

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

Tuesday – May 13, 2025 – 7:00 PM

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

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

	Item Description:	Board Action
A.	CALL TO ORDER & PLEDGE OF ALLEGIANCE	
B.	AGENDA	Adopt
C.	PUBLIC HEARING: 1. Introduction and First Reading of Ordinance 2025-01: An Ordinance of the Marinwood Community Services District to Designate Fire Hazard Severity Zones in Local Responsibility Areas	Conduct Hearing
D.	CONSENT CALENDAR a. Draft Minutes of Regular Meeting of April 15, 2025 b. Bills Paid Nos. 9216 – 9274	Approve
E.	PUBLIC COMMENT OPEN TIME FOR ITEMS NOT ON AGENDA <i>Speakers may comment only on non-agenda items within the subject matter jurisdiction of the District. The Board may not take action on, consider or debate items not on the agenda except under narrow circumstances meeting statutory tests. Response to comments on non-agenda items will be limited to factual information or clarifying questions from staff or Board at the conclusion of the public comment period. The President may refer the matter to staff or to a future meeting agenda.</i>	
F.	DISTRICT MATTERS	
	1. Fiscal Year 2025-2026 Proposed District Operating Budget	Approve
	2. District Manager Report	Review
G.	FIRE DEPARTMENT MATTERS	
	1. Chief Officer Report and Activity Summary	Review
H.	PARK AND RECREATION MATTERS	
	1. Recreation and Park Maintenance Activity Reports	Review
I.	BOARD MEMBER ITEMS OF INTEREST - REQUESTS FOR FUTURE AGENDA ITEMS	
J.	ADJOURN	
	DATE OF NEXT REGULAR BOARD MEETING – June 10, 2025	

Requests for disability-related modifications or accommodations, aids or services may be made to the district office no later than 72 hours prior to the meeting by contacting (415) 479-0775

Staff Report

To: Board of Directors
From: Eric Dreikosen, District Manager
Date: May 13, 2025
Re: Public Hearing: First Reading of Ordinance 2025-01 (FHSZ Maps)

Directors,

Please see the included Ordinance 2025-01 and the associated Local Responsibility Area (LRA) Fire Hazard Severity Zones Map for Unincorporated Marin County as produced and provided by the Office of the State Fire Marshal.

This is not an action item and does not require formal vote and approval of the Board at this time. Rather, staff recommends the Board introduce the Ordinance, waive further reading of the Ordinance, and refer to it by title only.

The Board will return to this item for consideration and formal approval at the next regular board meeting scheduled for June 10, 2025.

BACKGROUND:

The California Office of the State Fire Marshal, under the direction of CAL FIRE, has issued updated Fire Hazard Severity Zone (FHSZ) maps for Local Responsibility Areas (LRAs) throughout the state, including unincorporated lands within the jurisdictional boundaries of Marinwood CSD. These maps identify areas within local jurisdictional boundaries where wildfire hazards are present, using a consistent, science-based methodology. An interactive version of these maps can be found on the State Fire Marshall website: <https://osfm.fire.ca.gov/what-we-do/community-wildfire-preparedness-and-mitigation/fire-hazard-severity-zones>

LRAs are areas where wildfire prevention and suppression are the responsibility of the local government. In contrast, State Responsibility Areas (SRAs) – such as Marinwood Open Space Areas, Lucas Valley Estates, and portions of Northern Marinwood – fall under the primary responsibility of CAL FIRE or its contracted agencies.

Recent legislation – specifically Senate Bill 63 (Stern, 2021) – now mandates the adoption of all three fire hazard severity classes (Moderate, High, and Very High) within LRAs by local fire authorities.

The updated FHSZ maps are based on advanced fire behavior modeling and incorporate new scientific data, including localized climate patterns, vegetation types, fire history, and terrain. The maps assess *hazard*, defined as the probability and intensity of wildfire behavior in a given area, not *risk*, which would consider existing or planned mitigation measures such as defensible space or hardened structures.

The District has the authority to request higher classification designation for mapped areas but does not have the authority to request lower classification designation. District staff have reviewed the updated FHSZ map and finds no basis to request changes to the classification designations.

The updated FHSZ maps were released by the State on February 24, 2025. In accordance with State Law, the District has 120 days from the release date by which to adopt this Ordinance.

PUBLIC REVIEW & COMMENT:

District staff have made the FHSZ maps publicly available on the District's website: <https://www.marinwood.org/fhsz-map>. Included on the webpage are instructions on how to submit written public comment. As of this writing, no comments have been submitted.

Staff Recommendation: Introduce Ordinance 2025-01 to Designate Fire Hazard Severity Zones in Local Responsibility Areas, waive further reading of the Ordinance and refer to it by title only.

ORDINANCE NO. 2025-01

**AN ORDINANCE OF THE MARINWOOD COMMUNITY SERVICES DISTRICT TO
DESIGNATE FIRE HAZARD SEVERITY ZONES IN LOCAL RESPONSIBILITY
AREAS**

WHEREAS, pursuant to Government Code 51178, the State Fire Marshal shall identify areas in the state as moderate, high, and very high fire hazard severity zones based on consistent statewide criteria and based on the severity of fire hazard that is expected to prevail in those areas;

WHEREAS, pursuant to Government Code Section 51179, the Marinwood Community Services District is required to designate by ordinance, moderate, high, and very high fire hazard severity zones in its jurisdiction within 120 days of receiving recommendations from the State Fire Marshal pursuant to Government Code Section 51178;

WHEREAS, the Marinwood Community Services District's legal jurisdictional boundaries for providing fire suppression and protection reside entirely within an Unincorporated Area of Marin County, California;

WHEREAS, this Ordinance 2025-01 was introduced and read by title only at a meeting of the Board of Directors of the Marinwood Community Service District on May 13, 2025

NOW THEREFORE BE IT ORDAINED by the Board of Directors of the Marinwood Community Services District the following:

1. The Marinwood Community Services District hereby designates the Fire Hazard Severity Zones as recommended by the California Department of Forestry and Fire Protection pursuant to Government Code Section 51178.
2. The map, approved by the Marinwood Community Services District, is hereby incorporated by reference, and entitled "Marin County – Unincorporated Local Responsibility Area Fire Hazard Severity Zones" dated February 24, 2025.
3. The official map is also located electronically on the following website:
www.marinwood.org/fhsz-map

THE FOREGOING ORDINANCE WAS PASSED AND ADOPTED by the Board of Directors of the Marinwood Community Services District, this day of June 10, 2025, by the following vote:

AYES: Board Members:
NOES: Board Members:
ABSTAIN: Board Members:
ABSENT: Board Members:

Attest:

Christopher Case, Board President

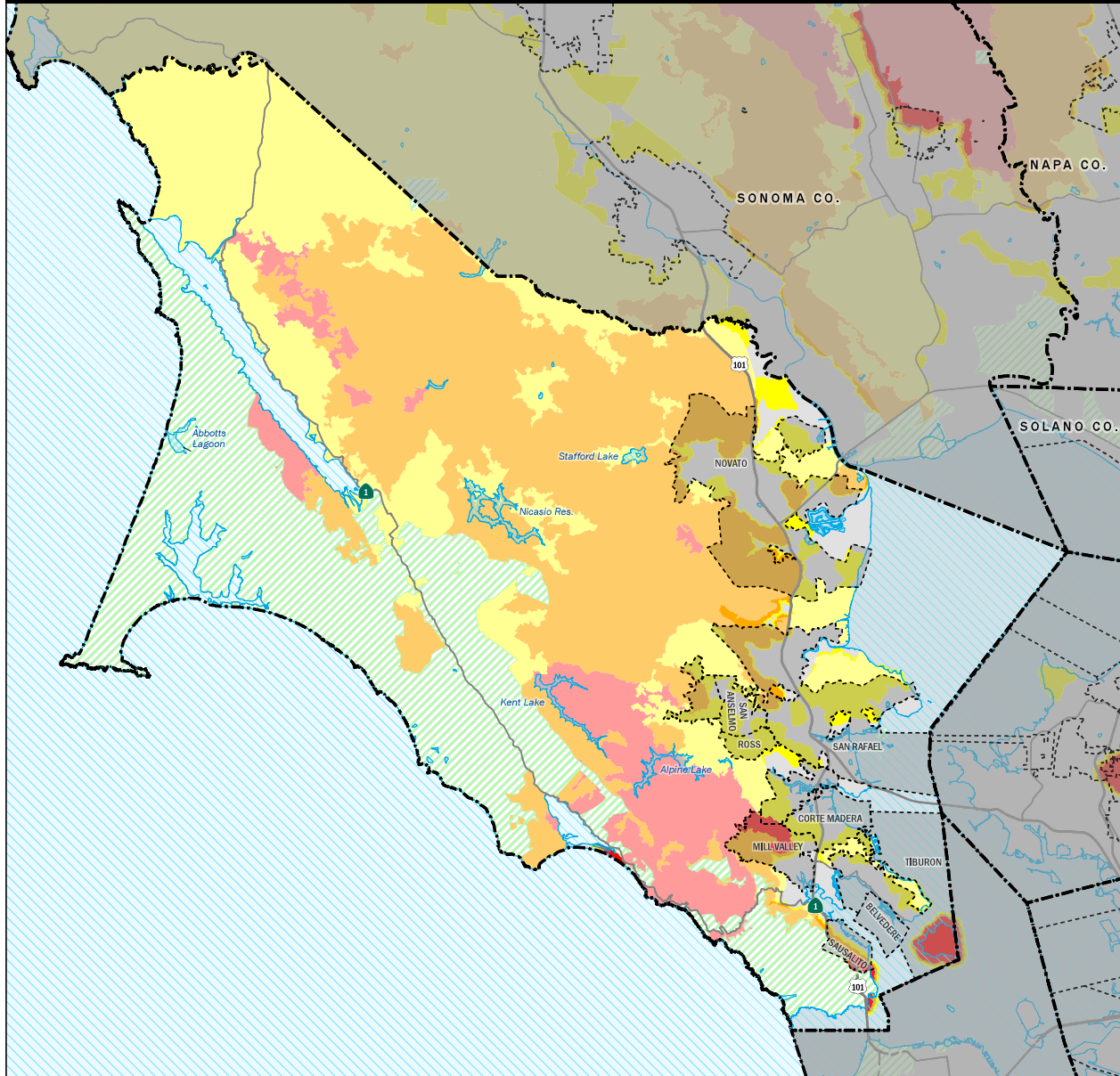
Tiffany Combrink, Board Secretary



Local Responsibility Area Fire Hazard Severity Zones

As Identified by the
State Fire Marshal

February 24, 2025



Fire Hazard Severity Zones (FHSZ) in Local Responsibility Area (LRA), as Identified by the State Fire Marshal

