

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

Tuesday – July 14, 2020 – 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 pursuant to Executive Order N-29-20 issued by the Governor of the State of California. There will not be a public location for participating in this meeting. Any interested member of the public can participate telephonically or via internet by utilizing the web link or dial-in information printed on this agenda.

Instructions on how to make a public comment during the meeting: At points in the meeting when the meeting chair requests public comment, members of the public participating in the live meeting either via internet or telephone shall indicate their desire to speak. If participating via internet, please click the “raise hand” feature located within the Zoom application screen. If connected via telephone, please dial “*9” (star, nine).

	Item Description:	Board Action
A.	CALL TO ORDER & ROLL CALL OF DIRECTORS	
B.	AGENDA	Adopt
C.	CONSENT CALENDAR a. Draft Minutes of Regular Meeting of June 9, 2020 (Remote Meeting) b. Bills Paid Nos. 4565 – 4700	Approve
D.	PUBLIC COMMENT OPEN TIME FOR ITEMS NOT ON AGENDA <i>Speakers are asked to limit comments to three minutes. Speakers may comment only on non-agenda items within the subject matter jurisdiction of the District. The Board may not take action on, consider or debate items not on the agenda except under narrow circumstances meeting statutory tests. Response to comments on non-agenda items will be limited to factual information or clarifying questions from staff or Board. The President may refer the matter to staff or to a future meeting agenda.</i>	
E.	DISTRICT MATTERS	
	1. Marin County Grand Jury Report: “Follow-Up Report on Web Transparency of Agency Compensation Practices” - Approve and Authorize District Manager to Submit Response on Behalf of Marinwood CSD	Approve
	2. District Manager Report	Review
F.	FIRE DEPARTMENT MATTERS	
	1. Draft Minutes of Fire Commission Meeting of July 7, 2020	Review
	2. Appointment of Marinwood CSD Board Director to Serve as the Marinwood Alternate on the Marin Wildfire Prevention Authority Board of Directors	Appoint
	3. Chief Officer Report and Activity Summary	Review
	4. Date of Next Fire Commission Meeting – August 4, 2020	
G.	PARK AND RECREATION MATTERS	
	1. Park Maintenance Facility Replacement Project Update	Review
	2. Recreation and Park Maintenance Activity Reports	Review
	3. Date of Next Park & Recreation Commission Meeting – July 28, 2020	
H.	BOARD MEMBER ITEMS OF INTEREST - REQUESTS FOR FUTURE AGENDA ITEMS	
I.	ADJOURN	
	DATE OF NEXT REGULAR BOARD MEETING – August 11, 2020	

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

Marinwood Community Services District

Draft Minutes of Board of Directors Meeting Tuesday – June 9, 2020

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/UC0dvM2PvtsEzE25cRAf4Jmg>

Present:

Board Members: President Jeff Naylor, Leah Green, Sivan Oyserman, Izabela Perry and Bill Shea.

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

A. Call to Order

President Naylor called the meeting to order at 7:30PM

B. Agenda

No proposed changes to the Agenda.

C. Consent Calendar

a. *Draft Minutes of Regular Meeting of May 12, 2020 (Remote Meeting)*

b. *Bills Paid Nos. 4406-4564*

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

All in favor. Motion carried unanimously.

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

Board of Directors received public comment regarding:

a. Revenue impact from reduced “business”.

E. District Matters:

1. *Fiscal Year 2020-2021 Proposed District Operating Budget*

Green to approve/Perry to second Fiscal Year 2020-2021 Proposed District Operating Budget as presented.

All in favor. Motion carried unanimously.

2. *Resolution 2020-04: Determining the Fiscal Year 2020-2021 Appropriations Limit on Tax Proceeds*

Perry to approve/Oyserman to second Resolution 2020-04 as presented.

All in favor. Motion carried unanimously.

3. *Fiscal Year 2020-2021 Publicly Available Pay Schedules of All Positions*

Perry to approve/Oyserman to second Fiscal Year 2020-2021 Publicly Available Pay Schedules of All Positions as presented.

All in favor. Motion carried unanimously.

4. *Resolution 2020-05: 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.*

Shea to approve/Perry to second Resolution 2020-05 as presented.

All in favor. Motion carried unanimously.

5. *Temporary Construction License Agreement between Marinwood CSD and PG&E to Allow for PG&E to Conduct Gas Pipeline Pressure Testing within Marinwood Property.*

Perry to approve/Oyserman to second Temporary Construction License Agreement between Marinwood CSD and PG&E as presented.

All in favor. Motion carried unanimously.

6. *District Manager Report*
Board received the District Manager's Report

F. Fire Department Matters:

1. *Draft Minutes of Fire Commission Meeting of June 2, 2020*
Board reviewed Draft Minutes of Fire Commission Meeting
2. *Chief Officer Report and Activity Summary*
Board of Directors received Chief Officer Report
3. *Date of Next Fire Commission Meeting – July 7, 2020*

G. Park and Recreation Matters:

1. *Fiscal Year 2020-2021 "Measure A" Work Plan*
Green to approve/Oyserman to second Fiscal Year 2020-2021 "Measure A" Work Plan as presented.
All in favor. Motion carried unanimously.
2. *Recreation and Park Maintenance Activity Reports*
Board received Recreation and Park Maintenance Activity Report
3. *Date of Next Park & Recreation Commission Meeting – June 23, 2020*

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

- Director Oyserman requests update on the start of Summer Camp
- Board President Naylor requests a prepared statement of support toward the BLM movement to be adopted by the Board.

Meeting adjourned at 9:45PM

Tiffany Combrink, Secretary

**MARINWOOD COMMUNITY SERVICES DISTRICT
REQUEST FOR PAYMENT OF CLAIMS**

Treasury Fund 8067

Classes:
Street lights
Fire
Recreation
Park

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
4565	6/1/20	Active Network	675,552.30	Pre-fund summer refunds	Rec	4631920	Summer	565,816.00
				Pre-fund aquatics refunds	Rec	4631917	Aquatics	48,850.50
				Pre-fund tennis refunds	Rec	4631915	Tennis	11,191.80
				Pre-fund pool membership r	Rec	4631918	Pool	49,694.00
4566	6/1/20	County of Marin	702.00	Co Counsel fees Q3 19/20	Park	5210131	General	507.00
					Rec	5210131	General	156.00
					Fire	5210131	General	39.00
4567	6/3/20	Blake Atkins	3,024.00	Refund summer camp	Rec	4631920	Summer	3,024.00
4568	6/3/20	City of San Rafael	5,805.58	658 repair (head gasket)	Fire	5210910	General	5,805.58
4569	6/3/20	PG&E	1,554.28	Streetlights	Streetlights	5210825	General	1,554.28
4570	6/3/20	DC Electric Group Inc	274.72	Streetlight maintenance	Streetlights	5210915	General	274.72
4571	6/3/20	Comcast	126.30	Cable	Fire	5210725	General	126.30
4572	6/3/20	Pest Plus	259.00	Pest Control	Rec	5220310	General	168.35
					Fire	5220310	General	90.65
4573	6/3/20	Buck's Saw Service	147.90	equip maint.	Park	5220310	General	147.90
4574	6/3/20	Quill	230.45	COVID - sanitizing supplies	Fire	5220810	General	230.45
4575	6/5/20	Marinwood CSD	72,419.33	Fire salaries	Fire	5110110	General	28,383.20
				Fire OT	Fire	5120110	General	13,239.00
				FLSA	Fire	5110319	General	1,236.06
				Shift differential	Fire	5110310	General	180.48
				4850	Fire	5110110	General	2,460.48
				Holiday Pay	Fire	5110313	General	3,304.68
				Admin Asst	Fire	5110110	Admin	846.08
				Admin Mgr	Fire	5110110	Admin	2,221.60
				Admin Asst	Rec	5110110	Admin	846.08
				Admin Asst	Park	5110110	Admin	423.04
				Admin Mgr	Rec	5110110	Admin	1,110.80
				Admin Mgr	Park	5110110	Admin	1,110.80
				Rec Dir	Rec	5110110	General	2,449.44
				Rec Dir	Park	5110110	General	1,049.76
				Rec Salary	Rec	5110110	General	7,100.00
				Park Salary	Park	5110110	General	5,959.20
				Summer staff	Rec	5110210	Summer	1,275.00
				Preschool	Rec	5110210	Preschool	1,053.00
				PR fees	Fire	5210230	General	120.45
				PR fees	Rec	5210230	General	39.49
				PR fees	Park	5210230	General	13.41
				SS + Medicare	Fire	5140140	General	3,757.79
				SS + Medicare	Rec	5140140	General	1,255.98
				SS + Medicare	Park	5140140	General	454.95
				EDU + SUI	Rec	5140145	General	26.78
				Benefits clearing	Park	2120066	General	-837.96
				Benefits clearing	Rec	2120066	General	-1,169.08
				Benefits clearing	Fire	2120066	General	-5,491.18
4576	6/5/20	Marinwood CSD	13,308.69	Retire 06/05/2020	Park	5130510	General	1,268.81
					Rec	5130510	General	1,780.65
					Fire	5130510	General	10,259.23
4577	6/8/20	Mary Krone	32.00	Refund summer balance	Rec	4631920	Summer	32.00
4578	6/8/20	US Bank Corp Pmt Svcs	5,443.60	refund JSmith training class	Fire	5211340	General	-650.00
				COVID - FD response cover	Fire	5220810	General	339.94
				COVID - FD outdoor sink	Fire	5220810	General	53.90
				COVID - FD outdoor sink	Fire	5220810	General	129.71
				training subscription	Fire	5220810	General	24.95
				Website hosting	Rec	5210122	Adult	21.99
				Advertising	Rec	5220819	Admin	7.14
				Fingerprinting	Rec	5210128	General	62.00
				Marin Camp Fair refund	Rec	5210122	General	-149.00
				Adobe subscription	Rec	5210122	General	79.99
				Microsoft/IJ subscriptions	Rec	5220110	General	124.93
				Spotify/amazon subscription	Rec	5220819	General	153.80
				domain renewal/website sut	Rec	5210122	General	236.00
				COVID - hand sanitizer	Rec	5220827	General	193.25
				Epact	Rec	5220819	Summer	4,815.00
4579	6/8/20	Sonic	19.95	Website hosting	Park	5210122	General	3.99
					Rec	5210122	General	11.97
					Fire	5210122	General	3.99
4580	6/8/20	Verizon	41.61	Data - May	Fire	5210725	General	41.61
4581	6/8/20	Hagel Services	936.51	COVID - cleaning supplies	Rec	5220827	Building	936.51
4582	6/8/20	Sprint	259.48	cell phones	Fire	5210725	General	259.48
4583	6/8/20	Marin Sanitary Services	2,172.80	Garbage	Park	5210815	General	1,520.96
					Rec	5210815	General	434.56
					Fire	5210815	General	217.28
4584	6/9/20	Angelique Gilmer	370.00	Refund summer camp	Rec	4631920	Summer	370.00
4585	6/9/20	Victoria Burke	708.80	Refund summer camp	Rec	4631920	Summer	708.80
4586	6/9/20	Amy Atherton	28.00	Refund summer camp	Rec	4631920	Summer	28.00
4587	6/9/20	Julie Allison	2,728.00	Refund summer camp	Rec	4631920	Summer	2,728.00

