

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

Tuesday – September 14, 2021 – 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 August 10, 2021 (Remote Meeting)	Approve
	b. Bills Paid Nos. 5659 – 5753	
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. District Manager Report	Review
F.	FIRE DEPARTMENT MATTERS	
	1. Chief Officer Report and Activity Summary	Review
	2. Date of Next Fire Commission Meeting – October 5, 2021	
G.	PARK AND RECREATION MATTERS	
	1. Draft Minutes of Park & Recreation Commission Meeting of August 24, 2021	Review
	2. Potential Trail Along Miller Creek from Las Gallinas Ave to Marinwood Dr	Discuss/Direct
	3. Recreation and Park Maintenance Activity Reports	Review
	4. Date of Next Park & Recreation Commission Meeting – September 21, 2021	
H.	BOARD MEMBER ITEMS OF INTEREST - REQUESTS FOR FUTURE AGENDA ITEMS	
I.	ADJOURN	
	DATE OF NEXT REGULAR BOARD MEETING – October 12, 2021	

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 – August 10, 2021

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

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

Absent:

Director Chris Case

A. Call to Order & Roll Call of Directors

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

B. Agenda

Agenda adopted as presented.

C. Consent Calendar

- a. *Draft Minutes of Regular Meeting of July 13, 2021 (Remote Meeting)*
- b. *Bills Paid Nos. 5559-5658*

Oyserman to approve/Kilkenny to second “consent calendar as presented.”

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

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

Board of Directors received public comment regarding:

- a. Inclusiveness and accessibility in Marinwood Park

E. District Matters:

1. *Fiscal Year 2020-2021 Year-End Profit & Loss Financial Statements (Pre-audit)*
Board of Directors received Fiscal Year 2020-2021 Year-End Profit & Loss Financial Statements
2. *District Manager Report*
Board of Directors received District Manager Report

F. Fire Department Matters:

1. *Draft Minutes of Fire Commission Meeting of August 3, 2021*
Board of Directors reviewed draft minutes
2. *Chief Officer Report and Activity Summary*
Board of Directors received Chief Officer Report
3. *Date of Next Fire Commission Meeting – September 7, 2021*

G. Park and Recreation Matters:

1. *Recreation and Park Maintenance Activity Reports*
Board received Recreation and Park Maintenance Activity Report
2. *Date of Next Park & Recreation Commission Meeting – August 24, 2021*

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

- Director Oyserman requests financial recaps for camps and pool

I. Public Comment on Closed Session Items

No public comments were received

J. Closed Session:

*Conference with Labor Negotiators Section 54957.6. Agency designated representative: Eric Dreikosen.
Represented Employees: Marinwood Professional Firefighters*

Closed session convened at 8:43PM and came out of closed session at 10:18PM. No reportable action taken.
Board gave direction to representative.