Very High High Moderate

Fire Hazard Severity Zones in State Responsibility Area (SRA), Effective April 1, 2024

Very High High Moderate

Mi 0 10 20
Km 0 10 20

Projection: NAD 83 California Teale Albers
Scale: 1:249,000 at 11" x 17"

--- Incorporated City Waterbody
--- Unzoned LRA Federal Responsibility Area (FRA)

Government Code section 51178 requires the State Fire Marshal to identify areas in the state as moderate, high, and very high fire hazard severity zones based on consistent

statewide criteria and based on the severity of fire hazard that is expected to prevail in those areas. Moderate, high, and very high fire hazard severity zones shall be based on fuel loading, slope, fire weather,

and other relevant factors including areas where winds have been identified by the Office of the State Fire Marshal as a major cause of wildfire spread.

The State of California and the Department of Forestry and Fire Protection make no representations or warranties regarding the accuracy of data or maps. Neither the State nor the Department shall be liable under any circumstances for any direct, special, incidental, or consequential damages with respect to any claim by any user or third party on account of, or arising from, the use of data or maps.

Gavin Newsom, Governor, State of California
Wade Crowfoot, Secretary for Natural Resources, CA Natural Resources Agency
Joe Tyler, Director/Fire Chief, CA Department of Forestry and Fire Protection
Daniel Berlant, State Fire Marshal, CA Department of Forestry and Fire Protection

Data Sources:
CAL FIRE Fire Hazard Severity Zones (FHSZSRA23_3, FHSZLRA_25_1)
CAL FIRE State Responsibility Areas (SRA25_1)
City and County boundaries as of 10/22/24 (CA Board of Equalization)

Marinwood Community Services District

Draft Minutes of Board of Directors Meeting
Tuesday – April 15, 2025 – 7:00pm

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

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

Present:

Board Members: Board President Chris Case, Lisa Ruggeri and Bill Shea.

Staff: District Manager Eric Dreikosen and Accounting & Payroll Manager Tiffany Combrink.

Absent: Director Kathleen Kilkenny, Director Sivan Oyserman

A. Call to Order & Pledge of Allegiance

Board President Case called the meeting to order at 7:00pm

B. Agenda

Agenda adopted as presented.

C. Consent Calendar

a. *Draft Minutes of Regular Meeting of March 11, 2025*

b. *Bills Paid Nos. 9152 - 9215*

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

Aye: Case, Ruggeri, Shea. Absent: Kilkenny, Oyserman. Motion carried

D. Public Comment Open Time for Items Not on Agenda

Board received comment regarding:

- Current discussions with City of San Rafael regarding Marinwood Fire Services

E. District Matters

1. *2nd Draft District Operating Budget for Fiscal Year 2025-2026*

Board received 2nd Draft District Operating Budget for Fiscal Year 2025-2026

2. *District Manager Report*

Board received District Manager Report

F. Fire Department Matters:

1. *Consideration of Appointment of Fire Commissioner for Terms Ending December 21, 2026*

Ruggeri to approve/Shea to second the appointment of Pete Stout to the vacant regular seat on the Fire Commission, effective immediately for a term expiring December 31, 2026.

Aye: Case, Ruggeri, Shea. Absent: Kilkenny, Oyserman. Motion carried

2. *Chief Officer Report and Activity Summary*

Board received Chief Officer Report and Activity Summary

G. Park and Recreation Matters:

1. *Draft Minutes of Park & Recreation Commission Meeting of March 25, 2025*

Board reviewed Draft Minutes of Park & Recreation Commission Meeting of March 25, 2025

2. *Recreation and Park Maintenance Activity Reports*

Board received Recreation and Park Maintenance Activity Reports

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

- Board President Case requests ad hoc fire committee follow up if warranted

I. Adjourn

Meeting adjourned at 7:35pm

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 May 13, 2025

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
9216	4/1/2025	Marinwood CSD	375.00	Spring Art Show	Rec	5220819	Community	375.00
9217	4/1/2025	Maggie Schink	238.00	White Crane Silat	Rec	5210146	Youth	238.00
9218	4/1/2025	Paula Ockner	2,520.00	Brushstrokes class	Rec	5210146	Youth	2,520.00
9219	4/1/2025	Ruti Gorel	542.50	Feldenkrais	Rec	5210146	Adult	542.50
9220	4/8/2025	Tracey Cowan	3,390.00	refund summer	Rec	4631920	Summer	3,390.00
9221	4/8/2025	Becky Ordin	93.75	Spring Art Show	Rec	5220819	Community	93.75
9222	4/8/2025	Carolyn Sullivan	50.99	Spring Art Show	Rec	5220819	Community	50.99
9223	4/8/2025	Sophia Beavis	147.00	refund spring break camp	Rec	4631922	Youth	147.00
9224	4/8/2025	Ryan Brackett	237.66	Q3 FY24/25 AFLAC reimb	Fire	5130120	General	237.66
9225	4/8/2025	Cesar Correa	237.66	Q3 FY24/25 AFLAC reimb	Fire	5130120	General	237.66
9226	4/8/2025	Sean Day	207.78	Q3 FY24/25 AFLAC reimb	Fire	5130120	General	207.78
9227	4/8/2025	John Papanikolaou	232.46	Q3 FY24/25 AFLAC reimb	Fire	5130120	General	232.46
9228	4/8/2025	Brandon Selvitella	217.68	Q3 FY24/25 AFLAC reimb	Fire	5130120	General	217.68
9229	4/8/2025	Brian Smith	126.90	Q3 FY24/25 AFLAC reimb	Fire	5130120	General	126.90
9230	4/8/2025	Jeff Smith	211.92	Q3 FY24/25 AFLAC reimb	Fire	5130120	General	211.92
9231	4/8/2025	Chrissy Costello	420.00	Zumba	Rec	5210146	Adult	420.00
9232	4/8/2025	Janet Carter	593.70	Pilates	Rec	5210146	Adult	593.70
9233	4/8/2025	Marin Sanitary Service	2,551.85	garbage - Mar	Park	5210815	General	1,786.30
					Rec	5210815	General	510.37
					Fire	5210815	General	255.18
9234	4/8/2025	Jerry Mehciz	3,474.40	Tennis	Rec	5210146	Tennis	3,474.40
9235	4/8/2025	Mill Valley Refuse Service	314.98	porta potty	Park	5211220	General	314.98
9236	4/8/2025	Pitney Bowes	500.00	postage	Rec	5220110	General	300.00
					Park	5220110	General	100.00
					Fire	5220110	General	100.00
9237	4/8/2025	SDRMA	264.42	life ins - May	Fire	5130120	General	78.23
					Park	5130120	General	88.69
					Rec	5130120	General	97.50
9238	4/16/2025	Burton's Fire	428.26	E58 maint	Fire	5220210	General	428.26
9239	4/16/2025	C.A.P.F.	206.50	LTD - Apr	Fire	5130120	General	206.50
9240	4/16/2025	Comcast	160.91	internet - Apr	Rec	5210725	General	80.46
					Fire	5210725	General	80.45
9241	4/16/2025	Comcast	205.94	Cable - Apr	Fire	5210725	General	205.94
9242	4/16/2025	Coverall	1,176.00	Janitorial - Apr	Rec	5211110	Building	1,176.00
9243	4/16/2025	DC Electric	322.46	SL maintenance - Feb	Streetlights	5210915	General	322.46
9244	4/16/2025	DMV renewal	54.00	Kawasaki mule DMV reg.	Park	5220210	General	54.00
9245	4/16/2025	Emergency Equip Mgmt	1,352.88	Boots - Correa	Fire	5220825	General	455.32
				Uniform - Newman	Fire	5220825	General	666.72
				Uniform - Newman	Fire	5220825	General	230.84
9246	4/16/2025	Got Gophers	275.00	pest control	Park	5211532	General	275.00
9247	4/16/2025	Landesign	3,263.00	landscape contractor	Park	5211125	General	3,263.00
9248	4/16/2025	Lilyrose Lennon	70.00	reimb employment expense	Rec	5220819	Summer	70.00
9249	4/16/2025	Marin Landscape Materials	302.72	materials	Park	5220310	General	302.72
9250	4/16/2025	Marin Prof Firefighters	1,190.00	Apr dues	Fire	5211330	General	1,190.00
9251	4/16/2025	Marinwood CSD	75,773.13	Fire Salaries	Fire	5110110	General	26,876.64
				Fire OT	Fire	5120110	General	8,663.94
				Acting Pay	Fire	5110310	General	296.25
				4850 Pay	Fire	5110110	General	4,075.68
				Admin Asst	Fire	5110110	Admin	1,111.36
				Admin Mgr	Fire	5110110	Admin	2,884.80
				Admin Asst	Rec	5110110	Admin	1,111.36
				Admin Asst	Park	5110110	Admin	555.68
				Admin Mgr	Rec	5110110	Admin	1,442.40
				Admin Mgr	Park	5110110	Admin	1,442.40
				Rec Dir	Rec	5110110	General	2,976.40
				Rec Dir	Park	5110110	General	1,275.60
				Rec salary	Rec	5110110	General	9,225.60
				Rec hourly	Rec	5110210	General	848.75
				Park salary	Park	5110110	General	5,842.40
				Park hourly	Park	5110210	General	1,020.00
				Building attendants	Rec	5110210	Building	264.00
				Pool staff	Rec	5110210	Pool	2,551.04
				Summer	Rec	5110210	Summer	160.00
				Preschool	Rec	5110210	Preschool	6,487.50
				Afterschool	Rec	5110210	Afterschool	1,088.50
				PR fees	Fire	5210230	General	101.52
				PR fees	Rec	5210230	General	75.05
				PR fees	Park	5210230	General	16.03
				SS + Medicare	Fire	5140140	General	2,718.01
				SS + Medicare	Rec	5140140	General	2,557.06
				SS + Medicare	Park	5140140	General	522.72
				EDU + SUI	Fire	5140145	General	79.54
				EDU + SUI	Rec	5140145	General	66.60
				EDU + SUI	Park	5140145	General	13.67