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
4588	6/9/20	Ileana Collins	806.00	Refund summer camp	Rec	4631920	Summer	806.00
4589	6/9/20	Katie McDonnell	58.00	Refund summer camp	Rec	4631920	Summer	58.00
4590	6/9/20	Rebecca Pollack	98.00	Refund summer camp	Rec	4631920	Summer	98.00
4591	6/9/20	Paul Dyson	1,069.00	Refund summer camp	Rec	4631920	Summer	1,069.00
4592	6/9/20	Genevieve Burch	2,331.00	Refund summer camp	Rec	4631920	Summer	2,331.00
4593	6/9/20	Renee Surcouf	1,308.00	Refund summer camp	Rec	4631920	Summer	1,308.00
4594	6/11/20	Tapanee Poon	15.00	Refund summer camp	Rec	4631920	Summer	15.00
4595	6/11/20	Julie Auslander	40.00	Refund summer camp	Rec	4631920	Summer	40.00
4596	6/11/20	Kim Dolan	82.00	Refund summer camp	Rec	4631920	Summer	82.00
4597	6/11/20	Katherine Blaesing	40.00	Refund summer camp	Rec	4631920	Summer	40.00
4598	6/11/20	Lisa Webb	436.00	Refund summer camp	Rec	4631920	Summer	436.00
4599	6/11/20	Melissa Marvier	320.00	Refund summer camp	Rec	4631920	Summer	320.00
4600	6/11/20	Jessica Warmby	62.00	Refund summer camp	Rec	4631920	Summer	62.00
4601	6/11/20	Stan Epstein	761.00	Refund summer camp	Rec	4631920	Summer	761.00
4602	6/11/20	Allison Fiscalini	234.00	Refund summer camp	Rec	4631920	Summer	234.00
4603	6/11/20	Beena Kelley	4,078.00	Refund summer camp	Rec	4631920	Summer	4,078.00
4604	6/11/20	Jason Kobrin	406.00	Refund summer camp	Rec	4631920	Summer	406.00
4605	6/11/20	Angela Bliss-Steiner	1,457.00	Refund summer camp	Rec	4631920	Summer	1,457.00
4606	6/11/20	Antje Moran	400.00	Refund summer camp	Rec	4631920	Summer	400.00
4607	6/11/20	Michele Khan	3,111.00	Refund summer camp	Rec	4631920	Summer	3,111.00
4608	6/11/20	Magaly Leiva	438.00	Refund summer camp	Rec	4631920	Summer	438.00
4609	6/11/20	Erin Whitney	326.00	Refund summer camp	Rec	4631920	Summer	326.00
4610	6/11/20	Jackie Carmichael	3,162.00	Refund summer camp	Rec	4631920	Summer	3,162.00
4611	6/11/20	Shannon Browning	2,456.00	Refund summer camp	Rec	4631920	Summer	2,456.00
4612	6/11/20	Corinne Bartshire	2,814.00	Refund summer camp	Rec	4631920	Summer	2,814.00
4613	6/11/20	Joy Akimine	334.00	Refund summer camp	Rec	4631920	Summer	334.00
4614	6/11/20	Jessica Warmby	624.00	Refund summer camp	Rec	4631920	Summer	624.00
4615	6/16/20	Shannon Browning	160.00	Refund summer camp	Rec	4631920	Summer	160.00
4616	6/16/20	Kirsten Burke	350.00	Refund pool membership	Rec	4631918	Pool	350.00
4617	6/16/20	Erica Carey	980.00	Refund swim lessons	Rec	4631917	Aquatics	980.00
4618	6/16/20	Susan Clark-Iwan	692.00	Refund summer camp	Rec	4631920	Summer	692.00
4619	6/16/20	Jennifer Collins	1,503.00	Refund summer camp	Rec	4631920	Summer	1,503.00
4620	6/16/20	Julia Eader	155.00	Refund swim lessons	Rec	4631917	Pool	155.00
4621	6/16/20	Zuleida Garcia Giron	500.00	Refund building rental	Rec	4410225	Building	500.00
4622	6/16/20	Johnnylynn Giavina	150.00	Refund swim lessons	Rec	4631917	Aquatics	150.00
4623	6/16/20	Fredy Gramajo	500.00	Refund building rental	Rec	4410225	Building	500.00
4624	6/16/20	Tiffany Hunter	1,116.00	Refund summer camp	Rec	4631920	Summer	1,116.00
4625	6/16/20	Elizabeth Irvine	2,200.00	Refund summer camp	Rec	4631920	Summer	2,200.00
4626	6/16/20	Shara Lasky Matlin	416.00	Refund summer camp	Rec	4631920	Summer	416.00
4627	6/16/20	Magaly Leiva	120.00	Refund summer camp	Rec	4631920	Summer	120.00
4628	6/16/20	Melanie Mancini	233.00	Refund summer camp	Rec	4631920	Summer	233.00
4629	6/16/20	Adam Melenkivitz	253.00	Refund summer camp	Rec	4631920	Summer	253.00
4630	6/16/20	Kara Mibach	438.00	Refund summer camp	Rec	4631920	Summer	438.00
4631	6/16/20	Adam Miller	7,098.00	Refund summer camp	Rec	4631920	Summer	7,098.00
4632	6/16/20	Mona Moaveni	23.00	Refund summer camp	Rec	4631920	Summer	23.00
4633	6/16/20	Monique Moral	31.00	Refund summer camp	Rec	4631920	Summer	31.00
4634	6/16/20	Laura Palomino	15.00	Refund summer camp	Rec	4631920	Summer	15.00
4635	6/16/20	Joe Ridout	24.00	Refund pool membership	Rec	4631918	Pool	24.00
4636	6/16/20	Tracy Ryaru	205.00	Refund summer camp	Rec	4631920	Summer	205.00
4637	6/16/20	Celine Schafer	15.00	Refund summer camp	Rec	4631920	Summer	15.00
4638	6/16/20	Susan Schwartz	135.00	Refund pool membership	Rec	4631918	Pool	135.00
4639	6/16/20	Wendy Vega	186.00	Refund summer camp	Rec	4631920	Summer	186.00
4640	6/16/20	Erin Whitney	759.00	Refund summer camp	Rec	4631920	Summer	759.00
4641	6/16/20	Elizabeth Worthy	498.00	Refund summer camp	Rec	4631920	Summer	498.00
4642	6/19/20	Marinwood CSD	87055.12	Fire salaries	Fire	5110110	General	27,973.12
				Fire OT	Fire	5120110	General	17,641.68
				4850 pay	Fire	5110110	General	2,871.56
				Admin Asst	Fire	5110110	Admin	846.08
				Admin Mgr	Fire	5110110	Admin	2,221.60
				Admin Asst	Rec	5110110	Admin	846.08
				Admin Asst	Park	5110110	Admin	423.04
				Admin Mgr	Rec	5110110	Admin	1,110.80
				Admin Mgr	Park	5110110	Admin	1,110.80
				Rec Dir	Rec	5110110	General	2,449.44
				Rec Dir	Park	5110110	General	1,049.76
				Rec salary	Rec	5110110	General	7,100.00
				Park salary	Park	5110110	General	5,959.20
				Summer	Rec	5110210	Summer	14,244.68
				Preschool	Rec	5110210	Preschool	1,476.00
				PR fees	Fire	5210230	General	284.40
				PR fees	Rec	5210230	General	176.58
				PR fees	Park	5210230	General	31.87
				SS + Medicare	Fire	5140140	General	3,702.06
				SS + Medicare	Rec	5140140	General	2,280.51
				SS + Medicare	Park	5140140	General	454.95
				EDU + SUI	Rec	5140145	General	299.13

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
				Benefits withholding	Park	2120066	General	-837.96
				Benefits withholding	Rec	2120066	General	-1,169.08
				Benefits withholding	Fire	2120066	General	-5,491.18
4643	6/22/20	PG&E	558.66	Electric - May	Rec	5210810	General	309.86
					Fire	5210810	General	13.14
					Park	5210810	General	235.66
4644	6/22/20	CalPERS	8337.00	OPEB June 2020	Park	5130130	General	2,667.84
					Rec	5130130	General	750.33
					Fire	5130130	General	4,918.83
4645	6/22/20	AT&T	246.23	Phones - May	Fire	5210725	General	135.56
					Park	5210725	General	19.76
					Rec	5210725	General	90.91
4646	6/22/20	PG&E	176.23	Gas - May	Fire	5210810	General	59.07
					Rec	5210810	General	117.16
4647	6/22/20	Kaiser Foundation Health Pl	240.00	FD Vol. recruit physicals	Fire	5220830	General	240.00
4648	6/22/20	Hansell Design	7250.00	Meas A	Measure A	5220910	General	7,250.00
4649	6/22/20	SolEd Solar	2177.91	Solar - May	Rec	5210810	General	1,574.36
					Fire	5210810	General	603.55
4650	6/22/20	County of Marin -Registrar o	3391.34	03/03/20 election fee	Park	5211545	General	1,695.67
					Fire	5211545	General	1,695.67
4651	6/22/20	Living Systems Land Mgmt	15000.00	Goats - Idylberry	Fire	5211140	General	15,000.00
4652	6/22/20	State of CA - Dept of Justice	480.00	Fingerprinting	Rec	5210128	General	480.00
4653	6/23/20	Marinwood CSD	12075.21	Retire 06/19/2020	Park	5130510	General	1,268.81
					Rec	5130510	General	1,780.65
					Fire	5130510	General	9,025.75
4654	6/23/20	Bruton, Robyn	163.64	camp expenses	Rec	5220819	Summer	163.64
4655	6/23/20	Favor Kirkland	700.00	Refund summer camp	Rec	4631920	Summer	700.00
4656	6/23/20	Julie Lenhardt	1450.00	Refund summer camp	Rec	4631920	Summer	1,450.00
4657	6/23/20	Darcy Oikawa	90.00	Refund summer camp	Rec	4631920	Summer	90.00
4658	6/23/20	Sofia Santamaria	330.00	Refund summer camp	Rec	4631920	Summer	330.00
4659	6/23/20	Erin Whitney	820.00	Refund summer camp	Rec	4631920	Summer	820.00
4660	6/23/20	Erin-Marie MacEwen	903.00	Refund summer camp	Rec	4631920	Summer	903.00
4661	6/23/20	Holly Dresden	1400.00	Refund summer camp	Rec	4631920	Summer	1,400.00
4662	6/23/20	Gabriel Chan	500.00	Refund building rental	Rec	4410225	Building	500.00
4663	6/23/20	Katie Carrier	700.00	Refund summer camp	Rec	4631920	Summer	700.00
4664	6/23/20	Jenny Snodgrass	2319.00	Refund summer camp	Rec	4631920	Summer	2,319.00
4665	6/23/20	Leila Chesloff	700.00	Refund summer camp	Rec	4631920	Summer	700.00
4666	6/23/20	David Caillier	820.00	Refund summer camp	Rec	4631920	Summer	820.00
4667	6/23/20	Mike Engstrom	750.00	Refund summer camp	Rec	4631920	Summer	750.00
4668	6/23/20	Jessica Kaihoi	700.00	Refund summer camp	Rec	4631920	Summer	700.00
4669	6/23/20	Ambar Chavez	180.00	Refund summer camp	Rec	4631920	Summer	180.00
4670	6/26/20	Nancy Galvin	700.00	Refund summer camp	Rec	4631920	Summer	700.00
4671	6/26/20	Danielle Shipley	700.00	Refund summer camp	Rec	4631920	Summer	700.00
4672	6/26/20	Sivan Oyserman	1400.00	Refund summer camp	Rec	4631920	Summer	1,400.00
4673	6/26/20	Nakul Varshney	2865.00	Refund summer camp	Rec	4631920	Summer	2,865.00
4674	6/26/20	Veronika Castello Branco	820.00	Refund summer camp	Rec	4631920	Summer	820.00
4675	6/26/20	Sarah Azerad	1400.00	Refund summer camp	Rec	4631920	Summer	1,400.00
4676	6/26/20	US Bank Corp Pmt Svcs	5202.45	zoom subscription	Fire	5211325	General	27.49
				fire supplies	Fire	5220810	General	431.72
				zoom subscription	Park	5211325	General	13.75
				park signage	Park	5220310	General	143.34
				lawnmower repair	Park	5220210	General	264.64
				dog waste bags	Park	5220310	General	282.79
				Website hosting	Rec	5210122	Adult	21.99
				creative cloud subscription	Rec	5210122	General	79.99
				email services	Rec	5210122	General	351.00
				Fingerprinting	Rec	5210128	General	574.00
				zoom subscription	Rec	5211325	General	43.73
				subscriptions (adobe, marin	Rec	5220110	General	24.94
				music subscription	Rec	5220819	General	9.99
				COVID - face masks	Rec	5220819	Summer	73.56
				COVID - isolation gowns	Rec	5220819	Summer	144.51
				COVID - hand sanitizer	Rec	5220819	Summer	238.15
				COVID - thermometers	Rec	5220819	Summer	806.53
				camp supplies	Rec	5220819	Summer	1,670.33
4677	6/26/20	Carquest Auto Parts	48.97	vehicle maint.	Fire	5210910	General	48.97
4678	6/26/20	Quill	70.35	COVID - sanitizing supplies	Fire	5220810	General	70.35
4679	6/26/20	Honey Bucket	92.65	porta potty	Park	5211220	General	92.65
4680	6/26/20	Comcast	289.84	Internet - June/July	Fire	5210725	General	144.92
				Internet - June/July	Rec	5210725	General	144.92
4681	6/26/20	Airgas	390.25	pool chems	Rec	5220710	Pool	390.25
4682	6/26/20	Staples	273.27	office supplies	Rec	5220110	General	273.27
4683	6/30/20	Brackett, Ryan	126.90	AFLAC reimb Q4	Fire	5130120	General	126.90
4684	6/30/20	Correa, Cesar	126.90	AFLAC reimb Q4	Fire	5130120	General	126.90