Meeting adjourned at 10:20PM

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 September 14, 2021

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
5659	8/7/2021	PG&E	1,634.36	Streetslights - July	Streetslights	5210825	General	1,634.36
5660	8/7/2021	Project A	40.00	email hosting	Fire	5220110	General	20.00
					Rec	5220110	General	20.00
5661	8/7/2021	Pest Plus	259.00	Pest control	Rec	5220310	General	169.00
					Fire	5220310	General	90.00
5662	8/7/2021	Willscot	615.27	Mobile office - Aug	Park	5220310	General	615.27
5663	8/7/2021	Marinwood Market	3,262.50	Market lunches	Rec	5220819	Summer	3,262.50
5664	8/7/2021	Comcast	126.39	Cable - Aug	Fire	5210725	General	126.39
5665	8/7/2021	TIAA Commercial Finance	611.14	Copier lease	Park	5220130	General	61.11
					Rec	5220130	General	397.24
					Fire	5220130	General	152.79
5666	8/7/2021	Astro Jump of the North Bay	649.00	Camp entertainment	Rec	5220819	Summer	649.00
5667	8/7/2021	Francesca Guillen	35.00	staff certification	Rec	5211340	Preschool	35.00
5668	8/7/2021	Jerry Mehcz	7,130.40	Tennis	Rec	5210146	Tennis	7,130.40
5669	8/7/2021	National Academy of Athletic	2,049.60	Sports camp	Rec	5210146	Summer	2,049.60
5670	8/7/2021	Ann McBride	262.50	Irish Dance	Rec	5210146	Youth	262.50
5671	8/7/2021	Carolyn Sullivan	100.54	office supplies	Rec	5220110	General	100.54
5672	8/7/2021	Nancy Kim	228.00	Refund Tennis	Rec	4631915	Tennis	228.00
5673	8/7/2021	Christopher Akamine	655.20	Refund summer camp	Rec	4631920	Summer	640.00
				Refund summer lunches	Rec	5220819	Summer	15.20
5674	8/7/2021	Loren Altura	213.40	Refund summer camp	Rec	4631920	Summer	183.00
				Refund summer lunches	Rec	5220819	Summer	30.40
5675	8/7/2021	Amy Atherton	533.60	Refund summer camp	Rec	4631920	Summer	488.00
				Refund summer lunches	Rec	5220819	Summer	45.60
5676	8/7/2021	Genevieve Burch	790.40	Refund summer camp	Rec	4631920	Summer	760.00
				Refund summer lunches	Rec	5220819	Summer	30.40
5677	8/7/2021	Shirley Cano	262.90	Refund summer camp	Rec	4631920	Summer	232.50
				Refund summer lunches	Rec	5220819	Summer	30.40
5678	8/7/2021	Erica Carey	1,145.60	Refund summer camp	Rec	4631920	Summer	1,100.00
				Refund summer lunches	Rec	5220819	Summer	45.60
5679	8/7/2021	Karen Converse Matthies	208.00	Refund summer camp	Rec	4631920	Summer	208.00
5680	8/7/2021	Suzanne Coppola	676.00	Refund summer camp	Rec	4631920	Summer	600.00
				Refund summer lunches	Rec	5220819	Summer	76.00
5681	8/7/2021	Joyce Day	480.20	Refund summer camp	Rec	4631920	Summer	427.00
				Refund summer lunches	Rec	5220819	Summer	53.20
5682	8/7/2021	Abby Gonzalez	305.00	Refund summer camp	Rec	4631920	Summer	305.00
5683	8/7/2021	Nicole Jones	556.40	Refund summer camp	Rec	4631920	Summer	488.00
				Refund summer lunches	Rec	5220819	Summer	68.40
5684	8/7/2021	Karen Martinez	413.00	Refund summer camp	Rec	4631920	Summer	413.00
5685	8/7/2021	Corinne McLeary	297.00	Refund summer camp	Rec	4631920	Summer	297.00
5686	8/7/2021	Deirdre O'Brien	208.00	Refund summer camp	Rec	4631920	Summer	208.00
5687	8/7/2021	Kim Powell	423.20	Refund summer camp	Rec	4631920	Summer	408.00
				Refund summer lunches	Rec	5220819	Summer	15.20
5688	8/7/2021	Mark Samuel	968.00	Refund summer camp	Rec	4631920	Summer	968.00
5689	8/7/2021	Regis Sayer	580.80	Refund summer camp	Rec	4631920	Summer	520.00
				Refund summer lunches	Rec	5220819	Summer	60.80
5690	8/7/2021	Ashley Thorner	282.80	Refund summer camp	Rec	4631920	Summer	260.00
				Refund summer lunches	Rec	5220819	Summer	22.80
5691	8/7/2021	Rosalyn Trudeau	335.40	Refund summer camp	Rec	4631920	Summer	305.00
				Refund summer lunches	Rec	5220819	Summer	30.40
5692	8/7/2021	Jane Voloshin	820.80	Refund summer camp	Rec	4631920	Summer	760.00
				Refund summer lunches	Rec	5220819	Summer	60.80
5693	8/7/2021	Jessica Warmby	341.00	Refund summer camp	Rec	4631920	Summer	303.00
				Refund summer lunches	Rec	5220819	Summer	38.00
5694	8/7/2021	Tammy Williams	300.00	Refund summer camp	Rec	4631920	Summer	300.00
5695	8/11/2021	US Bank Corp Pmt Svcs	24,603.33	online meeting subscription	Fire	5211325	General	27.49
				lock name plates	Fire	5220310	General	387.06
				fuel for E58	Fire	5220610	General	100.00
				subscription, radio harness	Fire	5220810	General	136.31
				back up generator	Fire	5220916	General	5,929.42
				online meeting subscription	Park	5211325	General	109.72
				staff recruitment	Park	5220110	General	249.00
				water barrel, pest traps, glove	Park	5220310	General	601.90
				GIT supplies	Rec	5220819	Aquatics	104.42
				program subscription	Rec	5220110	General	79.99
				fingerprinting	Rec	5210128	General	175.00
				online meeting subscription	Rec	5211325	General	89.17
				membership dues	Rec	5211330	General	50.00
				office supplies	Rec	5220110	General	95.94
				website hosting	Rec	5220110	General	21.99