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
				Benefits withholding	Park	2120066	General	-1,157.99
				Benefits withholding	Rec	2120066	General	-2,208.33
				Benefits withholding	Fire	2120066	General	-7,211.05
9252	4/16/2025	Marinwood CSD	14,944.42	Retire 04/04/25	Park	5130510	General	1,733.14
					Rec	5130510	General	2,356.14
					Fire	5130510	General	10,855.14
9253	4/16/2025	National Academy of Athletic	3,644.00	Spring Break Camp	Rec	5210146	Youth	3,644.00
9254	4/16/2025	Pena Investigations	1,750.00	new hire background investi	Fire	5210128	General	1,750.00
9255	4/16/2025	PG&E	1,621.98	electric - Mar	Rec	5210810	General	1,347.47
					Fire	5210810	General	342.68
					Park	5210810	General	-68.17
9256	4/16/2025	PG&E	5,195.81	gas - Mar	Rec	5210810	General	4,635.51
					Fire	5210810	General	560.30
9257	4/16/2025	Pest Plus	259.00	pest control	Fire	5220310	General	90.00
					Rec	5220310	General	169.00
9258	4/16/2025	Project A	40.00	email hosting	Fire	5220110	General	20.00
					Rec	5220110	General	20.00
9259	4/16/2025	Silbermann's	910.00	vending supplies	Rec	5220826	Pool	910.00
9260	4/23/2025	Nicole Bussi	272.00	refund summer camp	Rec	4631920	Summer	272.00
9261	4/23/2025	Chelsea Crass	519.00	refund summer camp	Rec	4631920	Summer	519.00
9262	4/23/2025	Alaina Fuetsch	165.60	preschool supplies	Rec	5220819	Preschool	165.60
9263	4/23/2025	Integrity Construction Maint	39,615.36	FD bunkroom - pmt 1	Fire	5220910	General	39,615.36
9264	4/23/2025	Leak Detection Pros	1,200.00	irrigation leak detection	Park	5220310	General	1,200.00
9265	4/23/2025	Marin Resource Recovery	266.00	debris dump	Park	5210815	General	266.00
9266	4/23/2025	Marinwood CSD	16,355.20	Retire 04/18/25	Park	5130510	General	1,876.94
					Rec	5130510	General	2,356.14
					Fire	5130510	General	12,122.12
9267	4/23/2025	Marinwood CSD	51,448.74	Health - May	Park	5130120	General	10,871.03
					Rec	5130120	General	10,264.66
					Fire	5130120	General	30,313.05
9268	4/23/2025	SolEd Solar Holdings	1,543.01	solar - Mar	Rec	5210810	General	1,116.82
					Fire	5210810	General	426.19
9269	4/28/2025	Marinwood CSD	101,124.10	Fire Salaries	Fire	5110110	General	26,876.64
				Fire OT	Fire	5120110	General	17,431.20
				FLSA	Fire	5110319	General	640.70
				Acting Pay	Fire	5110310	General	518.97
				4850 Pay	Fire	5110110	General	4,075.68
				Holiday	Fire	5110313	General	3,316.32
				Admin Asst	Fire	5110110	Admin	1,111.36
				Admin Mgr	Fire	5110110	Admin	2,884.80
				Admin Asst	Rec	5110110	Admin	1,111.36
				Admin Asst	Park	5110110	Admin	555.68
				Admin Mgr	Rec	5110110	Admin	1,442.40
				Admin Mgr	Park	5110110	Admin	1,442.40
				Rec Dir	Rec	5110110	General	2,976.40
				Rec Dir	Park	5110110	General	1,275.60
				Rec salary	Rec	5110110	General	9,225.60
				Park salary	Park	5110110	General	6,763.04
				Park hourly	Park	5110210	General	730.00
				Building attendants	Rec	5110210	Building	222.76
				Pool staff	Rec	5110210	Pool	7,553.28
				Aquatics	Rec	5110210	Aquatics	66.90
				Summer staff	Rec	5110210	Summer	585.00
				Preschool	Rec	5110210	Preschool	3,598.00
				Afterschool	Rec	5110210	Afterschool	606.00
				Spring Break Camp	Rec	5110210	Youth	7,894.98
				Spring Art Show	Rec	5110210	Community	810.00
				PR fees	Fire	5210230	General	40.50
				PR fees	Rec	5210230	General	179.25
				PR fees	Park	5210230	General	30.60
				SS + Medicare	Fire	5140140	General	3,708.50
				SS + Medicare	Rec	5140140	General	3,317.19
				SS + Medicare	Park	5140140	General	570.98
				EDU + SUI	Fire	5140145	General	175.51
				EDU + SUI	Rec	5140145	General	143.97
				EDU + SUI	Park	5140145	General	24.88
				Benefits withholding	Park	2120066	General	-1,362.97
				Benefits withholding	Rec	2120066	General	-2,208.33
				Benefits withholding	Fire	2120066	General	-7,211.05
9270	4/28/2025	Alisa Belew	360.99	Irish Dance	Rec	5210146	Youth	360.99
9271	4/28/2025	Patricia Ranum	361.00	Irish Dance	Rec	5210146	Youth	361.00
9272	4/28/2025	Jerry Mehciz	3,432.00	Tennis	Rec	5210146	Tennis	3,432.00
9273	4/28/2025	Carol Neel	400.00	MahJongg	Rec	5210146	Adult	400.00
9274	4/28/2025	US Bank Corp Pmt Svcs	9,359.16	zoom	Fire	5211325	General	31.99
				labels	Fire	5220210	General	186.68
				app bay light / side tables	Fire	5220310	General	157.64
				rain gear - S Day	Fire	5220810	General	292.25
				park maint position	Park	5210122	General	32.70
				zoom	Park	5211325	General	15.99
				tools	Park	5220220	General	69.55

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
				sandbags/ erosion blankets	Park	5220310	General	461.60
				crafts	Rec	5220819	Afterschool	90.01
				swim brochures	Rec	5210122	Aquatics	108.00
				CPR masks	Rec	5220819	Aquatics	60.60
				padded chairs	Rec	5220819	Building	432.96
				RAG supplies	Rec	5220819	Community	1,093.45
				bagels	Rec	5211315	General	43.80
				zoom	Rec	5211325	General	47.99
				office supplies	Rec	5220110	General	1,229.14
				subscriptions/ supplies	Rec	5220819	General	488.69
				grommet press	Rec	5220215	Pool	444.57
				pool punch passes / hip pack	Rec	5220819	Pool	463.66
				supplies	Rec	5220819	Preschool	291.41
				camp reg banners	Rec	5210122	Summer	142.61
				supplies	Rec	5220819	youth	3,173.87
TOTAL:			356,516.82					356,516.82

Total by Department:

Streetlights	322.46
Fire Department	195,298.72
Recreation Department	118,691.45
Park Department	42,204.19
Measure A	0.00
MWPA	0.00
Capital	0.00
Unclassified	0.00

Staff Report

To: Board of Directors
From: Eric Dreikosen, District Manager
Date: May 13, 2025
Re: Fiscal Year 2025-2026 Operating Budget: Proposed for Adoption

Directors,

Please see the included FY 25-26 Proposed Operating Budget and the accompanying detailed budget notes immediately preceding.

The Board has been previously presented with draft budgets at both the March and April public board meetings illustrating the evolution of the budget creation process. Since the most recent draft budget presentation at the April meeting there has been minor budget adjustments in preparation for the final proposed budget presented at this time. These adjustments include:

- Projections for ad valorem property tax revenue,
- Utility expense projections (water/sewer, gas/electric, etc.)
- Payroll service fees to reflect new provider and additional services
- Rec program supply needs and school district facility rental costs

Notable budget adjustments from current year as well as other items are included in the detailed budget notes accompanying this report.