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
4685	6/30/20	Sean Day	207.78	AFLAC reimb Q4	Fire	5130120	General	207.78
4686	6/30/20	Papanikolaou, John	222.06	AFLAC reimb Q4	Fire	5130120	General	222.06
4687	6/30/20	Selvitella, Brandon	217.68	AFLAC reimb Q4	Fire	5130120	General	217.68
4688	6/30/20	Smith, Brian	126.90	AFLAC reimb Q4	Fire	5130120	General	126.90
4689	6/30/20	Jeff Smith	211.92	AFLAC reimb Q4	Fire	5130120	General	211.92
4690	6/30/20	L.N. Curtis & Sons	186.97	protective equipment	Fire	5220810	General	186.97
4691	6/30/20	County of Marin Env. Health	845.00	pool facility renewal fee	Rec	5211610	Pool	845.00
4692	6/30/20	American Family Life Assur	26.50	Disability Ins - June	Park	5130120	General	26.50
4693	6/30/20	AT&T	105.55	Internet	Park	5210725	General	105.55
4694	6/30/20	Project A	40.00	email hosting	Fire	5220110	General	20.00
					Rec	5220110	General	20.00
4695	6/30/20	Smith's Gopher Trapping	350.00	Pest Control	Park	5211532	General	350.00
4696	6/30/20	Marin Resource Reovery	135.00	debris dump	Park	5210815	General	135.00
4697	6/30/20	Landesign	2985.00	Landscape contractor	Park	5211125	General	2,985.00
4698	6/30/20	Jorge's Tree Service	2700.00	Tree maint	Park	5211528	General	2,700.00
4699	6/30/20	Postal Palace	18.77	USPS	Fire	5220110	General	18.77
4700	6/30/20	Siteone	1034.98	irrigation supplies	Park	5220310	General	1,034.98
TOTAL:			1,005,600.33					1,005,600.33

Total by Department:

Streetlights	1,829.00
Fire Department	151,160.93
Recreation Department	811,524.94
Park Department	33,835.46

Staff Report

To: Board of Directors
From: Eric Dreikosen, District Manager
Date: July 14, 2020
Re: Grand Jury Report Response

Directors,

Please see the included draft response to the recent Grand Jury Report: "*Follow-Up Report on Web Transparency of Agency Compensation Practices.*" A copy of the complete report has been included for your reference as well.

In 2016, the Marin County Civil Grand Jury published the report "*Web Transparency Report Card.*" In 2017 they issued the subsequent report "*Web Transparency Report Card Update.*" Serving as a subsequent report to the previous two, this 3rd report in the series focuses on local agency practices of posting compensation of elected officials and employees to their respective websites.

The Grand Jury audited the websites of 34 local agencies including those of the County of Marin, Marin's 11 cities and towns, 10 sanitary districts, 9 fire districts, and 3 water districts. Marinwood CSD was not amongst the agencies audited. However, Marinwood CSD, as well as several other non-audited agencies, have been requested to respond to one of the specific recommendations stated in the report.

It should be noted that had Marinwood CSD been included amongst the agencies audited for this report, staff is confident our agency would have been found in compliance with all recommendations as put forth by the Grand Jury.

Staff Recommendation: Approve response to Grand Jury report as presented and authorize District Manager to submit on behalf of Marinwood CSD.

Response to Grand Jury Report

Report Title: Follow-Up Report on Web Transparency of Agency Compensation Practices

Respondent/Agency Name: Marinwood Community Services District

Your Name: Eric Dreikosen

Title: District Manager

FINDINGS

- I (we) agree with the findings numbered: N/A
- I (we) disagree *partially* with the findings numbered: N/A
- I (we) disagree *wholly* with the findings numbered: N/A

(Attach a statement specifying any portions of the findings that are disputed; include an explanation of the reasons therefor.)

RECOMMENDATIONS

- Recommendations numbered R7 have been implemented.
(Attach a summary describing the implemented actions.)
- Recommendations numbered _____ have not yet been implemented, but will be implemented in the future.
(Attach a timeframe for the implementation.)

- Recommendations numbered _____ require further analysis.

(Attach an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or director of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six months from the date of publication of the grand jury report.)

- Recommendations numbered _____ will not be implemented because they are not warranted or are not reasonable.

(Attach an explanation.)

Date: _____ Signed: _____

Number of pages attached: 1

Marinwood Community Services District Response to Recommendation R7

Although our agency was not included amongst the agencies audited, Marinwood Community Services District was asked to respond to recommendation R7 of the Grand Jury Report: “Follow-Up Report on Web Transparency of Agency Compensation Practices.”

R7. No later than 90 days after the date of this report, agencies not audited in this report should review their websites for compliance with the legal requirements and higher public transparency standards recommended in Recommendations R1–R6 of this report and ensure that their websites include links to the *publicpay.ca.gov* site as shown in Appendix A.

Marinwood Community Services District has incorporated the practice of posting a direct link on our website to the *publicpay.ca.gov* website applicable to our agency for the past several years. While staff has annually updated the link to lead to the most recent data available, we have since forth updated the link to that which was provided in the Grand Jury Report. As stated in the report, the revised link automatically leads users to the most recent data and eliminates the need for staff to monitor and update on an annual basis.

The *publicpay.ca.gov* website link applicable to Marinwood CSD can be found at the following locations:

- District Information (*hover drop-down menu*)/Finance
- District Information (*hover drop-down menu*)/Staff Compensation

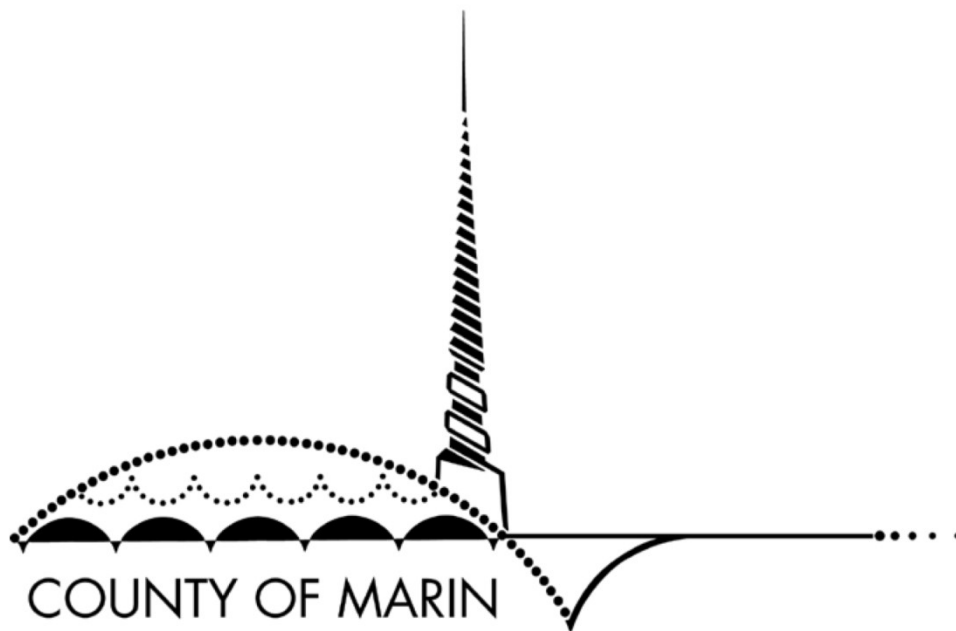
Additionally, elected officials of Marinwood Community Services District (I.e.: Board Directors) receive no compensation for their service nor do they receive benefits such as health or retirement. A statement indicating such has been posted on our website for the past several years and can be readily found at the following location:

- District Information (*hover drop-down menu*)/Directors

2019–2020 MARIN COUNTY CIVIL GRAND JURY

Follow-Up Report on Web Transparency of Agency Compensation Practices

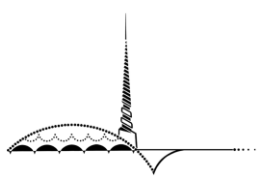
April 28, 2020



A Note about the Coronavirus Pandemic

The 2019–2020 Marin County Civil Grand Jury is issuing its reports during the unprecedented conditions of the COVID-19 pandemic. We are well aware that Marin County is in crisis and that critical public health concerns, operational difficulties, and financial challenges throughout the county have a greater claim to government attention right now than the important issues raised by this Grand Jury.

We are confident that, in due course, Marin will come through this crisis as strong as ever.