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
				subscriptions/news, music	Rec	5220819	General	161.07
				job listing	Rec	5210122	Preschool	75.00
				staff training	Rec	5211325	Pool	218.02
				lifeguard training	Rec	5211340	Pool	240.00
				pressure gauge, clocks, wris	Rec	5220215	Pool	398.58
				sump pump for filter pit	Rec	5220215	Pool	346.38
				chlorine generator replacem	Rec	5220215	Pool	2,337.32
				pool chems	Rec	5220710	Pool	173.76
				supplies	Rec	5220819	Pool	314.91
				vending	Rec	5220826	Pool	1,779.21
				camp snacks	Rec	5220819	Summer	424.90
				camp supplies, food	Rec	5220819	Summer	8,191.14
				vending	Rec	5220826	Pool	1,720.63
				email services	Rec	5220110	General	65.00
5696	8/11/2021	SDRMA	227.70	Life Ins - Sept	Fire	5130120	General	92.85
					Park	5130120	General	49.99
					Rec	5130120	General	84.86
5697	8/11/2021	Marinwood Market	2,784.00	Market lunches	Rec	5220819	Summer	2,784.00
5698	8/11/2021	Marinwood CSD	1,750.00	PERS GASB-68 Schedules I	Park	5130510	General	350.00
					Rec	5130510	General	350.00
					Fire	5130510	General	1,050.00
5699	8/11/2021	Edmund Louie	259.20	Refund summer camp	Rec	4631920	Summer	244.00
				Refund summer lunches	Rec	5220819	Summer	15.20
5700	8/11/2021	Karen Henke	230.80	Refund summer camp	Rec	4631920	Summer	208.00
				Refund summer lunches	Rec	5220819	Summer	22.80
5701	8/11/2021	GovInvest Inc	2,250.00	GASB 68 reports	Park	5210120	General	562.50
					Rec	5210120	General	562.50
					Fire	5210120	General	1,125.00
5702	8/11/2021	A1 Communication Services	270.00	Phone system programming	Rec	5220916	General	135.00
					Fire	5220916	General	135.00
5703	8/13/2021	Marinwood CSD	174,989.01	Fire salaries	Fire	5110110	General	28,845.28
				Fire OT	Fire	5120110	General	17,162.49
				FLSA	Fire	5110319	General	230.75
				Acting Pay	Fire	5110310	General	27.84
				4850 pay	Fire	5110110	General	651.42
				Admin Asst	Fire	5110110	Admin	900.80
				Admin Mgr	Fire	5110110	Admin	2,310.40
				Admin Asst	Rec	5110110	Admin	900.80
				Admin Asst	Park	5110110	Admin	450.40
				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	7,276.80
				Rec hourly	Rec	5110210	General	3,345.00
				Park salary	Park	5110110	General	4,507.20
				Park hourly	Park	5110210	General	2,091.00
				Pool staff	Rec	5110210	Pool	14,538.44
				Swim Team	Rec	5110210	Swim Team	276.00
				Aquatics	Rec	5110210	Aquatics	8,845.00
				Summer	Rec	5110210	Summer	68,837.40
				Preschool	Rec	5110210	Preschool	434.75
				PR fees	Fire	5210230	General	162.10
				PR fees	Rec	5210230	General	398.72
				PR fees	Park	5210230	General	21.28
				SS + Medicare	Fire	5140140	General	3,760.33
				SS + Medicare	Rec	5140140	General	8,482.98
				SS + Medicare	Park	5140140	General	503.83
				EDU + SUI	Fire	5140145	General	1.74
				EDU + SUI	Rec	5140145	General	1,577.64
				EDU + SUI	Rec	5140145	General	37.63
				Benefits withholding	Park	2120066	General	-792.55
				Benefits withholding	Rec	2120066	General	-1,218.61
				Benefits withholding	Fire	2120066	General	-5,561.85
5704	8/13/2021	Marinwood CSD	12,288.17	Retire 08/13/2021	Park	5130510	General	1,120.26
					Rec	5130510	General	1,917.18
					Fire	5130510	General	9,250.73
5705	8/13/2021	SolEd Solar Holdings	2,382.38	Solar - July	Rec	5210810	General	1,732.80
					Fire	5210810	General	649.58
5706	8/13/2021	ILS Associates	2,390.00	Civil Eng - permit drawings	Measure A	5220910	General	2,390.00
5707	8/13/2021	PG&E	278.87	Gas - July	Rec	5210810	General	226.55
					Fire	5210810	General	52.32
5708	8/13/2021	Northbay Reprographics	80.30	Permit set copies	Measure A	5220910	General	80.30
5709	8/13/2021	Hagel Services	1,748.89	Janitorial supplies	Rec	5220827	Building	1,748.89
5710	8/13/2021	Sam Testa	89.20	Reimburse employee exp	Rec	5220819	Summer	89.20

