

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

Tuesday – July 12, 2022 – 7:30 PM

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

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

Meeting ID: 823 1481 3460

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

Instructions on how to make a public comment during the meeting: At points in the meeting when the meeting chair requests public comment, members of the public participating in the live meeting either via internet or telephone shall indicate their desire to speak. If participating via internet, please click the “raise hand” feature located within the Zoom application screen. If connected via telephone, please dial “*9” (star, nine). All public comments shall be addressed to the Board of Directors and limited to three minutes per speaker. The Board of Directors may choose to respond to comments or request staff to respond at the conclusion of the public comment period.

	Item Description:	Board Action
A.	CALL TO ORDER & ROLL CALL OF DIRECTORS	
B.	AGENDA	Adopt
C.	CONSENT CALENDAR a. Resolution 2022-11: 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 June 14, 2022 (Remote Meeting) c. Bills Paid Nos. 6397 – 6492	Approve
D.	PUBLIC COMMENT OPEN TIME FOR ITEMS NOT ON AGENDA <i>Speakers are asked to address comments to the Board and limit comments to three minutes. Speakers may comment only on non-agenda items within the subject matter jurisdiction of the District. The Board may not take action on, consider or debate items not on the agenda except under narrow circumstances meeting statutory tests. Response to comments on non-agenda items will be limited to factual information or clarifying questions from staff or Board and at the conclusion of the public comment period. The President may refer the matter to staff or to a future meeting agenda.</i>	
E.	DISTRICT MATTERS	
	1. District Manager Report	Review
F.	FIRE DEPARTMENT MATTERS	
	1. Draft Minutes of Fire Commission Meeting of July 5, 2022	Review
	2. Chief Officer Report and Activity Summary	Review
G.	PARK AND RECREATION MATTERS	
	1. Draft Minutes of Park & Recreation Commission Meeting of June 28, 2022	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 – August 9, 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. 2022-11

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 June 14, 2022 Board meeting.
2. Board of Directors, Fire Commission and Park & Recreation Commission meetings will continue to be conducted remotely via teleconference for up to 30 days following adoption of this resolution in accordance with Government Code Section 54953(e)(2) and all other applicable laws.

PASSED AND ADOPTED at a regular meeting of the Board of Directors on July 12, 2022 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

MARINWOOD COMMUNITY SERVICES DISTRICT

Lisa Ruggeri, President of the Board

ATTEST: _____
Tiffany Combrink, Secretary to the Board

Marinwood Community Services District

Draft Minutes of Board of Directors Meeting
Tuesday – June 14, 2022

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

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

Absent: Director Chris Case

A. Call to Order & Roll Call of Directors

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

B. Agenda

Agenda adopted with item E.4. "Review of Marinwood CSD Board of Directors Bylaws" postponed to the July 12, 2022 Board of Directors meeting

C. Consent Calendar

- a. *Resolution 2022-08: 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. *Resolution 2022-09: A Regularly Scheduled Election be Held in This Jurisdiction; Requesting the Board of Supervisors to Consolidate with any Other Election Conducted on Said Date, and Requesting Election Services by the Marin County Elections Department*
- c. *Draft Minutes of Regular Meeting of May 10, 2022 (Remote Meeting)*
- d. *Bills Paid Nos. 6301 - 6396*
Shea to approve/Kilkenny to second "consent calendar as presented."
Aye: Ruggeri, Kilkenny, Oyserman, Shea. Absent: Case. Motion carried.

D. 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

E. District Matters:

1. *Park Maintenance Facility Exterior Courtyards Project: Accept Bid from Lowest Qualified Bidder in Response to Notice Inviting Bids and Authorize Staff to Enter into Contract with Lowest Qualified Bidder*
Kilkenny to approve/Oyserman to second "Park Maintenance Facility Exterior Courtyards Project: Accept Base Bid incorporating Add Alt 04 authorizing District Manager to execute contract and to work with the contractor and the architect in potentially value engineering Add Alt 01-C and Add Alt 02 via change order. If value engineering solutions are not possible, to move forward with construction as bid and designed."
Aye: Ruggeri, Kilkenny, Oyserman, Shea. Absent: Case. Motion carried.
2. *Resolution No. 2022-10: Determining the 2022-2023 Appropriations Limit on Tax Proceeds*
Shea to approve/Oyserman to second "Resolution 2022-10: Determining the 2022-2023 Appropriations Limit on Tax Proceeds."
Aye: Ruggeri, Kilkenny, Oyserman, Shea. Absent: Case. Motion carried.
3. *Fiscal Year 2022-2023 Publicly Available Pay Schedules of All Positions*
Kilkenny to approve/Oyserman to second "Fiscal Year 2022-2023 Publicly Available Pay Schedules of All Positions."
Aye: Ruggeri, Kilkenny, Oyserman, Shea. Absent: Case. Motion carried.

5. *District-wide Capital Needs Planning Review*
Board of Directors received District-wide Capital Needs Planning Review

F. Fire Department Matters:

1. *Draft Minutes of Fire Commission Meeting of June 7, 2022*
Board of Directors reviewed Draft Minutes of Fire Commission Meeting.
2. *Chief Officer Report and Activity Summary*
Board of Directors received Chief Officer Report

G. Park and Recreation Matters:

1. *Recreation and Park Maintenance Activity Reports*
Board of Directors received Recreation and Park Maintenance Activity Report