Included in the proposed budget are the current year (FY24-25) budget-to-actuals as of 4/30/25. Actuals from January – April have not been fully reviewed and are subject to subsequent journaling. They are included for budget reference only. One item of note: The actuals presented do currently include a significant amount of recreation program revenue that will be deferred at year-end to next fiscal year (FY 25-26) and will not be accounted for and attributed to FY 24-25. This represents revenue that was received this fiscal year for programs that will not occur until next fiscal year at which time the revenue will be “earned.” As of 4/30/25, approximate revenue to be deferred totals \$960,600, detailed in the following breakdown:

4631917 – Pool Operating: \$50,100
4631918 – Pool Memberships: \$26,100 (pro-rated based on % of pool season in each FY)
4631920 – Summer Rec Programs: \$884,400

As has been discussed in prior draft budget presentations, in considering the proposed operating budget it is important to recognize two of our primary annual revenue and expense generators – summer camp and pool operations – have seasons that spread across two separate fiscal years. Staff create revenue and expenditure budgets for these programs based on their complete season. These projections are then fully included within the budget for the second of the two respective fiscal years. Budget consistency is achieved when viewed over multiple fiscal years.

As of April 30, 2025, the total cash balance in the District's General Treasury Fund was stated at \$10.57 million. Of this total, \$700K are held as Board Designated Reserves and approximately \$337K is designated for MWPA expenditures. Taking these funds into account, the net cash balance as of 04/30/25 was \$9.53 million.

It is important to note that the above general fund balance is a reflection of cash flow. While it does represent a continued positive financial trend, Unfunded Accrued Liabilities (UAL) continues to grow, required annual pension UAL cash payments are forecast to continue increasing and the need for significant impending capital expenditures are also anticipated in the next few years.

Not directly related to the FY 25-26 operating budget but as has been discussed in prior meetings, given the current cash holdings the District is in a solid financial position to begin the process of researching and potentially establishing formal reserve funds beyond the informal Board Designated Reserves currently held in the general fund treasury account.

In 2018 the District established a formal restricted OPEB Trust fund with a current balance as of 3/31/25 of \$856,637. However, according to our OPEB actuarial reports, the District has only been contributing a portion of the annual actuarially determined amount needed to keep pace with increasing OPEB liabilities. Additionally, the District has no such fund to address its growing unfunded accrued pension liabilities. Other formal reserve funds to consider include but are not limited to: Capital/Equipment Replacement Reserves; and Emergency Operating Reserves.

The proposed operating budget for FY 25-26 conservatively projects a net operating gain of approximately \$437,000. This includes the District continuing to contribute to both the aforementioned OPEB Trust and Board Designated Reserves at an amount of \$100,000 each as realized for the past several years. The projected net gain also allows for potential mid-year budget amendments for unforeseen capital expenditure or other repair needs should they arise.

Staff Recommendation: Adopt the Fiscal Year 2025-2026 Operating Budget as proposed.

Detailed budget notes are included on the following pages

The following represents detailed budget notes specific to each respective department, the majority of which have been included in prior draft budget presentations.

District-wide:

- 4110110 – Prop. Tax - Current Secured:
The Marin County Finance Department recently announced they are projecting the rate of property tax revenue growth to soften for each of the next few years. As such, our projections remain conservative at this time. Total amount budgeted represents a small increase (approx. 1%) above what is anticipated to be received this fiscal year based on the December and April allocations received. (All other general property taxes have little if any adjustments from prior year based on analysis of the past three years allocations)
- 4410125 – Interest Co. Pooled Investment:
Despite the much higher than anticipated interest allocation received so far this fiscal year, the budgeted amount for next fiscal year remains unchanged given the recent investment market volatility.
- 5130130 – OPEB Trust Contribution:
Annual contribution amount continues at \$100,000 which is allocated across departments based on the respective percentage of current retiree medical costs.
- 5140115 – Workers' Comp Insurance:
We have yet to receive final confirmation on basic rates to be applied to FY 25-26. Our carrier informs they do anticipate increases of 10-12% due to the rising costs of healthcare. Final rates for the upcoming year will likely not be set until potentially as late as June. For budgeting purposes, a 10% basic rate increase factor was incorporated. However, the District's Experience Modification Factor (EMOD) has decreased significantly from 137% to 114% which is reflected in the proposed budget and slightly offsets the basic rate increases. The EMOD is factored in after the basic rate estimates have been calculated.
- 5210525 – Insurance General:
We have been informed to expect an increase in our Property/Liability (P/L) Insurance rates of between 10% - 12% for the coming year. Given this preliminary information, P/L insurance projections were calculated at 12% greater than the current year final billing totals but does not account for any potential discounts earned by the District (multi-policy, training credits, longevity distributions, etc.). Final rates for the upcoming year will likely not be set until potentially as late as June as our provider continues to negotiate with the various secondary and excess carriers.
- 5210835 – Utilities- Water & Sewer:
Increased from prior-year across all departments in accordance with most recent 12-month expenditure totals, reflective of rate increases and changes in how set fees are calculated from Marin Water Department.

Park Dept:

- 5110110 – Salaries Regular Staff:
Reflects proposed salary increases presented at the February 2025 board meeting. Of note, current 24-25 budget number is below projected as a position remained vacant for an extended period of time. This position has recently been filled.
- 5211710 & 5211715 – Long Term Deb (Principal and Interest):
The long-term debt principal and interest representing the loan acquired for partial financing of the Maintenance Facility has been updated.

- 5220910 & 5220916 – Capital Outlay:
No capital expenditures needs are being proposed at this time

Recreation Dept:

- 4631912 – Vending Sales:
Increased to better reflect 24-25 actuals to date.
- 4631920 – Youth Rec Programs:
Decreased due to lowered projections for after school and preschool programs.
- 5110110 – Salaries Regular Staff:
Reflects proposed salary increases presented at February 2025 board meeting.
- 5210122 – Marketing & Recruiting:
Increased significantly to better reflect 24/25 actuals to date. Staff will analyze expenditures throughout the year to identify return on investments and potential savings.
- 5210230 – Payroll Service Fees:
Increase represents transition to new provider and additional services used. Staff also performed a thorough analysis of how payroll fees are generated and allocated accordingly to each department. Rec department incurs the majority of fees due to the significantly higher staffing levels than other departments.
- 5211110 – Janitorial Services:
Increased due to need for additional and overall higher quality services.
- 5211325 – Conferences & Meetings:
Decreased from current year allocation due to Rec staff CPRS conference attendance being every other year.
- 5220819 – Rec Program Supplies & Services:
Increase reflects higher anticipated program participation levels in addition to increased costs of supplies, field trips and school facility rentals for summer programs.
- 5220826 – Vending Supplies:
Increased to better reflect 24-25 actuals to date.
- 5220910 & 5220916 – Capital Outlay:
Capital expenditures include- ADA Pool Chair replacement (\$8K - carried from FY 24/25 – may occur this fiscal year); Tot Pool Heater replacement (\$7500 – anticipated upon completion of 2025 pool season); Chlorine Generator Replacement Cell (\$8500 – Recurring item as 1 of 4 total cells are replaced annually)

Fire Dept:

- 4631145 – Service Contract Revenue:
Amount stated is a placeholder as the final amount is not able to be determined until the close of the current fiscal year. Amount stated is a reasonable estimate based on historical trends.
- 4640321 – CSA 13 Contract Rev:
Amount stated is a placeholder based on total fire expenditure budget. The final amount is not able to be determined until the close of the current fiscal year is reconciled against current agreement. Amount stated is a reasonable estimate based on historical trends.

- 5210146 – Indep. Contractor Fees:
Costs incurred from Chief Officer Services with San Rafael have been updated representing an annual 3% increase in accordance with our Agreement.
- 5210910 – Maint. -Vehicles:
Increased in anticipation of greater maintenance needs and higher overall maintenance costs. Represents vehicle maintenance performed off-site.
- 5211310 – Awards & Incentives:
Account was primarily used for former volunteer program. Has recorded no expenditures since FY 19/20 and as such has been reduced to zero.
- 5211710 & 5211715 – Long Term Debt (Principal and Interest):
The final installment of the 10-year fire engine lease was paid in FY 24/25. As such, this expenditure no longer appears in the budget.
- 5220210 – Equip Maint/Replace
Reduced to reflect lower anticipated replacement hose needs and lower anticipated in-house engine maintenance as maintenance needs generally require more off-site expertise.
- 5220830 – Volunteer Fire Department
Program has been dormant since FY 19/20 and as such this account has been reduced to zero. Can be revisited in future years should this program be re-launched.
- 5220910 & 5220916 – Capital Outlay:
No capital expenditures needs are being proposed at this time

Streetlights:

As illustrated in the proposed budget, the minimum costs for streetlight operations and maintenance are once again anticipated to exceed revenue generated from the dedicated streetlight service charge of \$15 per applicable parcel. Staff have discussed with legal counsel the procedures for potentially increasing the service charge amount to better account for current costs. This charge was last increased in 2010 and represents the maximum amount allowable under the applicable Marinwood CSD ordinance adopted in 1980. Due to “Prop. 218” requirements, potentially increasing this fee involves a prolonged multi-step process including applicable public hearings. The Board should discuss this at a future meeting and make a determination on if it desires to engage this process in an effort to increase applicable service fee revenue.

