested.

The meeting was adjourned at 8:08 PM.

Eric Dreikosen



To: Marinwood Fire C

From Darin White, Fire Chief

Date: December 7, 2021

Re: Fire Department Update

Marin Wildfire Prevention Authority-Vegetation Management

The Environmental Compliance personnel continue to work with agencies on their submissions and ensuring they meet California Environmental Quality Act criteria. Director Brown will meet with the Advisory Technical Committee and Operations Committees the week of December 13. He has also requested that any agency that has links (available for the public to view local projects) send them to him so the MWPA can add it to their website as a redundancy.

The prescribed fire discussion panel was well attended, and the webinar will be posted on the MWPA website. Conversations explored the use of indigenous burning practices and the differences, value, and workload that prescribed burning entails.

We are almost complete with fuel reduction along Idylberry fire road in the same footprint as the goat grazing. This was an MWPA Local funded project. See photo below.



Guidelines/COVID-19:

Recently one of our members at Station 58 had a breakthrough infection. The employee was previously vaccinated but tested positive for COVID after experiencing some of the signs and symptoms of COVID infection. Contact tracing and testing was performed on the other members of the crew and all tested negative on their rapid and PCR tests. The employee is doing fine, and will return to work upon completion of the 10 day quarantine as outlined in County Human and Health Services guidance.

According to the Marin County Health and Human Services release, as of November 23, 2021, Marin County has 235, 348 persons vaccinated out of a total population of 253, 439. More than 212,000 people are fully vaccinated. Recent reports also state that Marin County leads the state in providing vaccinations to children ages 5-11 years old. On Thursday December 9, volunteers were requested to assist with point of distribution sites that will provide youth ages 5-11 with vaccination opportunities for second doses at Novato High School on Saturday December 18, and Sunday December 19, 2021. These are for support activities such as registration assistance, traffic control, post vaccination monitoring, etc.

So far, approximately 64,000 people have gotten the booster. This number is likely to increase as people reach 6 months or more since the time of their 2nd dose. Even without the presence of omicron, the rate of new infections in the county has increased, mainly in the week following Thanksgiving. The county is now seeing about 40 new COVID-19 cases per day.

The latest surge has elevated Marin from the Centers for Disease Control and Prevention's "moderate" transmission category to the "substantial" transmission category. As a point of reference, most of the nation is in the high transmission category.

A new variant has emerged in countries such as South Africa, Brazil, South Korea, and others. Omicron as it is named, may or may not be as infectious as the previous variants, however, it is worth noting that the omicron cases recently detected in Alameda County last week were in fully vaccinated and boosted employees of Kaiser Permanente's Oakland Medical Center. These employees had attended a November wedding in Wisconsin. Scientist will be reviewing information and making some determinations as they learn more, take samples from wastewater, and monitor patients who are testing positive. Depending on the outcome of those findings, Dr. Matt Willis may revisit the indoor masking mandate for the County of Marin.

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Concurrently, health care workers are facing deadlines for meeting mandated vaccination requirements or terminations. Kaiser Permanente employs more than 82,000 people in Northern California and has suspended around 2,000 employees for failing to meet previously communicated deadlines for vaccination. However, they have extended their Dec. 1st deadline giving yet one more opportunity for employees to meet the mandate. Some employees sought accommodations/exemptions and if their request was denied on or before November 7, they face termination as early as December 8, 2021, if they failed to comply. The employees whose requests were denied after November 7, will be terminated on or around January 10, 2022, if they don't comply.

Recently about 34,000 students in the Los Angeles County Unified School district have not met vaccination requirements. An estimated 6,000 students haven't complied with district COVID-19 vaccine

mandates. These failures are likely to result in students being forced into remote learning programs or out of the district's public schools entirely.

On Tuesday December 7, 2021 the Los Angeles Unified School district fired 500 employees who failed to comply with the vaccine mandate put in place by the school district.

Public Education



Emergency Planning Coordinator, Raed Al-Zaher (left) and Vegetation Management Specialist, Simon Wright (Standing on the right in white shirt and cap) attended the Contempo Marin HOA meeting in early November to discuss various topics such as defensible space, the vegetation management inspection program, evacuations, and the importance of signing up for alert systems such as AlertMarin. The meeting was well attended with approximately three dozen or so interested community members participating.