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

- Director Oyserman requests update on Maintenance Facility Courtyards

Meeting adjourned at 9:47PM

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 July 12, 2022

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
6397	6/1/2022	Aline Hitti	104.00	Refund summer camp	Rec	4631920	Summer	104.00
6398	6/1/2022	Mark Hanus	1,573.00	Refund summer camp	Rec	4631920	Summer	1,078.00
				Refund swim lessons	Rec	4631917	Aquatics	495.00
6399	6/1/2022	Abada Capoeira	604.80	Capoeira	Rec	5210146	Youth	604.80
6400	6/1/2022	Master Sim	1,050.00	TKD	Rec	5210146	Youth	1,050.00
6401	6/1/2022	Ann McBride	344.40	Irish Dance	Rec	5210146	Youth	344.40
6402	6/1/2022	Ace Promotional Specialties	3,243.81	camp staff shirts	Rec	5220819	Summer	3,243.81
6403	6/1/2022	ASCAP	38.13	2022 fee adj	Rec	5220819	Community	38.13
6404	6/7/2022	Will Kunze	163.54	work boots	Park	5220825	General	163.54
6405	6/7/2022	Tni Newhoff	501.00	Refund summer camp	Rec	4631920	Summer	501.00
6406	6/7/2022	Morgan Schneider	920.00	Refund summer camp	Rec	4631920	Summer	920.00
6407	6/7/2022	Anne Barrett	564.00	Refund summer camp	Rec	4631920	Summer	564.00
6408	6/7/2022	Sarah Stallone-O'Brien	564.00	Refund summer camp	Rec	4631920	Summer	564.00
6409	6/7/2022	Yanar Smoyer	84.00	Refund picnic rental	Rec	4631917	Pool	84.00
6410	6/7/2022	Janet Carter	270.00	Pilates	Rec	5210146	Adult	270.00
6411	6/7/2022	Christine Costello	308.80	Zumba	Rec	5210146	Adult	308.80
6412	6/7/2022	National Academy of Athletic	742.40	All Sorts of Sports After Sch	Rec	5210146	Youth	742.40
6413	6/7/2022	Ace Promotional Specialties	1,293.74	Pool staff shirts	Rec	5220825	Pool	1,293.74
6414	6/7/2022	Comcast	149.03	Cable - June	Fire	5210725	General	149.03
6415	6/7/2022	DC Electric Group	6,000.24	Back up power repair	Fire	5220310	General	1,248.24
				Add'l circuits to back up pwr	Fire	5220310	General	4,752.00
6416	6/7/2022	Got Gophers	275.00	Pest Control	Park	5211532	General	275.00
6417	6/7/2022	Grainger	1,351.37	Chemical metering pumps	Rec	5220215	Pool	1,299.45
				Utility container	Park	5220310	General	51.92
6418	6/7/2022	Hagel Services	612.01	Janitorial supplies	Rec	5220827	Building	612.01
6419	6/7/2022	Jackson's Hardware	483.78	Supplies	Park	5220310	General	483.78
6420	6/7/2022	Jorge's Tree Service	8,000.00	Tree maintenance	Park	5211528	General	8,000.00
6421	6/7/2022	L.N. Curtis & Sons	515.02	Supplies	Fire	5220810	General	515.02
6422	6/7/2022	Marin Landscape Materials	1,828.34	Grounds maintenance	Park	5220310	General	1,828.34
6423	6/7/2022	Marin Sanitary Service	2,178.82	Garbage - May	Park	5210815	General	1,525.17
					Rec	5210815	General	435.76
					Fire	5210815	General	217.89
6424	6/7/2022	Marinwood CSD	96,139.53	Fire salaries	Fire	5110110	General	27,430.76
				Fire OT	Fire	5120110	General	19,089.72
				FLSA	Fire	5110319	General	692.91
				Acting Pay	Fire	5110310	General	455.52
				4850 pay	Fire	5110110	General	4,150.72
				Admin Asst	Fire	5110110	Admin	961.60
				Admin Mgr	Fire	5110110	Admin	2,310.40
				Admin Asst	Rec	5110110	Admin	961.60
				Admin Asst	Park	5110110	Admin	480.80
				Admin Mgr	Rec	5110110	Admin	1,155.20
				Admin Mgr	Park	5110110	Admin	1,155.20
				Rec Dir	Rec	5110110	General	2,571.52
				Rec Dir	Park	5110110	General	1,102.08
				Rec salary	Rec	5110110	General	7,436.00
				Rec hourly	Rec	5110210	General	409.50
				Park salary	Park	5110110	General	6,370.80
				Park hourly	Park	5110210	General	720.00
				Building attendants	Rec	5110210	Building	240.00
				Pool Staff	Rec	5110210	Pool	8,790.79
				Swim Team	Rec	5110210	Pool	1,107.00
				Aquatics	Rec	5110210	Aquatics	240.00
				Summer	Rec	5110210	Summer	1,840.25
				Preschool	Rec	5110210	Preschool	5,709.75
				Afterschool	Rec	5110210	Afterschool	1,224.00
				PR fees	Fire	5210230	General	186.90
				PR fees	Rec	5210230	General	125.88
				PR fees	Park	5210230	General	23.42
				SS + Medicare	Fire	5140140	General	3,867.63
				SS + Medicare	Rec	5140140	General	2,638.07
				SS + Medicare	Park	5140140	General	541.50
				EDU + SUI	Rec	5140145	General	236.65
				EDU + SUI	Park	5140145	General	41.33
				Benefits withholding	Park	2120066	General	-970.86
				Benefits withholding	Rec	2120066	General	-1,250.87
				Benefits withholding	Fire	2120066	General	-5,906.24
6425	6/7/2022	Marinwood CSD	13,171.22	Retire 06/03/2022	Park	5130510	General	1,384.83
					Rec	5130510	General	1,945.47
					Fire	5130510	General	9,840.92
6426	6/13/2022	AstroJump	448.00	Camp entertainment	Rec	5220819	Summer	448.00
6427	6/13/2022	Cal Skate	1,040.00	Camp field trip	Rec	5220819	Summer	1,040.00
6428	6/13/2022	Schultz Entertainment	337.50	Camp entertainment	Rec	5220819	Summer	337.50
6429	6/13/2022	Six Flags	6,243.84	Camp field trip	Rec	5220819	Summer	6,243.84