Follow-Up Report on Web Transparency of Agency Compensation Practices

Summary

Many Marin public agencies fail to make the compensation for their elected officials and employees fully transparent on their public websites, despite state legal requirements and past Grand Jury recommendations that they do so. The 2019–2020 Grand Jury examined the current status of 34 Marin public agency websites to determine if they are meeting transparency standards with respect to compensation disclosures.

California law requires most public agencies to report the annual compensation of their “elected officials, officers, and employees” to the state controller’s office, which posts this information on its Government Compensation in California website at *publicpay.ca.gov* (Public Pay).¹ Each local agency with a website also is legally required to post “in a conspicuous location . . . information on the annual compensation of its elected officials, officers and employees.”²

All of Marin’s cities, towns, and major agencies have websites, so each of them is required to post annual compensation data, and the public should be able to easily find this information.

Over and above these basic legal requirements, the public has an interest in understanding compensation policies with regard to elected officials, including information about wages, health and retirement benefits, and reimbursement policies. There is a wide variance in compensation policies and the total amounts and benefits paid to elected officials. The public should be able to access this information easily and quickly rather than having to dig through meeting minutes or policy manuals that may or may not be easy to find on a website.

The 34 agency websites audited included those of the County of Marin, Marin’s 11 cities and towns, 10 sanitary districts, 9 fire districts, and 3 water districts. The Grand Jury wanted to know if the legal disclosure requirements were met and if detailed information about compensation and benefits for elected officials was readily available.

This investigation revealed that a great majority of audited agency websites failed to comply fully with legal compensation disclosure requirements. Compensation information was often difficult to find and outdated. Information on actual compensation paid to elected officials was also missing, difficult to find, or insufficient. In many cases, it was difficult to find information about compensation policies for elected officials. In contrast, the Marin Municipal Water

¹ California Government Code § 53892, accessed March 30, 2020, https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?lawCode=GOV§ionNum=53892.

² California Government Code § 53908, accessed March 30, 2020, http://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?lawCode=GOV§ionNum=53908.

District³ (MMWD) and the North Marin Water District⁴ each annually post a detailed report on the compensation of their elected officials.

This Grand Jury report makes specific recommendations for every agency to follow to ensure compliance with legal requirements and to go beyond compliance to achieve higher standards of public transparency.

Background

The transparency of public agencies and their compensation policies has been an ongoing topic of state and local concern. In recent years, the state legislature amended the California Government Code to require the posting of annual compensation data on agency websites.⁵ Local agencies are now required to report their compensation data to the state controller's office, which posts the data on the Public Pay site.⁶

Since 2014, the Marin County Civil Grand Jury has published four reports on web transparency:

- A 2013–2014 Grand Jury report, *What Are Special Districts and Why Do They Matter?*, recommended that the county post a complete list of all of Marin's special districts on its website to enable residents to understand the extent of local government.⁷ The county did not fulfill this recommended action.
- In March 2016, the 2015–2016 Grand Jury followed up with its *Web Transparency Report Card*, reiterating, among other things, that the master list of special districts should be completed.⁸ It also recommended that all agencies should update their websites "to include the annual compensation of . . . elected officials, officers and employees."⁹ These recommended actions were not completed.
- The 2016–2017 Grand Jury issued its *Web Transparency Report Card Update*, which noted a marked improvement in the quality of agency websites. This report card also noted additional room for improvement for many agencies.¹⁰

³ Marin Municipal Water District, *Annual Report on Board Compensation*, August 7, 2018, <http://marinwater.org/DocumentCenter/View/3602/Board-Compensation-Annual-Report?bidId=>.

⁴ North Marin Water District, 2018 Compensation Report, accessed March 30, 2020, <https://www.nmwd.com/pdfs/NMWDCompensationReportCY2018.pdf>.

⁵ California Government Code § 53908

⁶ Government Compensation in California, accessed March 30, 2020, <https://publicpay.ca.gov>.

⁷ Marin County Civil Grand Jury, *What Are Special Districts and Why Do They Matter?*, May 20, 2014, https://www.marincounty.org/-/media/files/departments/gj/reports-responses/2013/spd_master_list_report.pdf.

⁸ Marin County Civil Grand Jury, *2015–2016 Web Transparency Report Card: Bringing Marin County's Local Governments to Light*, March 10, 2016, https://www.marincounty.org/-/media/files/departments/gj/reports-responses/2015/responses/webtransparencyreportcard/2015_16-web-transparency-report-card.pdf.

⁹ Marin County Civil Grand Jury, *2015–2016 Web Transparency Report Card: Bringing Marin County's Local Governments to Light*, p. 10.

¹⁰ Marin County Civil Grand Jury, *2016–2017 Web Transparency Report Card Update*, June 8, 2017, <https://www.marincounty.org/-/media/files/departments/gj/reports-responses/2017/web-transparency-update.pdf>.

- In a report entitled *Special Districts Transparency Update*, the 2018–2019 Grand Jury noted that the special districts list recommended by the 2013–2014 Grand Jury still had not been created.¹¹ The report reiterated this recommendation and suggested that the special district list include “complete compensation components and amounts (including salary, insurance, stipends, in kind goods, conference fees and other benefits, and reimbursements).”¹²

The Grand Jury has focused on these issues for more than six years, without satisfactory resolution. Perhaps with this follow-up report, agencies will come to understand the vital importance of public transparency and will be more forthcoming with this information and finally improve their websites. Public transparency regarding compensation of elected officials is essential because the public needs accurate information about its government agencies. Transparency helps to maintain trust in the government and gives information to the public that helps guide decisions on matters of self-governance. It makes responsive democracy work.

Approach

The Grand Jury reviewed the work of prior juries as published in the four previous reports and audited the websites of 34 of Marin’s public agencies, including the County of Marin, Marin’s 11 cities and towns, 10 sanitary districts, 9 fire districts, and 3 water districts (this report uses the term “agency” to refer to these diverse jurisdictions). Jurors reviewed these websites to determine if they met the legal requirements by providing easy access to accurate, current compensation data for public employees. Jurors also checked the board or council pages of these websites to determine if they included detail about annual compensation for elected officials.

The audit was conducted by having at least one juror review each agency’s website and compile a list of any deficiencies. This work was then reviewed by at least two other jurors. Those three jurors then reached a consensus for each agency. These agency website reviews were valid as of February 20, 2020.

Discussion

The Public Should Know the Compensation of Its Elected Officials

The taxpaying public has a right to know the compensation of its elected officials. Compensation may include the following:

- Monthly wages or a fixed stipend per meeting attended
- Additional compensation for sitting on affiliated boards, subcommittees, or commissions, or for attending extra meetings on behalf of their agency

¹¹ Marin County Civil Grand Jury, *Special Districts Transparency Update*, June 13, 2019, <https://www.marincounty.org/-/media/files/departments/gj/reports-responses/2018-19/special-districts-transparency-update.pdf>.

¹² Marin County Civil Grand Jury, *Special Districts Transparency Update*, p. 5.

- Healthcare benefits
- Retirement benefits
- Reimbursement for travel, attending conferences, or industry events
- Reimbursement for cell phones, computers, or tablets (or free use of such equipment)

The public should be informed that there is a wide variance in compensation policies. Some agencies have adopted a policy not to compensate their elected officials. In addition, total compensation and benefits paid to elected officials for similar agencies varies. The high and low ranges for compensation at various types of agencies are summarized in Table 1. In some cases, elected officials waive their right to some or all compensation.

County Supervisors

Unlike elected officials in most cities, towns, and other agencies, Marin County supervisors are full-time employees and receive full-time salaries and benefits. Total 2018 annual compensation for members of the Marin County Board of Supervisors ranged from \$173,000 to \$186,000, plus benefits.

City and Town Council Members

For town and city councilmembers, total annual compensation for 2018 ranged from zero in Belvedere, Ross, and Tiburon to about \$17,000 in San Rafael. Annual compensation was typically in the \$3,000 to \$5,000 range, and councilmembers in some municipalities, including San Rafael, elected to waive compensation.

Table 1. Ranges of Elected Officials Annual Compensation in 2018

Agency Type	Low*	High
Cities/Towns	\$0	\$17,000
Fire Districts	0	2,800
Sanitation Districts	0	19,000
Water Districts	1,600	39,000

* Low does not reflect those who waive compensation in agencies that pay their elected officials.

Fire District Board Members

Total 2018 compensation for individual board members in Marin's nine audited fire districts ranged from zero to \$2,800. Board members in the Bolinas, Sleepy Hollow, Southern Marin, and Stinson Beach Fire Protection Districts do not receive compensation. In the Novato Fire Protection District, 2018 compensation for one board member was about \$2,800. The Central Marin Fire Authority was formed in 2018 and, as of February 1, 2020, had not yet filed its first compensation data with the state controller, but the agency is included in this report so that it will fulfill the requirement that it post its compensation data.

Sanitation District Board Members

In Marin's 10 sanitation districts, 2018 total annual board member compensation ranged from zero in the Tiburon and Central Marin Sanitation Districts to as high as \$19,000 in the Las Gallinas Valley Sanitary District. Typically, annual board member compensation in Marin's sanitation districts ranges from \$1,000 to \$4,000.

Water District Board Members

The 2018 annual board member compensation in Marin’s three water districts ranged from \$1,600 in the Stinson Beach Water District to \$9,000 in the North Marin Water District to \$39,000 in the Marin Municipal Water District.

Legal Requirements Regarding Compensation Disclosures

There are two sections in the California Government Code requiring compensation disclosures. Section 53892 requires that most public agencies (school districts are excluded) report annually to the state controller the total compensation of all “elected officials, officers and employees.”¹³ The state controller publishes this information for all agencies on the Public Pay website.

Section 53908 requires that if an agency has a website “it shall post, in a conspicuous location on its Internet Web site, information on the annual compensation of its elected officials, officers, and employees that is submitted to the controller.” An agency could comply with this provision by posting a complete table on its website that includes all of the data actually filed with the state controller, and by updating that table each year. Section 53908 also allows an agency to comply with the transparency requirement by posting, “in a conspicuous location on its Internet Web site, a link to” the Public Pay site.¹⁴

The Grand Jury also notes that Section 53908 mentions *twice* that the Public Pay link must be “conspicuous,” a term that is not defined in the code. For purposes of its investigation, the Grand Jury decided that a link could be deemed conspicuous if it satisfies *both* of the following criteria:

- The link is located on a page that is within three clicks of the website’s home page (where a hover causing a menu to be revealed is equivalent to a click).
- The link can be found within five minutes of starting a search, whether by browsing menus or using a search box on the website.

This is a commonsense approach that, if anything, is generous to agencies, since internet users are unlikely to invest as much as five minutes in such a search.

The Grand Jury also determined that a Public Pay link that does not go directly to the agency’s page on the Public Pay site for the most recently available year should not be considered compliant with the intent of the transparency requirements set forth in the law.

During its investigation, the Grand Jury discovered that some agencies were not reporting board member compensation to the state controller’s office because they had been advised by the state controller’s office that this was not required unless a W-2 form for the compensation was issued. Some elected officials are paid fees for which W-2 forms are not issued. State officials have now confirmed that the elected officials’ compensation must be reported regardless of how they are paid.

¹³ California Government Code § 53892.

¹⁴ California Government Code § 53908.

