

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

Tuesday – August 9, 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 2022-12: Making Findings and Confirming the Need to Continue Conducting Remote Meetings via Teleconference of the Board of Directors, Fire Commission and Park & Recreation Commission. b. Draft Minutes of Regular Meeting of July 12, 2022 (Remote Meeting) c. Bills Paid Nos. 6493 – 6615	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. Fiscal Year 2021-2022 Year-End Profit & Loss Financial Statements (Pre-audit)	Review
	2. District Manager Report	Review
F.	FIRE DEPARTMENT MATTERS	
	1. Draft Minutes of Fire Commission Meeting of August 2, 2022	Review
	2. Potential Amendment to Fire Commission Bylaws: Adjusting Regular Meeting Schedule From Monthly to Bi-Monthly (every even month)	Approve
	3. Chief Officer Report and Activity Summary	Review
G.	PARK AND RECREATION MATTERS	
	1. 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 – September 13, 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. 2022-12

RESOLUTION OF THE BOARD OF DIRECTORS OF MARINWOOD COMMUNITY SERVICES DISTRICT MAKING FINDINGS AND CONFIRMING THE NEED TO CONTINUE CONDUCTING REMOTE MEETINGS VIA TELECONFERENCE OF THE BOARD OF DIRECTORS, FIRE COMMISSION AND PARK & RECREATION COMMISSION

WHEREAS, on March 4, 2020, Governor Newsom issued a proclamation pursuant to Government Code section 8625 declaring a state of emergency in California due to the COVID-19 pandemic; and

WHEREAS, Government Code section 54953(e)(1), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), provided that the legislative body complies with the requirements of section 56953(e)(2); and

WHEREAS, pursuant to Government Code Section 54953(e)(3), if a state of emergency remains active, or state or local officials have imposed or recommended measures to promote social distancing, the legislative body shall make specified findings at least every 30 days; and

WHEREAS, the Governor's proclaimed State of Emergency remains in effect, and State and local officials, including the Marin County Director of Health and Human Services, continues to recommend measures to promote social distancing; and

WHEREAS, the active proclaimed state of emergency and recommendations of local officials continue to directly impact the ability of the District's Board of Directors and Commissions to conduct public meetings safely in person.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Board of Directors has reconsidered the circumstances of the State of Emergency since the July 12, 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 August 9, 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 – July 12, 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, Chris Case, 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.

A. Call to Order & Roll Call of Directors

Board President Ruggeri called the meeting to order at 7:32pm.

B. Agenda

Agenda adopted as presented.

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*
Shea to approve/Oyserman to second “consent calendar as presented.”
All in favor. Motion carried unanimously.

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

The Board of Directors received public comment regarding:

- a. Board’s vision for the future and addressing needs of changing user groups in the community

E. District Matters:

1. *District Manager Report*
Board of Directors received District Manager Report

F. Fire Department Matters:

1. *Draft Minutes of Fire Commission Meeting of July 5, 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. *Draft Minutes of Park & Recreation Commission Meeting of June 28, 2022*
Board of Directors reviewed Draft Minutes of Park & Recreation Commission Meeting.
2. *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 and creek pathway progress
- Board President Ruggeri requests update on progress of improvement of cell coverage

Meeting adjourned at 9:14PM

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 August 9, 2022

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
6493	7/1/2022	Marinwood CSD	204,404.60	Fire salaries	Fire	5110220	General	26,557.88
				Fire OT	Fire	5120110	General	17,098.15
				Acting Pay	Fire	5110310	General	362.40
				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
				Park salary	Park	5110110	General	6,361.60
				Park hourly	Park	5110210	General	1,278.00
				Building attendants	Rec	5110210	Building	210.00
				Pool Staff	Rec	5110210	Pool	22,924.54
				Swim Team	Rec	5110210	Pool	391.50
				Aquatics	Rec	5110210	Aquatics	9,126.25
				Summer	Rec	5110210	Summer	88,676.12
				MIP	Rec	5110210	Community	75.00
				PR fees	Fire	5210230	General	149.87
				PR fees	Rec	5210230	General	444.24
				PR fees	Park	5210230	General	22.09
				SS + Medicare	Fire	5140140	General	3,588.37
				SS + Medicare	Rec	5140140	General	10,428.97
				SS + Medicare	Park	5140140	General	583.51
				EDU + SUI	Rec	5140145	General	1,918.84
				EDU + SUI	Park	5140145	General	50.12
				Benefits withholding	Park	2120066	General	-970.86
				Benefits withholding	Rec	2120066	General	-1,250.87
				Benefits withholding	Fire	2120066	General	-5,906.24
6494	7/1/2022	Marinwood CSD	12,935.84	Retire 07/01/2022	Park	5130510	General	1,384.83
					Rec	5130510	General	1,945.47
					Fire	5130510	General	9,605.54
6495	7/1/2022	Marinwood CSD	49,530.22	Health Ins July	Park	5130120	General	10,839.99
					Rec	5130120	General	8,054.13
					Fire	5130120	General	30,636.10
6496	7/1/2022	Six Flags	6,243.84	07/27/22 field trip	Rec	5220819	Summer	6,243.84
6497	7/1/2022	AstroJump	1,689.00	07/08/22 camp entertainmer	Rec	5220819	Summer	1,689.00
6498	7/1/2022	United Coach Tours	5,385.38	Summer field trips	Rec	5220819	Summer	5,385.38
6499	7/1/2022	Jungle James	1,265.00	07/01/22 camp entertainer	Rec	5220819	Summer	1,265.00
6500	7/1/2022	First Foundation Bank	73,655.48	Maint Facility Loan principal	Park	5211710	General	58,445.48
				Maint Facility Loan interest	Park	5211715	General	15,210.00
6501	7/6/2022	Marinwood CSD	500,557.00	FY22-23 Pension UAL	Park	5130510	General	40,027.00
					Rec	5130510	General	50,944.00
					Fire	5130510	General	409,586.00
6502	7/6/2022	DKG Dave Garoutte	350.00	MIP	Rec	5220819	Community	350.00
6503	7/6/2022	Pedal to the Metal	1,200.00	MIP	Rec	5220819	Community	1,200.00
6504	7/6/2022	Oakland Zoo	1,990.00	07/13/2022 field trip	Rec	5220819	Summer	1,990.00
6505	7/6/2022	Safari Encounters	1,300.00	07/14/2022 camp entertainr	Rec	5220819	Summer	1,300.00
6506	7/6/2022	Chrissy Costello	174.40	Zumba	Rec	5210146	Adult	174.40
6507	7/6/2022	Incrediflix	1,316.00	Specialty camps	Rec	5210146	Summer	1,316.00
6508	7/6/2022	Ann McBride	373.10	Irish Dance	Rec	5210146	Summer	373.10
6509	7/6/2022	Jerry Mehciz	3,032.00	Tennis Camp	Rec	5210146	Tennis	3,032.00
6510	7/6/2022	National Academy of Athletic	2,800.00	All Sorts of Sports Camp	Rec	5210146	Summer	2,800.00
6511	7/6/2022	Yanar Smoyer	84.00	Refund picnic rental	Rec	4631917	Pool	84.00
6512	7/6/2022	Ashleigh Brody	215.00	Refund summer camp	Rec	4631920	Summer	215.00
6513	7/6/2022	David Hansen	100.00	Refund swim lessons	Rec	4631917	Aquatics	100.00
6514	7/6/2022	Francis Lawrence	218.00	Refund summer camp	Rec	4631920	Summer	218.00
6515	7/6/2022	Lindsay Vriavas	282.00	Refund summer camp	Rec	4631920	Summer	282.00
6516	7/6/2022	Lindy Burgon	282.00	Refund summer camp	Rec	4631920	Summer	282.00
6517	7/6/2022	Magaly Leiva	277.00	Refund swim lessons	Rec	4631917	Aquatics	277.00
6518	7/6/2022	Meghan Talbott	356.00	Refund summer camp	Rec	4631920	Summer	356.00
6519	7/6/2022	Robyn Bruton	140.95	summer supplies	Rec	5220819	Summer	140.95
6520	7/6/2022	Isabelle Gold	31.59	Mileage reimbursement	Rec	5220819	Summer	31.59
6521	7/6/2022	John Paul Kessler	320.25	Staff uniforms	Rec	5220825	Pool	271.70
				Supplies	Rec	5220819	Pool	48.55
6522	7/6/2022	Kayla Yu	38.61	Mileage reimbursement	Rec	5220819	Summer	38.61
6523	7/6/2022	Carolyn Sullivan	93.48	Mileage reimbursement	Rec	5220819	General	93.48

