

MARINWOOD COMMUNITY SERVICES DISTRICT

MINUTES OF PARK AND RECREATION COMMISSION MEETING

March 25, 2014

Time and Place: 7:50 Marinwood Community Center Classroom.

Present:

Commissioners: Chair Izabela Perry, Tom Kunkel, Eammon O'Brien, Kimberly Call, Eric Dreikosen and Tom Kunkel.

Absent: Sarah Paoli.

Staff: District Manager Tom Horne, Recreation Director Shane DeMarta, Park Manager Gary Harrelson and Administrative Assistant Carolyn Sullivan.

Others present: Directors Deana Dearborn and Bill Hansell, Linda Barnello and Shane Valentine.

Approval of Agenda

Perry stated she would like to postpone item 11.

Public Comment

Hansell stated his opinion, not as a Board member, but as a resident of his reluctance to place a permanent signs on CSD property. While he fully agrees with informing the public of upcoming events and activities he would like the Commission to consider the aesthetic of the area and to consider how many residents it will actually reach. (Hansell left after public comment). Perry requested the subject of signage be placed on the April agenda.

Minutes of February 25, 2014 Commission Meeting

Call had some additions to the minutes regarding the tennis association and Commission priorities. Sullivan stated she will update the minutes.

Perry reported O'Brien had submitted his letter of resignation today. He and his family will be moving and he will be unable to serve on the Commission after the March meeting. Dreikosen was appointed by the Board in February and prospective member Shane Valentine may be appointed by the Board in April. This leaves the position of Commission alternate open and the CSD will advertise properly.

Review of draft Board Minutes of March 11, 2014

Dreikosen stated he was a bit surprised at Read response to "bring in revenue" regarding his question of what the Board wants to see from the Commission. Perry replied it is an important factor in the future sustainability of the District.

Horne commented he had given Dreikosen a copy of the Authority and Responsibilities of the Commission.

Call questioned the status of the cell antenna. Horne replied Chief is looking into the matter.

Kunkel asked if the Board has the opinion of the Fire and Park and Recreation Commission's regarding the District Manager and Fire Chief positions. Sullivan noted the last formal recommendation the Commission offered was last summer and it was recommended to combine the positions; although noted it was a split vote. Perry stated that option might be off the table by the Board. Dearborn stated the Board is looking at Roach as District Manager with possible outside assistance from San Rafael. Kunkel commented it is important for the Board to consider the Commission's recommendation and suggested the subject be placed on the April agenda for further discussion. Perry agreed and requested this matter be place on the next agenda.

Budget 2014-15 draft

Perry noted a few typos in the fund balance. Perry asked if the recommendation from the Commissions walk-through of facilities will be inserted into the Contingencies and Reserves. Horne replied yes. Perry asked how the revenue was projected in the Park department. Horne replied the County provides the information. O'Brien questioned why the janitorial expense was over budget. DeMarta replied we've hired additional resources, but also raised the price for building rentals to cover the costs.

Perry commented the Commission did not discuss updating pool lighting, but it was placed in Capital Improvements. Dearborn asked if the Measure A money must go towards Capital or may it go towards any expenditure. Horne replied the Commission decided to have the funds go towards Capital Improvements and items to refurbish our current infrastructure, especially ones that bring it revenue.

Measure A

Perry noted the Park and Recreation departments were expecting to receive about \$72,000, but the reality is more along the lines of \$65,000. Horne commented the Commission needs to take another look at the projects. Perry stated the park electrical outlet extension and the pool building lighting could possibly be moved out of Capital and into regular expenditures. Horne replied the projects do fall within Measure A funding. Dearborn asked if Horne had updated the

electrical expenditure line in preparation for new AC unit. Horne replied no, he will do so. Dreikosen asked if Horne had looked at the information he had sent regarding a possible USTA (United States Tennis Association) grant. Horne replied he did receive the information, but it would require matching funds. O'Brien asked if the Recreation department will re-coup its costs spent on the reception hall. DeMarta replied yes. For the time being the Commission will leave the Capital Improvements as is in the draft budget.

Request from Lucas Valley Estates HOA to include Creekside Park tennis courts in bid process for tennis court resurfacing.

Perry stated the Commission had looked at these courts during their walk-through of the grounds and noted they are in quite decent shape versus the hazardous conditions of the courts closer to Miller Creek. Horne noted that asking the successful bidder for a price to add the Creekside courts to the project would not be a problem, but they do not fit into the current budget plan. O'Brien stated the budget does not allow for those courts to be refurbished, Call agreed.

Request for Proposals for Landscape Maintenance

Perry noted this RFP is so large if any Commissioners would like to add language please email Horne directly. Dearborn asked when the RFP was going out. Horne replied April, and offered his thanks to Dearborn who had thoroughly read the document and offered suggestions.

Proposal to place owl boxes in Marinwood Park

Horne commented he and Harrelson had met with a representative from the Owl Project. This project would take major buy-in from the community; each resident would have to cease use of all pesticides. Harrelson added the owls will eat as much as they can, but will not be able to consume all rodents. Perry noted this project might be unrealistic. O'Brien agreed and commented he has been battling rats on his property for years; it is a problem and is not convinced owls alone will help the situation. Call commented the CSD has to set a good example first, and then garner public support. She suggested using Measure A funding to educate the community on the project. Harrelson replied there is no way every resident is going to agree to this project. Call requested Harrelson look into finding a "Green" exterminator. Horne replied he could look into that possibility.

Maintenance and Recreation activities reports

Harrelson reported the Park dump truck broke down and is in the shop.

O'Brien noted summer registrations are going well. DeMarta stated our camps are filling up quicker than they have in the past. Horne stated the revenue is reflective of that; online registrations brought in \$153,000 over a two week period in March.

Commission Priorities for its 2014-15 work plan

Tabled

Q&A discussion with staff re: items not otherwise covered on the agenda

Call wanted to bring to attention the possibility of Lucas Valley Road being designated as a "Scenic Road". She stated Liz Dale is working on the issue and noted there might be grant opportunities available to plant wildflowers and valley oaks. Perry stated this matter was before the Board many months ago, and the issue is outside the CSD's purview. Call asked the Commissioners to act as individual residents to support the project.

Dreikosen thanked O'Brien for his time and effort serving on the Commission. Commissioners all agreed.

The meeting concluded at 9:45PM.

The date of the next Park and Recreation Commission meeting is April 22, 2014 at 7:30 at the Marinwood Community Center Classroom.

Respectfully submitted,
Carolyn Sullivan