

# MARINWOOD PARK AND RECREATION COMMISSION: MEETING AGENDA

TUESDAY, MAY 26, 2026, 7:00PM

Marinwood Community Center, 775 Miller Creek Road, San Rafael, CA 94903

**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 shall indicate their desire to speak. 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	<b>Agenda</b>	Adopt
2	<b>Public Comment on Non-Agenda Items</b> <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	<b>Draft Minutes of March 24, 2026 P&amp;R Commission Meeting</b>	Approve
4	<b>Minutes of April 14, 2026 and May 12, 2026 Board of Directors Meetings</b>	Review
5	<b>Market Comparison Review of Park, Pool and Recreation Program Fee Schedules</b>	Review
6	<b>Recreation and Park Maintenance Activity Report</b>	Review
7	<b>Commissioner Items of Interest - Requests for Future Agenda Items</b>	
8	<b>Adjourn</b>	

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 JULY 28, 2026 AT 7:00 PM

# Marinwood Community Services District

Minutes of Park & Recreation Commission Meeting  
Tuesday – March 24, 2026

**Time and Place:** 7:00PM at Marinwood Community Center, 775 Miller Creek Rd, San Rafael

**Present:**

Commissioners: Chair Michael Benesch, Angela Bliss-Steiner, Jon Campo, Ian Fein

Absent: Ryan Madden

Staff: District Manager Eric Dreikosen, Recreation Director Luke Fretwell

Board: Kathleen Kilkenny

**1. Agenda**

No changes were requested by Commissioners. The agenda was adopted as presented.

**2. Public Comment on Non-Agenda Items**

No comments from the public were received

**3. Draft Minutes of January 27, 2026 P&R Commission Meeting**

M/s Fein/Campo to approve Draft Minutes of January 27, 2026 P&R Commission Meeting.

Ayes: Benesch, Bliss-Steiner, Campo, Fein. Nays: None. Absent: Madden. Motion carried

**4. Minutes of February 10, 2026 & March 10, 2026 Board of Directors Meetings**

Commission reviewed minutes.

**5. Review of Identified Capital Expenditure Needs for Park and Recreation Departments**

Commission received and discussed identified capital expenditure needs. Staff informed Commission the replaster project for the Marinwood Community Pool(s) is currently in progress utilizing Measure A funding. Commission requested to review capital needs again once total pool costs and project timing are confirmed. *(Commissioner Fein left meeting at 8:00pm during this item)*

**6. Recreation and Park Maintenance Activity Report**

Commission received Recreation and Park Maintenance Activity Report.

**7. Commissioner Items of Interest – Requests for Future Agenda Items**

- Continued review of capital project planning needs.
- Commissioner Campo requested review of Marinwood Park rental and rec program fee schedules with market comparisons (as available).

**8. Adjourn**

Meeting adjourned at 9:36 PM

Eric Dreikosen, District Manager

# Marinwood Community Services District

Draft Minutes of Board of Directors Meeting  
Tuesday – April 14, 2026 – 7:00pm

**Time and Place:** 7:00PM Marinwood Community Center classroom.

**Note:** *This meeting as well as prior meetings of the Board of Directors may be viewed on the Marinwood YouTube channel here:* <https://www.youtube.com/channel/UC0dvM2PvtsEzE25eRAf4Jmg>

**Present:**

Board Members: Board President Chris Case, Kathleen Kilkenny, Lisa Ruggeri, Bill Shea.  
Staff: District Manager Eric Dreikosen, Recreation Director Luke Fretwell, Deputy Fire Chief Robert Sinnott, Accounting & Payroll Manager Tiffany Combrink.

**Absent:**

Board Member Sivan Oyserman

**A. Call to Order**

Board President Case called the meeting to order at 7:03pm

**B. Agenda**

Agenda adopted as presented.

**C. Consent Calendar**

1. *Draft Minutes of Regular Meeting of March 10, 2026*
2. *Bills Paid Nos. 10091 – 10145*  
Shea to approve/Kilkenny to second “consent calendar as presented.”  
Aye: Case, Kilkenny, Ruggeri, Shea. Absent: Oyserman. Motion carried.