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
6524	7/6/2022	Delta Dental	2,225.36	Dental - July	Fire	5130120	General	1,337.80
					Park	5130120	General	459.30
					Rec	5130120	General	428.26
6525	7/6/2022	SDRMA	227.70	Life Ins - July	Fire	5130120	General	92.85
					Park	5130120	General	49.99
					Rec	5130120	General	84.86
6526	7/6/2022	SDRMA	105,294.18	WC FY22/23	Fire	5140115	General	63,702.98
					Park	5140115	General	17,900.01
					Rec	5140115	General	23,691.19
6527	7/6/2022	SDRMA	57,045.52	P/L & Auto FY22/23	Fire	5210525	General	20,795.94
					Rec	5210525	General	17,639.14
					Park	5210525	General	18,610.44
6528	7/6/2022	VSP	433.58	Vision - July	Fire	5130120	General	237.33
					Park	5130120	General	118.68
					Rec	5130120	General	77.57
6529	7/13/2022	Ryan Brackett	237.66	AFLAC reimb Q4	Fire	5130120	General	237.66
6530	7/13/2022	Cesar Correa	237.66	AFLAC reimb Q4	Fire	5130120	General	237.66
6531	7/13/2022	Sean Day	207.78	AFLAC reimb Q4	Fire	5130120	General	207.78
6532	7/13/2022	William Kelly	237.66	AFLAC reimb Q4	Fire	5130120	General	237.66
6533	7/13/2022	John Papanikolaou	222.06	AFLAC reimb Q4	Fire	5130120	General	222.06
6534	7/13/2022	Brandon Selvitella	217.68	AFLAC reimb Q4	Fire	5130120	General	217.68
6535	7/13/2022	Otis Smith	126.90	AFLAC reimb Q4	Fire	5130120	General	126.90
6536	7/13/2022	Jeff Smith	211.92	AFLAC reimb Q4	Fire	5130120	General	211.92
6537	7/14/2022	Circus of Smiles	723.25	07/20/2022 camp entertainr	Rec	5220819	Summer	723.25
6538	7/14/2022	AstroJump	799.00	07/21/2022 camp entertainr	Rec	5220819	Summer	799.00
6539	7/14/2022	Schultz Entertainment	337.50	07/27/2022 camp entertainr	Rec	5220819	General	337.50
6540	7/14/2022	Alaina Fuetch	37.68	Mileage reimbursement	Rec	5220819	Summer	37.68
6541	7/14/2022	Airgas	665.14	Pool chems	Rec	5220710	Pool	665.14
6542	7/14/2022	Bay Area Janitorial Force	1,250.00	Janitorial - July	Rec	5211110	Building	1,250.00
6543	7/14/2022	C.A.P.F.	265.50	LTD - July	Fire	5130120	General	265.50
6544	7/14/2022	California Fire Chief's Assoc	400.00	Annual dues	Fire	5211330	General	400.00
6545	7/14/2022	Comcast	149.03	Cable - July	Fire	5210725	General	149.03
6546	7/14/2022	360 Fitness Superstore	2,373.02	Exercise equipment	Fire	5220210	General	2,373.02
6547	7/18/2022	AT&T	289.84	Phones - June	Fire	5210725	General	141.23
					Park	5210725	General	21.31
					Rec	5210725	General	127.30
6548	7/18/2022	Got Gophers	275.00	Pest Control	Park	5211532	General	275.00
6549	7/18/2022	Grainger	699.97	Supplies	Fire	5220810	General	298.50
					Park	5220310	General	155.72
					Fire	5220810	General	245.75
6550	7/18/2022	Hagel Services	772.50	Janitorial supplies	Rec	5220827	Building	772.50
6551	7/18/2022	Herb's Pool Service	126.52	Pool chems	Rec	5220710	Pool	126.52
6552	7/18/2022	Home Depot	97.59	Park maintenance	Park	5220310	General	97.59
6553	7/18/2022	Landesign	3,075.00	Landscape contractor	Park	5211125	General	3,075.00
6554	7/18/2022	Marin Emergency Radio Auti	23,958.00	MERA operating fee FY22-2	Park	5210920	General	2,395.00
					Fire	5210920	General	21,563.00
6555	7/18/2022	Marin General Svcs Authorit	500.00	MGSA member fees FY22-2	Streetslights	5211610	General	500.00
6556	7/18/2022	Marin Landscape Materials	2,349.03	grounds maint.	Park	5220310	General	2,349.03
6557	7/18/2022	Marin Municipal Water	6,400.45	Water May/June	Fire	5210835	General	420.00
					Rec	5210835	General	1,082.80
					Park	5210835	General	4,897.65
6558	7/18/2022	Marin Prof Firefighters	945.00	June dues	Fire	5211330	General	945.00
6559	7/18/2022	Marin Resource Recovery	775.00	Debris dump	Park	5210815	General	775.00
6560	7/18/2022	Marin Sanitary Service	2,461.08	Garbage - June	Park	5210815	General	1,722.76
					Rec	5210815	General	492.22
					Fire	5210815	General	246.10
6561	7/18/2022	Project A	40.00	email hosting	Fire	5220110	General	20.00
					Rec	5220110	General	20.00
6562	7/18/2022	S&S Worldwide	76.38	Supplies	Rec	5220819	Summer	76.38
6563	7/18/2022	SolEd Solar Holdings	2,450.65	Solar - June	Rec	5210810	General	1,772.64
					Fire	5210810	General	678.01
6564	7/18/2022	Marin Ace	305.72	Supplies	Park	5220310	General	94.51
					Fire	5220810	General	211.21
6565	7/18/2022	Studio Weeren	180.00	Web maintenance jul-sep	Park	5210122	General	36.00
					Rec	5210122	General	108.00
					Fire	5210122	General	36.00
6566	7/18/2022	TIAA Commercial Finance	730.94	Copier lease	Rec	5220130	General	475.11
					Fire	5220130	General	182.74
					Park	5220130	General	73.09
6567	7/18/2022	Willscott	647.28	Mobile office - July	Park	5220310	General	647.28
6568	7/19/2022	Emily Radstrom	230.00	Refund summer camp	Rec	4631920	Summer	230.00
6569	7/19/2022	Francis Lawrence	215.00	Refund summer camp	Rec	4631920	Summer	215.00
6570	7/19/2022	Josh Baumrind	115.00	Refund GIT	Rec	4631917	Aquatics	115.00
6571	7/19/2022	Karen Converse	235.00	Refund summer camp	Rec	4631920	Summer	235.00
6572	7/19/2022	Kaylan Grant	135.00	Refund summer camp	Rec	4631920	Summer	135.00

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
6573	7/19/2022	Lisa Dour	125.00	Refund GIT	Rec	4631917	Aquatics	125.00
6574	7/19/2022	Margaret Nazarian	961.00	Refund summer camp	Rec	4631920	Summer	961.00
6575	7/19/2022	Meredith Gendron	235.00	Refund summer camp	Rec	4631920	Summer	235.00
6576	7/19/2022	Robin Hornung	200.00	Refund swim lessons	Rec	4631917	Aquatics	200.00
6577	7/19/2022	Sara Russell	297.00	Refund summer camp	Rec	4631920	Summer	297.00
6578	7/19/2022	Brian Dettor	800.00	Art sale	Rec	4631914	Community	800.00
6579	7/19/2022	Jerry Mehcz	4,440.00	Tennis Camp	Rec	5210146	Tennis	4,440.00
6580	7/19/2022	National Academy of Athletic	3,164.00	Sports Camp	Rec	5210146	Summer	3,164.00
6581	7/19/2022	Play-Well TEKologies	2,100.00	Minecraft Camp	Rec	5210146	Summer	2,100.00
6582	7/19/2022	Mike Schulist	960.00	Jazz Combo Camp	Rec	5210146	Summer	960.00
6583	7/19/2022	Sophia Wall	100.24	Uniform	Rec	5220825	Pool	100.24
6584	7/19/2022	Kayla Yu	11.00	Mileage reimbursement	Rec	5220819	Summer	11.00
6585	7/19/2022	Marinwood Market	3,066.50	Camp lunches	Rec	5220819	Summer	2,707.50
				MIP	Rec	5220819	Community	359.00
6586	7/20/2022	Mike Della Penna	850.00	08/03/2022 Camp Entertainr	Rec	5210146	Summer	850.00
6587	7/20/2022	Scandia Family Fun Center	3,900.00	08/10/2022 Camp field trip	Rec	5220819	Summer	3,900.00
6588	7/20/2022	AstroJump	1,779.00	08/21/2022 Camp Entertainr	Rec	5220819	Summer	1,779.00
6589	7/20/2022	CalPERS	8,333.00	CERBT July	Park	5130130	General	2,583.00
					Rec	5130130	General	583.00
					Fire	5130130	General	5,167.00
6590	7/20/2022	Marinwood CSD	192,740.58	Fire salaries	Fire	5110110	General	26,557.88
				Fire OT	Fire	5120110	General	14,975.43
				FLSA	Fire	5110319	General	505.40
				Acting Pay	Fire	5110310	General	591.60
				4850 pay	Fire	5110110	General	4,150.72
				Holiday	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	720.00
				Building attendants	Rec	5110210	Building	236.25
				Pool Staff	Rec	5110210	Pool	23,691.53
				Aquatics	Rec	5110210	Aquatics	7,724.00
				Summer	Rec	5110210	Summer	77,362.89
				Community events	Rec	5110210	Community	75.00
				PR fees	Fire	5210230	General	191.22
				PR fees	Rec	5210230	General	491.75
				PR fees	Park	5210230	General	24.68
				SS + Medicare	Fire	5140140	General	3,753.54
				SS + Medicare	Rec	5140140	General	9,486.99
				SS + Medicare	Park	5140140	General	540.81
				EDU + SUI	Rec	5140145	General	1,725.99
				EDU + SUI	Park	5140145	General	19.67
				Benefits withholding	Park	2120066	General	-970.86
				Benefits withholding	Rec	2120066	General	-1,250.87
				Benefits withholding	Fire	2120066	General	-5,906.24
6591	7/20/2022	Marinwood CSD	14,079.00	Retire 07/15/2022	Park	5130510	General	1,380.04
					Rec	5130510	General	1,936.73
					Fire	5130510	General	10,762.23
6592	7/20/2022	Marinwood CSD	48,763.15	Health Ins Aug	Park	5130120	General	9,999.61
					Rec	5130120	General	8,069.39
					Fire	5130120	General	30,694.15
6593	7/20/2022	Marin Prof Firefighters	945.00	July dues	Fire	5211330	General	945.00
6594	7/20/2022	Marin Recycling HHWF	144.20	HHW recycling	Park	5210815	General	144.20
6595	7/20/2022	Mill Valley Refuse	805.95	Porta potty	Park	5211220	General	805.95
6596	7/20/2022	PG&E	1,690.88	Streetlights June	Streetlights	5210825	General	1,690.88
6597	7/20/2022	PG&E	1,324.79	Gas - June	Rec	5210810	General	1,247.97
					Fire	5210810	General	76.82
6598	7/20/2022	Staples	708.96	Supplies	Rec	5220110	General	136.81
					Rec	5220110	General	49.54
					Rec	5220819	Summer	522.61
6599	7/28/2022	Marinwood CSD	13,410.12	Retire 07/29/2022	Park	5130510	General	1,479.30
					Rec	5130510	General	2,027.50
					Fire	5130510	General	9,903.32
6600	7/28/2022	Marinwood CSD	203,512.02	Fire salaries	Fire	5110110	General	28,069.87
				Fire OT	Fire	5120110	General	13,731.84
				Acting Pay	Fire	5110310	General	241.20
				4850 pay	Fire	5110110	General	3,683.52