Marinwood Community Services District
FY 2025-2026 Operating Budget
Proposed: May 13, 2025

	DISTRICT TOTAL			
	24/25 Budget	Actuals* 4/30/2025	25/26 Budget	% Change in Budget
Revenue				
4110110 · PropTax - Current Secured	2,116,200.00	2,074,622.72	2,208,000.00	4.34%
4110111 · PropTax - Admin Fee (Contra)	-25,000.00	-26,994.29	-27,000.00	8.0%
4110115 · PropTax - Unitary	11,500.00	20,101.15	12,500.00	8.7%
4110120 · PropTax - Current Unsecured	32,000.00	37,618.50	32,000.00	0.0%
4110140 · ERAF - Excess	200,000.00	267,633.95	200,000.00	0.0%
4110145 · ERAF - PY/Reverse	15,000.00	33,550.19	15,000.00	0.0%
4110210 · PropTax - Supplemental Current	36,000.00	25,237.90	36,000.00	0.0%
4110215 · PropTax - Supplemental Unsecure	500.00	1,903.78	1,000.00	100.0%
4110225 · PropTax - Supplemental Redempt	1,000.00	1,336.26	1,000.00	0.0%
4110510 · PropTax - Prior Unsecured	1,000.00	2,481.57	1,000.00	0.0%
4120610 · Special Tax Assessment	1,834,389.00	1,745,881.17	1,879,032.00	2.43%
4120611 · Special Tax- Admin Fee (contra)	-4,000.00	-3,644.00	-4,000.00	0.0%
4220115 · Building Plan Review	8,500.00	11,664.00	9,500.00	11.76%
4410125 · Interest- Co. Pooled Investment	5,000.00	213,614.31	5,000.00	0.0%
4410127 · Interest- ERAF Co. Pooled	100.00	1,240.39	100.00	0.0%
4410215 · Rental Income - Pool & Picnic	30,000.00	29,609.48	32,500.00	8.33%
4410225 · Rental Income - Community Ctr	5,000.00	8,315.87	5,000.00	0.0%
4511210 · HOPTR	7,500.00	3,652.83	7,500.00	0.0%
4570110 · Expense Reimbursements	500.00	1,438.40	500.00	0.0%
4631145 · Service Contract Revenue	115,984.00	115,984.00	117,169.00	1.02%
4631911 · Advertising Sales	4,000.00	5,349.73	4,500.00	12.5%
4631912 · Vending Sales	35,000.00	29,834.31	42,000.00	20.0%
4631914 · Community Events	21,710.00	18,193.11	21,700.00	-0.05%
4631915 · Tennis	90,500.00	91,192.62	90,300.00	-0.22%
4631917 · Pool Operating Rev	218,000.00	274,995.08	224,000.00	2.75%
4631918 · Pool Memberships	60,000.00	87,009.97	60,000.00	0.0%
4631919 · Adult Rec Programs	12,595.00	24,649.59	14,100.00	11.95%
4631920 · Summer Rec Programs	1,300,535.00	2,243,210.52	1,366,360.00	5.06%
4631922 · Youth Rec Programs	238,860.00	216,845.53	191,820.00	-19.69%
4640321 · CSA 13 Contract Rev	753,096.00	564,822.00	774,860.00	2.89%
4710615 · Donations (General)	1,000.00	0.00	1,000.00	0.0%
4710631 · Paramedic Reimbursement	35,000.00	10,541.66	40,500.00	15.71%
4710642 · Miscellaneous Rev	900.00	1,191.56	400.00	-55.56%
Total Revenue	7,162,369.00	8,133,083.86	7,363,341.00	2.81%

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	DISTRICT TOTAL			
	24/25 Budget	Actuals* 4/30/2025	25/26 Budget	% Change in Budget
Expenditures				
5110110 · Salaries - Regular Staff	1,772,546.00	1,252,952.89	1,897,005.00	7.02%
5110210 · Salaries - PT/Seasonal/Temp	967,746.00	755,974.98	924,790.00	-4.44%
5110310 · Acting Pay	10,000.00	6,048.29	7,500.00	-25.0%
5110313 · Holiday Pay	43,795.00	32,405.16	48,585.00	10.94%
5110319 · FLSA Pay	25,792.00	10,096.10	28,748.00	11.46%
5120110 · Overtime Pay	150,500.00	410,335.97	150,500.00	0.0%
5130120 · Benefits - Group Medical	657,475.00	534,611.92	705,598.00	7.32%
5130130 · OPEB Trust Contribution	100,000.00	74,997.00	100,000.00	0.0%
5130510 · PERS - Pension	786,752.00	704,005.21	908,778.00	15.51%
5140115 · Workers Comp Ins.	189,815.00	165,014.39	185,532.00	-2.26%
5140116 · 4850 Reimbursements (Contra)	0.00	-71,217.01		
5140130 · Physician Services	2,450.00	0.00	2,450.00	0.0%
5140140 · Social Security & Medicare	226,650.00	174,575.19	233,245.00	2.91%
5140145 · Unemployment Ins.	19,290.00	11,807.12	17,420.00	-9.69%
5210120 · Consultant Fees	11,355.00	1,750.00	9,935.00	-12.51%
5210122 · Marketing & Recruiting	45,830.00	52,390.30	57,800.00	26.12%
5210128 · Fingerprinting/Background	7,000.00	2,262.00	7,000.00	0.0%
5210131 · Legal Services	17,000.00	6,320.75	17,000.00	0.0%
5210146 · Indep. Contractor Fees	247,765.00	184,135.88	282,712.00	14.1%
5210210 · Audit & Accounting	17,500.00	16,200.00	17,500.00	0.0%
5210230 · Payroll Service Fees	12,900.00	8,917.60	15,800.00	22.48%
5210525 · Insurance - General	91,810.00	82,918.17	99,585.00	8.47%
5210725 · Telecom - Phone/Internet/Cable	12,550.00	9,666.97	12,720.00	1.35%
5210810 · Utilities - Gas & Electric	80,500.00	58,575.76	81,500.00	1.24%
5210815 · Garbage Removal	39,260.00	30,446.43	40,585.00	3.37%
5210825 · Utilities - Street Light Elec.	20,400.00	17,132.18	20,700.00	1.47%
5210835 · Utilities - Water & Sewer	57,500.00	50,252.69	73,500.00	27.83%
5210910 · Maint. - Vehicles	24,000.00	28,130.56	27,000.00	12.5%
5210915 · Maint. - Streetlights	3,960.00	3,473.31	3,975.00	0.38%
5210920 · MERA Operating	30,655.00	30,653.00	31,650.00	3.25%
5211110 · Janitorial Services	16,000.00	11,760.00	21,000.00	31.25%
5211125 · Community Landscape Contract	39,200.00	32,630.00	40,350.00	2.93%
5211140 · Vegetation Management	5,000.00	0.00	5,000.00	0.0%
5211220 · Equipment Rental	8,000.00	5,741.72	8,000.00	0.0%
5211310 · Awards & Incentives	1,500.00	0.00		-100.0%
5211315 · Professional Development	24,800.00	5,886.51	24,800.00	0.0%
5211325 · Conferences & Meetings	10,100.00	5,335.40	5,800.00	-42.57%
5211330 · Memberships & Dues	12,690.00	12,901.63	13,320.00	4.96%
5211440 · Travel	3,300.00	190.95	2,800.00	-15.15%
5211520 · Publications & Legal Notices	750.00	0.00	750.00	0.0%
5211528 · Tree Maint. & Services	20,000.00	12,075.00	20,000.00	0.0%

Marinwood Community Services District
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	DISTRICT TOTAL			
	24/25 Budget	Actuals* 4/30/2025	25/26 Budget	% Change in Budget
5211532 · Weed & Pest Control	3,800.00	2,750.00	3,800.00	0.0%
5211545 · Election Expense	6,000.00	250.00		-100.0%
5211610 · County-Wide Fees	12,185.00	9,232.91	10,860.00	-10.87%
5211710 · Long Term Debt - Principal	102,721.00	102,720.48	62,645.00	-39.01%
5211715 · Long Term Debt - Interest	13,688.00	13,688.00	11,010.00	-19.56%
5220110 · Admin & Office Supplies	21,950.00	13,950.93	23,500.00	7.06%
5220130 · Copier Lease & Printing	9,000.00	9,394.68	9,120.00	1.33%
5220210 · Equip. Maintenance/Replacement*	31,000.00	9,938.64	27,000.00	-12.9%
5220215 · Pool Maintenance	20,000.00	3,428.53	20,000.00	0.0%
5220220 · Small Tools	2,500.00	306.65	2,500.00	0.0%
5220310 · Land & Buildings Maintenance	66,000.00	36,280.98	66,000.00	0.0%
5220610 · Gasoline/Fuel	5,000.00	3,165.35	5,000.00	0.0%
5220710 · Pool Chemicals	12,500.00	7,068.83	12,500.00	0.0%
5220810 · Miscellaneous Supplies	28,130.00	13,504.41	28,825.00	2.47%
5220819 · Rec Program Supplies & Services	267,900.00	140,742.65	305,780.00	14.14%
5220825 · Uniforms & Apparel	19,975.00	3,150.42	20,475.00	2.5%
5220826 · Vending Supplies	25,000.00	22,232.02	30,000.00	20.0%
5220827 · Janitorial Supplies	12,000.00	7,341.49	12,000.00	0.0%
5220830 · Volunteer Fire Department	2,000.00	0.00		-100.0%
5220910 · Capital Outlay - Improvements	143,650.00	114,390.98	8,500.00	-94.08%
5220916 · Capital Outlay - New Equipment	39,000.00	37,998.97	15,500.00	-60.26%
5220920 · Capital Reserves Designation	100,000.00	0.00	100,000.00	0.0%
Total Expenditures	6,758,135.00	5,282,890.94	6,925,948.00	2.48%
Net Gain/Loss	404,234.00	2,850,192.92	437,393.00	8.2%