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

No public comments received

**E. District Matters**

1. *2<sup>nd</sup> Draft District Operating Budget for Fiscal Year 2026-2027*  
Board reviewed 2nd Draft District Operating Budget for Fiscal year 2026-2027
2. *District Manager Report*  
Board received District Manager Report

**F. Fire Department Matters:**

1. *Draft Minutes of Fire Commission Meeting of April 7, 2026*  
Board received Draft Minutes of Fire Commission Meeting.
2. *Update on Current Status of Discussions with City of San Rafael regarding a Potential Agreement for Full Staffing Services of Marinwood Fire Station 58 (verbal update)*  
Board received update
3. *Chief Officer Report and Activity Summary*  
Board received Chief Officer Report and Activity Summary

**G. Park and Recreation Matters:**

1. *Draft Minutes of Park & Recreation Commission Meeting of March 24, 2026*  
Board received Draft Minutes of Park & Recreation Commission Meeting
2. *Recreation and Park Maintenance Activity Reports*  
Board received Recreation and Park Maintenance Activity Reports

**H. Board Member Items of Interest – Request for Future Agenda Items**

None received

**I. Adjourn**

Meeting adjourned at 7:49pm  
Tiffany Combrink, Secretary

# Marinwood Community Services District

Draft Minutes of Board of Directors Meeting

Tuesday – May 12, 2026 – 6:30pm

**Time and Place:** 6:30PM Marinwood Community Center classroom.

**Note:** *This meeting as well as prior meetings of the Board of Directors may be viewed on the Marinwood YouTube channel here:* <https://www.youtube.com/channel/UC0dvM2PvtsEzE25eRAf4Jmg>

## **Present:**

Board Members: Board President Chris Case, Kathleen Kilkenny, Sivan Oyserman, Lisa Ruggeri, Bill Shea.  
Staff: District Manager Eric Dreikosen, Recreation Director Luke Fretwell, Fire Chief Abe Roman, Accounting & Payroll Manager Tiffany Combrink.

## **A. Call to Order**

Board President Case called the meeting to order at 6:30pm

## **B. Agenda**

Item J. 1. Revised from a “Review” item to an “Appoint” item. Agenda adopted with revision.

## **C. Public Comment on Closed Session Items Only**

No public comments received

## **D. Closed Session**

*Conference with Labor Negotiators Section 54957.6 Agency designated representatives: Eric Dreikosen.  
Represented Employees: Marinwood Professional Firefighters  
Convened at 6:33pm and adjourned at 7:00pm with no reportable action taken.*

## **E. Open Session**

Board President Case called the Open Session to order at 7:03pm

## **F. Consent Calendar**

1. *Draft Minutes of Regular Meeting of April 14, 2026*
2. *Bills Paid Nos. 10146 – 10209*  
Ruggeri to approve/Kilkenny to second “consent calendar as presented.”  
All in favor. Motion carried unanimously.

## **G. Public Comment Open Time for Items Not on Agenda**

Board received comment regarding:

- Concern with the potential financial impact of AB-1383: Public Employees’ Retirement Benefits

## **H. District Matters**

1. *Fiscal Year 2026-2027 Proposed District Operating Budget*  
Shea to approve/ Oyserman to second Fiscal Year 2026-2027 Operating Budget  
All in favor. Motion carried unanimously
2. *Resolution 2026-04: A Regularly Scheduled Election be Held in This Jurisdiction; Requesting the Board of Supervisors to Consolidate with any Other Election Conducted on Said Date, and Requesting Election Services by the Marin County Elections Department*  
Ruggeri to approve/ Oyserman to second Resolution 2026-04: A Regularly Scheduled Election be Held in This Jurisdiction; Requesting the Board of Supervisors to Consolidate with any Other Election Conducted on Said Date, and Requesting Election Services by the Marin County Elections Department  
All in favor. Motion carried unanimously
3. *District Manager Report (verbal report)*  
Board received District Manager Report

**I. Fire Department Matters:**

1. *Update on Discussions Between Marinwood CSD and City of San Rafael regarding a Potential Amendment to Existing Shared Services Agreement and Possible Future Transition to Long-Term Regional Fire Services Delivery Model*  
Board received update
2. *Chief Officer Report and Activity Summary*  
Board received Chief Officer Report and Activity Summary