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
6430	6/13/2022	United Coach Tours	5,385.37	Camp field trip transportation	Rec	5220819	Summer	5,385.37
6431	6/13/2022	Robyn Bruton	94.97	preschool supplies	Rec	5220819	Preschool	94.97
6432	6/13/2022	Carolyn Sullivan	83.26	summer supplies	Rec	5220819	Summer	83.26
6433	6/13/2022	Elvis Rodas	72.00	Employment expenses	Rec	5220819	Summer	72.00
6434	6/13/2022	Kristen Jacobsen	584.00	Refund summer camp	Rec	4631920	Summer	510.00
				Refund swim lessons	Rec	4631917	Aquatics	74.00
6435	6/16/2022	US Bank Corp Pmt Svcs	12,928.26	Web domain renewal	Fire	5210122	General	8.60
				EMT renewal Bsmith/Bselvit	Fire	5211315	General	104.00
				Online meeting subscription	Fire	5211325	General	27.49
				Supplies, subscriptions, light	Fire	5220810	General	637.70
				Web domain renewal	Park	5210122	General	8.60
				Trailer lock	Park	5210910	General	376.92
				Tractor maintenance	Park	5210940	General	321.89
				Online meeting subscription	Park	5211325	General	13.75
				Maint. courtyard - legal notic	Park	5211520	General	234.50
				Supplies	Park	5220110	General	47.35
				Grounds maint., smoke dete	Park	5220310	General	212.81
				CPR class	Rec	5220819	Adult	385.00
				Supplies	Rec	5220819	Afterschool	448.19
				Marketing	Rec	5210122	General	543.53
				fingerprinting	Rec	5210128	General	2,240.00
				ARC staff certs	Rec	5211315	General	1,752.00
				Online meeting subscription:	Rec	5211325	General	43.73
				Supplies, subscriptions	Rec	5220110	General	467.14
				Supplies, babysitter certs	Rec	5220819	General	642.25
				Janitorial supplies	Rec	5220827	General	248.51
				Guest passes, first aid equip	Rec	5220819	Pool	536.87
				Lifeguard hats	Rec	5220825	Pool	96.20
				Vending supplies	Rec	5220826	Pool	1,036.93
				Supplies	Rec	5220819	Preschool	171.49
				Supplies, toys, subscription	Rec	5220819	Summer	2,322.81
6436	6/16/2022	John Paul Kessler	664.48	Vending supplies	Rec	5220826	Pool	664.48
6437	6/16/2022	Marinwood CSD	129,254.41	Fire salaries	Fire	5110110	General	26,557.88
				Fire OT	Fire	5120110	General	18,019.80
				FLSA	Fire	5110319	General	846.85
				Acting Pay	Fire	5110310	General	516.16
				4850 pay	Fire	5110110	General	4,150.72
				Holiday pay	Fire	5110313	General	3,547.20
				Admin Asst	Fire	5110110	Admin	961.60
				Admin Mgr	Fire	5110110	Admin	2,310.40
				Admin Asst	Rec	5110110	Admin	961.60
				Admin Asst	Park	5110110	Admin	480.80
				Admin Mgr	Rec	5110110	Admin	1,155.20
				Admin Mgr	Park	5110110	Admin	1,155.20
				Rec Dir	Rec	5110110	General	2,571.52
				Rec Dir	Park	5110110	General	1,102.08
				Rec salary	Rec	5110110	General	7,436.00
				Park salary	Park	5110110	General	6,361.60
				Park hourly	Park	5110210	General	1,062.00
				Building attendants	Rec	5110210	Building	150.00
				Pool Staff	Rec	5110210	Pool	11,018.53
				Swim Team	Rec	5110210	Pool	1,750.50
				Aquatics	Rec	5110210	Aquatics	184.75
				Summer	Rec	5110210	Summer	29,742.77
				Preschool	Rec	5110210	Preschool	3,168.00
				Afterschool	Rec	5110210	Afterschool	1,387.00
				PR fees	Fire	5210230	General	294.16
				PR fees	Rec	5210230	General	351.62
				PR fees	Park	5210230	General	37.47
				SS + Medicare	Fire	5140140	General	4,006.76
				SS + Medicare	Rec	5140140	General	4,767.87
				SS + Medicare	Park	5140140	General	566.97
				EDU + SUI	Rec	5140145	General	712.71
				EDU + SUI	Park	5140145	General	46.66
				Benefits withholding	Park	2120066	General	-970.86
				Benefits withholding	Rec	2120066	General	-1,250.87
				Benefits withholding	Fire	2120066	General	-5,906.24
6438	6/17/2022	Michael Jones	500.00	MIP #1 deposit	Rec	5210146	Community	500.00
6439	6/17/2022	AstroJump	1,399.00	Camp entertainment	Rec	5220819	Summer	1,399.00
6440	6/17/2022	National Academy of Athletic	4,348.00	All Sorts of Sports Camp	Rec	5210146	Summer	4,348.00
6441	6/17/2022	Kate Kelly	1,600.00	Teacher Kate Camp	Rec	5210146	Summer	1,600.00
6442	6/17/2022	Jerry Mehcz	2,804.80	Tennis Camp	Rec	5210146	Tennis	2,804.80
6443	6/17/2022	Incredifix	1,085.00	Action Movie Camp	Rec	5210146	Summer	1,085.00
6444	6/17/2022	County of Marin Env Health	845.00	Pool facility renewal fee	Rec	5211610	Pool	845.00
6445	6/17/2022	Marinwood CSD	14,191.83	Retire 06/17/2022	Park	5130510	General	1,384.83
					Rec	5130510	General	1,945.47
					Fire	5130510	General	10,861.53
6446	6/17/2022	Bay Area Janitorial Force	1,750.00	cleaning service - June	Rec	5211110	Building	1,750.00
6447	6/17/2022	CalPERS	8,337.00	CERBT June	Park	5130130	General	3,250.00
					Rec	5130130	General	587.00