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
				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	2,699.76
				Rec Dir	Park	5110110	General	1,157.04
				Rec salary	Rec	5110110	General	7,850.40
				Park salary	Park	5110110	General	6,999.20
				Park hourly	Park	5110210	General	504.00
				Building attendants	Rec	5110210	Building	210.00
				Pool Staff	Rec	5110210	Pool	23,470.79
				Aquatics	Rec	5110210	Aquatics	8,637.75
				Summer	Rec	5110210	Summer	89,269.21
				Community events	Rec	5110210	Community	1,043.70
				PR fees	Fire	5210230	General	169.15
				PR fees	Rec	5210230	General	538.15
				PR fees	Park	5210230	General	25.70
				SS + Medicare	Fire	5140140	General	3,437.25
				SS + Medicare	Rec	5140140	General	10,568.64
				SS + Medicare	Park	5140140	General	573.06
				EDU + SUI	Rec	5140145	General	1,918.38
				EDU + SUI	Park	5140145	General	8.06
				Benefits withholding	Park	2120066	General	-1,015.03
				Benefits withholding	Rec	2120066	General	-1,291.98
				Benefits withholding	Fire	2120066	General	-6,012.44
6601	7/28/2022	Chrissy Costello	400.00	Zumba	Rec	5210146	Adult	400.00
6602	7/28/2022	Ann McBride	105.00	Irish Dance	Rec	5210146	Youth	105.00
6603	7/28/2022	Jerry Mehcz	6,465.60	Tennis Camp	Rec	5210146	Tennis	6,465.60
6604	7/28/2022	National Academy of Athletic	7,248.00	Sports Camp	Rec	5210146	Summer	7,248.00
6605	7/28/2022	Mike Schulist	2,280.00	Jazz Combo Camp	Rec	5210146	Summer	2,280.00
6606	7/28/2022	Thomas Rhodes McGuire	200.00	Music for Summer Brewfest	Rec	5220819	Community	200.00
6607	7/28/2022	Darren Nelson	200.00	Music for Summer Brewfest	Rec	5220819	Community	200.00
6608	7/28/2022	Joan Reuter	200.00	Music for Summer Brewfest	Rec	5220819	Community	200.00
6609	7/28/2022	Jon Mitguard	200.00	Music for Summer Brewfest	Rec	5220819	Community	200.00
6610	7/28/2022	Bryan Dean	200.00	Music for Summer Brewfest	Rec	5220819	Community	200.00
6611	7/28/2022	David Hardesty	105.00	Art sale	Rec	4631914	Community	105.00
6612	7/28/2022	Stacey Allen	84.00	Refund tennis	Rec	4631915	Tennis	84.00
6613	7/28/2022	Delta Dental	2,165.60	Dental - Aug	Fire	5130120	General	1,337.80
					Park	5130120	General	399.54
					Rec	5130120	General	428.26
6614	7/28/2022	SDRMA	227.70	Life Ins - Aug	Fire	5130120	General	92.85
					Park	5130120	General	49.99
					Rec	5130120	General	84.86
6615	7/28/2022	VSP	410.76	Vision - Aug	Fire	5130120	General	237.33
					Park	5130120	General	95.86
					Rec	5130120	General	77.57
TOTAL:			1,622,590.52					1,622,590.52

Total by Department:

Streetlights	2,190.88
Fire Department	772,589.74
Recreation Department	621,827.20
Park Department	225,982.70
Measure A	0.00
MWPA	0.00
Unclassified	0.00

Staff Report

To: Board of Directors
From: Eric Dreikosen, District Manager
Date: August 9, 2022
Re: Preliminary Year-End Profit & Loss Financial Statements

Directors,

Please see the included pre-audit year-end *profit & loss budget to actuals* financial report for fiscal year 2021-2022. Please note, the associated financial statements solely represent operating revenue and expenditures for the fiscal year against the original operating budget approved by the Board of Directors. Information regarding the large capital outlay of the maintenance facility is detailed further down in this report. All data remains subject to change in the event any adjustments are identified during the annual fiscal audit.

The ongoing public health situation with COVID-19 continued to have an impact on our services throughout the year and the associated financials. This is most evident in our Recreation programs and offerings in which staff was tasked with creating a plan and respective budget approved in May 2021 while taking into account many unknown variables leading to more questions than answers. In all, and as reflected in the attached financial report, staff did an admirable job navigating the constant evolution of various restrictions while being able to maximize program participation opportunities. This resulted in not only higher expenditures than originally budgeted but also significantly greater revenues.

For the fiscal year, total operating revenue exceeded operating expenses by approximately \$1.4 million.

- Total combined ad valorem tax revenue (revenue minus County-levied fees) exceeded budget forecasts by approximately \$234,000. The District was very conservative when budgeting the ad valorem property tax projections given the state of the public health situation at the time. However, a stronger than expected county-wide housing market helped push total tax revenue beyond County expectations.
- The District received approximately \$337,000 in State-sponsored Covid relief funding.
- As referenced, recreation program revenue far exceeded budgeted projections. Summer camps and school year youth programs revenue was approximately \$67,000 greater than budgeted. Pool operating, membership and vending sales revenue was approximately \$157,000 greater than budgeted. Of course, the resulting revenues from larger than anticipated participation levels were slightly offset by greater expenditures in staffing and supplies, but not to the degree in total revenue received.
- Capital Reserves Designation was budgeted at \$100,000. However, this is not an actual expenditure and accordingly not recognized within the P&L statement. It is included in the budget to account for these desired reserves during budget preparation.

Other individual department specific summary and variance notes are included immediately following the financial statements.

The following notable items are represented within the P&L Statement but were booked as Accounts Payable or Accounts Receivable. The associated revenue and/or expenditures were known and earned or incurred prior to June 30, 2022 and booked against the balance sheet for accounting purposes:

Accounts Receivable:

- Shared Services overtime reimbursement from San Rafael FD (Fire – 4570110): \$17,457
- Paramedic incentive reimbursement from San Rafael FD (Fire – 4710631): \$15,291
Billing invoice for both items has been sent to City of San Rafael

Accounts Payable:

- San Rafael Chief Officer Services (Fire – 5210146): \$52,626
Invoice has since forth been received

Additionally, slightly over \$820,500 in unearned revenue for summer camp and pool fees were received during FY 21/22 and deferred to FY 22/23 revenue, accordingly.

Regarding operational budget capital expenditures, we were able to complete the following capital projects and expenditures during the fiscal year:

- Top coats and various repairs applied to all tennis courts.
- Pool deck cement patching and repairs.
- Room divider for community center main hall replaced.
- Hi-band radios replaced and upgraded for fire department.
- New larger back-up generator purchased for fire department (also added other critical circuits to backup power capabilities).
- Turnout extractor purchased and installed for fire department.