Event: St. Vincent School Fire/Evacuation open forum

Date: 10/25/21; Time: 1530 - 1630

Location: St. Vincent School Gymnasium @ 1 St Vincent Dr, San Rafael, CA 94903

Speakers: San Rafael Fire/Marinwood Fire

Audience: School Director, Faculty, and Staff

St. Vincent School requested a meeting which may have been prompted by the Lassen Fire earlier this year. The main topic involved evacuation planning and fire prevention planning for schools K-12. BC Jason Hatfield, Mary Skramstad, and Raed Al-Zaher all attended from San Rafael Fire Department. The size of the audience was appropriate for the space used. Speakers presented best practices in evacuation planning, mitigation tactics, and provided recommendations for moving forward. Then transitioned to Q&A discussions to address staff concerns directly. The discussion appeared to be well received by all present and additional resources and contact information was left with the group for any further questions that might come to mind. Emergency Planning Coordinator Raed Al-Zaher plans to reach out to the

school officials in March of 2022 to see what changes they've made, what goals they have set for the near future, as well as what assistance SRFD staff may be able to provide with those efforts.

Generosity/Americorps

Dr. Steven Mizroch and the San Rafael Fire Foundation (along with Ca. Robert deLambert) have again generously donated a Thanksgiving Feast to the Americorps crew (available from Andy's Market). The Fire Foundation recognizes that this gives the five (5) of the eight (8) Americorps Crews a "taste of home" since the crews are far removed and unable to join their families during the Thanksgiving holiday. The group pictured below will be replaced by a new larger group of 10 volunteers in early December. Crews are schedule to complete their work on December 22, 2021.



Training



Training New San Rafael F. D. Recruits in Wildland Urban Interface Response

On Wednesday November 17, 2021, Captain Ryan Brackett, Ca. John Papanikolaou, Engineer Jeff Smith and Firefighter Wills Kelly provide SRFD recruit class 24 with wildland shelter deployment training and

other tool use on a beautiful, cool day. The seven (7) recruits are scheduled to graduate on December 11, 2021.

Marinwood Fire Department Statistics: November 2021

The Marinwood Fire Department responded to 108 emergency calls in November 2021; of these, 14 calls were cancelled en route. More than two-thirds of the calls were medical incidents; none involved a suspected or confirmed COVID-19 case. The department did not respond to any fires.

<i>Incidents by Area and Type</i>								
Area	MA	PSA	FA/NN	FIRE	HAZMAT	COVER	OTHER	TOTAL
Marinwood	15	6	2	0	0	N/A	0	23
CSA 13	8	1	1	0	1	N/A	0	11
Old JPA (Mont Marin)	3	1	0	0	1	N/A	0	5
New JPA (East of 101)	35	5	1	0	0	N/A	0	41
SR Mutual Aid	7	7	0	0	1	0	0	15
MC JPA	5	1	0	0	0	N/A	0	6
MC Mutual Aid	0	0	0	0	0	N/A	0	0
Novato	2	4	0	0	0	1	0	7
Total number	75	25	4	0	3	1	0	108
<i>Percentage of total</i>	<i>69.4%</i>	<i>23.1%</i>	<i>3.7%</i>	<i>0.0%</i>	<i>2.8%</i>	<i>0.9%</i>	<i>0.0%</i>	

Call types:

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

Average response time for Engine 58:	5 minutes, 44 seconds
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Marinwood Community Services District

Draft Minutes of Park & Recreation Commission Meeting

Tuesday – November 23, 2021

Time and Place: 7:00PM via Teleconference

Present:

Commissioners: Chair John Tune, Ian Fein, Anne Sjahsam.

Absent: Jon Campo

Staff: District Manager Eric Dreikosen

Board Director: Lisa Ruggeri

1. Agenda

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

2. Introduction of Incoming Park & Recreation Commissioner Michael Benesch

Incoming Commissioner Benesch and existing Commissioners introduced themselves.

3. Public Comment on Non-Agenda Items

No Public Comment was received

4. Draft Minutes of October 26, 2021 P&R Commission Meeting

Fein to approve/Sjahsam to second Draft Minutes of October 26, 2021 P&R Commission Meeting. Ayes: Fein, Tune, Sjahsam. Nays: None. Absent: Campo. Motion carried.