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
5711	8/20/2021	AT&T	346.76	Phones - July	Fire	5210725	General	157.46
					Park	5210725	General	22.27
					Rec	5210725	General	167.03
5712	8/20/2021	VSP	387.94	Vision - Sept	Fire	5130120	General	237.33
					Park	5130120	General	73.04
					Rec	5130120	General	77.57
5713	8/20/2021	Delta Dental	2,105.84	Dental - Sept	Fire	5130120	General	1,337.80
					Park	5130120	General	339.78
					Rec	5130120	General	428.26
5714	8/23/2021	Marinwood CSD	47,700.90	Health Ins - Sept	Park	5130120	General	11,088.25
					Rec	5130120	General	7,744.20
					Fire	5130120	General	28,868.45
5715	8/23/2021	CalPERS	8,333.00	CERBT Aug	Park	5130130	General	3,250.00
					Rec	5130130	General	583.00
					Fire	5130130	General	4,500.00
5716	8/23/2021	Got Gophers	275.00	Pest control	Park	5211532	General	275.00
5717	8/23/2021	Marinwood Market	2,866.50	Market lunches	Rec	5220819	Summer	2,866.50
5718	8/23/2021	Jerry Mehcz	2,828.80	Tennis	Rec	5210146	Tennis	2,828.80
5719	8/24/2021	Burton's Fire	353.90	E58 maintenance parts	Fire	5210910	General	353.90
5720	8/24/2021	Marin Prof Firefighters Local	882.00	Aug Dues	Fire	5211330	General	882.00
5721	8/24/2021	Project A	40.00	email hosting	Fire	5220110	General	20.00
					Rec	5220110	General	20.00
5722	8/24/2021	Marin Landscape Materials	1,986.74	grounds maintenance	Park	5220310	General	1,986.74
5723	8/24/2021	Landesign	2,985.00	landscape contractor	Park	5211125	General	2,985.00
5724	8/24/2021	Marin Sanitary	2,164.96	Garbage July 2021	Park	5210815	General	1,515.47
					Rec	5210815	General	432.99
					Fire	5210815	General	216.50
5725	8/24/2021	Sprint	141.30	cell phones	Fire	5210725	General	141.30
5726	8/24/2021	S & S Worldwide	137.50	camp supplies	Rec	5220819	Summer	137.50
5727	8/24/2021	Miller Creek School District	17,380.00	camp classrooms/gym/field	Rec	5220819	Summer	17,380.00
5728	8/25/2021	Marinwood CSD	12,276.49	Retire 08/27/2021	Park	5130510	General	1,120.26
					Rec	5130510	General	1,917.18
					Fire	5130510	General	9,239.05
5729	8/25/2021	Greatland	233.38	checks	Park	5220110	General	58.35
					Fire	5220110	General	58.35
					Rec	5220110	General	116.68
5730	8/25/2021	Robyn Bruton	133.85	camp supplies	Rec	5220819	Summer	35.76
				preschool supplies	Rec	5220819	Preschool	98.09
5731	8/25/2021	Emily Charlton	70.60	GIT supplies	Rec	5220819	Aquatics	70.60
5732	8/25/2021	Ben Bishop	20.51	lifeguard uniform	Rec	5220825	Pool	20.51
5733	8/26/2021	Marinwood CSD	126,828.76	Fire salaries	Fire	5110110	General	28,786.06
				Fire OT	Fire	5120110	General	15,852.69
				Acting Pay	Fire	5110310	General	121.68
				4850 pay	Fire	5110110	General	710.64
				Admin Asst	Fire	5110110	Admin	900.80
				Admin Mgr	Fire	5110110	Admin	2,310.40
				Admin Asst	Rec	5110110	Admin	900.80
				Admin Asst	Park	5110110	Admin	450.40
				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	7,276.80
				Rec hourly	Rec	5110210	General	1,869.50
				Park salary	Park	5110110	General	4,507.20
				Park hourly	Park	5110210	General	1,655.68
				Pool staff	Rec	5110210	Pool	11,768.18
				Aquatics	Rec	5110210	Aquatics	3,292.50
				Summer	Rec	5110210	Summer	36,213.92
				Preschool	Rec	5110210	Preschool	536.50
				Afterschool	Rec	5110210	Afterschool	454.50
				PR fees	Fire	5210230	General	200.07
				PR fees	Rec	5210230	General	313.11
				PR fees	Park	5210230	General	25.12
				SS + Medicare	Fire	5140140	General	3,645.11
				SS + Medicare	Rec	5140140	General	5,259.17
				SS + Medicare	Park	5140140	General	470.53
				EDU + SUI	Rec	5140145	General	866.61
				EDU + SUI	Park	5140145	General	29.80
				Benefits withholding	Park	2120066	General	-792.55
				Benefits withholding	Rec	2120066	General	-1,218.61
				Benefits withholding	Fire	2120066	General	-5,561.85
5734	8/26/2021	Ann McBride	134.40	Irish Dance	Rec	5210146	Youth	134.40
5735	8/26/2021	Wyatt Webster	20.00	lifeguard uniform	Rec	5220825	Pool	20.00
5736	8/26/2021	Cameron Taylor	16.38	swim instructor uniform	Rec	5220825	Pool	16.38