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
6448	6/20/2022	Joyce Day	1,068.00	Refund summer camp	Fire	5130130	General	4,500.00
6449	6/20/2022	Michael Jones	800.00	MIP #1 balance	Rec	4631920	Summer	1,068.00
6450	6/20/2022	Rachel Lewis	22.82	Mileage reimbursement	Rec	5210146	Community	800.00
6451	6/20/2022	Allstar Fire Equipment	370.08	SCOTT repair	Fire	5220819	Summer	22.82
				SCOTT replacement battery	Fire	5220210	General	165.77
6452	6/20/2022	AFLAC	26.50	Disability Ins - June	Fire	5220210	General	204.31
6453	6/22/2022	Alicia Love	99.00	Refund summer camp	Park	5130120	General	26.50
6454	6/22/2022	DKG Dave Garoutte	350.00	MIP #1	Rec	4631920	Summer	99.00
6455	6/22/2022	Fire King Fire Protection	123.87	Fire extinguisher	Rec	5220819	Community	350.00
6456	6/22/2022	Foremost Promotions	1,077.00	Jr FF Hats and stickers	Park	5220210	General	123.87
6457	6/22/2022	Inland Business Systems	203.97	Copier supplies	Fire	5210122	General	1,077.00
6458	6/22/2022	Marin Prof FF Local 1775	945.00	May dues	Rec	5220110	General	203.97
6459	6/22/2022	PG&E	3,274.64	Gas - May	Fire	5211330	General	945.00
					Rec	5210810	General	3,088.00
					Fire	5210810	General	186.64
6460	6/22/2022	PG&E	974.54	Electric - May	Rec	5210810	General	711.78
					Fire	5210810	General	13.14
					Park	5210810	General	249.62
6461	6/22/2022	Pest Plus	259.00	Pest Control	Fire	5220310	General	90.00
					Rec	5220310	General	169.00
6462	6/22/2022	Rent a Fence	223.96	Fence Rental - June	Park	5211220	General	223.96
6463	6/23/2022	Mark Samuel	250.00	Refund summer camp	Rec	4631920	Summer	250.00
6464	6/23/2022	Jerry Mehcz	3,145.60	Tennis Camp	Rec	5210146	Tennis	3,145.60
6465	6/23/2022	National Academy of Athletic	4,064.00	All Sorts of Sports Camp	Rec	5210146	Summer	4,064.00
6466	6/23/2022	Play-Well TEKnologies	640.00	Jedi LEGO Camp	Rec	5210146	Summer	640.00
6467	6/23/2022	Mike Schulist	2,550.00	Jazz Combo Camp	Rec	5210146	Summer	2,550.00
6468	6/23/2022	AT&T	103.79	internet	Park	5210725	General	103.79
6469	6/23/2022	L.N. Curtis & Sons	7,223.04	Fire hose replacement	Fire	5220210	General	7,223.04
6470	6/23/2022	SolEd Solar Holdings	2,548.33	Solar - May	Rec	5210810	General	1,842.48
					Fire	5210810	General	705.85
6471	6/23/2022	Sprint	178.59	cell phones	Fire	5210725	General	178.59
6472	6/23/2022	TIAA Commercial Finance	649.89	copier lease	Rec	5220130	General	422.43
					Fire	5220130	General	162.47
					Park	5220130	General	64.99
6473	6/23/2022	Willscot	603.23	Mobile office - June	Park	5220310	General	603.23
6474	6/24/2022	Anna Shapiro	181.00	Refund summer camp	Rec	4631920	Summer	181.00
6475	6/24/2022	AT&T	287.57	Phones - May	Fire	5210725	General	140.88
					Park	5210725	General	21.31
					Rec	5210725	General	125.38
6476	6/24/2022	Cal West Rentals	187.40	Equipment rental	Park	5211220	General	187.40
6477	6/24/2022	County of Marin	535.09	Fuel - May	Park	5220610	General	535.09
6478	6/24/2022	DC Electric Group	289.26	SL maintenance May	Streetslights	5210915	General	289.26
6479	6/24/2022	Home Depot	67.22	Park maintenance	Park	5220310	General	67.22
6480	6/24/2022	Landesign	3,075.00	Landscape contractor	Park	5211125	General	3,075.00
6481	6/24/2022	Leslie's Pool	1,166.32	Pool chems	Rec	5220710	Pool	1,166.32
6482	6/24/2022	Marin Resource Recovery	575.00	Debris dump	Park	5210815	General	575.00
6483	6/24/2022	Mill Valley Refuse	460.36	Porta potty	Park	5211220	General	460.36
6484	6/24/2022	Pitney Bowes	267.67	postage meter lease	Park	5220110	General	53.53
					Rec	5220110	General	160.61
					Fire	5220110	General	53.53
6485	6/24/2022	S&S Worldwide	180.82	summer supplies	Rec	5220819	Summer	180.82
6486	6/24/2022	SiteOne Landscape Supply	2,260.20	irrigation maint	Park	5220310	General	2,260.20
6487	6/24/2022	Staples	531.58	Office supplies	Rec	5220110	Summer	531.58
6488	6/24/2022	State of CA - Dept of Justice	320.00	fingerprinting	Rec	5210128	Summer	320.00
6489	6/28/2022	Comcast	141.50	internet	Fire	5210725	General	70.75
					Rec	5210725	General	70.75
6490	6/28/2022	L.N. Curtis	1,273.90	FF uniform - S Day	Fire	5220825	General	530.60
				FF tactical pants	Fire	5220810	General	743.30
6491	6/28/2022	Murray Building	9,949.31	Maint facility	Measure A	5220910	General	9,949.31
6492	6/28/2022	Pest Plus	259.00	Pest Control	Fire	5220310	General	90.00
					Rec	5220310	General	169.00
TOTAL:			390,853.75					390,853.75