Public Transparency of Compensation for Elected Officials

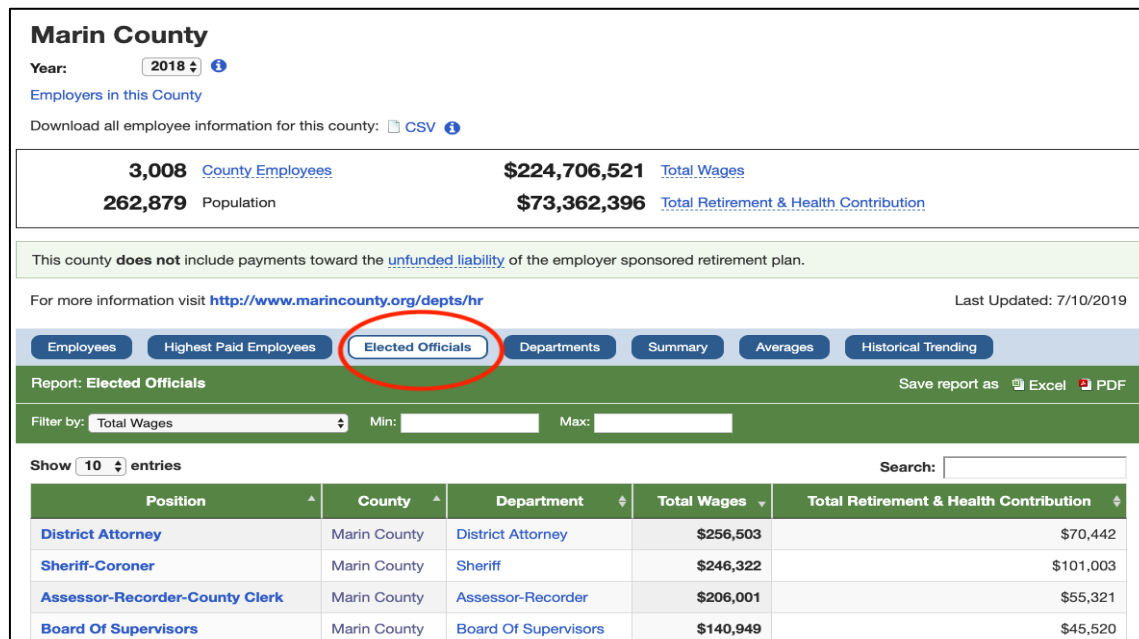
Beyond the basic legal requirements in California state law, public transparency goals would be better served by stronger disclosure of compensation policies and detailed compensation paid to elected officials. While total compensation paid to elected officials can be found by clicking an “Elected Officials” button on the agency’s page on the Public Pay site, as shown in Figure 1, most users would not necessarily see this link and might need to scroll through multiple pages of employees before finding the elected officials.

To make locating the information easier, a link can be included directly from the agency’s website to the elected officials data on the Public Pay site. This can be done by simply adding *&rpt=5* to the end of a regular Public Pay URL link.

The data on the Public Pay site for elected officials is limited to total wages and total retirement and health contributions. The site does not break out elements such as per-meeting stipends, reimbursements or payments for serving as an agency liaison to other advisory committees, councils, and forums. For better transparency on their websites, local agencies should disclose all elements of compensation for their elected officials and establish this higher standard as best practice for all of Marin County.

Both MMWD and the North Marin Water District have excellent practices with regard to transparency on compensation of their elected officials. The MMWD website’s board page provides a quick link to an annual compensation report detailing board compensation policies

Figure 1. Public Pay Elected Officials Page Example



Source: Government Compensation in California, accessed March 30, 2020, <https://publicpay.ca.gov/Reports/Counties/County.aspx?entityid=21&year=2018&rpt=5>

and annual amounts paid to each member for regular board meetings, board committees, other special board meetings, and liaison assignments to advisory committees, councils, and forums. It also details total annual payments for conferences, training, and memberships, as well as medical and dental benefits and other benefits, including iPad data plans. North Marin Water District discloses several annual board compensation elements by a direct link to the financial report it files with the state controller's office, but it is not as detailed as the MMWD report.

Results of the Website Audit

The Grand Jury audit found that many website compensation links were missing or broken. In other cases, links were not easy to find. Policies and compensation for elected officials were not always posted. Thirty of the 34 audited agency websites failed to comply fully with legal disclosure requirements.

Missing or Inconspicuous Links

Fifteen of 34 of the audited agency websites failed to post a compensation report or a "conspicuous" link to their data on the Public Pay site. These agencies are shown in Table 2. The worst example of this was the County of Marin's website, where four jurors were each unable to locate a compensation link after searching for at least 15 minutes.

In the investigation, the Grand Jury observed that several agencies post a link to the Transparent California website rather than to the Public Pay website.¹⁵ Transparent California is not included in Government Code Section 53908, so this does not comply with the legal requirements.

The Grand Jury recommends that all the noncompliant agencies identified in Table 2 remedy these deficiencies by placing a Public Pay link on the web page listed in the table. Generally, the audit revealed that the best location for a Public Pay link is either the finance or human resources section of the agency's website.

Link Does Not Go Directly to the Agency's Most Recent Data

Many agencies include a Public Pay link on their website that is deficient because it connects the user to an outdated page or to the state's Public Pay home page rather than directly to the local agency data on the Public Pay site. The Grand Jury believes this is largely due to a technical oversight.

Appendix A contains the recommended Public Pay link for each audited agency, as well as links for 22 additional agencies that were not audited. A key feature of these links is that they include the ID number of the agency, but exclude any parameter specifying a year (an example of this parameter is *&year=2016*). By *excluding* the specific year parameter, the link will automatically lead a user to the most recent available data for that agency, and it will not become outdated over time. This will save the agency the work of updating the link on an annual basis while reducing the chance of errors in future postings.

¹⁵ Transparent California, accessed March 30, 2020, <https://transparentcalifornia.com>.

Table 2. Agency Websites with Missing or Inconspicuous Links to Compensation Data

Agency	Recommended Conspicuous Location for Link
City of Mill Valley	http://www.cityofmillvalley.org/gov/departments/finance/default.htm
City of Sausalito	https://www.sausalito.gov/departments/administration/finance/financial-documents
Town of Tiburon	http://townoftiburon.org/154/Administration-Finance
County of Marin	https://www.marincounty.org/depts/df
Bolinas Fire Protection District*	https://www.bolinasfire.org/board-members
Central Marin Fire Authority**	https://centralmarinfire.org/admin/finance
Kentfield Fire Protection District	https://www.kentfieldfire.org/administration/finance-a-budget
Sleepy Hollow Fire Protection District	https://shfpd.org/about-us/finances
Southern Marin Fire Protection District	https://www.southernmarinfire.org/admin
Stinson Beach Fire Protection District*	https://www.stinsonbeachfireprotectiondistrict.org/financials-budgets
Almonte Sanitary District	https://www.almontesd.org/governance.php
Central Marin Sanitation Agency	https://www.cmsa.us/finance/
Las Gallinas Valley Sanitation District	http://www.lgvsd.org/about-us/board-of-directors/
Ross Valley Sanitary District (Sanitary District No. 1)	https://www.rvsvd.org/31/Open-Government
Stinson Beach Water District	http://stinson-beach-cwd.dst.ca.us/index.html

* Existing link goes to Transparent California rather than Public Pay

** Formed in 2018 and not required to report for that year

Agency Websites Should Have a Link Directly to Elected Officials Data

Although it is simple to link directly to a page on the Public Pay website showing actual compensation paid to elected officials, none of the audited agencies currently do so. All Marin public agency websites should have a direct link from their board or council page to their “Elected Officials” page on the Public Pay site. All Marin agencies should adopt this higher standard of transparency.

A link to the “Elected Officials” page on the Public Pay site can be added simply by adding a new parameter to the end of the normal Public Pay link as is shown for all agencies in Appendix A. For instance, the City of San Rafael could include such a link by adding *&rpt=5* to

the end of its Public Pay link, resulting in the following:

<https://publicpay.ca.gov/Reports/Cities/City.aspx?entityid=256&rpt=5>.

Agencies Should Post Compensation Policies and Annual Compensation Details

The Grand Jury audit revealed that compensation policies for many agencies either were not posted or were scattered in a wide variety of hard-to-find locations. Eighteen of the 34 agencies did not post such information on the board or council pages of their websites. As described previously, public transparency is promoted by posting detailed information about the compensation policies for elected officials. All agencies should post this information on their board or council web pages. As an example, MMWD posts detailed information about the annual compensation of its elected officials. All Marin agencies should adopt this higher standard of transparency.

Conclusion

To make informed decisions on matters of self-governance, the public needs to understand the workings of their public agencies, including the compensation of elected officials. Public transparency helps to maintain trust in the government. It makes responsive democracy work.

By following the recommendations in this report, Marin's public agency websites can come into compliance with state legal requirements. Following these recommendations will reduce the chance of errors and minimize the time needed to keep websites current. These changes also will improve public access to important information while increasing the transparency that is essential to good government in a democratic society.

Findings

- F1. Many Marin public agencies fail to include on their websites either a link to the *publicpay.ca.gov* site showing compensation for their elected officials, officers, and employees, or a table showing such data. The Grand Jury determined that these agencies fail to comply with the requirements of Government Code Section 53908.
- F2. Any link to compensation data on an agency's website that takes more than five minutes or three clicks from the home page to locate, does not reasonably satisfy the intent of the Government Code that the information be easily located and "conspicuous" on the agency's website.
- F3. Any link to *publicpay.ca.gov* on an agency's website that fails to go directly to the agency's current compensation data on that website does not satisfy the intent of the Government Code that information be easily located.
- F4. Regarding compensation policies for elected officials, many public agencies do not provide the public with easy access to information regarding salary, meeting fees or stipends (including compensation for serving as liaison to other advisory committees, councils and forums), reimbursements, health and retirement benefits, and other benefits such as equipment.

- F5. Regarding detailed disclosure of total compensation paid, most public agencies do not break out all components of compensation paid to their elected officials, including salary, meeting fees or stipends (including compensation for serving as liaison to other advisory committees, councils and forums), reimbursements, health and retirement benefits, and other benefits such as equipment.
- F6. By comparison to other public agencies, Marin Municipal Water District annually publishes an exemplary report on its website of total compensation paid to its elected officials for salary, meeting fees or stipends (including compensation for serving as liaison to other advisory committees), councils and forums, reimbursements, health and retirement benefits, and other benefits such as equipment.