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
5737	8/26/2021	Sophia Wall	67.76	swim instructor uniform	Rec	5220825	Pool	67.76
5738	8/27/2021	Wesco Graphics	8,371.16	Fall/Winter Review 2021	Rec	5210122	General	8,371.16
5739	8/27/2021	US Postmaster	3,100.00	Postage Bulk Maill	Rec	5210122	General	3,100.00
5740	8/27/2021	PG&E	707.35	electric - July	Rec	5210810	General	570.69
					Fire	5210810	General	12.32
					Park	5210810	General	124.34
5741	8/27/2021	City of San Rafael	935.21	E58 maint.	Fire	5210910	General	935.21
5742	8/27/2021	Liebert Cassidy Whitmore	511.00	Legal services	Fire	5210131	General	511.00
5743	8/27/2021	Cummins Sales & Service	5,591.71	E58 maint	Fire	5210910	General	5,591.71
5744	8/27/2021	Comcast	139.92	Internet - Aug	Fire	5210725	General	69.96
					Rec	5210725	General	69.96
5745	8/27/2021	Marin County Sheriff	705.00	Tablet Command Support/M	Fire	5211610	General	705.00
5746	8/31/2021	County of Marin	224.34	Gas - June	Park	5220610	General	224.34
5747	8/31/2021	Northbay Reprographics	144.21	plan print sets	Measure A	5220910	General	144.21
5748	8/31/2021	Living Systems Land Mgmt	23,600.00	Core proj - Idylberry goats	MWPA	5820300	General	18,000.00
				Core proj - Grasshopper Hill	MWPA	5820300	General	5,600.00
5749	8/31/2021	Arborscience	450.00	Tree health evaluation	Park	5211528	General	450.00
5750	8/31/2021	Marin County Fire Chiefs As:	1,622.00	MCFCA dues 21/22	Fire	5211330	General	300.00
				Tablet Command/Marin Map	Fire	5211610	General	1,322.00
5751	8/31/2021	The Ed Jones Companu	984.29	FF badges	Fire	5220825	General	984.29
5752	8/31/2021	CA Fire Chiefs Assoc	400.00	Dues	Fire	5211330	General	400.00
5753	8/31/2021	Pest Plus	259.00	Pest control	Fire	5220310	General	90.00
					Rec	5220310	General	169.00
TOTAL:			532,885.71					532,885.71

Total by Department:

Streetlights	1,634.36
Fire Department	171,715.47
Recreation Department	288,446.88
Park Department	44,874.49
Measure A	2,614.51
MWPA	23,600.00

District Manager Report
September 14, 2021
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.

Public Health Order Regarding Public Sector Employees Vaccination Status:

On August 20, 2021, the Marin County Public Health Department announced a Public Health Order impacting all public sector employers and employees in regards to verification of COVID-19 vaccination status, effective September 15, 2021. The complete Order can be found here:

<https://coronavirus.marinhhs.org/health-order-verification-vaccination-status-and-weekly-covid-19-testing-first-responder-workers>

As a Public Sector employer, Marinwood Community Services District must abide by this Order and is required to verify and record the COVID-19 vaccination status of all Marinwood CSD employees. For safety employees such as our firefighters, those who are not fully vaccinated will be required to undergo weekly COVID-19 testing.

Please note, while the District will be maintaining these records, this is protected information and the District will not release employee vaccination status information to the public.

Fire Prevention Vegetation Management Update:

To complement the open space goat grazing recently completed, staff continue to work with the San Rafael Fire Department vegetation management specialists for Phase II of our planned fire prevention initiatives. Phase II will involve manual crews working through the same areas in effort to haul and dispose downed limbs and other tree debris, removing non-native invasive vegetation as well as addressing the understory of select areas cutting low limbs in an effort to reduce other potential ladder fuels, thus further strengthening the 100-foot defensible space buffer from neighboring residences. These efforts are also planned to be implemented along the open space area immediately west of the residences on Las Gallinas Ave from Miller Creek Middle School to the residences on Ellen Dr.

Unfortunately, due to the construction and grading work happening for the planned residential development east of Erin Dr., we need to postpone the work initially planned for the area around Elvia Ct. due to lack of an access point. It is my understanding that once the development is complete, it will include an access lane into the surrounding open space.

We are currently in process of conducting the legally required CEQA environmental review and subsequent filing of a Notice of Exemption for this work, which must be completed prior to the Phase II work commencing. The Marin Wildfire Prevention Authority has an agreement in place with an environmental consulting firm, Panorama Environmental Inc., which is conducting similar reviews for MWPA core-funded projects. The District has engaged Panorama to conduct our needed local reviews as MWPA members agencies may form individual agreements with Panorama for use in local projects and is encouraged to do so to ensure consistency in how projects are reviewed for environmental concerns.

Also in regards to MWPA-funded projects, the District was able to identify additional MWPA resources through FireSafe Marin to clear out any flammable vegetation located in the roadway median along Miller Creek Road from Quietwood Dr. to Las Gallinas Ave. The District does not bear legal responsibility nor authority of the roadway medians but is appreciative of these efforts all the same.

Other Items of Note:

- **Return to In-Person Meetings:** District staff, along with every other public agency in California, are still awaiting any updates to be released from the State regarding Executive Order N-29-20 and the potential return to in-person meetings. As mentioned last month, if the Order is not extended, public agencies will return to in-person meetings on October 1, 2021.
- **Maintenance Facility:** Work continues as planned on the Park Maintenance facility. Though, we have encountered some delays in various materials availability and supply chain challenges. Staff and the Contractor remain optimistic that the exterior work on the facility will be completed prior to rainy season.