Marinwood Community Services District
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	Park Dept			
	24/25 Budget	Actuals* 4/30/2025	25/26 Budget	% Change in Budget
Revenue				
4110110 · PropTax - Current Secured	831,666.00	815,326.73	880,992.00	5.93%
4110111 · PropTax - Admin Fee (Contra)	-9,825.00	-10,608.76	-10,773.00	9.65%
4110115 · PropTax - Unitary	4,519.00	7,899.75	4,987.00	10.36%
4110120 · PropTax - Current Unsecured	12,576.00	14,784.07	12,768.00	1.53%
4110140 · ERAF - Excess	78,600.00	105,180.15	79,800.00	1.53%
4110145 · ERAF - PY/Reverse	5,895.00	14,661.43	5,985.00	1.53%
4110210 · PropTax - Supplemental Current	14,148.00	9,918.50	14,364.00	1.53%
4110215 · PropTax - Supplemental Unsecure	196.00	748.19	399.00	103.57%
4110225 · PropTax - Supplemental Redempt	393.00	544.72	399.00	1.53%
4110510 · PropTax - Prior Unsecured	393.00	975.26	399.00	1.53%
4120610 · Special Tax Assessment	450,653.00	428,825.73	462,236.00	2.57%
4120611 · Special Tax- Admin Fee (contra)	-1,000.00	-896.43	-1,000.00	0.0%
4410125 · Interest- Co. Pooled Investment	1,965.00	88,860.92	1,995.00	1.53%
4410127 · Interest- ERAF Co. Pooled	100.00	542.05	100.00	0.0%
4511210 · HOPTR	2,947.00	1,435.57	2,992.00	1.53%
4570110 · Expense Reimbursements		1,438.40		
4710642 · Miscellaneous Rev	150.00	0.00	150.00	0.0%
Total Revenue	1,393,376.00	1,479,636.28	1,455,793.00	4.48%
Expenditures				
5110110 · Salaries - Regular Staff	301,881.00	211,790.27	316,790.00	4.94%
5110210 · Salaries - PT/Seasonal/Temp	14,400.00	7,595.00	14,400.00	0.0%
5120110 · Overtime Pay	500.00	0.00	500.00	0.0%
5130120 · Benefits - Group Medical	140,946.00	119,128.31	174,104.00	23.53%
5130130 · OPEB Trust Contribution	22,000.00	16,497.00	23,000.00	4.55%
5130510 · PERS - Pension	76,591.00	68,351.02	86,122.00	12.44%
5140115 · Workers Comp Ins.	33,228.00	29,537.58	31,597.00	-4.91%
5140140 · Social Security & Medicare	24,230.00	12,037.93	25,370.00	4.7%
5140145 · Unemployment Ins.	890.00	834.40	890.00	0.0%
5210120 · Consultant Fees	6,215.00	350.00	5,860.00	-5.71%
5210122 · Marketing & Recruiting	2,300.00	919.70	2,100.00	-8.7%
5210131 · Legal Services	5,000.00	452.75	5,000.00	0.0%
5210210 · Audit & Accounting	4,375.00	4,050.00	4,375.00	0.0%
5210230 · Payroll Service Fees	900.00	458.64	1,200.00	33.33%
5210525 · Insurance - General	30,070.00	26,856.59	32,680.00	8.68%
5210725 · Telecom - Phone/Internet/Cable	2,300.00	1,971.20	2,400.00	4.35%
5210810 · Utilities - Gas & Electric	4,500.00	2,499.37	4,000.00	-11.11%
5210815 · Garbage Removal	28,500.00	21,861.53	29,430.00	3.26%
5210835 · Utilities - Water & Sewer	29,500.00	22,276.66	40,000.00	35.59%
5210910 · Maint. - Vehicles	2,000.00	36.78	2,000.00	0.0%
5210920 · MERA Operating	3,065.00	3,064.00	3,165.00	3.26%
5211125 · Community Landscape Contract	39,200.00	32,630.00	40,350.00	2.93%

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	Park Dept			
	24/25 Budget	Actuals* 4/30/2025	25/26 Budget	% Change in Budget
5211220 · Equipment Rental	8,000.00	5,741.72	8,000.00	0.0%
5211315 · Professional Development	2,000.00	0.00	2,000.00	0.0%
5211325 · Conferences & Meetings	1,250.00	838.91	1,250.00	0.0%
5211330 · Memberships & Dues	2,825.00	2,373.75	2,950.00	4.42%
5211440 · Travel	800.00	0.00	800.00	0.0%
5211520 · Publications & Legal Notices	250.00	0.00	250.00	0.0%
5211528 · Tree Maint. & Services	20,000.00	12,075.00	20,000.00	0.0%
5211532 · Weed & Pest Control	3,800.00	2,750.00	3,800.00	0.0%
5211545 · Election Expense	1,500.00	62.50		-100.0%
5211610 · County-Wide Fees	875.00	1,009.42	1,100.00	25.71%
5211710 · Long Term Debt - Principal	61,213.00	61,212.74	62,645.00	2.34%
5211715 · Long Term Debt - Interest	12,443.00	12,442.75	11,010.00	-11.52%
5220110 · Admin & Office Supplies	2,100.00	2,034.18	3,100.00	47.62%
5220130 · Copier Lease & Printing	900.00	939.49	910.00	1.11%
5220210 · Equip. Maintenance/Replacement*	8,500.00	4,391.92	8,500.00	0.0%
5220220 · Small Tools	2,000.00	69.55	2,000.00	0.0%
5220310 · Land & Buildings Maintenance	43,500.00	24,844.05	43,500.00	0.0%
5220610 · Gasoline/Fuel	4,000.00	2,158.41	4,000.00	0.0%
5220810 · Miscellaneous Supplies	2,000.00	64.92	2,000.00	0.0%
5220825 · Uniforms & Apparel	1,000.00	509.49	1,000.00	0.0%
5220827 · Janitorial Supplies	1,000.00	0.00	1,000.00	0.0%
5220910 · Capital Outlay - Improvements	21,150.00	21,150.00		-100.0%
5220916 · Capital Outlay - New Equipment	17,500.00	16,384.65		-100.0%
5220920 · Capital Reserves Designation	14,000.00	0.00	14,000.00	0.0%
Total Expenditures	1,005,197.00	754,252.18	1,039,148.00	3.38%
Net Gain/Loss	388,179.00	725,384.10	416,645.00	7.33%

Marinwood Community Services District
FY 2025-2026 Operating Budget
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	Recreation Dept			
	24/25 Budget	Actuals* 4/30/2025	25/26 Budget	% Change in Budget
Revenue				
4110110 · PropTax - Current Secured	471,913.00	462,640.87	476,928.00	1.06%
4110111 · PropTax - Admin Fee (Contra)	-5,575.00	-6,019.72	-5,832.00	4.61%
4110115 · PropTax - Unitary	2,565.00	4,482.56	2,700.00	5.26%
4110120 · PropTax - Current Unsecured	7,136.00	8,388.92	6,912.00	-3.14%
4110140 · ERAF - Excess	44,600.00	59,682.37	43,200.00	-3.14%
4110145 · ERAF - PY/Reverse	3,345.00	7,112.64	3,240.00	-3.14%
4110210 · PropTax - Supplemental Current	8,028.00	5,628.05	7,776.00	-3.14%
4110215 · PropTax - Supplemental Unsecure	112.00	424.54	216.00	92.86%
4110225 · PropTax - Supplemental Redempt	223.00	293.10	216.00	-3.14%
4110510 · PropTax - Prior Unsecured	223.00	553.39	216.00	-3.14%
4410125 · Interest- Co. Pooled Investment	1,115.00	46,408.37	1,080.00	-3.14%
4410127 · Interest- ERAF Co. Pooled	0.00	262.96		
4410215 · Rental Income - Pool & Picnic	30,000.00	29,609.48	32,500.00	8.33%
4410225 · Rental Income - Community Ctr	5,000.00	8,315.87	5,000.00	0.0%
4511210 · HOPTR	1,673.00	814.58	1,620.00	-3.17%
4570110 · Expense Reimbursements	500.00	0.00	500.00	0.0%
4631911 · Advertising Sales	4,000.00	5,349.73	4,500.00	12.5%
4631912 · Vending Sales	35,000.00	29,834.31	42,000.00	20.0%
4631914 · Community Events	21,710.00	18,193.11	21,700.00	-0.05%
4631915 · Tennis	90,500.00	91,192.62	90,300.00	-0.22%
4631917 · Pool Operating Rev	218,000.00	274,995.08	224,000.00	2.75%
4631918 · Pool Memberships	60,000.00	87,009.97	60,000.00	0.0%
4631919 · Adult Rec Programs	12,595.00	24,649.59	14,100.00	11.95%
4631920 · Summer Rec Programs	1,300,535.00	2,243,210.52	1,366,360.00	5.06%
4631922 · Youth Rec Programs	238,860.00	216,845.53	191,820.00	-19.69%
4710615 · Donations (General)	1,000.00	0.00	1,000.00	0.0%
4710642 · Miscellaneous Rev	250.00	926.56	250.00	0.0%
Total Revenue	2,553,308.00	3,620,805.00	2,592,302.00	1.53%
Expenditures				
5110110 · Salaries - Regular Staff	382,736.00	308,324.08	403,103.00	5.32%
5110210 · Salaries - PT/Seasonal/Temp	953,346.00	748,379.98	910,390.00	-4.51%
5130120 · Benefits - Group Medical	114,072.00	105,748.85	124,790.00	9.4%
5130130 · OPEB Trust Contribution	10,000.00	7,497.00	11,000.00	10.0%
5130510 · PERS - Pension	94,132.00	87,255.67	105,271.00	11.83%
5140115 · Workers Comp Ins.	45,627.00	41,583.62	44,058.00	-3.44%
5140140 · Social Security & Medicare	101,630.00	90,232.27	99,861.00	-1.74%
5140145 · Unemployment Ins.	17,000.00	9,172.56	15,000.00	-11.76%
5210120 · Consultant Fees	1,715.00	350.00	1,360.00	-20.7%
5210122 · Marketing & Recruiting	39,980.00	49,149.15	51,700.00	29.31%
5210128 · Fingerprinting/Background	6,500.00	512.00	6,500.00	0.0%
5210131 · Legal Services	2,000.00	0.00	2,000.00	0.0%