Recommendations

- R1. To comply with the intent of Government Code Section 53908, no later than 90 days after the date of this report, agencies should include on their websites a link to the *publicpay.ca.gov* site showing compensation of their elected officials, officers, and employees using the formatted URL examples that are shown in Appendix A.
- R2. No later than 90 days after the date of this report, agencies should modify the location of their existing *publicpay.ca.gov* links to satisfy the requirement of Government Code Section 53908 that their link be “conspicuous.” Conspicuous locations for agencies are suggested in Table 2.
- R3. No later than 90 days after the date of this report, agencies should modify their existing *publicpay.ca.gov* links so that they provide a direct link to their current compensation data on the state site. To eliminate the need for annual updates, the URL used for the link should exclude any parameter specifying a year. Formatted URL examples are shown on Appendix A.
- R4. No later than 90 days after the date of this report, in addition to any other compensation links, agencies should include a link on their board or council web pages that leads directly to their “Elected Officials” page on the *publicpay.ca.gov* site, conforming to the format suggested on Appendix A.
- R5. No later than 120 days after the date of this report, agencies should include on their board or council web pages a comprehensive description of their policies regarding all compensation paid to elected officials specifying, at a minimum, salary, meeting fees or stipends (including compensation for serving as liaison to other advisory committees, councils and forums), reimbursements, health and retirement benefits, and other benefits such as equipment.
- R6. No later than 120 days after the date of this report, agencies should adopt a practice to compile and publish each year an annual report detailing the compensation actually paid to their elected officials for the previous calendar year. Compensation disclosures should include, at a minimum, salary, meeting fees or stipends (including compensation for serving as liaison to other advisory committees, councils and forums), reimbursements, health and retirement benefits, and other benefits such as equipment. A link to this report should be posted on the agency’s board or council web page.

R7. No later than 90 days after the date of this report, agencies not audited in this report should review their websites for compliance with the legal requirements and higher public transparency standards recommended in Recommendations R1–R6 of this report and ensure that their websites include links to the *publicpay.ca.gov* site as shown in Appendix A.

Request for Responses

According to the California Penal Code, agencies required to respond to Grand Jury reports generally have no more than 90 days to issue a response. It is not within the Grand Jury’s power to waive or extend these deadlines, and to the Grand Jury’s knowledge, the Judicial Council of California has not done so. But we recognize that the deadlines may be burdensome given current conditions caused by the COVID-19 pandemic.

Whether the deadlines are extended or not, it is our expectation that Marin's public agencies will eventually be able to return to normal operations and will respond to this report. In the meantime, however, public health and safety issues are of paramount importance and other matters might need to wait.

Pursuant to Penal Code Section 933.05, the Grand Jury requests responses from the following governing bodies:

Respondent	F1	F2	F3	F4	F5	R1	R2	R3	R4	R5	R6	R7
Audited Agencies												
County of Marin		X	X	X	X		X	X	X	X	X	
City of Belvedere			X		X			X	X		X	
City of Larkspur			X	X	X			X	X	X	X	
City of Mill Valley	X	X	X		X	X	X	X	X		X	
City of Novato			X		X			X	X		X	
City of San Rafael			X		X			X	X		X	
City of Sausalito		X			X		X		X		X	
Town of Corte Madera			X	X	X			X	X	X	X	
Town of Fairfax			X		X			X	X		X	
Town of Ross			X		X			X	X		X	
Town of San Anselmo			X		X			X	X		X	

Respondent	F1	F2	F3	F4	F5	R1	R2	R3	R4	R5	R6	R7
Town of Tiburon		X	X		X		X	X	X		X	
Bolinas Fire Protection District	X	X	X	X		X		X	X	X		
Central Marin Fire Authority	X	X				X						
Kentfield Fire Protection District		X	X		X		X	X	X		X	
Novato Fire Protection District			X	X	X			X	X	X	X	
Ross Valley Fire Department				X	X				X	X	X	
Sleepy Hollow Fire Protection District	X	X	X	X	X	X	X	X	X	X	X	
Southern Marin Fire Protection District		X			X		X		X		X	
Stinson Beach Fire Protection District	X	X	X			X		X	X			
Tiburon Fire Protection District			X	X	X			X	X	X	X	
Almonte Sanitary District	X	X	X	X	X	X	X	X	X	X	X	
Alto Sanitary District			X		X			X	X		X	
Central Marin Sanitation Agency		X	X		X		X	X	X		X	
Homestead Valley Sanitary District			X	X	X			X	X	X	X	
Las Gallinas Valley Sanitary District		X	X		X		X	X	X		X	
Novato Sanitary District			X	X	X			X	X	X	X	
Richardson Bay Sanitary District			X	X	X			X	X	X	X	
Ross Valley Sanitary District (Sanitary District No. 1)	X	X	X	X	X	X	X	X	X	X	X	
Sanitary District No. 5 – Tiburon-Belvedere				X	X				X	X	X	

Respondent	F1	F2	F3	F4	F5	R1	R2	R3	R4	R5	R6	R7
Sausalito-Marín City Sanitary District			X		X			X	X		X	
Marin Municipal Water District					X				X		X	
North Marin Water District					X				X		X	
Stinson Beach County Water District	X	X			X	X			X		X	
Agencies Not Audited												
Bel Marin Keys Community Services District												X
Belvedere-Tiburon Joint Recreation Committee District												X
Belvedere-Tiburon Library Agency												X
Bolinas Community Public Utility District												X
Central Marin Police Authority												X
Firehouse Community Park Agency												X
Inverness Public Utility District												X
Marin City Community Services District												X
Marin Clean Energy (MCE)												X
Marin County Resource Conservation District												X
Marin County Transit District												X
Marin General Services Authority (MGSA)												X
Marin Healthcare District												X

Respondent	F1	F2	F3	F4	F5	R1	R2	R3	R4	R5	R6	R7
Marin/Sonoma Mosquito and Vector Control District												X
Marinwood Community Services District												X
Muir Beach Community Services District												X
Sonoma-Marin Area Rail Transit District												X
Tamalpais Community Services District												X
Tomales Village Community Services District												X
Transportation Authority of Marin												X

The governing bodies indicated above should be aware that the comment or response of the governing body must be conducted in accordance with Penal Code Section 933 (c) and subject to the notice, agenda, and open meeting requirements of the Brown Act.

Note: At the time this report was prepared, information was available at the websites listed.

Reports issued by the Civil Grand Jury do not identify individuals interviewed. Penal Code Section 929 requires that reports of the Grand Jury *not* contain the name of any person or facts leading to the identity of any person who provides information to the Civil Grand Jury. The California State Legislature has stated that it intends the provisions of Penal Code Section 929 prohibiting disclosure of witness identities to encourage full candor in testimony in Grand Jury investigations by protecting the privacy and confidentiality of those who participate in any Civil Grand Jury investigation.

Appendix A – Direct Public Pay Internet Links

Properly Formatted PublicPay.ca.gov Link

Note: Agencies listed here can create a link to their “Elected Officials” page by adding *&rpt=5* at the end of their Public Pay URL below.

Agency	Agency Public Pay URL
Audited Agencies	
City of Belvedere	https://publicpay.ca.gov/Reports/cities/city.aspx?entityid=248
City of Larkspur	https://publicpay.ca.gov/Reports/cities/City.aspx?entityid=251
City of Mill Valley	https://publicpay.ca.gov/Reports/cities/city.aspx?entityid=252
City of Novato	https://publicpay.ca.gov/Reports/Cities/City.aspx?entityid=253
City of San Rafael	https://publicpay.ca.gov/Reports/Cities/City.aspx?entityid=256
City of Sausalito	https://publicpay.ca.gov/Reports/Cities/City.aspx?entityid=257
Town of Corte Madera	https://publicpay.ca.gov/Reports/Cities/City.aspx?entityid=249
Town of Fairfax	https://publicpay.ca.gov/Reports/Cities/City.aspx?entityid=250
Town of Ross	https://publicpay.ca.gov/Reports/Cities/City.aspx?entityid=254
Town of San Anselmo	https://publicpay.ca.gov/Reports/Cities/City.aspx?entityid=255
Town of Tiburon	https://publicpay.ca.gov/Reports/Cities/City.aspx?entityid=258
County of Marin	https://publicpay.ca.gov/Reports/Counties/County.aspx?entityid=21
Marinwood Community Services District	https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=947

Properly Formatted PublicPay.ca.gov Link

Note: Agencies listed here can create a link to their “Elected Officials” page by adding `&rpt=5` at the end of their Public Pay URL below.

Agency	Agency Public Pay URL
Bollinas Fire Protection District	https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=1237
Central Marin Fire Authority	Link not available at Public Pay as of February 20, 2020
Novato Fire Protection District	https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=1239
Ross Valley Fire Department	https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=2827
Sleepy Hollow Fire Protection District	https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=1240
Southern Marin Fire Protection District	https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=1241
Stinson Beach Fire Protection District	https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=1242
Tiburon Fire Protection District	https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=1243
Almonte Sanitary District	https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=1986
Alto Sanitary District	https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=1987
Central Marin Sanitation Agency	https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=2814
Las Gallinas Valley Sanitary District	https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=1989
Novato Sanitary District	https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=1990
Ross Valley Sanitary District (Sanitary District No. 1)	https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=1992
Marin Municipal Water District	https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=2529
North Marin Water District	https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=2404

Properly Formatted PublicPay.ca.gov Link

Note: Agencies listed here can create a link to their “Elected Officials” page by adding `&rpt=5` at the end of their Public Pay URL below.

Agency	Agency Public Pay URL
Stinson Beach County Water District	https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=2405
Agencies Not Audited	
Bel Marin Keys Community Services District	https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=945
Belvedere-Tiburon Joint Recreation Committee District	https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=2813
Belvedere-Tiburon Library Agency	https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=1623
Bolinas Community Public Utility District	https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=2198
Central Marin Police Authority	https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=2831
Firehouse Community Park Agency	https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=2818
Inverness Public Utility District	https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=2199
Marin City Community Services District	https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=946
Marin Clean Energy (MCE)	https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=2821
Marin County Resource Conservation District	https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=2108
Marin County Transit District	https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=3399
Marin General Services Authority (MGSA)	https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=2822
Marin Healthcare District	https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=1552
Marin/Sonoma Mosquito and Vector Control District	https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=1685

Properly Formatted PublicPay.ca.gov Link

Note: Agencies listed here can create a link to their “Elected Officials” page by adding *&rpt=5* at the end of their Public Pay URL below.

Agency	Agency Public Pay URL
Marinwood Community Services District	https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=947
Muir Beach Community Services District	https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=948
Sonoma-Marín Area Rail Transit District	https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=3400
Strawberry Recreation District	https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=1905
Tamalpais Community Services District	https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=949
Tomaes Village Community Services District	https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=950
Transportation Authority of Marin	https://publicpay.ca.gov/Reports/SpecialDistricts/SpecialDistrict.aspx?entityid=3480

District Manager Report
July 14, 2020
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.

Fiscal Year-End

With the beginning of Fiscal Year 2020-2021, staff are working on closing out accounting and financial reporting for Fiscal Year 2019-2020 in preparation of the District's annual financial audit. It is the intention to present a preliminary FY 19/20 Profit & Loss report at the August board meeting.

Special Tax Assessments

We've started the process of finalizing FY 20/21 special assessments with the County Department of Finance. Preliminary tax rolls for each assessment are expected by the end of month to be confirmed by early August. Once confirmed the District will receive final assessment projections. While initial budget projections are generally within a percent or two, each year presents minor adjustments, typically resulting in a small amount of revenues above initial budgeted projections.

Marin Wildfire Prevention Authority (MWPA)/Local Vegetation Management Projects:

The MWPA Board of Directors recently approved funding for the initial "Local" projects submitted by member agencies. Working with San Rafael FD vegetation inspectors, we have prioritized three areas along the Wildland-Urban Interface for year one vegetation management and defensible space zone projects (detailed in Fire Chief report). Marinwood is expected receive approximately \$64,400 designated for said local vegetation management projects, however, funding from the MWPA will not be realized until tax collection and processing occur in mid-December (~55%), April (~40%) and June (~5%). With the MWPA board approval, Marinwood will be reimbursed for the expenses incurred on these projects as the funds are collected and become available for allocation to the member agencies.