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.



To: Marinwood Board of Directors
From Darin White, Fire Chief
Date: September 14, 2021
Re: Fire Department Update

Marin Wildfire Prevention Authority-(MWPA)

Defensible Space and Home Hardening Grant Programs: MWPA staff has met with some of the member agencies to discuss how to design Core funded grant programs for defensible space and home hardening purposes and how best to coordinate with other grant programs in the Joint Powers Authority area. There are differing qualification criteria being utilized by some agencies on the provision of grants (i.e. matching funding sources, need-based, how to prioritize based on location, or physical and fiscal challenges of the requestor, etc.) Multiple agencies are facing difficulties such as constrained staffing, which can paralyze or delay grant program implementation. MWPA's consultant, Charlotte Jourdain, is helping in this area in order to maximize that use of available funds during this fiscal year and current fire "season".

California Environment Quality Act: MWPA staff and consultants are providing support to member agencies during project implementation while ensuring compliance with local, State, and federal environmental laws. They are also adhering to applicable Project Design and Implementation Features. This program provides field trainings for vegetation maintenance crew leads (defensible space inspector program managers) and crew members. These trainings are project centric and cover sensitive species of wildlife and plants, cultural resources, and multiple topics relevant to projects during implementation. According to the MWPA staff, available resources include complete lists of applicable Project Design and Implementation Features, printed brochures featuring natural resources in the project area and protocols for avoidance, and an online training for those who are unable to attend in-person trainings. Spanish language materials are being developed to assist those who do not speak or read English as a primary language. In-person training has been completed for the Central Marin Zone Evacuation Route Core Project and the San Rafael Zone Evacuation Route Core Project is in the planning stage.

Vegetation Management

There have been 869 inspections completed year to date.

Guidelines/COVID-19:

According to Dr. Matt Willis, case rates have reached a plateau in Marin primarily because the county has a high vaccination rate. The average new cases per day fell from 50 to 43 since August 1, however, hospitalization rates have not declined. There is a large difference between new cases among vaccinated

community members vs. those who aren't vaccinated – 8.7 vs 35.1 per 1000 residents. With those persons being unvaccinated facing 4 times as much risk than those who are not, vaccination looks like it is a very smart decision.

On Monday August 23, 2021 the Pfizer vaccine was granted full FDA approval for persons aged 16 yrs and older. It is believed by some that the removal of the “Emergency Authorization” will instill more confidence in the vaccines and a resulting increase in those who have yet to become partially or fully vaccinated.

Vaccine Verification to be Required for First Responders

Marin County Public Health announced a new public health order that will require all Marin County first responder agencies (law enforcement, fire, Emergency Medical Services, etc.) to verify the vaccination status of their personnel. Personnel who are not fully vaccinated, or whose vaccination status is unknown, will be required to submit to a COVID-19 test at least once a week and provide results to employers.

The order becomes effective on September 15, 2021 and is being issued in response to the continued health threat that COVID-19 and variants pose to those in the communities we serve and in our workplace. The California Department of Public Health released a Public Health Order in late July 2021, requiring healthcare workers, including staff employed in hospitals, skilled nursing facilities, clinics, and homeless shelters to verify vaccination status. For some unknown reason, first responders who often encounter many of the same patients and enter the above-mentioned facilities and other high-risk environments weren't included in that order. It is anticipated that the order that goes into effect next month will reduce the potential of transmission between personnel who work together, between first responders and the community we serve and first responders and their families.

In addition to the verification of vaccination or mandatory testing requirement for first responders, the health order will require that all public sector employers verify vaccination status of all employees, but routine testing of unvaccinated public sector employees is not yet required.

Incidents



[Photo credit: Karl Mondon, Bay Area News Group.]

Strike Team Assignment

San Rafael Engine 652 has been deployed to the Caldor Fire in El Dorado County. The engine is staffed with Marinwood Fire Captain Ryan Brackett and San Rafael Firefighter/Paramedics Sam Achondo, Matt Lewis, and Lucas Hagberg. This year we continue to see unprecedented fire growth and behavior, that have threatened and destroyed many communities and critical infrastructure. .



[Above photo courtesy community member Robert So.]

San Rafael Hill Vegetation Fire

On Monday, August 16, 2021 at approximately 10:00 P.M., San Rafael firefighters responded to a vegetation fire on San Rafael Hill in the area of Graceland Drive. Partnering agencies including SRPD, Marinwood Fire, Central Marin Fire, Ross Valley Fire, and Novato Fire assisted. Despite very windy conditions, difficult-to-traverse terrain, and low visibility, firefighters quickly contained the fire. The fire burned approximately 2.5 acres of vegetation, but fortunately no structures were damaged and there were no injuries. Crews remained on scene throughout the night to ensure there were no flareups.

Announcements:



Effective September 1, 2021, Captain Andrew Rogerson will retire from the San Rafael Fire Department after a career that spanned 30 plus years between the Navy, **Marinwood Fire Department** and San Rafael Fire Department. In speaking with him during his last on duty shift, he gave his appreciation to the Marinwood Fire Department's Volunteer Firefighter program for his foundation and success as a career, structural firefighter.

