

# **ORGANIZATION OF THE MARINWOOD COMMUNITY SERVICES DISTRICT**

(Approved by Board of Directors 9/22/93)

## **FORMATION:**

The Marinwood Community Services District was established on February 23, 1960, in accordance with the results of an election held on February 16, 1960, "for the purpose of providing public recreation by means of parks, including aquatic parks and recreation harbors, playgrounds, swimming pools, or recreation buildings; protection against fire; and street lighting." The results of the election are contained in Resolution No. 6155 of the Board of Supervisors of the County of Marin, the Resolution and Order Canvassing Vote of Election, Declaring Establishment of Marinwood Community Services District, setting Forth the Boundaries of Said District, and the Names of the Persons Elected Directors Thereof," passed on February 23, 1960.

The Marinwood Community Services District is organized pursuant to the provisions of Title 6, Division 3, of the Government Code of the State of California, and is regulated under Sections 61000 through 61891 of the California Government Code.

## **MISSION STATEMENT:**

The purpose of the Marinwood Community Services District is:

- to provide fire protection and emergency services to the residents of the District.
- to provide street lighting services to the residents of the District.
- to develop and promote recreation programs and activities which satisfy the majority demands of the residents of the District.
- to develop and maintain parks areas and recreational facilities and preserve open spaces for the enjoyment of the residents of the District.

## **ORGANIZATION:**

### **BOARD OF DIRECTORS:**

The Marinwood Community Services District is governed by a Board of Directors of five members who are elected for four-year terms.

### COMMISSIONS:

The Board of Directors may form advisory commissions to assist in their responsibility.

There shall be a Fire Commission to recommend policies governing the operation and management of the Marinwood Fire Department.

There shall be a Parks and Recreation Commission to recommend policies governing the operation and management of the Marinwood Community Center, parks, open space, and recreation facilities of the District.

There shall be a Pool Commission to recommend policies governing the operation and management of the Marinwood Community Pool.

### PERSONNEL COMMITTEE:

There shall be a District Personnel Committee, consisting of two Board members, with Commission members as invited by the Personnel Committee to provide input and advice, which shall:

- recommend policies governing employment and employee benefits;
- negotiate contracts with Union and non-union employees;
- review job descriptions;
- recommend policies governing salary increases for COLA, merit, and promotion;
- hear employee grievances;
- recommend hiring of District Manager;
- review personnel evaluations of Department Heads;
- evaluate performance of District Manager.

### OTHER COMMITTEES:

Other committees may be formed as needed for a specific purpose.

### TIME AND PLACE OF MEETINGS:

The Marinwood CSD Board shall hold regular meetings. Special meetings may be called by the Chair or by three members of the Board. Notice of all meetings shall be in accordance with the provisions of the Brown Act.

The time and date of the regular Board meetings shall be set by the Board. They shall be held in the Community Center unless there is a good reason to meet elsewhere.

**POWERS:**

The Marinwood CSD Board may:

- acquire real or personal property of every kind by grant, purchase, gift, devise, lease, or condemnation;
- hold, use, enjoy, lease, or dispose of any of its property;
- borrow money and incur or assume indebtedness and issue bonds or other evidences of such indebtedness;
- authorize, issue, and sell revenue bonds;
- levy and cause to be collected taxes for the purpose of carrying on the operations and paying the obligations of the District;
- make contracts for any and all purposes necessary for the full exercise of its powers;
- adopt a seal;
- employ labor and professional services;
- perform any work of construction or operation under its own superintendence or may contract for the performance of such work by others;
- prescribe, revise, and collect rates or other charges for services and facilities furnished by it;
- adopt regulations by ordinance binding upon all persons to govern use of its facilities and property, including regulations imposing reasonable charges for the use thereof;
- clear or order the clearing of land or remove or order the removal of dry grass, stubble, brush, rubbish, litter, or other flammable material if it endangers the public safety by creating a fire hazard.
- perform all acts necessary to carry out fully the provisions of Sections 61000 through 61891 of the California Government Code.