Total by Department:

Streetslights	289.26
Fire Department	153,988.50
Recreation Department	179,126.19
Park Department	47,500.49
Measure A	9,949.31
MWPA	0.00
Unclassified	0.00

The information below is intended to provide a brief update on select District initiatives, activities and items of note and should not be viewed as a complete list of all current District activities or initiatives.

Maintenance Facility Courtyards Construction Update:

Last month the District formally executed an Agreement for Services with Massa Construction for the construction of the Maintenance Facility Exterior Courtyards as well as the Pedestrian Pathway to be built in the immediate area. The stated agreement cost was for the project base bid only at \$258,800. However, the stated Scope of Work included the base bid West Courtyard as well as the Add Alt's consisting of the East Courtyard and the Pathway at a cost TBD but not to exceed the amount proposed in the contractor's original bid.

On July 6th District staff along with the project architect conducted an on-site pre-construction meeting with Ken Massa and a member of his staff to clarify any remaining questions regarding the West Courtyard and to share further thoughts regarding the two Add Alt elements and potential value engineering opportunities for the project as a whole. Massa Construction will be on-site the week of July 11 to begin verification and plotting of the needed grading. Once this is completed for the East Courtyard, Massa will have a firmer understanding of possibilities in regards to value engineering opportunities in an effort to reduce overall project cost. Staff will keep the Board updated as this project progresses. The project is on target to be completed by the end of September.

Miller Creek Trail Update:

As shared at last month's board meeting, Robert Eves, developer for the proposed senior living center to be constructed in Marinwood, proposed we ascertain the current day estimated cost of constructing the trail as described in the language included in the original 2006 Subdivision Improvement Agreement. District staff felt this was a fair and reasonable approach to by which to base the financial amount to be contributed by the developer to the trail project. As such, staff once again engaged Tim Best, author of the Trail Construction Feasibility Report completed in January, to provide a cost estimate for the potential construction of a trail as proposed in the 2006 agreement. As you will recall, the original feasibility report provided by Mr. Best included a preferred trail design construction cost of approximately \$274,000, not including any needed biological review or permitting costs.

Tim Best provided his revised estimate last month with a cost for the creek trail construction as described in the Agreement at approximately \$115,000 - \$135,000. This document was shared with Mr. Eves for his review and consideration. Mr. Eves is in turn sharing this with his development partners.

As of this writing, staff have yet to hear back from Mr. Eves to further this conversation. Once that is accomplished, staff will return to the Board seeking direction on how they would like to proceed with this potential project.

Other Items of Note:

- Staff has begun the process of the financial accounting close for FY 2021-2022. It is anticipated the Board will be presented with the pre-audit year-end financial statements at the August board meeting.

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
July 5, 2022

Time and Place: 7:00PM Via Teleconference

Present:

Commissioners: Tom Elsbree, Pascal Karsenti (Vice Chair), Ron Marinoff

Absent: Chair Steve Farac, John Seratt, Greg Stilson (CSA 13 Alternate)

Staff: District Manager Eric Dreikosen

Board: Kathleen Kilkenny

1. Agenda

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

2. Public Comment on Non-Agenda Items

No comments from the public were received.

3. Commissioner Items of Interest

- Commissioner Marinoff expressed concern regarding faded red paint along curbs in front of fire hydrants located in CSA 13.
- Commissioner Elsbree inquired if there were any additional updates regarding Eucalyptus concerns in roadway median on Miller Creek Road

4. Draft Minutes of June 7, 2022 Fire Commission Meeting

M/s Marinoff/Elsbree to approve Draft Minutes of June 7, 2022 Fire Commission Meeting as presented. Ayes: Elsbree, Karsenti, Marinoff. Nays: None. Absent: Farac, Seratt. Motion carried.

5. Chief Officer Report and Activity Summary

Commission received Chief Officer Report and Activity Summary.

6. Requests for Future Agenda Items

-Possibility of transitioning meeting schedule to bi-monthly instead of monthly.

The meeting was adjourned at 7:26 PM.

Eric Dreikosen



Memo

To: Marinwood Board of Directors

From: Darin White, Fire Chief

Date: July 12, 2022

Re: Fire Department Update

Marin Wildfire Prevention Authority- (MWPA)

The Marin Wildfire Prevention Authority Board of Directors recently approved of the Executive staff securing both meeting and office space. The decision to approach the Board of Directors became necessary when the executive team concluded it would be far easier to schedule the more than 51 Brown Act meetings a year with a specific meeting site for each meeting. Given that there are 17 Board members and the public it would be easy to anticipate scheduling conflicts or confusion. Currently the various meeting locations that are away from the MWPA offices also creates increased travel and time commitments for MWPA staff. And finally, it is anticipated that the MWPA would benefit from a large meeting space for all of the member agencies and Board and Committee meetings. The rental price is said to be below market rate as well.

Vegetation Management

The goat grazing has been completed and the total numbers are in: In total, goats completed work on 19.7 acres of open space in Marinwood. This work was completed at two sites, one at Grasshopper Hill (4.1 acres) and off Idylberry Rd. (15.6 acres).