Marinwood Fire Department Statistics: August 2021

The Marinwood Fire Department has responded to 81 emergency calls in August 2021 through August 24; of these, 6 calls were cancelled en route. More than half of the calls were medical incidents; none involved a confirmed COVID-19 case. The department responded to one cooking fire in Marinwood, plus two vegetation fires and one dumpster fire in San Rafael.

<i>Incidents by Area and Type</i>								
Area	MA	PSA	FA/NN	FIRE	HAZMAT	COVER	OTHER	TOTAL
Marinwood	14	7	1	1	0	N/A	0	23
CSA 13	2	1	1	0	0	N/A	0	4
Old JPA (Mont Marin)	2	1	0	0	0	N/A	0	3
New JPA (East of 101)	22	4	5	1	0	N/A	0	32
SR Mutual Aid	1	1	0	2	0	0	0	4
MC JPA	3	1	0	0	0	N/A	0	4
MC Mutual Aid	0	0	0	0	0	N/A	0	0
Novato	2	1	0	0	0	8	0	11
Total number	46	16	7	4	0	8	0	81
<i>Percentage of total</i>	<i>56.8%</i>	<i>19.8%</i>	<i>8.6%</i>	<i>4.9%</i>	<i>0.0%</i>	<i>9.9%</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, 10 seconds
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Marinwood Community Services District

Draft Minutes of Park & Recreation Commission Meeting Tuesday – August 24, 2021

Time and Place: 7:00PM via Teleconference

Present:

Commissioners: Chair John Tune, Jon Campo, Ian Fein (joined 7:10PM), Anne Sjhsam.

Staff: District Manager Eric Dreikosen, Recreation Director Luke Fretwell

Board Director: Lisa Ruggeri

1. Agenda

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

2. Public Comment on Non-Agenda Items

No public comment received

3. Draft Minutes of May 25, 2021 P&R Commission Meeting

Campo to approve/Sjhsam to second Draft Minutes of May 25, 2021 P&R Commission Meeting.
All approved. Motion carried unanimously.

4. Draft Minutes of August 10, 2021 Board Meeting

Commission reviewed minutes.

5. Marinwood Park Play Structures Replacement Project

Commission discussed project, grant funding timeline requirements and public bidding process.

6. Marinwood CSD Open Space Fire Prevention Vegetation Management Status

Commission received update on fire prevention vegetation management efforts

7. Informational Update regarding Blackstone Canyon and Horne Trail

Recreation Director Fretwell provided a visual presentation, discussed public usage trends and staff maintenance practices

8. Recreation and Park Maintenance Activity Report

Commission received Recreation and Park Maintenance Activity Report.

9. Commissioner Items of Interest – Requests for Future Agenda Items

- Sjhsam inquired about future presentations of various District sites and facilities, including potential for on-site visits.
- Sjhsam inquired about walking trail and landscaping to be installed near maintenance facility project.

10. Adjourn

Meeting adjourned at 8:27 PM

Tiffany Combrink

Staff Report

To: Board of Directors
From: Eric Dreikosen, District Manager
Date: September 14, 2021
Re: Potential Trail along Miller Creek (Las Gallinas Ave to Marinwood Ave)

Directors,

As briefly discussed last month, the planned senior living center to be built on an extension of Marinwood Ave in the open space area above the CHP weigh scales along Hwy 101 South has resumed final pre-construction activity. A condition of the development approval, which occurred in 2006, includes the construction of a pedestrian trail, at the developer's expense, on District-owned property along the banks of Miller Creek from Las Gallinas Ave to Marinwood Ave.

District staff recently walked this tentative path with a representative of the developer as well as Park & Recreation Commissioner Jon Campo. We quickly realized this area presented multiple challenges not only in regards to development of the trail, including steep hillsides, dense vegetation and actively eroding creekbanks, but also in regards to the long-term maintenance needs. We left our walkthrough questioning both the feasibility and the practicality of constructing a proper trail in this area.

As the District does not have the resources to dedicate to anything beyond routine maintenance of this trail if constructed (removing downed trees/obstacles, etc), it is critical that any trail built in this area be professionally designed and built to present as minimal future maintenance needs to the District as possible. This is assuming such design and construction is even feasible in this area especially given the eroding conditions of the steep hillsides and creek banks.

Should the District be interested in moving forward with this project, it is recommended to solicit the services of an independent professional trail designer to perform and create a preliminary study and report regarding the feasibility of constructing a proper trail in this area. Such a report may also include estimated costs not only for construction but also future maintenance of this trail taking into account the challenging conditions currently existing. With this report the District would be able to make a more informed decision as to whether or not to move forward with this project and solicit a complete trail design project. A preliminary study such as this would most likely be the financial responsibility of the District.