Relatedly, we recently completed a project incorporating goat grazing in the open space bordering residential properties from Queenstone Fire Road west along Miller Creek Road and Idylberry Road to the County facilities where District-owned property ends.

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 7, 2020

Time and Place: 7:00PM Via Teleconference

Present:

Commissioners: Chair Steve Farac, Tom Elsbree, Pascal Karsenti, Greg Stilson

Absent: Ron Marinoff

Board Director: Sivan Oyserman

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

Farac called the meeting to order at 7:05 PM.

1. Agenda

M/s Stilson/Elsbree to approve agenda as presented. Ayes: Elsbree, Farac, Karsenti, Stilson. Nays: None. Absent: Marinoff. Motion carried.

2. Public Comment on Non-Agenda Items

There were no comments from the public.

3. Commissioner Items of Interest

-Stilson informed that the Volunteer Firefighters are inquiring and ready to return. He will work with Chief White on formulating a potential plan allowing them to return safely based on current conditions and requirements.

-Farac inquired as to status on research of sirens and other emergency alert systems. Dreikosen and Chief White stated emergency alert systems were anticipated to be reviewed through the Marin Wildfire Prevention Authority in hopes of identifying solutions that could be implemented on a county-wide scale.

4. Draft Minutes of June 2, 2020 Fire Commission Meeting

M/s Elsbree/Stilson to approve Draft Minutes of June 2, 2020 Fire Commission Meeting as presented. Ayes: Elsbree, Farac, Karsenti, Stilson. Nays: None. Absent: Marinoff. Motion carried.

5. Vegetation Management and Defensible Space Project Updates

Commission received updates regarding completed and intended projects for this season.

6. Chief Officer Report and Activity Summary

Commission received Chief Officer Report and Activity Summary.

7. Requests for Future Agenda Items

-Updates on MWPA progress and initiatives.

The meeting was adjourned at 7:57 PM.

The date of the next Fire Commission meeting is August 4, 2020.

Submitted,
Eric Dreikosen



Staff Report

To: Board of Directors
From: Eric Dreikosen, District Manager
Date: July 14, 2020
Re: Appoint Alternate to the Marin Wildfire Prevention Authority

Directors,

At a meeting of the Marin Wildfire Prevention Authority (MWPA) Board of Directors, the Board approved that each member agency shall appoint an alternate representative amongst their governing body to serve on the MWPA Board of Directors in the event the primary appointed representative is unable to attend a meeting or other event. Both the primary representative as well as the alternate representative are required to be members of their respective agency's governing body (i.e.: elected official). Agency staff are not permitted to represent their agency in this capacity.

Director Leah Green is currently appointed as the primary representative for Marinwood CSD serving on the MWPA Board of Directors.

Staff Recommendation: Appoint a member of the Board of Directors as the alternate Marinwood representative on the MWPA Board of Directors.



To: Marinwood Board of Directors

From Darin White, Fire Chief

Date: July 8, 2020

Re: Fire Department Update

Marin Wildfire Prevention Authority-

There are 4 Core Programmatic Areas. They include:

- Emergency Evacuations and Notifications
- Unified Approach to Vegetation Management
- Increased Education On Wildfire Mitigation
- Access to Matching Grants

There are 2 additional areas:

- Vegetation Management Inspections and Evaluation of buildings and homes, and defensible space
- Individual Agency Specific Needs (i.e. local vegetation management needs)

Projects will fall under three main categories: Core Allocation (60%) estimated at 322,060, Defensible Space- (20%) estimated at \$64, 412 and local agency specific (20%) estimated at \$64,412.

As part of the MWPA workplan and project submission for Marinwood, we've submitted projects for goat grazing and mechanical clearing of defensible space in the area of Ellen Drive/Las Gallinas Ave, as well as Idylberry to Blackstone. We've also submitted projects for the Elvia Court area wildland urban interface to create a shaded fuel break in open space bordering private homes.

All California Environmental Quality Act (CEQA) paperwork has been submitted and this was done in 3 general categories: Evacuation routes, goats, and open space. Currently, the Executive Officer selection is underway.

Vegetation Management

I am pleased to report that staff has secured the final 6 candidates to serve as Defensible Space inspectors. We received well over 30 applications and narrowed the field to the top 1/3rd of candidates. We have further reduced and the final 6 appear to have a great mix of experience, motivation, and demonstrated interest in reducing risk to our communities. As stated before, last year we had 2 inspectors conducting vegetation management inspections and this year we now anticipate being staffed with up to 8 inspection staff. New employee orientation and training is scheduled to begin on July 16, 2020.

Live Fire Training Burn

On Friday June 19, 2020 after receiving a few calls of concern about air quality in Marinwood, I spoke with Marin county Battalion Chief Graham Groneman (the training coordinator) and explained the concern. He apologized for the situation and acknowledged that there had been a similar challenge a couple years ago with wind conditions and the plume affecting the kids/youth camps. He asked for a point of contact to speak with so that he could better coordinate his burn dates with the staff who schedule the camp dates and activities. I provided him with two points of contact: Luke Fretwell, Recreation Director and Robyn Bruton, Assistant Recreation Director. After that day's burn Chief Groneman moved the burn toward the Novato area.



AmeriCorps Crews Arrive!



New AmeriCorps Vegetation Management Team

A new AmeriCorps team has arrived from St. Louis to clear vegetation in City open space and assist homeowners with creating defensible space. They have been learning much about the ecology and community around San Rafael and have spent several days at Hartzell Park preparing the area for the coming herd of goats. This includes limbing trees, weed whipping, and removing and piling all sorts of fuels while trying their best to avoid poison oak.

We are excited to host the AmeriCorps St. Louis team for the next two months and greatly appreciate their hard work protecting our community. So far, they have spent two days working in Marinwood. After the 4th of July holiday 4-6 more AmeriCorps crew members will arrive.

Guidelines/COVID-19:

On June 29, 2020 some additional businesses were approved to re-open including, hair salons and barber shops. This decision takes into consideration the following except*:

- Governor's allowances/orders
- Continued review of indicators
- The curve has recently and continuously risen *
- Hospitals were receiving an increased number of patients from San Quentin and are still prepared for a surge
- Testing sites are in operation 5 days a week from 7 a.m. to 7 p.m. and these will expand to 7 days a week.
- Increased availability of testing
- The County has transitioned from 3 disinfection sites to 1. Novato closed at noon June 30th, San Rafael and Marin Catholic closed at 3p.m. on June 30th. A new site opened July 1st at 0800hrs. at the Marin Center – Ave of Flags. The Emergency Operations Center is in the process of ordering disinfection kits and foggers for the Stations/apparatus.

*The prior guidance indicated that a steady decrease in cases or at least no increases over a several days period or more would factor into decisions about expanding the resumption of activities.

Although new re-opening guidelines took effect on June 29th and has effectively increased the number of businesses who can return to some form of active status including barbershops, beauty salons, summer camps, certain daycare facilities, still closed are indoor restaurant dining, gyms, and movie theaters due to the steady rise of COVID positive persons in the Bay Area and State of California for the past few weeks.

As of July 8, 2020, The United States had 2,993,761 cases reported; 131,457 deaths; California has 282,258 cases and 6,552 deaths to-date. Out of 30,004 cases in the Bay Area, Marin County figures are as follows: 1548 confirmed cases, 20 deaths, 37 persons currently hospitalized and 70 others who had been hospitalized previously. These figures do not include the recent COVID-19 figures involving San Quentin prison inmates and staff at approximately 1388 persons. The number of positive tests has steadily increased over the past few weeks due to increased testing and exposures. Currently, nearly 34,406 Marin County residents have completed the testing.

Fire Incidents



Delivery Truck Fire - Arson Suspected

During the late evening hours on June 4, 2020, a delivery truck parked behind the Marinwood Market was destroyed by a fire that appears to have been intentionally set. Security video from behind the market shows two or three individuals in an older model BMW SUV drive into the loading dock area. The fire starts as the vehicle is then seen leaving the back of the market. Marin County Sheriff's Department is investigating.

PG&E CONDUCTS PRE-INSPECTIONS VIA HELICOPTER

Starting Wednesday, July 8, PG&E will conduct pre-inspection helicopter flights in Napa county to improve its Public Safety Power Shutoff (PSPS) program by making events smaller in size, shorter in length and smarter for its customers. Flights will begin in Marin county Tuesday, July 21.



Caption: 3 Bell 407 helicopters, like this one in the picture, but not necessarily this tail number, will be departing and arriving at the Angwin airport. One of the many helicopters PG&E will fly through August is also a Hughes MD500/MD600.

Marinwood Fire Department Statistics: June 2020

The Marinwood Fire Department responded to 111 emergency calls in June 2020; of these, 15 calls were cancelled en route. The majority of the calls were medical incidents. The Department responded to three fires; a vehicle fire in Marinwood (see photo on next page), a retaining wall fire in San Rafael (Mount Marin) and, a vegetation fire in Novato. COVID-19 was suspected on one of the Department's medical assist calls.

Incidents by Area and Type								
Area	MA	PSA	FA/N N	FIRE	HAZMAT	COVER	OTHER*	TOTAL
Marinwood	15	6	1	1	2	N/A	0	25
CSA 13	7	3	0	0	1	N/A	0	11
Old JPA (Mont Marin)	2	3	1	1	0	N/A	0	7
New JPA (East of 101)	32	7	3	0	1	N/A	0	43
SR Mutual Aid	4	7	2	0	0	0	0	13
MC JPA	3	1	1	0	0	N/A	0	5
Novato JPA	0	0	0	0	0	N/A	0	0
MC Mutual Aid	0	0	0	0	0	N/A	0	0
Novato Matrix	0	4	0	1	0	2	0	7
Total Numbers	63	31	8	3	4	2	0	111
Percentage of total	56.8%	27.9%	7.2%	2.7%	3.6%	1.8%	0.0%	

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): NA

Average response time for Engine 58: 5 minutes, 28 seconds

Staff Report

To: Board of Directors
From: Eric Dreikosen, District Manager
Date: July 14, 2020
Re: Park Maintenance Facility Replacement Project: Update

Directors,

Please see the included draft schedule for the Park Maintenance Facility Replacement Project.

As various restrictions imposed due to the COVID-19 Shelter-In-Place Order have begun to ease, staff have been able to more fully resume the needs associated with the Park Maintenance Facility Replacement Project. This has primarily involved consultant work with required structural engineering and geotechnical engineering.

With this progress, staff have worked directly with project architect Bill Hansell to create an anticipated project management timeline detailing steps and actions needed to the point of project completion as well as the anticipated timing of each milestone.