5. Draft Minutes of November 9, 2021 Board Meeting

Commission reviewed minutes.

6. District Manager Update on Select P&R Initiatives

Commission received District Manager Update.

7. Recreation and Park Maintenance Activity Report

Commission received Recreation and Park Maintenance Activity Report.

8. Commissioner Items of Interest – Requests for Future Agenda Items

- District Manager Dreikosen informed Commission that Board Liaisons to the Commissions for the following calendar year would be discussed and appointed by the Board at their January meeting.
- Commission briefly discussed the Board request for update regarding the Fireman's Picnic Area along the Panhandle Trail.

9. Adjourn

Meeting adjourned at 7:40 PM

Eric Dreikosen

RECREATION

Fall Art Show

Marinwood's Annual Fall Art Show took place on Saturday, November 6th from 3:00-7:00pm. This was our first in-person show since Spring 2019 and ended up our best attended art show since we started hosting them 9 years ago. This year's show was titled "Connections" and featured new works from many of Marin's finest artists. I want to thank Susan Press for all her time and energy organizing another terrific show. Our semi-annual art shows have continued to be a special part of our community event lineup, creating a local platform for showcasing many of the wonderful artists of Marin County.

"Jingle Bell Jazz" – Marinwood's Holiday Concert Under the Stars

On Friday, December 10th from 5:00-6:30pm, the Recreation Department will be hosting a holiday concert outside the community center. The concert will take place on the northern patio (outside the reception hall) and surrounding lawn area and will feature a live jazz band playing holiday favorites and other jazz standards. The event will also feature photos with Santa, hot and cold refreshments, and activity bags for the kids. We are excited to change things up this year and provide a (mostly) outdoor alternative to our normal indoor Winterfest event.

Letters to Santa

The Recreation Staff is once again providing a "north pole mailbox" this year for kids to drop off their letters to Santa Claus. The mailbox is located outside the reception hall and will be available through December 16th. Staff is making sure Santa replies to all letters received by 12/16. A big thanks to Carolyn Sullivan for spearheading the project and personally ensuring all letters get to and from Santa safely.

Winter Break Camp

This winter we will once again be running a winter break camp over the last two weeks of December for kids ages 5-10. Winter Break Camp is staffed with many of our summer camp counselors and features many of the favorite arts & crafts, games, and activities from our summer program.

Raise a Glass

We are pleased to announce the return of Raise a Glass, our annual winter wine tasting event, which will take place on Saturday, March 5th. Staff has begun sending invitations to wineries and making the necessary preparations.

Spring Summer Preparation

The Recreation Staff are currently finalizing our spring/summer offering of classes, camps, events, and other programs. We expect to have our spring/summer catalog distributed in late January. The staff has come up with a lot of great plans for the new year and we are looking forward to another exciting year of recreation programming.

PARKS & BUILDING MAINTENANCE

Creekside Park Landscaping

This past month the parks staff has spent time at Creekside Park adding woodchips, pruning the redwoods and other plants, and repeatedly raking and removing leaves.

Electrical Repairs

Staff diagnosed and repaired some wiring issues affecting the landscape lights around the community center last week, replacing a faulty outlet and a malfunctioning photo cell on the roof.

Winter Concert Preparation

Staff spend time this past couple weeks pruning back the trees and hedges around the patio, where the audience will be seated for the holiday concert.

X-Mas Lights

The staff helped the rec department hang lights around the community center and park ahead of the holiday concert and the place is looking wonderfully festive.

New Dog Waste Station & Trash Can at Queenstone

Last month, in response to the recent increase in hiking and dog walking traffic on Queenstone Fire Road, the Parks Staff installed a new dog waste station and trash can at the entrance to Queenstone off Miller Creek Road.

Other maintenance activities this month included repairing a couple leaky toilets in the community center restrooms, performing maintenance on the tractor and gator, keeping algae at bay in the winterized swimming pools, and continuous leaf removal.

Daily/Weekly Duties:

- Clean and restock Community Center building and park bathroom
- Blow/rake leaves around community center
- Empty garbage and dog waste receptacles in 3 parks and at trailhead
- Mow lawns in 3 parks and pool
- Irrigation inspection in 3 parks
- Check 3 playgrounds for graffiti and hazards
- Check and adjust pool chemistry/equipment