In recognition of these challenges as well as the limited resources of the District for future maintenance, the developer has made a good-faith offer to the District in the form of a one-time payment of \$35,000 to be provided in lieu of trail construction.

Possible Board Actions:

1. Direct and authorize the District Manager to solicit a preliminary feasibility study and report as described above.
2. Accept the one-time payment offer from the developer in lieu of trail construction as described above.

RECREATION

This past month has been characterized by the wrap-up of summer and the transition to our fall season of programs and classes, including the start of our Preschool and After School programs, the publishing of our fall/winter Marinwood Review, and the return of several of our adult and youth recreation classes.

Summer Camp Conclusion

Marinwood's Summer Camp Program concluded on Friday, August 12th, after running for 9 weeks. This summer we served 300-350 campers each day (about 60% of our traditional capacity), in 14 different camp groups ranging from 3 years old to entering 7th grade, plus around 40 junior high-age counselors-in-training. In contrast to last year's extremely scaled-down and limited program, this summer felt like a return to a traditional Marinwood summer. Though staff and campers wore masks while indoors, camp groups had to remain separate, and we had to forgo some of our favorite special events, activities, and field trips due to COVID-19 restrictions, the staff worked hard to create a summer camp experience that was full of fun and excitement, and that ended up feeling surprisingly normal.

Our staff faced several unique challenges this summer and we are extremely grateful to them for their hard work and perseverance. We had a stellar group and are proud of them for pulling off another terrific Marinwood summer. Our programs are only as good as the staff members that run them, and I would rank this summer's staff among the best we have ever had.

Pool

The summer pool season started out with limited recreation swim hours and advanced reservations required for all pool access. But as the season progressed and health guidance evolved, we were able to adapt and add many more recreation timeslots during the week and eventually phase out reservations to allow for daily drop-in access for most pool hours. This summer we offered adult lap swim, recreation swim, private and semi-private swim lessons, Guards-in-Training, and pool party rentals. Attendance for all pool programs was strong, with most reaching capacity each week.

Our Fall pool schedule began on Saturday, August 21st. This fall we are offering lap swim, recreation swim, private and semi-private swim lessons, water polo, and lifeguard training. The pool will close for the season on Friday, October 8th.

Marinwood Review

Our Fall/Winter 2021 issue of the Marinwood Review hit mailboxes the last week of August. I want to thank Carolyn Sullivan for all the time and energy she invested in creating our latest catalog of classes, programs, and events.

Fall Classes & Programs

Our After School Program commenced on August 19th and attendance is strong so far. Most participants are returning students and it's great to see so many of them again this fall. Our staff is comprised of local high school and college students, the majority of which worked this summer in our camp program.

The Marinwood Preschool Program commenced on Tuesday, September 6th and things are off to a smooth start. We are excited to welcome new teachers Francesca and Alaina to the program this year.

Other fall programs that have recently started or are coming soon include Zumba, Pilates, Tae Kwon Do, Irish Dance, Jr. Golf, Art for Kids, Photography, CPR, All Sorts of Sports Club, LEGO STEM classes, and Yoga.

Events

We are planning to be able to host some community events this fall. While details are still being worked out for some of our events, we are planning to host a Fall (in-person) Art Show on November 6th and a scaled back version of our Halloween Harvest Festival on October 8th. Details will be announced shortly.

Rentals

We are currently renting out our picnic and pool party areas, but indoor rentals are on hold until further notice per the current health recommendations.

PARKS & BUILDING MAINTENANCE

Fence at Kernberry Drive

On August 10th staff repaired a deteriorating open space fence at the end of Kernberry Drive. New posts were driven and all slats replaced.

Tree Work

Over the week of August 16th, a large fallen tree was cleared out of the creek near the Mini Park, some overgrown trees were trimmed along the panhandle and walking paths, and dry brush from several fallen trees was removed from the open space across from Blackstone Lane.

On September 7th, staff addressed a fallen tree blocking the trail along the creek in the panhandle just east of the parks maintenance shop.

Turf Rehabilitation

Staff has begun restoring the turf in the park closest to the tennis courts—re-seeding, adding soil, and fertilizing. The regular summer foot traffic takes a toll on the turf each year and requires a concerted restoration effort each fall. A few ill-timed irrigation leaks this summer resulted in more bald spots than usual and staff is working hard to get everything back in good condition. In the following weeks the turf in the rest of the park, as well as at the Mini Park, Creekside Park, and the Pool, will receive similar treatment.

New Water Line

Over the week of August 23rd, staff replaced an undersized water line in the northern end of the park, as well as reconfigured some outdated irrigation plumbing ahead of the turf maintenance.

Tennis Court Repairs

On September 7th, repair work began on the streetside tennis courts in the park. The work will consist of the filling and patching of cracks before a new topcoat is applied. The work will take around 2 weeks. During this time some minor repairs will also be performed on the courts closest to Miller Creek Middle School. Creekside Court will receive a similar treatment once the initial work is complete. Most classes and league play will be able to continue at the school-side courts while the work takes place.

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