The following planned capital projects and expenditures were not completed and were subsequently carried over to the 2022/2023 fiscal year budget:

- New tree and limb chipper for park department.
- New utility vehicle for park department to replace existing aging utility vehicle.
- ADA chair lift for pool to replace aging existing chair lift.
- Replacement of aging existing furnace for community center.

As mentioned earlier, the maintenance facility capital project is not reflected in the annual operating budget and associated financial statements. The following provides detailed information on this project for the fiscal year.

The Board elected to finance a portion of the funds needed for this project with a 10-year loan in the amount of \$650,000 which was deposited into the District's general fund. The remaining funds needed were to be provided through a combination of available Measure A funds and from the District's general fund. In total, the District expended \$1,166,842 during the fiscal year on this project. Of these expenditures, \$319,323 were used from our available Measure A funds and the remaining \$847,610 were used from our general fund. As of current date, the District has \$115,017 remaining in available Measure A funds.

In summary and taking all of the above information into account, the District managed to conclude the fiscal year with a strong financial performance. As of June 30, 2022, the cash balance in the District's General Fund was approximately \$7.53 million (an increase of just over \$1.63 million from June 30, 2021). To put this into context, the District's total budgeted expenditures for the current FY 22/23 is approximately \$6.17 million. Through sound and prudent financial management efforts over the past several years, the District has been able to build the general fund to an amount that now exceeds planned expenditures for the upcoming fiscal year. This is while also nearing completion of a long overdue major capital project and establishing an OPEB reserve trust with a current value of over \$500,000.

Marinwood Community Services District
Profit & Loss Budget vs. Actual
Fiscal Year 2021-2022

	DISTRICT TOTAL		
	Jul '21 - Jun 22	Budget	% of Budget
Revenue			
4110110 · PropTax - Current Secured	1,859,055.94	1,790,000.00	103.86%
4110111 · PropTax - Admin Fee (Contra)	-24,367.77	-25,000.00	97.47%
4110115 · PropTax - Unitary	14,648.90	10,000.00	146.49%
4110120 · PropTax - Current Unsecured	34,126.49	29,000.00	117.68%
4110140 · ERAF - Excess	267,026.69	165,000.00	161.83%
4110145 · ERAF - PY/Reverse	36,345.10	13,500.00	269.22%
4110210 · PropTax - Supplemental Current	61,857.29	34,000.00	181.93%
4110215 · PropTax - Supplemental Unsecure	1,350.20	500.00	270.04%
4110225 · PropTax - Supplemental Redempt	1,018.18	1,000.00	101.82%
4110510 · PropTax - Prior Unsecured	1,950.03	1,000.00	195.0%
4120610 · Special Tax Assessment	1,633,057.96	1,631,320.00	100.11%
4120611 · Special Tax- Admin Fee (contra)	-3,578.00	-4,900.00	73.02%
4220115 · Building Plan Review	11,148.00	7,500.00	148.64%
4410125 · Interest- Co. Pooled Investment	1,667.54	25,000.00	6.67%
4410127 · Interest- ERAF Co. Pooled	76.54	100.00	76.54%
4410215 · Rental Income - Pool & Picnic	35,931.66	6,250.00	574.91%
4410225 · Rental Income - Community Ctr	4,838.77	0.00	100.0%
4511210 · HOPTR	7,515.00	7,499.00	100.21%
4570110 · Expense Reimbursements	31,218.58	500.00	6,243.72%
4631145 · Service Contract Revenue	98,358.00	97,087.00	101.31%
4631911 · Advertising Sales	2,058.65	8,000.00	25.73%
4631912 · Vending Sales	27,026.07	5,000.00	540.52%
4631914 · Community Events	12,250.20	0.00	100.0%
4631915 · Tennis	70,336.41	44,500.00	158.06%
4631917 · Pool Operating Rev	218,613.60	120,050.00	182.1%
4631918 · Pool Memberships	36,595.65	0.00	100.0%
4631919 · Adult Rec Programs	10,078.28	12,455.00	80.92%
4631920 · Summer Rec Programs	915,158.15	856,715.00	106.82%
4631922 · Youth Rec Programs	273,235.89	264,620.00	103.26%
4640321 · CSA 13 Contract Rev	638,058.00	623,916.00	102.27%
4640415 · OES Reimbursements	27,368.64	0.00	100.0%
4710615 · Donations (General)	3,500.00	1,000.00	350.0%
4710631 · Paramedic Reimbursement	31,953.72	33,000.00	96.83%
4710642 · Miscellaneous Rev	351,515.95	900.00	39,057.33%
Total Revenue	6,690,994.31	5,759,512.00	116.17%

Marinwood Community Services District
Profit & Loss Budget vs. Actual
Fiscal Year 2021-2022

	DISTRICT TOTAL		
	<u>Jul '21 - Jun 22</u>	<u>Budget</u>	<u>% of Budget</u>
Expenditures			
5110110 · Salaries - Regular Staff	1,384,330.39	1,460,446.00	94.79%
5110210 · Salaries - PT/Seasonal/Temp	704,187.13	586,924.00	119.98%
5110310 · Acting Pay	4,044.32	10,000.00	40.44%
5110313 · Holiday Pay	38,713.68	37,677.00	102.75%
5110319 · FLSA Pay	14,633.39	22,616.00	64.7%
5120110 · Overtime Pay	353,701.89	100,500.00	351.94%
5130120 · Benefits - Group Medical	553,890.25	630,521.00	87.85%
5130130 · OPEB Trust Contribution	100,000.00	100,000.00	100.0%
5130510 · PERS - Pension	671,233.40	688,194.00	97.54%
5140115 · Workers Comp Ins.	122,268.15	131,637.00	92.88%
5140116 · 4850 Reimbursements (Contra)	-14,652.82	0.00	100.0%
5140130 · Physician Services	2,198.00	1,830.00	120.11%
5140140 · Social Security & Medicare	184,938.79	169,268.00	109.26%
5140145 · Unemployment Ins.	12,910.00	19,805.00	65.19%
5210120 · Consultant Fees	12,857.50	19,500.00	65.94%
5210122 · Marketing	38,698.90	38,600.00	100.26%
5210128 · Fingerprinting/Background	5,939.00	6,000.00	98.98%
5210131 · Legal Services	4,109.25	17,000.00	24.17%
5210146 · Indep. Contractor Fees	236,180.45	216,718.00	108.98%
5210210 · Audit & Accounting	12,800.00	14,000.00	91.43%
5210215 · Banking Fees	30,000.00	0.00	100.0%
5210230 · Payroll Service Fees	10,569.85	10,950.00	96.53%
5210525 · Insurance - General	46,334.50	50,085.00	92.51%
5210725 · Telecom - Phone/Internet/Cable	10,982.50	11,720.00	93.71%
5210810 · Utilities - Gas & Electric	54,218.14	54,500.00	99.48%
5210815 · Garbage Removal	28,539.82	38,200.00	74.71%
5210825 · Utilities - Street Light Elec.	19,915.34	19,000.00	104.82%
5210835 · Utilities - Water & Sewer	33,993.58	52,350.00	64.94%
5210910 · Maint. - Vehicles	17,108.99	18,000.00	95.05%
5210915 · Maint. - Streetlights	3,456.16	4,625.00	74.73%
5210920 · MERA Operating	21,207.00	21,207.00	100.0%
5210940 · Maint. - Park Heavy Equipment	3,549.45	3,500.00	101.41%
5211110 · Janitorial Services	1,750.00	10,000.00	17.5%
5211125 · Community Landscape Contract	36,360.00	38,500.00	94.44%
5211140 · Vegetation Management	0.00	10,000.00	0.0%
5211220 · Equipment Rental	14,112.59	4,500.00	313.61%
5211310 · Awards & Incentives	0.00	2,000.00	0.0%
5211315 · Professional Development	8,893.41	21,000.00	42.35%
5211325 · Conferences & Meetings	7,141.48	5,350.00	133.49%
5211330 · Memberships & Dues	9,690.55	10,650.00	90.99%
5211440 · Travel	3,001.26	3,300.00	90.95%
5211520 · Publications & Legal Notices	234.50	900.00	26.06%

Marinwood Community Services District
Profit & Loss Budget vs. Actual
Fiscal Year 2021-2022