Direct Assistance continues: Free direct assistance to improve the defensible space of 5 additional Marinwood CSD residences was provided the week of June 27 through July 1. This work consisted of Juniper and Italian Cypress removal. The FIRE Foundry crew is again conducting this work.

- Additional free direct assistance to residential properties will be provided during the week of July 25-28.
 - We are still accepting applicants for this round of direct assistance (flyer and waiver application attached) and encourage as many folks to apply as possible, especially those in need of Juniper and/or Italian Cypress removal.

Chipper Days: the upcoming chipper day dates and areas for Marinwood are listed below: (if anyone is interested in knowing which zone they are in, they can type in their address and find out at: <https://reserve.chipperday.com/marin>)

- Week of 7/18 and 10/17: SR Flats zone (Ellen Dr, Lisa Ct, Erin Dr, Elvia Ct, Etta Ct, Roundtree Blvd/Way, Grande Paseo and others in this area)
 - Week of 7/25 and 10/24: Marinwood zone
 - Week of 8/29: Big Rock and Blackstone zones
 - We are still awaiting information on the number of chipper days stats for Marinwood participants so far this year. The Blackstone and Big Rock areas of Marinwood had chipping services provided during the week of 5/30.

Currently, we have a total of 20 Marinwood/Lucas Valley SRFD Grant Applications. 11 of those applications have been approved for a total of \$9499.00.

- 5 Vegetation Grants were given for a total of \$3,725.00
 - This is based on Resident stated/documented expenditures of \$13,345 toward Vegetation Management.
- 6 Home Hardening Grants given: \$5774
 - This is based on Resident stated/documented expenditures of \$85,171.92 toward Home Hardening.
- The remaining have pending statuses
 - 7 are pending supporting documentation from residents
 - 1 being escalated to leadership for additional opinion/review.
 - 1 is pending possible denial as it may not meet the grant requirements

This does not include any grants that have been directly received and funded by the MWPA.

Additional work is being completed in the CSA 13 area proximal to Lassen Dr. and Mount Shasta road.

The Waldorf school concern was recently inspected by a vegetation management specialist with more information to follow.

Guidelines/COVID-19:

There are an estimated 330,000 Army National Guard Soldiers across the United States and about 13% of the force (approximately 40,000) have not received the mandated COVID-19 vaccine. It is believed that no fewer than 14,000 of them have outright refused to be vaccinated and could be forced out of the service. Thursday, June 30, 2022, was the deadline to get the vaccine. According to data obtained by The Associated Press, between 20% to 30% of Guard members in six states are not vaccinated, and more than 10% in 43 other states still need shots. Approximately 7,000 have sought exemptions, which are almost all for religious reasons.

The United States Army has claimed a vaccination rate of nearly 99%, with fewer than 1% not being vaccinated at this time. Across the country, in all but one state (New Jersey) Army National Guard soldiers are vaccinated at a higher rate than the general population in their state.

The FDA has issued an Emergency Authorization for COVID-19 vaccines to be given to children between the ages of 6 months to 5 years. The authorization comes at a critical time, as Omicron's subvariants continue to fuel a rise in cases.

Some parents have expressed concerns about the possibility of kids being affected with myocarditis through the vaccines themselves. However, COVID vaccines help prevent myocarditis for which the odds are believed to increase for a child who gets sick with COVID.

In early clinical trials of the Pfizer vaccine, two doses of the vaccine were only 30%–40% protective, so Pfizer tested the protection gained from a third shot. The data show 75-82% effectiveness from three Pfizer shots against omicron, which is quite strong. However, Moderna's two-dose primary series is 51% effective for kids 6 months to 2 years old, and only about 37% effective for kids aged 2-5. They are currently testing the efficacy of adding a third shot, and more data should be available on that soon. Kids in these age ranges (6 months to 5 years) receive approximately 10% of an adult dosage.

The Bay Area is at severe status for COVID infection rates and if hospitals start to fill up and experience staffing shortages, mask mandates will be expected to return in California and other states. Experts believe this to be the best next step to curtail infection rates. Health officials are blaming the rapid succession of omicron subvariants, each proving more transmissible and immunity-evasive than the previous one.

The omicron variant that swept across the country in December and January, known as BA.1.1, which drove the highest spike in U.S. and California cases of the entire pandemic, has since been overshadowed by successive subvariants including BA.2, BA.2.12.1, BA.4, and BA.5. The subvariants now account for 54% of cases nationally.

Fire Incidents

Small Grass Fire on Mount Shasta Rd and Lucas Valley Road





On Saturday June 25, 2022, Engine 58 responded to a reported vegetation fire on Lucas Valley Road just West of Mt. Shasta Drive. Upon arrival crews estimated a 100'x100' roadside grass fire with a slow rate of spread. There was a threat to 2 outbuildings. The crew made a hose lay on the left flank and were

assisted by San Rafael Fire Department's Engine 57 crew. Personnel from the Marin County Fire Investigation Team (MCFIT) are investigating whether the fire started by a stump grinder (pictured below). The person using the stump grinder was not on scene when crews arrived. The back of the stump grinder was melted and looked to have caused the fire. E56 and E652 helped with extinguishment and mop up. The fire was estimated at approximately 1/8th of an acre. Crews returned to the scene a couple of times to put out some hotspots. (Photos courtesy of Tad Jacobs, owner of Treemasters),

Marinwood Fire Department Statistics: June 2022

The Marinwood Fire Department responded to 118 emergency calls in June 2022. A little over half of the calls were medical incidents; two of which involved confirmed COVID-19 cases. The department responded to five fires, one involving a 100' x 100' grass fire on Lucas Valley Rd across Mt. Shasta. E658 was first on the scene and was supported by E57. There was a threat to two out buildings but the fire was quickly contained. A bystander indicated that his workers had caused the fire with mechanical equipment and they tried to put it out with a fire extinguisher but that did not work.