Marinwood Community Services District
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Proposed: May 13, 2025

	Recreation Dept			
	24/25 Budget	Actuals* 4/30/2025	25/26 Budget	% Change in Budget
5210146 · Indep. Contractor Fees	133,870.00	127,746.82	165,400.00	23.55%
5210210 · Audit & Accounting	4,375.00	4,050.01	4,375.00	0.0%
5210230 · Payroll Service Fees	6,000.00	5,379.68	13,000.00	116.67%
5210525 · Insurance - General	28,780.00	25,751.15	31,445.00	9.26%
5210725 · Telecom - Phone/Internet/Cable	3,050.00	2,196.44	3,050.00	0.0%
5210810 · Utilities - Gas & Electric	60,000.00	41,784.03	60,000.00	0.0%
5210815 · Garbage Removal	7,170.00	5,723.28	7,435.00	3.7%
5210835 · Utilities - Water & Sewer	18,500.00	19,930.53	23,500.00	27.03%
5211110 · Janitorial Services	16,000.00	11,760.00	21,000.00	31.25%
5211315 · Professional Development	12,800.00	4,101.51	12,800.00	0.0%
5211325 · Conferences & Meetings	7,500.00	3,354.21	3,150.00	-58.0%
5211330 · Memberships & Dues	3,925.00	3,207.75	4,130.00	5.22%
5211440 · Travel	1,500.00	190.95	1,500.00	0.0%
5211520 · Publications & Legal Notices	250.00	0.00	250.00	0.0%
5211545 · Election Expense	1,500.00	62.50		-100.0%
5211610 · County-Wide Fees	2,160.00	1,943.62	2,580.00	19.44%
5220110 · Admin & Office Supplies	15,000.00	10,427.04	15,000.00	0.0%
5220130 · Copier Lease & Printing	5,850.00	6,106.52	5,930.00	1.37%
5220215 · Pool Maintenance	20,000.00	3,428.53	20,000.00	0.0%
5220310 · Land & Buildings Maintenance	15,000.00	9,919.29	15,000.00	0.0%
5220710 · Pool Chemicals	12,500.00	7,068.83	12,500.00	0.0%
5220819 · Rec Program Supplies & Services	267,900.00	140,742.65	305,780.00	14.14%
5220825 · Uniforms & Apparel	7,500.00	849.15	8,000.00	6.67%
5220826 · Vending Supplies	25,000.00	22,232.02	30,000.00	20.0%
5220827 · Janitorial Supplies	10,000.00	7,033.75	10,000.00	0.0%
5220910 · Capital Outlay - Improvements	62,500.00	46,057.68	8,500.00	-86.4%
5220916 · Capital Outlay - New Equipment	21,500.00	21,614.32	15,500.00	-27.91%
5220920 · Capital Reserves Designation	6,000.00	0.00	6,000.00	0.0%
Total Expenditures	2,544,868.00	1,980,867.44	2,580,858.00	1.41%
Net Gain/Loss	8,440.00	1,639,937.56	11,444.00	35.59%

Marinwood Community Services District
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Proposed: May 13, 2025

	Fire Dept			
	24/25 Budget	Actuals* 4/30/2025	25/26 Budget	% Change in Budget
Revenue				
4110110 · PropTax - Current Secured	812,621.00	796,655.12	850,080.00	4.61%
4110111 · PropTax - Admin Fee (Contra)	-9,600.00	-10,365.81	-10,395.00	8.28%
4110115 · PropTax - Unitary	4,416.00	7,718.84	4,813.00	8.99%
4110120 · PropTax - Current Unsecured	12,288.00	14,445.51	12,320.00	0.26%
4110140 · ERAF - Excess	76,800.00	102,771.43	77,000.00	0.26%
4110145 · ERAF - PY/Reverse	5,760.00	11,776.12	5,775.00	0.26%
4110210 · PropTax - Supplemental Current	13,824.00	9,691.35	13,860.00	0.26%
4110215 · PropTax - Supplemental Unsecure	192.00	731.05	385.00	100.52%
4110225 · PropTax - Supplemental Redempt	384.00	498.44	385.00	0.26%
4110510 · PropTax - Prior Unsecured	384.00	952.92	385.00	0.26%
4120610 · Special Tax Assessment	1,359,511.00	1,294,041.69	1,392,571.00	2.43%
4120611 · Special Tax- Admin Fee (contra)	-2,900.00	-2,700.20	-2,900.00	0.0%
4220115 · Building Plan Review	8,500.00	11,664.00	9,500.00	11.76%
4410125 · Interest- Co. Pooled Investment	1,920.00	78,345.02	1,925.00	0.26%
4410127 · Interest- ERAF Co. Pooled		435.38		
4511210 · HOPTR	2,880.00	1,402.68	2,888.00	0.28%
4631145 · Service Contract Revenue	115,984.00	115,984.00	117,169.00	1.02%
4640321 · CSA 13 Contract Rev	753,096.00	564,822.00	774,860.00	2.89%
4710631 · Paramedic Reimbursement	35,000.00	10,541.66	40,500.00	15.71%
4710642 · Miscellaneous Rev	500.00	0.00		-100.0%
Total Revenue	3,191,560.00	3,009,411.20	3,291,121.00	3.12%
Expenditures				
5110110 · Salaries - Regular Staff	1,087,929.00	732,838.54	1,177,112.00	8.2%
5110310 · Acting Pay	10,000.00	6,048.29	7,500.00	-25.0%
5110313 · Holiday Pay	43,795.00	32,405.16	48,585.00	10.94%
5110319 · FLSA Pay	25,792.00	10,096.10	28,748.00	11.46%
5120110 · Overtime Pay	150,000.00	410,335.97	150,000.00	0.0%
5130120 · Benefits - Group Medical	402,457.00	309,734.76	406,704.00	1.06%
5130130 · OPEB Trust Contribution	68,000.00	51,003.00	66,000.00	-2.94%
5130510 · PERS - Pension	616,029.00	548,398.52	717,385.00	16.45%
5140115 · Workers Comp Ins.	110,960.00	93,893.19	109,877.00	-0.98%
5140116 · 4850 Reimbursements (Contra)		-71,217.01		
5140130 · Physician Services	2,450.00	0.00	2,450.00	0.0%
5140140 · Social Security & Medicare	100,790.00	72,304.99	108,014.00	7.17%
5140145 · Unemployment Ins.	1,400.00	1,800.16	1,530.00	9.29%
5210120 · Consultant Fees	3,425.00	1,050.00	2,715.00	-20.73%
5210122 · Marketing & Recruiting	3,550.00	2,321.45	4,000.00	12.68%
5210128 · Fingerprinting/Background	500.00	1,750.00	500.00	0.0%
5210131 · Legal Services	10,000.00	5,868.00	10,000.00	0.0%
5210146 · Indep. Contractor Fees	113,895.00	56,389.06	117,312.00	3.0%
5210210 · Audit & Accounting	8,750.00	8,099.99	8,750.00	0.0%

Marinwood Community Services District
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	Fire Dept			
	24/25 Budget	Actuals* 4/30/2025	25/26 Budget	% Change in Budget
5210230 · Payroll Service Fees	6,000.00	3,079.28	1,600.00	-73.33%
5210525 · Insurance - General	32,960.00	30,310.43	35,460.00	7.58%
5210725 · Telecom - Phone/Internet/Cable	7,200.00	5,499.33	7,270.00	0.97%
5210810 · Utilities - Gas & Electric	16,000.00	14,292.36	17,500.00	9.38%
5210815 · Garbage Removal	3,590.00	2,861.62	3,720.00	3.62%
5210835 · Utilities - Water & Sewer	9,500.00	8,045.50	10,000.00	5.26%
5210910 · Maint. - Vehicles	22,000.00	28,093.78	25,000.00	13.64%
5210920 · MERA Operating	27,590.00	27,589.00	28,485.00	3.24%
5211140 · Vegetation Management	5,000.00	0.00	5,000.00	0.0%
5211310 · Awards & Incentives	1,500.00	0.00	0.00	-100.0%
5211315 · Professional Development	10,000.00	1,785.00	10,000.00	0.0%
5211325 · Conferences & Meetings	1,350.00	1,142.28	1,400.00	3.7%
5211330 · Memberships & Dues	5,940.00	7,320.13	6,240.00	5.05%
5211440 · Travel	1,000.00	0.00	500.00	-50.0%
5211520 · Publications & Legal Notices	250.00	0.00	250.00	0.0%
5211545 · Election Expense	3,000.00	125.00		-100.0%
5211610 · County-Wide Fees	8,650.00	5,779.87	6,680.00	-22.77%
5211710 · Long Term Debt - Principal	41,508.00	41,507.74		-100.0%
5211715 · Long Term Debt - Interest	1,245.00	1,245.25		-100.0%
5220110 · Admin & Office Supplies	4,850.00	1,489.71	5,400.00	11.34%
5220130 · Copier Lease & Printing	2,250.00	2,348.67	2,280.00	1.33%
5220210 · Equip. Maintenance/Replacement*	22,500.00	5,546.72	18,500.00	-17.78%
5220220 · Small Tools	500.00	237.10	500.00	0.0%
5220310 · Land & Buildings Maintenance	7,500.00	1,517.64	7,500.00	0.0%
5220610 · Gasoline/Fuel	1,000.00	1,006.94	1,000.00	0.0%
5220810 · Miscellaneous Supplies	26,130.00	13,439.49	26,825.00	2.66%
5220825 · Uniforms & Apparel	11,475.00	1,791.78	11,475.00	0.0%
5220827 · Janitorial Supplies	1,000.00	307.74	1,000.00	0.0%
5220830 · Volunteer Fire Department	2,000.00	0.00		-100.0%
5220910 · Capital Outlay - Improvements	60,000.00	47,183.30		-100.0%
5220920 · Capital Reserves Designation	80,000.00	0.00	80,000.00	0.0%
Total Expenditures	3,183,210.00	2,526,665.83	3,280,767.00	3.06%
Net Gain/Loss	8,350.00	482,745.37	10,354.00	24.0%