	DISTRICT TOTAL		
	<u>Jul '21 - Jun 22</u>	<u>Budget</u>	<u>% of Budget</u>
5211528 · Tree Maint. & Services	12,950.00	18,000.00	71.94%
5211532 · Weed & Pest Control	3,300.00	4,500.00	73.33%
5211610 · County-Wide Fees	10,481.23	15,490.00	67.66%
5211710 · Long Term Debt - Principal	39,894.63	39,904.00	99.98%
5211715 · Long Term Debt - Interest	4,853.36	4,845.00	100.17%
5220110 · Admin & Office Supplies	17,241.16	22,200.00	77.66%
5220130 · Copier Lease & Printing	7,549.32	9,955.00	75.83%
5220210 · Equip. Maintenance/Replacement*	19,971.54	27,600.00	72.36%
5220215 · Pool Maintenance	14,405.81	15,000.00	96.04%
5220220 · Small Tools	0.00	2,500.00	0.0%
5220310 · Land & Buildings Maintenance	69,627.83	65,500.00	106.3%
5220610 · Gasoline/Fuel	3,521.10	2,500.00	140.84%
5220710 · Pool Chemicals	10,634.70	14,000.00	75.96%
5220810 · Miscellaneous Supplies	9,416.93	23,000.00	40.94%
5220819 · Rec Program Supplies & Services	116,368.32	142,550.00	81.63%
5220825 · Uniforms & Apparel	6,608.07	11,600.00	56.97%
5220826 · Vending Supplies	9,461.90	4,000.00	236.55%
5220827 · Janitorial Supplies	7,395.65	18,000.00	41.09%
5220830 · Volunteer Fire Department	0.00	10,000.00	0.0%
5220910 · Capital Outlay - Improvements	67,975.00	72,600.00	93.63%
5220916 · Capital Outlay - New Equipment	36,235.44	62,000.00	58.44%
5220920 · Capital Reserves Designation	0.00	100,000.00	0.0%
Total Expenditures	<u>5,271,932.78</u>	<u>5,347,317.00</u>	<u>98.59%</u>
Net Gain/Loss	<u><u>1,419,061.53</u></u>	<u><u>412,195.00</u></u>	<u><u>344.27%</u></u>

Marinwood Community Services District
Profit & Loss Budget vs. Actual
Fiscal Year 2021-2022

	Park Dept		
	Jul '21 - Jun 22	Budget	% of Budget
Revenue			
4110110 · PropTax - Current Secured	762,212.94	733,900.00	103.86%
4110111 · PropTax - Admin Fee (Contra)	-9,990.80	-10,250.00	97.47%
4110115 · PropTax - Unitary	6,006.04	4,100.00	146.49%
4110120 · PropTax - Current Unsecured	13,991.85	11,890.00	117.68%
4110140 · ERAF - Excess	109,480.94	67,650.00	161.83%
4110145 · ERAF - PY/Reverse	14,901.49	5,535.00	269.22%
4110210 · PropTax - Supplemental Current	25,361.48	13,940.00	181.93%
4110215 · PropTax - Supplemental Unsecure	553.58	205.00	270.04%
4110225 · PropTax - Supplemental Redempt	417.47	410.00	101.82%
4110510 · PropTax - Prior Unsecured	799.50	410.00	195.0%
4120610 · Special Tax Assessment	401,603.34	400,739.00	100.22%
4120611 · Special Tax- Admin Fee (contra)	-880.18	-1,200.00	73.35%
4410125 · Interest- Co. Pooled Investment	683.69	10,250.00	6.67%
4410127 · Interest- ERAF Co. Pooled	31.38	100.00	31.38%
4511210 · HOPTR	3,081.14	3,074.00	100.23%
4570110 · Expense Reimbursements	350.00		
4710642 · Miscellaneous Rev	0.00	150.00	0.0%
Total Revenue	1,328,603.86	1,240,903.00	107.07%
Expenditures			
5110110 · Salaries - Regular Staff	186,670.32	233,243.00	80.03%
5110210 · Salaries - PT/Seasonal/Temp	16,176.67	7,200.00	224.68%
5120110 · Overtime Pay	0.00	500.00	0.0%
5130120 · Benefits - Group Medical	123,708.51	179,786.00	68.81%
5130130 · OPEB Trust Contribution	39,000.00	39,000.00	100.0%
5130510 · PERS - Pension	53,353.88	60,063.00	88.83%
5140115 · Workers Comp Ins.	21,152.39	22,727.00	93.07%
5140140 · Social Security & Medicare	10,501.82	18,432.00	56.98%
5140145 · Unemployment Ins.	554.57	765.00	72.49%
5210120 · Consultant Fees	6,479.25	8,250.00	78.54%
5210122 · Marketing	1,148.60	500.00	229.72%
5210131 · Legal Services	1,255.25	5,000.00	25.11%
5210210 · Audit & Accounting	3,200.00	3,500.00	91.43%
5210215 · Banking Fees	30,000.00		
5210230 · Payroll Service Fees	547.55	750.00	73.01%
5210525 · Insurance - General	15,106.00	15,610.00	96.77%
5210725 · Telecom - Phone/Internet/Cable	2,281.51	1,370.00	166.53%
5210810 · Utilities - Gas & Electric	2,024.98	4,000.00	50.63%
5210815 · Garbage Removal	20,650.14	28,000.00	73.75%
5210835 · Utilities - Water & Sewer	19,301.43	25,750.00	74.96%
5210910 · Maint. - Vehicles	896.37	2,000.00	44.82%
5210920 · MERA Operating	2,121.00	2,121.00	100.0%
5210940 · Maint. - Park Heavy Equipment	3,549.45	3,500.00	101.41%

Marinwood Community Services District
Profit & Loss Budget vs. Actual
Fiscal Year 2021-2022

	Park Dept		
	Jul '21 - Jun 22	Budget	% of Budget
5211125 · Community Landscape Contract	36,360.00	38,500.00	94.44%
5211220 · Equipment Rental	14,112.59	4,500.00	313.61%
5211315 · Professional Development	455.00	2,000.00	22.75%
5211325 · Conferences & Meetings	1,422.20	700.00	203.17%
5211330 · Memberships & Dues	2,048.75	2,550.00	80.34%
5211440 · Travel	771.72	800.00	96.47%
5211520 · Publications & Legal Notices	234.50		
5211528 · Tree Maint. & Services	12,950.00	18,000.00	71.94%
5211532 · Weed & Pest Control	3,300.00	4,500.00	73.33%
5211610 · County-Wide Fees	823.56	1,250.00	65.89%
5211710 · Long Term Debt - Principal	191.82	192.00	99.91%
5211715 · Long Term Debt - Interest	7.68	8.00	96.0%
5220110 · Admin & Office Supplies	2,269.50	2,000.00	113.48%
5220130 · Copier Lease & Printing	754.94	765.00	98.69%
5220210 · Equip. Maintenance/Replacement*	9,044.09	10,500.00	86.13%
5220220 · Small Tools	0.00	2,000.00	0.0%
5220310 · Land & Buildings Maintenance	45,502.54	39,500.00	115.2%
5220610 · Gasoline/Fuel	3,296.23	2,000.00	164.81%
5220810 · Miscellaneous Supplies	1,374.70	2,000.00	68.74%
5220825 · Uniforms & Apparel	226.89	500.00	45.38%
5220827 · Janitorial Supplies	0.00	1,000.00	0.0%
5220910 · Capital Outlay - Improvements	24,580.00	21,600.00	113.8%
5220916 · Capital Outlay - New Equipment	0.00	18,000.00	0.0%
5220920 · Capital Reserves Designation	0.00	14,500.00	0.0%
Total Expenditures	719,406.40	849,432.00	84.69%
Net Gain/Loss	609,197.46	391,471.00	155.62%

Marinwood Community Services District
Profit & Loss Budget vs. Actual
Fiscal Year 2021-2022

	Recreation Dept		
	Jul '21 - Jun 22	Budget	% of Budget
Revenue			
4110110 · PropTax - Current Secured	420,146.64	404,540.00	103.86%
4110111 · PropTax - Admin Fee (Contra)	-5,507.11	-5,650.00	97.47%
4110115 · PropTax - Unitary	3,310.66	2,260.00	146.49%
4110120 · PropTax - Current Unsecured	7,712.59	6,554.00	117.68%
4110140 · ERAF - Excess	60,348.03	37,290.00	161.83%
4110145 · ERAF - PY/Reverse	8,213.99	3,051.00	269.22%
4110210 · PropTax - Supplemental Current	13,979.75	7,684.00	181.93%
4110215 · PropTax - Supplemental Unsecure	305.15	113.00	270.04%
4110225 · PropTax - Supplemental Redempt	230.09	226.00	101.81%
4110510 · PropTax - Prior Unsecured	440.71	226.00	195.0%
4410125 · Interest- Co. Pooled Investment	376.86	5,650.00	6.67%
4410127 · Interest- ERAF Co. Pooled	17.30		
4410215 · Rental Income - Pool & Picnic	35,931.66	6,250.00	574.91%
4410225 · Rental Income - Community Ctr	4,838.77	0.00	100.0%
4511210 · HOPTR	1,698.40	1,695.00	100.2%
4570110 · Expense Reimbursements	350.00	500.00	70.0%
4631911 · Advertising Sales	2,058.65	8,000.00	25.73%
4631912 · Vending Sales	27,026.07	5,000.00	540.52%
4631914 · Community Events	12,250.20	0.00	100.0%
4631915 · Tennis	70,336.41	44,500.00	158.06%
4631917 · Pool Operating Rev	218,613.60	120,050.00	182.1%
4631918 · Pool Memberships	36,595.65	0.00	100.0%
4631919 · Adult Rec Programs	10,078.28	12,455.00	80.92%
4631920 · Summer Rec Programs	915,158.15	856,715.00	106.82%
4631922 · Youth Rec Programs	273,235.89	264,620.00	103.26%
4710615 · Donations (General)	3,500.00	1,000.00	350.0%
4710642 · Miscellaneous Rev	346,597.23	250.00	138,638.89%
Total Revenue	2,467,843.62	1,782,979.00	138.41%
Expenditures			
5110110 · Salaries - Regular Staff	316,411.28	310,373.00	101.95%
5110210 · Salaries - PT/Seasonal/Temp	688,010.46	579,724.00	118.68%
5130120 · Benefits - Group Medical	93,034.21	103,463.00	89.92%
5130130 · OPEB Trust Contribution	7,000.00	7,000.00	100.0%
5130510 · PERS - Pension	77,988.36	77,754.00	100.3%
5140115 · Workers Comp Ins.	24,453.63	26,374.00	92.72%
5140140 · Social Security & Medicare	81,524.90	67,671.00	120.47%
5140145 · Unemployment Ins.	11,308.29	17,500.00	64.62%
5210120 · Consultant Fees	2,009.25	3,750.00	53.58%
5210122 · Marketing	36,320.70	37,200.00	97.64%
5210128 · Fingerprinting/Background	5,939.00	5,500.00	107.98%
5210131 · Legal Services	91.25	2,000.00	4.56%
5210146 · Indep. Contractor Fees	131,950.63	112,488.00	117.3%