<i>Incidents by Area and Type</i>								
Area	MA	PSA	FA/NN	FIRE	HAZMAT	COVER	OTHER	TOTAL
Marinwood	15	3	1	0	0	N/A	0	19
CSA 13	6	3	0	1	1	N/A	0	11
Old JPA (Mont Marin)	4	2	2	0	1	N/A	0	9
New JPA (East of 101)	22	6	5	0	0	N/A	0	33
SR Mutual Aid	12	16	0	1	0	0	0	29
MC JPA	3	0	2	0	0	N/A	0	5
MC Mutual Aid	0	0	0	0	0	N/A	0	0
Novato	3	1	0	3	0	5	0	12
Total number	65	31	10	5	2	5	0	118
<i>Percentage of total</i>	<i>55.1%</i>	<i>26.3%</i>	<i>8.5%</i>	<i>4.2%</i>	<i>1.7%</i>	<i>4.2%</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, 26 seconds

Free Defensible Space Direct Assistance

Need help preparing your property for the 2022 fire season?

Why?

- Highly combustible plants like Juniper and Italian Cypress can't be maintained in a way that makes them fire resistant.
- Oils within the plants and the buildup of dead material behind their deceptively green foliage is dangerous year-round.
- All Juniper and Italian Cypress within 30 feet of a structure and 10 feet of roadways must be removed per San Rafael City ordinance (S.R.M.C 4.12), as they are highly combustible due to volatile oils. Visit firesafemarin.org for plant replacement ideas.



How?

For one week per month starting in late April, the City will be working with the FIRE Foundry crew to remove fire hazardous plants like Juniper and Italian Cypress at no cost to San Rafael property owners.

Please fill out the waiver form to participate. Send completed waiver form to simon.wright@cityofsanrafael.org or 1375 Fifth Ave, San Rafael, CA 94901.

Chipping of the removed material will take place within 1-3 days of the work being done. This free service does not include stump or root removal.

Questions?

**City of San Rafael Fire Department
Fire Prevention Division – Vegetation Management**

415-485-3054
srfd.dspace@cityofsanrafael.org
www.srfd.org
www.firesafemarin.org
www.marinwildfire.org





San Rafael Wildfire Mitigation RELEASE AND WAIVER OF LIABILITY for Recipients of Wildfire Mitigation

INTAKE #:

PLEASE READ CAREFULLY. THIS IS A LEGAL DOCUMENT THAT AFFECTS YOUR LEGAL RIGHTS.

This Release and Waiver of Liability, executed on **(DATE)** _____, by **(RECIPIENT'S NAME)** _____, in favor of the City of San Rafael, members of the Marin Wildfire Prevention Authority, their partnering organizations such as AmeriCorps, members and affiliates (herein referred to as "the Mitigation Assistance Team") is legally binding.

I, the Recipient, desire the mitigation assistance team to engage in Wildfire Mitigation and vegetation management activity on my property. I understand that such activities could entail (but are not limited to) collecting and piling brush and debris, removal of vegetation near structures and roadways, removal of flood-damaged personal property and simple home repair on my property. I freely and voluntarily execute this Release under the following terms:

1. PERMISSION TO ENTER. I hereby attest that I am the owner or authorized agent of the owner of the property

(PROPERTY ADDRESS) _____

I consent to providing the Mitigation Assistance Team access to this property, at reasonable times and under reasonable conditions, for the purpose of carrying out wildfire mitigation and assessment activities.

2. RELEASE AND WAIVER. I hereby release and forever discharge the Mitigation Assistance Team and its partnering organizations from any and all liability, claims and demands of whatever kind either in law or in equity, which arise or may hereafter arise from related activities with said organizations. I understand that this Release discharges said organizations from any liability or claim that I may have against the Mitigation Assistance Team to bodily injury, personal injury or property damage that may result from the Mitigation Assistance Team volunteers working on my property. I also understand that the Mitigation Assistance Team does not assume any responsibility for or obligation to provide financial or other assistance, including but not limited to property insurance in the event of damage or loss.

3. ASSUMPTION OF RISK. I understand that the Mitigation Assistance Team's work may include work on and near my property that may be hazardous, including but not limited to work with power tools and heavy limbs. I hereby expressly assume the risk of property damage and/or loss due to volunteer activities.

4. INSURANCE. I understand that the Mitigation Assistance Team does not carry or provide insurance coverage for any homeowner's personal property.

RECIPIENT'S SIGNATURE: _____

5. PHOTOGRAPHIC RELEASE. I hereby grant unto the Mitigation Assistance Team rights to any and all photographic or video images taken on/of my property, during wildfire mitigation-related activities, the Mitigation Assistance Team for internal use or for reasons of publicity.

RECIPIENT'S SIGNATURE: _____

RELEASE OF CONFIDENTIAL INFORMATION

I, **(RECIPIENT'S NAME):** _____ authorize the Mitigation Assistance Team to release information that is considered relevant and necessary for the purpose of determining assistance to other partnering agencies involved in assistance with wildfire mitigation.

I further understand that the release of this information does not guarantee that assistance will be provided, but that without this release, partnering agencies cannot provide information to the Mitigation Assistance Team to assist with wildfire mitigation needs.