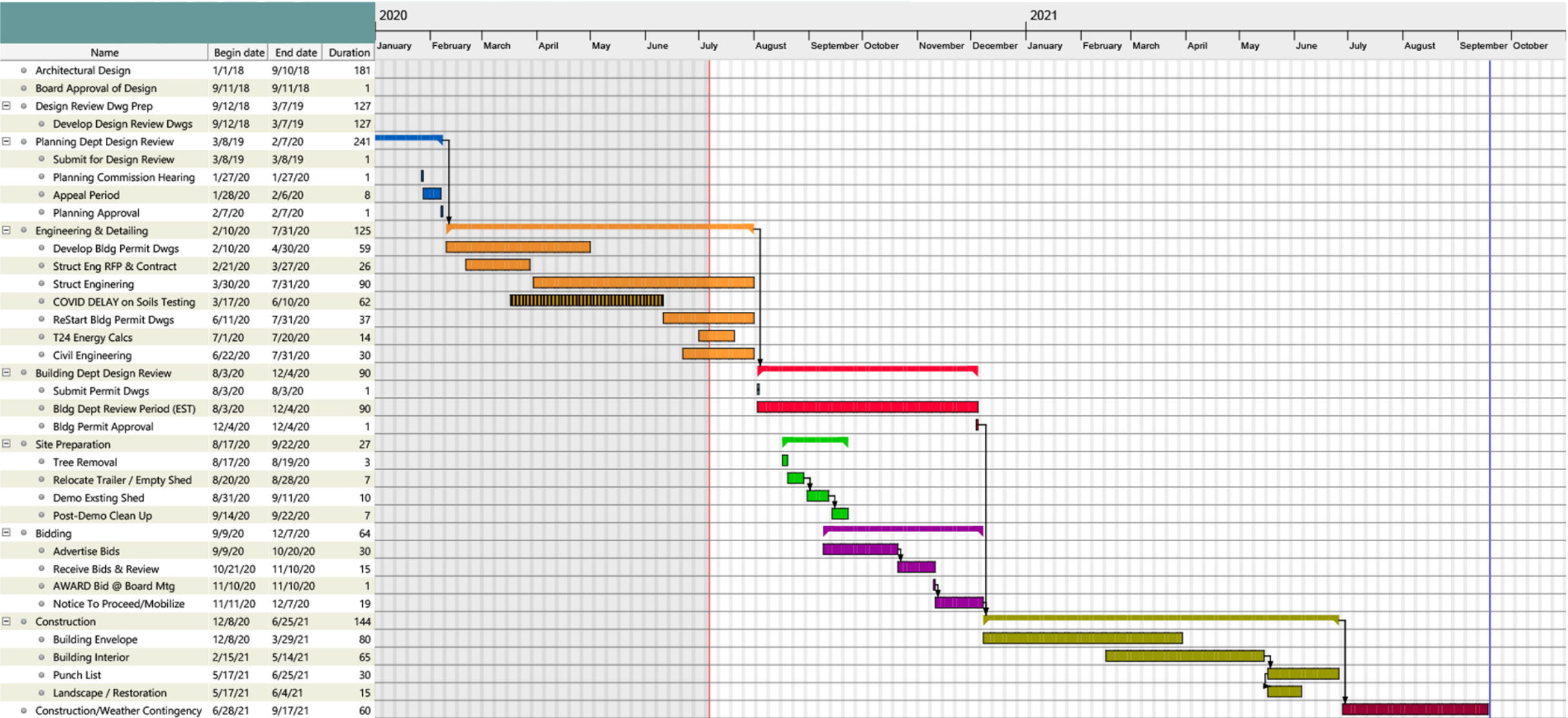
While the schedule is slightly aggressive, staff believes it to be accomplishable. Barring any additional unforeseen project delays, it is the intention of the staff and project architect to be able to release a Request for Proposals (RFP) for this project this September.

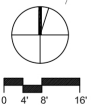
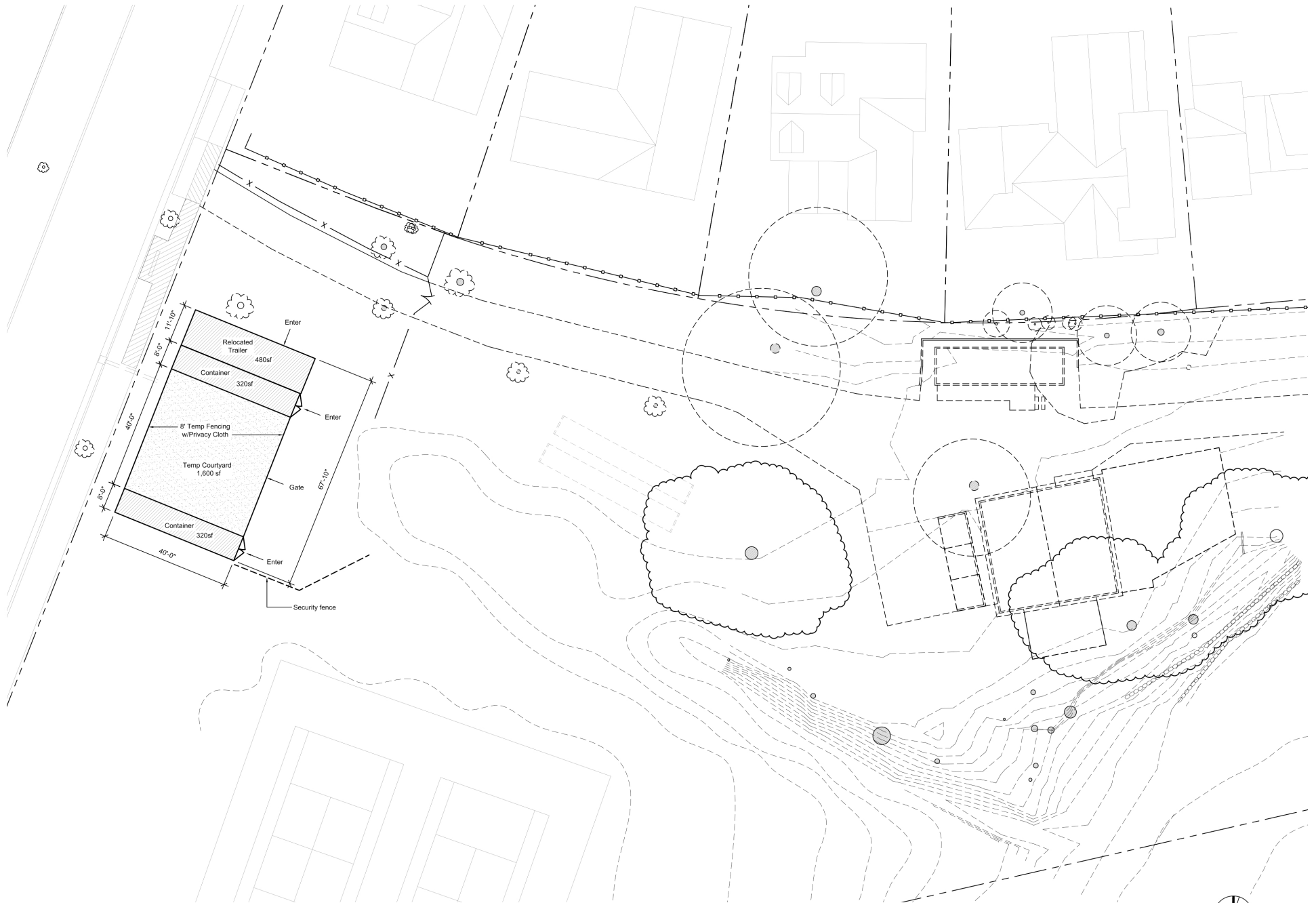
In preparing for the RFP release, staff will also need to accomplish pre-bid site preparation. This includes but is not limited to the removal of several non-protected pine trees as stated in our County-approved Design Review application, the demolition of the current facility and the relocation of the modular building utilized by our park staff.

Furthermore, District staff will need to create and construct a temporary solution to accommodate the daily working needs of our park staff during construction of the replacement facility (see included preliminary concept). We have identified an area in the nearby vicinity where the Gaga Ball pit is currently located in which we intend to erect temporary fencing, temporarily place the modular building as well as the temporary placement of up to two metal cargo units, all of which will be utilized to store tools, equipment, supplies and other park staff needs. Staff does not intend to connect water or sewer to the modular building while being placed and used in this capacity, however, we are researching and hopeful that we will be able to reconnect electricity. The referenced cargo units would need to be purchased though would have the strong possibility of either repurposing to other non-park storage needs (i.e. – Rec Dept) or potentially reselling them upon conclusion of the project.

Marinwood CSD Park Maintenance Bldg - Draft Schedule

07/06/2020





Recreation

Camps

The Recreation Department is currently wrapping up the 4th week of our modified 9-week summer camp program. Adjusting to the numerous changes necessitated by the COVID-19 health guidelines has proven challenging in several ways, but the program is running smoothly and we are pleased with how the summer has transpired. We are serving 168 campers between the ages of 3 and 12 each day and will have served more than 360 individual campers by summer's end. We are grateful to be able to provide childcare to so many local families during this challenging season.

Our part-time summer camp staff has been indispensable in making this summer possible. These staff members have come up with new and creative ways to keep the kids active and engaged while staying isolated from the other camp groups and adhering to the health guidelines. They have impressively remained positive and spirited each week, which has provided a nice counterbalance to the many new protocols and adjustments. Whether reassuring concerned parents, sanitizing supplies for the umpteenth time, or reminding campers of the rules, day in and day out our camp staff members have performed their duties with an admirable level of professionalism. And all while wearing their masks several hours a day. We are grateful to have such a stellar crew.

Pool

Staff is currently finalizing plans to open the pool to the public for lap swim in the next 2 weeks. Lap swimmers will be able to reserve a lane in advance for a 45 minute timeslot. We will be offering early morning and late afternoon hours Monday – Friday. The fees and schedule are being finalized but will be announced in the next few days.

In accordance with the health guidelines, locker rooms will not be available for changing (i.e. swimmers must come dressed to swim) and use of the showers will be prohibited. We look forward to reconnecting with our local lap swim community.

Classes

While the current health guidelines prohibit most of our regular recreation classes from taking place, some of our instructors have continued to offer virtual versions of their programs, including Chrissy Costello's "ZOOMba" class and Duncan MacSwain's photography class. Such programs have remained extremely popular this spring and summer and we are grateful for all the time these instructors have committed to keeping their programs going and their participants engaged.

Staff is currently working on potential schedules of classes and programs for the fall. It remains unclear what will be allowed but we expect to offer a limited version of our preschool and afterschool programs, as well as some outdoor adult classes.

Office

In accordance with health department recommendations, the community center office remains closed to the public. Staff, however, continue to conduct business and communicate via phone and email, and meet customers outside on the patio who require in-person assistance.

Parks and Maintenance

Park Maintenance Facility

Staff has begun cleaning out and packing up the park shop in preparation for moving into the temporary workshop/storage area that will be erected for parks maintenance operations during the new facility construction.

Repairs

An aging irrigation system has kept staff busy the past couple months with almost weekly repairs. Old and failing joints are being updated and new shutoff valves installed where possible to allow for better maintenance and longevity.

Landscaping

In June staff updated the landscaping and streamlined the irrigation systems at the Mini Park and Creekside Park and in front of the community center.

Projects

In addition to making the transition to the temporary park shop space, other upcoming maintenance projects include adding temporary shade sails to the north patio of the community center, posting updated trail signage in the open space, and making repairs to the community center kitchen.