Marinwood Community Services District
Profit & Loss Budget vs. Actual
Fiscal Year 2021-2022

	Recreation Dept		
	Jul '21 - Jun 22	Budget	% of Budget
5210210 · Audit & Accounting	3,200.00	3,500.00	91.43%
5210230 · Payroll Service Fees	4,621.73	5,000.00	92.44%
5210525 · Insurance - General	14,045.80	14,815.00	94.81%
5210725 · Telecom - Phone/Internet/Cable	2,373.19	2,200.00	107.87%
5210810 · Utilities - Gas & Electric	41,916.38	38,000.00	110.31%
5210815 · Garbage Removal	5,221.73	6,800.00	76.79%
5210835 · Utilities - Water & Sewer	10,388.25	18,500.00	56.15%
5211110 · Janitorial Services	1,750.00	10,000.00	17.5%
5211315 · Professional Development	7,454.41	9,000.00	82.83%
5211325 · Conferences & Meetings	4,689.40	3,050.00	153.75%
5211330 · Memberships & Dues	2,853.75	3,800.00	75.1%
5211440 · Travel	2,229.54	1,500.00	148.64%
5211520 · Publications & Legal Notices	0.00	500.00	0.0%
5211610 · County-Wide Fees	1,668.56	2,750.00	60.68%
5220110 · Admin & Office Supplies	13,056.15	14,500.00	90.04%
5220130 · Copier Lease & Printing	4,682.96	7,275.00	64.37%
5220215 · Pool Maintenance	14,405.81	15,000.00	96.04%
5220310 · Land & Buildings Maintenance	11,219.52	16,000.00	70.12%
5220710 · Pool Chemicals	10,634.70	14,000.00	75.96%
5220819 · Rec Program Supplies & Services	116,368.32	142,550.00	81.63%
5220825 · Uniforms & Apparel	1,534.59	1,500.00	102.31%
5220826 · Vending Supplies	9,461.90	4,000.00	236.55%
5220827 · Janitorial Supplies	7,119.13	15,000.00	47.46%
5220910 · Capital Outlay - Improvements	43,395.00	51,000.00	85.09%
5220916 · Capital Outlay - New Equipment	0.00	11,000.00	0.0%
5220920 · Capital Reserves Designation	0.00	10,500.00	0.0%
Total Expenditures	1,810,332.78	1,772,537.00	102.13%
Net Gain/Loss	657,510.84	10,442.00	6,296.79%

Marinwood Community Services District
Profit & Loss Budget vs. Actual
Fiscal Year 2021-2022

	Fire Dept		
	Jul '21 - Jun 22	Budget	% of Budget
Revenue			
4110110 · PropTax - Current Secured	676,696.36	651,560.00	103.86%
4110111 · PropTax - Admin Fee (Contra)	-8,869.86	-9,100.00	97.47%
4110115 · PropTax - Unitary	5,332.20	3,640.00	146.49%
4110120 · PropTax - Current Unsecured	12,422.05	10,556.00	117.68%
4110140 · ERAF - Excess	97,197.72	60,060.00	161.83%
4110145 · ERAF - PY/Reverse	13,229.62	4,914.00	269.22%
4110210 · PropTax - Supplemental Current	22,516.06	12,376.00	181.93%
4110215 · PropTax - Supplemental Unsecure	491.47	182.00	270.04%
4110225 · PropTax - Supplemental Redempt	370.62	364.00	101.82%
4110510 · PropTax - Prior Unsecured	709.82	364.00	195.01%
4120610 · Special Tax Assessment	1,207,229.62	1,206,356.00	100.07%
4120611 · Special Tax- Admin Fee (contra)	-2,644.15	-3,600.00	73.45%
4220115 · Building Plan Review	11,148.00	7,500.00	148.64%
4410125 · Interest- Co. Pooled Investment	606.99	9,100.00	6.67%
4410127 · Interest- ERAF Co. Pooled	27.86		
4511210 · HOPTR	2,735.46	2,730.00	100.2%
4570110 · Expense Reimbursements	30,518.58		
4631145 · Service Contract Revenue	98,358.00	97,087.00	101.31%
4640321 · CSA 13 Contract Rev	638,058.00	623,916.00	102.27%
4640415 · OES Reimbursements	27,368.64		
4710631 · Paramedic Reimbursement	31,953.72	33,000.00	96.83%
4710642 · Miscellaneous Rev	4,918.72	500.00	983.74%
Total Revenue	2,870,375.50	2,711,505.00	105.86%
Expenditures			
5110110 · Salaries - Regular Staff	881,248.79	916,830.00	96.12%
5110310 · Acting Pay	4,044.32	10,000.00	40.44%
5110313 · Holiday Pay	38,713.68	37,677.00	102.75%
5110319 · FLSA Pay	14,633.39	22,616.00	64.7%
5120110 · Overtime Pay	353,701.89	100,000.00	353.7%
5130120 · Benefits - Group Medical	337,147.53	347,272.00	97.09%
5130130 · OPEB Trust Contribution	54,000.00	54,000.00	100.0%
5130510 · PERS - Pension	539,891.16	550,377.00	98.1%
5140115 · Workers Comp Ins.	76,662.13	82,536.00	92.88%
5140116 · 4850 Reimbursements (Contra)	-14,652.82		
5140130 · Physician Services	2,198.00	1,830.00	120.11%
5140140 · Social Security & Medicare	92,912.07	83,165.00	111.72%
5140145 · Unemployment Ins.	1,047.14	1,540.00	68.0%
5210120 · Consultant Fees	4,369.00	7,500.00	58.25%
5210122 · Marketing	1,229.60	900.00	136.62%
5210128 · Fingerprinting/Background	0.00	500.00	0.0%
5210131 · Legal Services	2,762.75	10,000.00	27.63%
5210146 · Indep. Contractor Fees	104,229.82	104,230.00	100.0%

Marinwood Community Services District
Profit & Loss Budget vs. Actual
Fiscal Year 2021-2022

	Fire Dept		
	Jul '21 - Jun 22	Budget	% of Budget
5210210 · Audit & Accounting	6,400.00	7,000.00	91.43%
5210230 · Payroll Service Fees	5,400.57	5,200.00	103.86%
5210525 · Insurance - General	17,182.70	19,660.00	87.4%
5210725 · Telecom - Phone/Internet/Cable	6,327.80	8,150.00	77.64%
5210810 · Utilities - Gas & Electric	10,276.78	12,500.00	82.21%
5210815 · Garbage Removal	2,667.95	3,400.00	78.47%
5210835 · Utilities - Water & Sewer	4,303.90	8,100.00	53.14%
5210910 · Maint. - Vehicles	16,212.62	16,000.00	101.33%
5210920 · MERA Operating	19,086.00	19,086.00	100.0%
5211140 · Vegetation Management	0.00	10,000.00	0.0%
5211310 · Awards & Incentives	0.00	2,000.00	0.0%
5211315 · Professional Development	984.00	10,000.00	9.84%
5211325 · Conferences & Meetings	1,029.88	1,600.00	64.37%
5211330 · Memberships & Dues	4,788.05	4,300.00	111.35%
5211440 · Travel	0.00	1,000.00	0.0%
5211520 · Publications & Legal Notices	0.00	400.00	0.0%
5211610 · County-Wide Fees	7,489.11	10,990.00	68.15%
5211710 · Long Term Debt - Principal	39,702.81	39,712.00	99.98%
5211715 · Long Term Debt - Interest	4,845.68	4,837.00	100.18%
5220110 · Admin & Office Supplies	1,915.51	5,700.00	33.61%
5220130 · Copier Lease & Printing	2,111.42	1,915.00	110.26%
5220210 · Equip. Maintenance/Replacement*	10,927.45	17,100.00	63.9%
5220220 · Small Tools	0.00	500.00	0.0%
5220310 · Land & Buildings Maintenance	12,905.77	10,000.00	129.06%
5220610 · Gasoline/Fuel	224.87	500.00	44.97%
5220810 · Miscellaneous Supplies	8,042.23	21,000.00	38.3%
5220825 · Uniforms & Apparel	4,846.59	9,600.00	50.49%
5220827 · Janitorial Supplies	276.52	2,000.00	13.83%
5220830 · Volunteer Fire Department	0.00	10,000.00	0.0%
5220916 · Capital Outlay - New Equipment	36,235.44	33,000.00	109.8%
5220920 · Capital Reserves Designation	0.00	75,000.00	0.0%
Total Expenditures	2,718,322.10	2,701,223.00	100.63%
Net Gain/Loss	152,053.40	10,282.00	1,478.83%

