

MARINWOOD PARK AND RECREATION COMMISSION: MEETING AGENDA

TUESDAY, MARCH 22, 2022, 7:00PM

Internet Address: <https://us02web.zoom.us/j/84270132532>

Telephone Access: 669) 900-6833 or 346) 248 7799 or 253) 215-8782

Meeting ID: 842 7013 2532

ATTENTION: This will be a virtual meeting of the Marinwood CSD Park & Recreation Commission. 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 Commission and limited to three minutes per speaker. The Commission may choose to respond to comments or request staff to respond at the conclusion of the respective public comment period.

#	Item	Commission Action
1	Agenda	Adopt
2	Public Comment on Non-Agenda Items <i>Speakers are asked to address comments to the Commission and limit comments to three minutes. Speakers may comment only on non-agenda items within the subject matter jurisdiction of the Commission. The Commission 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 Commission and at the conclusion of the public comment period. The Chair may refer the matter to staff or to a future meeting agenda.</i>	
3	Draft Minutes of January 25, 2022 P&R Commission Meeting	Approve
4	Draft Minutes of March 8, 2022 Board Meeting	Review
5	Discussion Regarding Fireman’s Picnic Area Along Panhandle Trail	Discuss
6	Park Maintenance Facility Project Update (verbal report)	Discuss
7	Marinwood Park Play Structure Replacement Project Update (verbal report)	Discuss
8	Recreation and Park Maintenance Activity Report	Review
9	Commissioner Items of Interest - Requests for Future Agenda Items	
10	Adjourn	

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

NEXT P&R COMMISSION MEETING TO BE HELD ON APRIL 26, 2022 AT 7:00 PM

Marinwood Community Services District

Draft Minutes of Park & Recreation Commission Meeting
Tuesday – January 25, 2022

Time and Place: 7:00PM via Teleconference

Present:

Commissioners: Chair John Tune, Michael Benesch, Jon Campo, Ian Fein, Anne Sjhsam.

Staff: District Manager Eric Dreikosen, Recreation Director Luke Fretwell

Board Director: Chris Case

1. Agenda

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

2. Public Comment on Non-Agenda Items

The Commission received public comment regarding:

- a) Making open space areas more accessible.

3. Draft Minutes of November 23, 2021 P&R Commission Meeting

Fein to approve/Sjhsam to second Draft Minutes of November 23, 2021 P&R Commission Meeting.
All in favor. Motion carried unanimously.

4. Draft Minutes of January 11, 2022 Board Meeting

Commission reviewed minutes.

5. Marinwood Park Play Structure Replacement Project: Community Survey Results

Commission discussed survey findings and project next steps.

6. Miller Creek Waterway Trail: Initial Assessment

Commission discussed assessment report and potential next steps.

7. Designation of Commission Chair & Vice-Chair for 2022

Sjhsam to approve/Campo to second Commissioner Tune to serve as Commission Chair and Commissioner Fein to serve as Commission Vice-Chair for 2022. All in favor. Motion carried unanimously.

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

- Commissioner Fein requested brainstorming potential ideas for open space areas.
- Director Case requested discussion regarding potential ideas for Fireman's Picnic Area.

10. Adjourn

Meeting adjourned at 9:03 PM

Eric Dreikosen

Marinwood Community Services District

Draft Minutes of Board of Directors Meeting
Tuesday – March 8, 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: 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 7:30pm.

B. Agenda

Agenda adopted with item G moved to precede item F.

C. Consent Calendar

- a. *Resolution 2022-03: 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 February 8, 2022 (Remote Meeting)*
- c. *Bills Paid Nos. 6110 - 6177*
Oyserman to approve/Shea 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. Improvements to the park and community for the future

E. District Matters:

1. *1st Draft District Operating Budget for Fiscal Year 2022-2023*
Board of Directors reviewed First Draft of Operating Budget for Fiscal Year 2022-2023.
2. *Pay Schedule Wage Adjustments for Non-Represented Positions*
Board of Directors reviewed proposed Pay Schedule Wage Adjustments for Non-Represented Positions
3. *District Manager Report*
Board of Directors received District Manager Report

G. Park and Recreation Matters:

1. *Recreation and Park Maintenance Activity Reports*
Board received Recreation and Park Maintenance Activity Report

F. Fire Department Matters:

1. *Draft Minutes of Fire Commission Meeting of March 1, 2022*
Board of Directors reviewed Draft Minutes of Fire Commission Meeting of March 1, 2022
2. *Chief Officer Report and Activity Summary*
Board of Directors received Chief Officer Report

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

- Director Case suggests discussing returning to in-person meetings.
- Pay schedule review process and timing to be added as an agenda item in the future
- Director Oyserman would like a maintenance facility update including RFP timing

