

Marinwood Community Services District

Minutes of Board of Directors Meeting Tuesday March 10, 2015

Time and Place: 7:00PM Marinwood Community Center classroom.

Present:

Board Members: President Tarey Read, Justin Kai, Bill Hansell, Deana Dearborn and Bill Shea.

Staff: District Manager Eric Dreikosen, Fire Chief Thomas Roach, Recreation Director Shane DeMarta, Firefighters Joel White and Brandon Selvitella, Administrative Assistant Carolyn Sullivan.

Park and Recreation Commissioners: Chair Izabela Perry and Shane Valentine.

Fire Commissioners: Ron Marinoff.

Others Present: Stephen Nestel, Linda Barnello, Kel Harris and Tom Royal.

CLOSED SESSION

Personnel exemption; The Board may meet in closed session to confer with its designated representatives to Marinwood Professional Firefighters regarding wages, benefits and working condition matters, pursuant to Government Code section 54957.6: Closed session began at 7:00PM. Closed session ended at 7:55PM, the Board had no action items to report and gave direction to the Districts negotiation team.

Call to Order and Pledge of Allegiance

Agenda

No changes or additions.

Adoption of Rosenberg's Rules of Order for all Board and Commission Meetings

Read stated Rosenberg's Rules is a simplified version of Roberts Rules. Barnello stated Rosenberg's Rules do not contain guidelines for minutes or bylaws. Dreikosen replied the Board is held to their Authority and Responsibilities. Barnello commented past Board minutes have been inconsistent. The Board responded and felt the minutes have been consistent and requested procedurally to have the minutes drafted as they have been.

Nestel commented the Board needs bylaws, specifically spending limitations imposed on staff.

Dearborn requested the topic of Board bylaws be placed on the April agenda.

M/s Shea/Dearborn to approve the adoption of Rosenberg's Rules of Order for all Board and Commission Meetings. Ayes: Shea, Dearborn, Kai, Hansell and Read. Nays: None. Motion carried unanimously.

Consent Calendar

- a. *Draft Minutes of Regular Meeting of February 10, 2015:* Read commented Stilson is a "Battalion Chief", not "Captain". Selvitella commented the minutes should state "Engine 658", not "58".
- b. *Draft Minutes of Special Meeting of February 24, 2015:* No comments.
- c. *Bills Paid nos. 726-815:* Kai questioned #812, to Jerry Mehciz. Sullivan responded it is the tennis instructor's portion of tennis revenues. Shea asked if the pool heaters were covered by Measure A money. Sullivan replied yes.

M/s Hansell/Shea to approve Consent Calendar. Ayes: Kai, Read, Hansell, Dearborn and Shea. Nays: none. Motion carried unanimously.

Open Time for Items not on Agenda

A community member stated the SEED fund is providing materials made in Mexico, not the US as they had promised. Nestel stated there was no solar project update at the last meeting and it is not on the March agenda as well, it needs to be tracked more closely. Additionally Nestel informed the Board of the construction that will be occurring on the land close to Big Rock Deli, he is disappointed the community was not more informed of the project and requested the Board make an official statement. Nestel also commented Susan Adams is now on the ABAG Planning Committee. Kel Harris commented he had met with engineers to look at the intersection of Miller Creek and Marinwood Ave. The new intersection design might include bulb outs or a roundabout; it has yet to be decided. Also Caltrans will be looking at the bike and pedestrian pathway located on Lucas Valley Road under the freeway overcrossing. That specific area will be updated in conjunction with the Smart Train project. Dearborn requested that any roundabout option in the area of Miller Creek be free of landscaping maintenance duties that would fall upon the District. Tom Royal commented the Marinwood Market Plaza is back on the market and suggested the District purchase the property. Hansell stated discussion regarding purchase had occurred in the past, but reminded the public that managing retail property does not fall within the District's Charter. In the past when the District purchased the open space property the CSD obtained a bond. Past Boards did not think a bond measure for the purchase of the property would pass. Read commented any purchase would need to have its own economic viability. Marinoff stated the town of Corte Madera had purchased retail property; it did not work out, it was a financial tragedy. Kai commented there are

interested parties in the property, if the Board is serious about discussing purchase time is a factor and would like to see discussion placed on an upcoming agenda. Read suggested after the Budget cycle is over. Kai additionally commented his interpretation of the District's Charter differs than Hansell and Read's. Nestel reminded the Board that the site is contaminated from the prior Dry Cleaning business.

Dearborn stated status of the solar project needs to be discussed. Dreikosen commented SolEd had concerns with the Duralast roofing and Dreikosen expects to see a proposal for work. Hansell commented the project has halted. Barnello wanted to know how the agenda timing is constructed. The Park and Recreation Commission held a 68 minute conversation at the last meeting and the conversation went beyond its time limit. Read stated the Chair conducts the meetings it is their right to move along the agenda as they feel fit; the times allotted is not a limitation.

Correspondence

1. *Stephen Nestel, February 16, 2015 providing video and "cheat sheet" links re: Rosenberg's Rules of Order:* The Board acknowledged the correspondence.