Marinwood Community Services District
Profit & Loss Budget vs. Actual
Fiscal Year 2021-2022

	Streetlights		
	<u>Jul '21 - Jun 22</u>	<u>Budget</u>	<u>% of Budget</u>
Revenue			
4120610 · Special Tax Assessment	24,225.00	24,225.00	100.0%
4120611 · Special Tax- Admin Fee (contra)	-53.67	-100.00	53.67%
Total Revenue	<u>24,171.33</u>	<u>24,125.00</u>	<u>100.19%</u>
Expenditures			
5210825 · Utilities - Street Light Elec.	19,915.34	19,000.00	104.82%
5210915 · Maint. - Streetlights	3,456.16	4,625.00	74.73%
5211610 · County-Wide Fees	500.00	500.00	100.0%
Total Expenditures	<u>23,871.50</u>	<u>24,125.00</u>	<u>98.95%</u>
Net Gain/Loss	<u>299.83</u>	<u>0.00</u>	<u>100.0%</u>

Marinwood Community Services District
Fiscal Year 2021-2022 Year-End P&L Budget-to-Actuals Summary and Variance Notes

GL Number GL Description Summary Notes:
PARK DEPT:

5110110	Salaries - Reg. Staff	<i>Ftull-time staff vacancy for much of year</i>
5110210	Salaries - PT/Temp	<i>Additional use of temp staff during full-time position vacancy</i>
5210122	Marketing	<i>Staff recruitment ads for vacant position</i>
5210215	Banking Fees	<i>Bank fees for maint. facility loan</i>
5210810	Gas & Electric	<i>Expect increase with implementation of new maint. facility</i>
5210835	Water & Sewer	<i>Annual sewer fee much lower than previous years (impacts all depts)</i>
5211220	Equip. Rental	<i>Greater equipment needs & costs than anticipated. Increased budget for 22/23</i>
5220310	Land & Bldg Maint.	<i>Temporary modular office lease and large amount of irrigation infrastructure repairs</i>

RECREATION:

The majority of recreation variances and summary notes were included in accompanying staff report

4410215	Rental-Pool & Picnic	<i>Budgeted conservatively due to evolving public health restrictions</i>
4410225	Rental-Comm Center	<i>Not budgeted. Revenue exclusive to recurring rentals (church group, etc)</i>
4631911	Ad Sales	<i>Reduced participation in printed catalog advertising clients</i>
4631914	Community Events	<i>No community events budgeted due to unknown public health restrictions at that time</i>
4710642	Miscellaneous Rev	<i>Covid relief funding</i>
52110210	Salaries - P/T	<i>Increase in program participation than originally budgeted</i>
5210146	Indep. Contractors	<i>More tennis classes and sports programs than planned. Resulted in increased revenue</i>
5211110	Janitorial Services	<i>Temporary reduction in services. Will resume in 22/23</i>

FIRE DEPT:

4710642	Miscellaneous Rev	<i>HazMat reimbursement for taker spill response on Lucas Valleey Road</i>
4640415	OES Reimb.	<i>Reimbursements for out-of-county strike team assignments, including OT incurred</i>
5120110	Overtime	<i>\$58K due to out-of-county and San Rafael shared service assignments (reimbursed)</i>
5211140	Vegetation Mgmt	<i>Majority of projects completed under MWPA funding.</i>

District Manager Report
August 9, 2022
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.

Maintenance Facility Courtyards Construction Update:

Construction of the Maintenance Facility Courtyards is well underway and the project remains on target for completion by the end of September, if not sooner.

At the June 2022 board of directors meeting, the Board accepted the sole bid received from Massa Construction and authorized the District Manager to execute a contract with Massa Construction. The accepted bid components and associated contract included the base bid for construction of the West Courtyard as well as additional alternate bids for construction of the East Courtyard and the Pedestrian Pathway to be placed in the immediate area.

The proposed bid costs for construction of both courtyards was stated at \$463,200. In working with Ken Massa of Massa Construction, we have been able to reduce the project costs for the construction of the courtyards by further clarifying of the scope of work as well as identifying potential value engineering opportunities. Through this process we have been able to reduce the project costs by over \$26,000 without sacrificing structural integrity nor aesthetic design of the courtyards. In fact, Massa Construction identified a potential deficiency in the engineered drainage system plans and in consultation with the project civil engineer provided suggestions for an enhanced drainage system for the West Courtyard. Even with this enhancement, we were still able to significantly reduce total construction costs while also improving the infrastructure.

The immediate focus and priority of this project thus far has understandably been on the construction of the courtyards. As the courtyards progress, Ken and I will meet further to discuss construction of the pedestrian pathway in hopes of identifying additional project cost savings opportunities.

Miller Creek Trail Update:

I have spoken with the District's legal counsel who is in process of drafting a formal agreement between the District and the developer of the planned senior living center in regards to their financial contribution to the Miller Creek Trail initiative. Once this document is received from legal and finalized I will provide this to the developer for their review and execution.

Other Items of Note:

- The District has engaged our audit firm, RJ Ricciardi (RJR), to perform the FY 21/22 financial audit. Over the course of the next few months staff will work with RJR to complete the financial audit.
- Staff has received and reviewed updated tax rolls as received from the County Department of Finance in regards to the District's special assessment levies. All needed documents have been submitted to the County and this annual process has been completed.

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
August 2, 2022

Time and Place: 7:00PM Via Teleconference

Present:

Commissioners: Chair Steve Farac, Tom Elsbree, John Seratt, Ron Marinoff

Absent: Pascal Karsenti, Greg Stilson (CSA 13 Alternate)

Staff: District Manager Eric Dreikosen, Fire Chief Darin White

Board: Kathleen Kilkenny

1. Agenda

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

2. Public Comment on Non-Agenda Items

No comments from the public were received.

3. Commissioner Items of Interest

No new Items of Interest were presented by Commissioners

4. Draft Minutes of July 5, 2022 Fire Commission Meeting

M/s Elsbree/Marinoff to approve Draft Minutes of July 5, 2022 Fire Commission Meeting as presented. Ayes: Elsbree, Farac, Marinoff, Seratt. Nays: None. Absent: Karsenti. Motion carried.

5. Potential Amendment to Fire Commission Bylaws: Adjusting Regular Meeting Schedule From Monthly to Bi-Monthly

M/s Marinoff/Elsbree to approve and recommend to the Board of Directors for final approval the proposed Fire Commission Bylaws Amendment as presented. Ayes: Elsbree, Farac, Marinoff, Seratt. Nays: None. Absent: Karsenti. Motion carried.

6. Chief Officer Report and Activity Summary

Commission received Chief Officer Report and Activity Summary.

7. Requests for Future Agenda Items

None received.

The meeting was adjourned at 8:17 PM.

Eric Dreikosen



Staff Report

To: Board of Directors
From: Eric Dreikosen, District Manager
Date: August 9, 2022
Re: Fire Commission Bylaws Amendment: Adjusting Regular Meeting Schedule to Bi-Monthly

Directors,

At the August 2, 2022 Fire Commission meeting the Commission voted to approve and recommend to the Board of Directors for final approval of a Fire Commission Bylaws amendment allowing the Commission to transition from monthly regular meetings to bi-monthly regular meetings with future meetings occurring on the first Tuesday of every even numbered month (February, April, June, August, October, December).

Such a change in the regular meeting schedule would require a formal amendment to the Fire Commission Bylaws, subject to the final approval of the Marinwood CSD Board of Directors. It should be noted, such an amendment to the Bylaws would not prevent the Fire Commission from conducting Special Meetings during odd numbered months should circumstances or other conditions warrant the need for an additional meeting(s).

The current section of the Fire Commission Bylaws dictating the meeting schedule is below. For reference only, also included is the section dictating the Commission's authority to call for a Special Meeting. (Fire Commission Bylaws can be found here: <https://www.marinwood.org/FireCommission>)

ARTICLE V – MEETINGS

A. TIME AND PLACE

The Commission shall hold regular meetings the first Tuesday of the month at 7:00 PM in the small classroom at the Marinwood Community Center, unless otherwise necessary. Public notice of all meetings shall be given in accordance with the provisions of The Ralph M. Brown Act. The meetings shall be open to the public.