- Director Case requested future discussion regarding the potential impact of the Marin County Housing Element on District services

Meeting adjourned at 9:49PM

Tiffany Combrink, Secretary

Parks and Recreation Report
March 2022
Submitted by: Luke Fretwell, Recreation Director

RECREATION

Summer Camp Registration

Summer Camp Registration opened on March 14th for Marinwood residents and March 17th for non-residents. At the time of writing the first few days of registration have gone smoothly with no technical difficulties. The vast majority of registrations occurred online with only a handful of customers coming in person. Our camps for first and second graders have been the most popular so far and we expect many sessions of these camps to fill up before the end of the week.

This week we also began accepting enrollment in swim lessons and specialty camps and registration has started out strong, especially for our summer tennis camps and private weekday swim lessons.

Staff will be attending the Marin Camp Fair at Dominican University on Sunday, March 20th to promote our summer camps, swim lessons, pool memberships, and CIT/GIT programs. The Marin Camp Fair is the County's largest camp expo each year and is a great opportunity to market our programs and meet potential new customers.

Waterdevils Swim Team

The Waterdevils season commenced on Monday, February 28th. It was great to see the kids, parents, and coaches back out on the pool deck. I want to thank Recreation Supervisor John Paul Kessler for putting countless hours in getting the facility cleaned, organized, and ready for the start of the swim team season.

Pool Season

The pool season opens on Monday, April 4th at which time we will begin offering adult lap swim, tot pool hours, and recreation swim 7 days per week, private swim lessons and pool party rentals on the weekends, and lifeguard training classes on various weekends throughout the spring.

Raise a Glass

Our 11th annual winter wine tasting took place on Saturday, March 5th. This year's event featured 12 local wineries (many returning from previous years), live music by returning band Bistro Moustache, and food platters by Marinwood Market. The event went extremely well. This was our first, back-to-normal, unmasked indoor community event since the start of the pandemic, which was fitting as our 2020 Raise a Glass event was our last indoor event before the pandemic.

Upcoming community events:

- Spring Art Show – Saturday, April 23rd
- Music in the Park Series – 4 Fridays in summer; details TBD
- Summer Brewfest – Saturday, July 23rd

California Parks & Recreation Society Conference & Expo

The recreation staff attended the 2022 CPRS Conference & Expo from March 8th – 11th in Sacramento. Throughout the conference staff participated in numerous educational talks, workshops, and trainings on a wide variety of parks and recreation-relevant topics. Staff came away with new tools and strategies for recruiting and retaining part-time seasonal staff, tricks and techniques for improving our marketing efforts, fresh perspectives on running staff trainings, and much more. One of the highlights of the conference was the Expo where I was able to talk to a handful of California playground manufacturers about our upcoming playground project, all of whom expressed interest.

PARKS & BUILDING MAINTENANCE

Parking Lot

This past month staff completed work relandscaping the area around the parking lot, removing old brush and weeds, and adding a header board, weed barrier, and woodchips. Besides making the area look much better, these efforts will greatly reduce weed growth in the area and cut down on weed whacking hours.

Pool

In preparation for the pool season, staff has repainted the two pool bathrooms as well as the park bathroom, replaced some fence coverings, reorganized the pool equipment room, checked all equipment, and repaired some of the plumbing in the bathrooms and shower. We will also be getting some concrete patched and replaced around the tot pool, as well as having some of the cracks around the main pool resealed.

Graffiti

On Friday, February 25th staff received a report of several instances of graffiti on trees along the panhandle path. After documenting the vandalism and filing a police report, staff spent multiple hours working to remove as much of the graffiti as possible. They were thankfully able to get most of the graffiti off and greatly reduce the visibility of the more stubborn areas.

Irrigation Replacement

This past month the staff replaced aging valves in 3 stations in the main park that were found to be leaking and/or broken before the water was shut off last fall. Staff are now performing irrigation inspections, checking all controllers, valves, sprinklers, and drip lines, and making any necessary adjustments and repairs ahead of the irrigation season.

Divider Replacement

Starting Monday, March 21st our large curtain divider in the reception hall will be removed and replaced. The divider, which is over 30 years old, is beginning to fall off the track and is beyond repair. The new divider should be installed and ready to use by the end of the week, barring any unforeseen delays.

Pool Concrete Work

Concrete repairs will be performed on the pool deck beginning the week of March 21st. We are replacing the cracked and chipped lettering around the pool (e.g. the depth markers and "no diving" signage), filling cracks in the deck, replacing some of the mastic, and grinding a handful of rough areas. The last time we had deck work done was February 2020.

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