Fiscal Matters

1. *2014-2015 Budget Amendment:* Read commented this is yearly housekeeping. SAP needs a formal adjustment to pay bills in SAP.
M/s Hansell/ Shea to approve 2014-2015 Budget Amendment. Ayes: Kai, Read, Hansell, Dearborn and Shea. Nays: None. Motion carried unanimously.
2. *2015-2016 Preliminary District Budget:* Dreikosen reported no department has any property taxes allocated at this point. There is a big hit in Workers Compensation rates and PERS. Hansell pointed out that operationally the District is in the black, but the Reserves and Contingencies are still not being fully funded. Dreikosen replied it is his goal to reach the 6.5% Reserves and Contingencies line. DeMarta commented he and his staff had thoroughly gone through this budget; raised revenue expectations and trimmed expenditures. Hansell stated it's a bit misleading to have property taxes at 0% per Department; he would be in favor of estimating the amounts.
Perry commented the tree maintenance line item in the Park Budget is severely underfunded. An arborist provided the District with a detailed checklist of work to be done that came to about \$20,000. Perry also noted the Park and Recreation Commission had not yet reviewed the Measure A project list; it will be reviewed at the March meeting. Perry asked Dreikosen why there was a \$60,000 change in the Recreation Budget from the last draft which the Commission reviewed in late February. Dreikosen replied he will look into the reason for the difference. Additionally the arborists report does propose about \$20,000 in work, but it doesn't necessarily need to be completed next fiscal year.
Hansell stated everyone should be aware of the increase in Workers Compensation rates. 19% in Parks 38% in Recreation and 48% in the Fire Department. Hansell commented he is glad the Board and staff are making headway with their set goals for reserves and contingencies. He would like to see support to expand the existing facility to better accommodate the revenue generating Recreation Department programs.
Dearborn asked about possible grant money. Dreikosen responded the only grant money that is secured is Measure A. Dearborn stated the District should have grant goals.
Dreikosen commented he would be happy to meet with Board members individually to go over the budget.
3. *2015-2016 Budget Adoption Process Timeline:* A special meeting will be held on April 21, 2015 at 7:30pm in the Community center classroom. The formal adoption will take place at the Regular Board meeting on May 12, 2015.

Fire Department Matters

1. *Draft Report of Fire Commission meeting March 3, 2015:* Roach reported there was no quorum.
2. *Fire Chief Activity Summary Report:* No additional comments.
3. *Draft Resolution for California Fire Assistance Agreement:* Roach commented the first twelve hours of any strike team are not reimbursed, this Resolution would change that.
4. *Shared Services Update:* Hansell asked for an update on the employee status. Roach replied the Department is still down two Firefighters. One will be back in April; the other is still undetermined. Hansell asked the status of the new engine. Roach replied the engine is set to be received in July.
Kai asked why there are so many calls east of the freeway. Roach replied they are mostly medical due to the retirement community and convalescent hospital. Hansell asked if ambulance coverage has increased. Roach replied there is always an ambulance at the ready in northern San Rafael.

Park and Recreation Matters

1. *Draft Report of Park and Recreation Commission meeting of February 24, 2015:* Barnello stated she attended the meeting. She commented about 90% of the new bylaws originated from the Authority and Responsibilities document. Barnello stated she asked for clarification and would like to meet with Dreikosen and Perry. Read suggested Barnello write down her concerns.

2. *Recreation and Maintenance activity reports:* DeMarta reported summer registration has begun and a few of the camps are already sold out. The Recreation Department programs brought in over \$300,000 in the first few days. Dreikosen commented the whole staff has had great customer service. DeMarta commented he has received feedback regarding the 7% increase in cost; resulting in more payment plans. Nestel stated there needs to be a larger gap in price between resident and non-resident. DeMarta replied there is a large gap; keep in mind the non-residents subsidize the residents.
DeMarta reported the Park staff has been working hard with good landscaping updates. He will be meeting with Commissioner John Tune on Thursday to discuss turf maintenance and the best way to proceed. Nestel commented the Park shed area looks awful and there are no dog poop bags. DeMarta took note of Nestel's concerns. DeMarta stated the staff will be working on landscaping projects at the playground using California native plantings and possible stone honoring Tom Kunkel.
Additionally DeMarta reported he had met with a representative from Smartlights to look at rebates for new hall lighting. Dearborn commented PG&E has a big LED rebate running through April.
Hansell commended DeMarta for his work with the Parks Department.

New and Other Business

1. *Marin LAFCO: Election Ballot for Special District Member & Alternate:*
M/s Dearborn/ Shea to vote for Justin Kai in the first position. Ayes: Dearborn, Shea, Hansell, Read and Kai. Nays: None. Motion carried unanimously.
M/s Dearborn/ Read to vote for Brad Beetle in the second position. Ayes: Kai, Read, Hansell, Dearborn and Shea. Nays: None. Motion carried unanimously.
M/s Kai/ Hansell to vote for Pamela Meigs in the third position. Ayes: Kai and Hansell. Nays: Read, Dearborn and Shea. Motion failed.
M/s Shea/ Hansell to vote for Jack Baker in the third position. Ayes: Shea, Read and Hansell. Nays: Dearborn and Kai. Motion passed.
2. *Marin/Sonoma Mosquito and Vector Control District Assessment Ballot:* Dreikosen stated with the passage of Prop 218 it changed the way Special Districts pay; if the ballot measure passes it will cost the District \$90 a year. Shea commented the money raised by the measure will not go towards mosquito abatement; it will go towards unfunded retirement.
M/s Shea/ Kai to vote "no" on the ballot. Ayes: Shea, Kai, Read, Hansell and Dearborn. Motion carried unanimously.
3. *Requests for Future Meeting Agenda Items:* Barnello requested status of the solar project. Kai asked for discussion of purchase of Marinwood Plaza. Dearborn requested Board bylaw discussion be added as well.

Recognitions and Board Member Items of Interest

Dearborn recognized staff; everyone is busy and working well together.
DeMarta thanked the Lions Club for the \$3,000 scholarship for the Recreation Department.

The date of the next Regular Board meeting is April 14, 2015 at 7:30PM.

The meeting was adjourned at 10:26PM.

Respectfully submitted,
Carolyn Sullivan