B. SPECIAL MEETINGS

Special meetings may be called by the Chairperson, by three members of the Commission, or by the Board. Public notice of all meetings shall be given in accordance with the provisions of the Ralph M. Brown Act. The meetings shall be open to the public.

The following bylaws amendment is proposed to formally transition from monthly regular meetings to bi-monthly regular meetings (amendments marked in red):

ARTICLE V – MEETINGS

A. TIME AND PLACE

The Commission shall hold regular meetings the first Tuesday of ~~the~~ every even numbered month (February, April, June, August, October, December) at 7:00 PM in the small classroom at the Marinwood Community Center, unless otherwise necessary. Public notice of all meetings shall be given in accordance with the provisions of The Ralph M. Brown Act. The meetings shall be open to the public.

B. SPECIAL MEETINGS

Special meetings may be called by the Chairperson, by three members of the Commission, or by the Board. Public notice of all meetings shall be given in accordance with the provisions of the Ralph M. Brown Act. The meetings shall be open to the public.

As the final authority for all Commission bylaws amendments rests with the Board of Directors, should the Board of Directors approve the amendment, it would become effective immediately thereafter and the next Fire Commission regular meeting would be conducted on October 4, 2022, accordingly.

Staff Recommendation: Approve the proposed Fire Commission Bylaws Amendment as presented.



To: Marinwood Board of Directors

From Darin White, Fire Chief

Date: August 9, 2022

Re: Fire Department Update

Marin Wildfire Prevention Authority- (MWPA)

The MWPA has hired a Management Analyst, Martina Wilson, who will aid with assigning, or providing a list of available vendors who can complete projects for each agency. The Vegetation Management Specialists will interact with her, the contractor can now directly invoice the MWPA, and they will make the payment to the contractor. The MWPA has moved into the Los Gatos offices previously occupied by the San Rafael Fire Department while we were awaiting the completion of the Public Safety Center.

Bruce Goines, who has served as the President of the Board of Directors for the past 2 plus years, completed his tenure and was reported to have worked as many as 60 hours a week for an extended duration during the initial months of launching the MWPA. Dennis Rodoni will become President and it is anticipated that Board members will be able to eventually operate at policy level decision making soon. Ex. Director Brown reported that for those agencies who have unspent funds from fiscal year 21-22, they can roll those funds into fiscal year 22-23 for existing projects or toward entirely new projects.

Vegetation Management Activities



Direct assistance to 1 Marinwood CSD property was provided the week of July 25th on Johnstone Dr. This work consisted of Juniper removal performed by the Fire Foundry crew. See photo above.



On July 26, 2022, the Fire Foundry crew completed a fuel reduction project off Queenstone fire road in Marinwood CSD open space. This consisted off chipping up and hauling dead debris from a downed Oak tree and removing French broom that was encroaching on the fire road. See photos above.

Staff conducted direct assistance outreach in Marinwood in mid-July to promote the direct assistance work that has been available with the Fire Foundry crew. This outreach effort focused on properties that have Juniper and/or Italian Cypress. Informational flyers and direct assistance applications were directly delivered to 12 residential properties in Marinwood.

FireSafe Marin advised that approximately 30 Marinwood properties have participated in the chipper program between July 10 and July 27, 2022.

COVID -19

According to recent reports, about 1 in 5 persons in Marin County has tested positive for the Coronavirus (Approximately 47,539 persons). While 95% of the population of Marin County has received some form of vaccination, 300 people have died. An estimated 40,000 persons have fully recovered from COVID, while 1,000 cases are still active, with an average of 68 infections a day occurring and 0 deaths.

Long COVID has been studied for well over several months and researchers say that about 5% of infected adults may experience long lasting affects to their sense of smell and taste. Hence millions of people worldwide may have smell or taste dysfunction for at least 6 months or longer. It appears that there are some differences among men and women, with women being less likely to recover their sense of smell and taste than men. In one rare case, a woman stated that she had not recovered her sense of smell for 27 months after her initial infection. Based on the study's metrics and analysis, the author's estimate that these numbers are conservative.

Fire/Incidents



At approximately 10:38 a.m. on Tuesday July 19, 2022, Crews responded to a structure fire at 640 Wakerobin Lane (page 3, bottom). Upon arrival, Engine 58 reported a downed powerline and fire in the garage of the structure. A second alarm was quickly summoned and the fire was knocked with damage to the garage, portions of the adjoining kitchen area, and a classic Volvo parked in the driveway. The fire is believed to have been caused by a contractor who was doing some welding/soldering and left his torch aflame proximal to a water heater as he went outside to look for the roof contractor. Two quick explosions followed and fortunately no injuries were reported. The sole homeowner/occupant was displaced.

Marinwood Fire Department Statistics: July 2022

The Marinwood Fire Department responded to 104 emergency calls in July 2022. A little over half of the calls were medical incidents; three of which involved confirmed COVID-19 cases. The department responded to four fires, two which were mutual aid in San Rafael. Of the two Marinwood calls, one was on Bridgegate Dr. and involved an outdoor kitchen which caught on fire when the resident was not home. Observant neighbors quickly extinguished the fire with an extinguisher prior to E58's arrival. The second fire call was a solo car accident on NB101 which resulted in a small car fire. E58 assisted E57 in extinguishing the fire and cleaning up. The driver was able to exit the vehicle on their own.

<i>Incidents by Area and Type</i>								
Area	MA	PSA	FA/NN	FIRE	HAZMAT	COVER	OTHER	TOTAL
Marinwood	15	4	2	2	0	N/A	0	23
CSA 13	3	2	1	0	0	N/A	0	6
Old JPA (Mont Marin)	3	1	0	0	0	N/A	0	4
New JPA (East of 101)	23	8	2	0	1	N/A	0	34
SR Mutual Aid	10	9	0	2	4	0	0	25
MC JPA	5	2	0	0	0	N/A	0	7
MC Mutual Aid	0	0	0	0	0	N/A	0	0
Novato	1	2	0	0	0	2	0	5
Total number	60	28	5	4	5	2	0	104
<i>Percentage of total</i>	<i>57.7%</i>	<i>26.9%</i>	<i>4.8%</i>	<i>3.8%</i>	<i>4.8%</i>	<i>1.9%</i>	<i>0.0%</i>	

Call types:

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

Average response time for Engine 58: 5 minutes, 42 seconds

RECREATION

Summer Programs

Our summer camp program concludes on August 12th after 9 long but fun-filled weeks. This summer brought some unexpected challenges, with many more participant and staff absences due to illness and/or positive COVID cases than we anticipated, but overall everything ran smoothly and our feedback from parents was overwhelmingly positive.

This summer we served nearly 950 unique children, spanning 3 years old to entering 7th grade, resulting in around 400 campers in attendance each day in our 13 camp groups.

We also had over 100 Counselors in Training (CIT's) working alongside our camp staff, learning the ropes, and gaining valuable skills and experience for hopefully working as Marinwood camp counselors when they are old enough.

This summer our camp program employed roughly 150 local high school and college age camp counselors, senior counselors, assistant directors, directors, and camp supervisors. Without the hard work, creativity, and extreme passion for working with kids, our program would cease to exist. I am incredibly grateful to all our wonderful staff for helping us put on such a successful program this summer.

We are proud to announce that Marin Magazine voted our camp program "Best Summer Day Camp in Marin & Bay Area" this year.

Pool & Aquatics

The pool season continues to go smoothly with strong, but not too crowded attendance during our lap swim and recreation swim hours. We have also continued to fill most pool party spots each weekend. Our fall pool schedule runs from August 20th through October 7th.

This summer we offered swim lessons to over 400 unique swimmers in group, private, semi-private, and parent-tot classes. Our swim lessons received overwhelmingly positive reviews in our weekly parent surveys and lessons remained virtually full throughout the summer.

This summer we had over 60 junior high age Guards in Training (GIT's) helping with swim lessons, shadowing our lifeguards during trainings and rec swim shifts, and learning water rescues and CPR/First Aid skills in preparation to eventually become Marinwood lifeguards.

Fall Programming

The Recreation Staff are finalizing our fall and winter schedule of classes, programs, and events which we will be publishing in the coming weeks.

PARKS & BUILDING MAINTENANCE

Creekside Park

This past month the crew has continued their heightened focus on Creekside Park, making improvements to the landscaping, drainage, irrigation, and retaining walls; pruning the trees and shrubs; and adding fresh woodchips to the landscaped areas.

Graffiti / Hazard Removal

Last week graffiti was discovered on the signs at the Horne Trail entrance. Staff was able to remove it quickly. Staff also found and removed a handful of rope swings and bike jumps near the creek across from the panhandle trail.

Park Maintenance Facility Preparation

In anticipation of moving into the new Park Maintenance Facility, the staff has spent time throughout recent weeks taking equipment and tool inventories and creating an organizational plan for efficiently and sensibly moving all our gear into the new space. We look forward to the big move.

Upcoming Projects

Upcoming projects include turf rehabilitation in the main park after summer camp, repairs to fencing in the parking lot and firemen's picnic area, and adding new plantings on the firemen's hill.

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