Marinwood Community Services District
FY 2025-2026 Operating Budget
Proposed: May 13, 2025

	Fire Dept			
	24/25 Budget	Actuals* 4/30/2025	25/26 Budget	% Change in Budget
Revenue				
4120610 · Special Tax Assessment	24,225.00	23,013.75	24,225.00	0.0%
4120611 · Special Tax- Admin Fee (contra)	-100.00	-47.37	-100.00	0.0%
4710642 · Miscellaneous Rev		265.00		
Total Revenue	24,125.00	23,231.38	24,125.00	0.0%
Expenditures				
5210825 · Utilities - Street Light Elec.	20,400.00	17,132.18	20,700.00	1.47%
5210915 · Maint. - Streetlights	3,960.00	3,473.31	3,975.00	0.38%
5211610 · County-Wide Fees	500.00	500.00	500.00	0.0%
Total Expenditures	24,860.00	21,105.49	25,175.00	1.27%
Net Gain/Loss	-735.00	2,125.89	-1,050.00	42.86%

District Manager Report
May 13, 2025
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.

Fire Station Bunk Room Conversion Project:

Construction for the Fire Station Bunkroom Conversion Project is essentially complete, awaiting final inspection from the County Building Inspector. This weekend the final stage of this project will be completed with the reconfiguration and installation of the existing murphy bed system, allowing each firefighter to have their own personal bed.

As a reminder, this project consisted of converting the original single-room dormitory style bunkroom into three separate bedrooms, each containing three murphy beds. The selected contractor, Integrity Construction, did a fantastic job, were very good to work with and completed their work in a timely manner. Needless to say, this new configuration creates a much more comfortable living environment for Marinwood firefighters.

Queenstone Fire Road/MWPA Funding Request:

As discussed at the last meeting, staff submitted a project proposal to utilize “core” regional funding available through Marin Wildfire Prevention Authority (MWPA) to perform critical maintenance work on Queenstone Fire Road, including filling of cracks along the roadway, grading and proper storm drainage. As it currently stands, Queenstone Fire Road is not passable preventing its use as an active access road in the event of wildfire.

Unfortunately, MWPA declined to fund this project at this time citing potential liability concerns, lack of clarity as to project funding eligibility as a “capital improvement project” and a lack of precedence and policy for this type of work.

MWPA staff have committed to revisit this topic in the coming months with the intention to take this item to the MWPA Board of Directors to make a policy determination regarding whether such work should or should not be funded through MWPA.

In the meantime, as Queenstone Fire Road is a critical and highly used access road by multiple agencies and stretches across multiple jurisdictions and landowners, Marin County Fire Chief Jason Weber has offered his assistance to work with the District in at least repairing the road to a point where it can be safely utilized this fire season. County Fire has offered to provide their equipment and operators to perform this work with the District reimbursing for materials and other incidental expense for areas of repair located on District lands.

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 Board Meeting – Fire Chief’s Report -May 2025

STAFFING UPDATES

We are pleased to announce that the firefighter candidate has started the academy on May 1st. Upon starting, the candidate will undergo an intensive two-week fire academy followed by an EMS indoctrination. During this training period, we will be utilizing Marinwood resources to ensure comprehensive and effective training.

OPERATIONS DIVISION UPDATES

Our unit, E58, responded on May 5, at approximately 2:30 p.m., fire crews were able to quickly contain a structure fire before it caused significant damage to the home. The fire began on the exterior of the dwelling and spread up the side wall and into the attic space. It’s apparent that an object in one of the trash carts located in a side yard caught fire, eventually consuming the carts and then spreading to the side yard fence, gate, vegetation and then extending up the wall and into the attic.

TRAINING DIVISION UPDATES

Wildland Field Training. This month we continue our wildland training with RT-130, Thunderstorm safety, roadside fire safety and wildland hand line construction. Wildland Classroom Training. During the last week of April, SRFD hosted S-290 Intermediate Wildland Fire Behavior. This is a 32-hour classroom-based course designed to provide training on fire behavior prediction and safety for individuals working in the operations section of the Incident Command System.

PREVENTION DIVISION UPDATES

No Report

WILDFIRE MITIGATION DIVISION UPDATES

Moving forward with the Adoption of the Fire Hazard Severity zone map.

RECREATION ACTIVITY REPORT

Pool Season Update

The pool season has been going smoothly. The recent warm weather has brought strong attendance both at lap swim and recreation swim, with many new families signing up for season memberships and 10-swim punch passes. John Paul has been running trainings and shadow-shifts for our newly hired lifeguards, most of whom will have worked at least a handful of shifts before the busy summer season starts.

The pool is currently offering adult lap swim, recreation swim, tot pool hours, private swim lessons, pool party rentals, lifeguard training classes, and the Waterdevils swim team.

American Red Cross Lifeguard Instructor Trainer Academy

During the week of May 5th, John Paul participated in an American Red Cross training course to become a Lifeguard Instructor Trainer (LGIT). With this certification, John Paul will not only be able to teach lifeguard training classes, but also be able to certify Lifeguard Instructors, CPR Instructors, First Aid Instructors, and more. This course involved intensive in-water skill trainings, peer-reviewed teach-back sessions, and rigorous coursework and we are all proud of John Paul for successfully completing the class.

Summer Camp Preparation

Registration continues to go well for our summer camps and aquatics programs. The Recreation Staff have been busy acquiring supplies, conducting CPR and First Aid trainings for our more than 200 summer camp counselors, managing the near-continuous registration changes and waitlist movement, distributing tee shirts, and finalizing the schedule of events, activities, entertainers, etc.

In the coming weeks, many of our college-age staff members will be returning home from school and will be able to help with the ever-increasing workload, customer volume, and forthcoming camp training sessions. We look forward to having the extra helping hands.

Summer Special Events

Staff are finalizing the details for both our Music in the Park Series as well as our Summer Brewfest. The artist lineup should be announced in the next couple of weeks. We are excited about how these events are shaping up.

Irish Dance Examinations

During the week of April 28th the Community Center hosted TCRG Examinations, a large Irish Dancing event where dancers from around the bay area performed before judges to demonstrate readiness to become Irish Dance instructors. The event was headed by longtime Marinwood Irish Dance instructor Annie McBride. Though the event left its mark on the community center (to the tune of 10,000 black skid marks on the floor from the dance shoes!), it was fun to see so many dancers performing.

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

PARKS MAINTENANCE ACTIVITY REPORT

Irrigation Work

Following an unfortunate incident in which the District's reclaimed water meter was replaced without staff knowledge or coordination, resulting in the park's vast irrigation system being de-pressurized and re-pressurized with no pressure relief valves opened, the meter indicates a substantial leak occurring in one or more sections of the irrigation system. During the past few weeks, staff have spent considerable time and energy attempting to locate the leak, including systematically isolating sections of the park, installing additional shutoff valves for further isolation purposes, contracting with a leak detection company, and digging to expose several sections of the irrigation system. During this process multiple minor leaks were discovered and repaired. On Wednesday, May 7th, possible evidence of a larger leak was observed by the leak detection contractor and staff are currently in the process of excavating the area to hopefully confirm the problem and make the necessary repairs.

Turf Treatment

In the midst of attempting to locate the irrigation leak, staff have begun our annual pre-summer turf treatment. All drip systems, valves, and sprinklers have been inspected and adjusted for optimal coverage. A small handful of sprinklers were identified as needing repair or replacement and the necessary parts are being acquired.

Staff have also begun aerating the park, which will be followed by fertilizing and seeding in the coming weeks. Now that the weather is warming up, we are crossing our fingers that any forthcoming leak repairs will be able to happen quickly with only minor disruptions to our irrigation schedule.

Pool Sump Pump Maintenance

Last month staff observed that one of the sump pumps in the pool filter pit had failed. Staff removed and replaced the failed pump. During this time staff also removed, inspected, cleaned, and returned the other 2 sump pumps ensuring everything is in working order for the season. The sump pumps provide critical protection for our pool equipment from flooding; they are inspected and tested regularly.

Tree Work

During the weeks of April 28 and May 5 tree work was performed to remove a couple large branches that fell from a tree in the open space onto a resident's fence at Queenstone Drive. Additional maintenance was performed to lighten up the canopy and remove dead branches from a few trees in the open space across from the Mini Park.

Daily/Weekly Tasks:

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