RECIPIENT'S SIGNATURE:

RECIPIENT'S NAME:

ADDRESS:

CITY:

STATE:

ZIP:

Office Use Only

Collected by: _____ on ____/____/____ at _____ am/pm



**THE CITY OF SAN RAFAEL DIRECT ASSISTANCE
INTAKE FORM**

1375 Fifth Avenue, San Rafael, CA 94901 WUI
Hotline 415-721-2875 or 415-485-3304
srfd.dspace@cityofsanrafael.org

DATE

INTAKE NO.

NAME

PHONE

ADDRESS

ALT PHONE

CITY, ZIP

EMAIL

DOES HOMEOWNER NEED TO BE
PRESENT FOR WORK TO BE COMPLETED?

☐

YES

☐

NO

IS THIS THE OCCUPANT'S
PRIMARY RESIDENCE?

☐

YES

☐

NO

THIS PROPERTY IS:

☐

OWNER OCCUPIED

☐

RENTER OCCUPIED

☐

SHORT TERM RENTAL

POISON OAK, SUMAC,
OR IVY PRESENT?

☐

YES

☐

NO

☐

UNKNOWN

UNRESTRAINED ANIMALS
ON PROPERTY?

☐

YES

☐

NO

OTHER INFO

VOLUNTEERS WILL NOT WORK NEAR POWER LINES

VEGETATIVE DEBRIS REMOVAL PLAN

WHERE CAN THE MATERIAL BE
LEFT, SAFELY PILED ON THE
PROPERTY WHILE AWAITING
DISPOSAL?

☐

FRONT YARD

☐

DRIVEWAY

☐

OTHER

I VERIFY THAT TO THE BEST OF MY KNOWLEDGE, ALL THE ABOVE INFORMATION IS TRUE AND CORRECT

SIGNATURE

Office notes:

03/02/2022

Marinwood Community Services District

Draft Minutes of Park & Recreation Commission Meeting Tuesday – June 28, 2022

Time and Place: 7:00PM via Teleconference

Present:

Commissioners: Chair John Tune, Jon Campo, Ian Fein, Anne Sjahsam

Absent: Michael Benesch

Staff: District Manager Eric Dreikosen, Recreation Director Luke Fretwell

Board Director: Kathleen Kilkenny

1. Agenda

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

2. Public Comment on Non-Agenda Items

The Commission received public comment regarding:

- a) Commission role in leadership

3. Draft Minutes of April 26, 2022 P&R Commission Meeting

Campo to approve/Sjahsam to second approval of Draft Minutes of April 26, 2022 P&R Commission Meeting. Ayes: Campo, Fein, Sjahsam, Tune. Nays: None. Absent: Benesch. Motion Carried.

4. Draft Minutes of June 14, 2022 Board Meeting

Commission reviewed minutes.

5. Update Regarding Potential Trail Along Miller Creek

Commission reviewed recent cost estimate provided by Tim Best for construction of trail as described in 2006 Subdivision Approval Agreement for the planned senior living center to be constructed in Marinwood.

6. Identified Capital Needs Planning for Park and Recreation Depts

Commission reviewed park & recreation potential capital needs list.

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

-Update on fire prevention vegetation management projects in Marinwood open space

9. Adjourn

Meeting adjourned at 8:35 PM

Eric Dreikosen

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

RECREATION

Summer Camp Update

Our summer camps have continued to run well this past 4 weeks. Though we have had a handful of isolated COVID-19 cases each week, we have thankfully not seen COVID spread through any of the camp groups.

Robyn and her senior staff of camp supervisors and directors have been keeping the campers on their toes this summer with several special events and guest entertainers throughout the weeks. We've had petting zoos, DJ dance parties, bounce house obstacle courses, and whacky dress-up days, to name just a few.

This summer has seen the return of biweekly fieldtrips for the oldest 3 camps. So far they have visited Cal Skate and Six Flags Discovery Kingdom, and will next be visiting the Oakland Zoo in Session 5. The fieldtrips have gone smoothly so far.

Pool Update

The summer pool season is going smoothly and attendance has been strong—but not too crowded—at our various programs. Our group and private swim lessons have been extremely popular this summer, likely due to a lack of lessons being offered this past two years.

Music in the Park

Our Summer Music Series is off to a great start. MJ's Brass Boppers kicked off our first installment on 6/24 with their brand of New Orleans Jazz. We estimated about 300 people in attendance, some of whom were setting up their blankets and chairs over an hour before showtime. There was a palpable atmosphere of excitement at the return of our most popular community event after 2 years off.

Pamela Parker will be taking the stage on Friday, July 8th.

Summer Brewfest

Our Summer Brewfest will take place on Saturday, July 23rd from 3-7pm and will feature beer tasting, live music, and food. More details will be announced next week.

Fall/Winter Programming

The recreation staff has been working on our fall/winter schedule of classes, programs, and special events. We are aiming to have the fall/winter issue of the Marinwood Review out towards the end of August.

PARKS & BUILDING MAINTENANCE

Creekside Park

This past few weeks the crew has been spending time at Creekside Park relandscaping some of the areas, pruning the plants and shrubs, and making repairs to aging irrigation lines and retaining walls. The park will be much cleaner and more drought-tolerant in the coming weeks.

Tree Work

The week of June 30th we were notified of a large tree that had fallen in the open space and landed in a resident's property on Unionstone Lane. Thankfully no one was hurt and no property was damaged as the tree was "caught" by two other trees further down the hill, preventing it from sliding or rolling towards the houses. A tree company is scheduled to go out and address the tree on July 8th.

During the week of July 5th work was started at Creekside Park to remove dead branches, thin out canopies, and limb up trees throughout the park.

Main Line Repair

A leak was discovered in the main park the week of July 5th and the crew was able to repair a cracked main line joint and have the water back on by the end of the week. Thankfully the weather was mild and the turf did not suffer too greatly from a lack of watering while the line was shut off.

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