**J. Park and Recreation Matters:**

1. *Appointment of Park & Recreation Alternate Commissioner for Term Ending December 31, 2026*  
Board President Case appointed Dan Sauter as Park & Recreation Alternate Commissioner for the Term Ending December 31, 2026
2. *Recreation and Park Maintenance Activity Reports*  
Board received Recreation and Park Maintenance Activity Reports

**K. Board Member Items of Interest – Request for Future Agenda Items**

None received

**L. Adjourn**

Meeting adjourned at 8:42pm  
Tiffany Combrink, Secretary

# Staff Report

**To:** Parks and Recreation Commission  
**From:** Luke Fretwell, Recreation Director  
**Date:** May 26, 2026  
**Re:** Market Comparison Review of Park, Pool and Recreation Program Fee Schedules

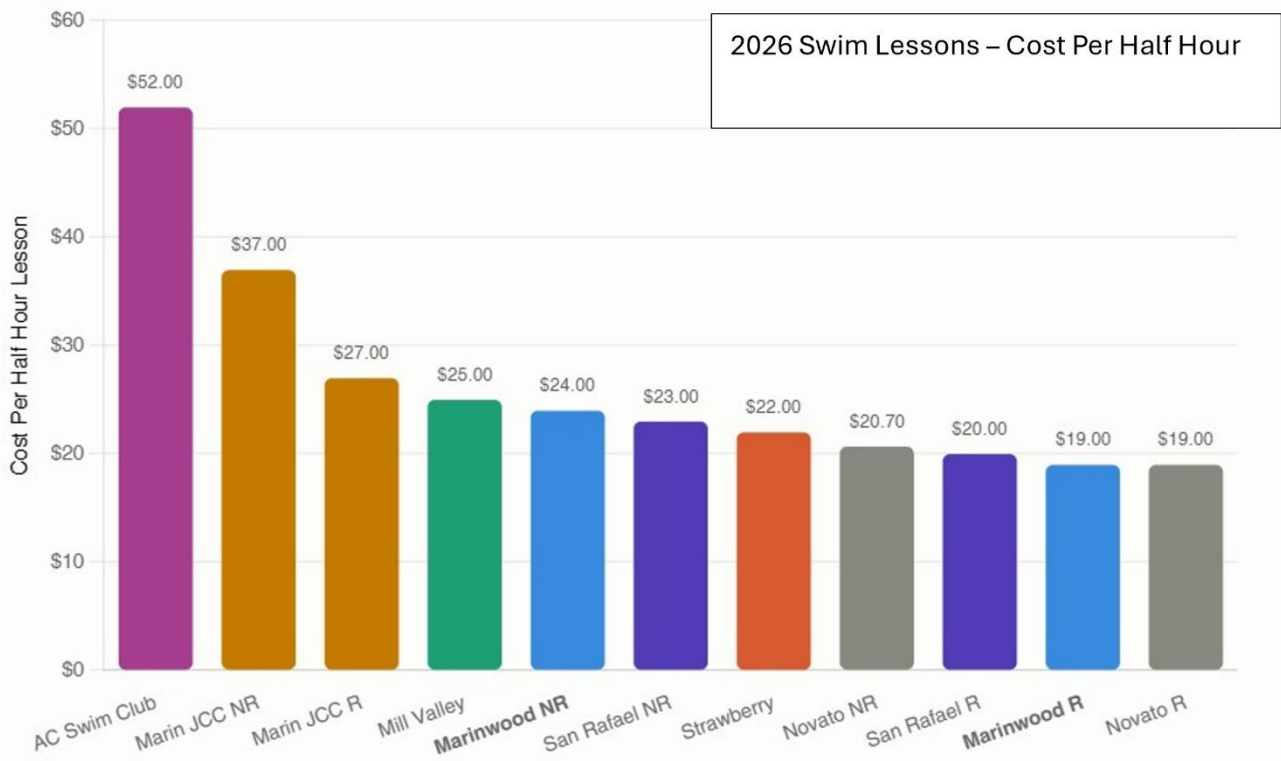
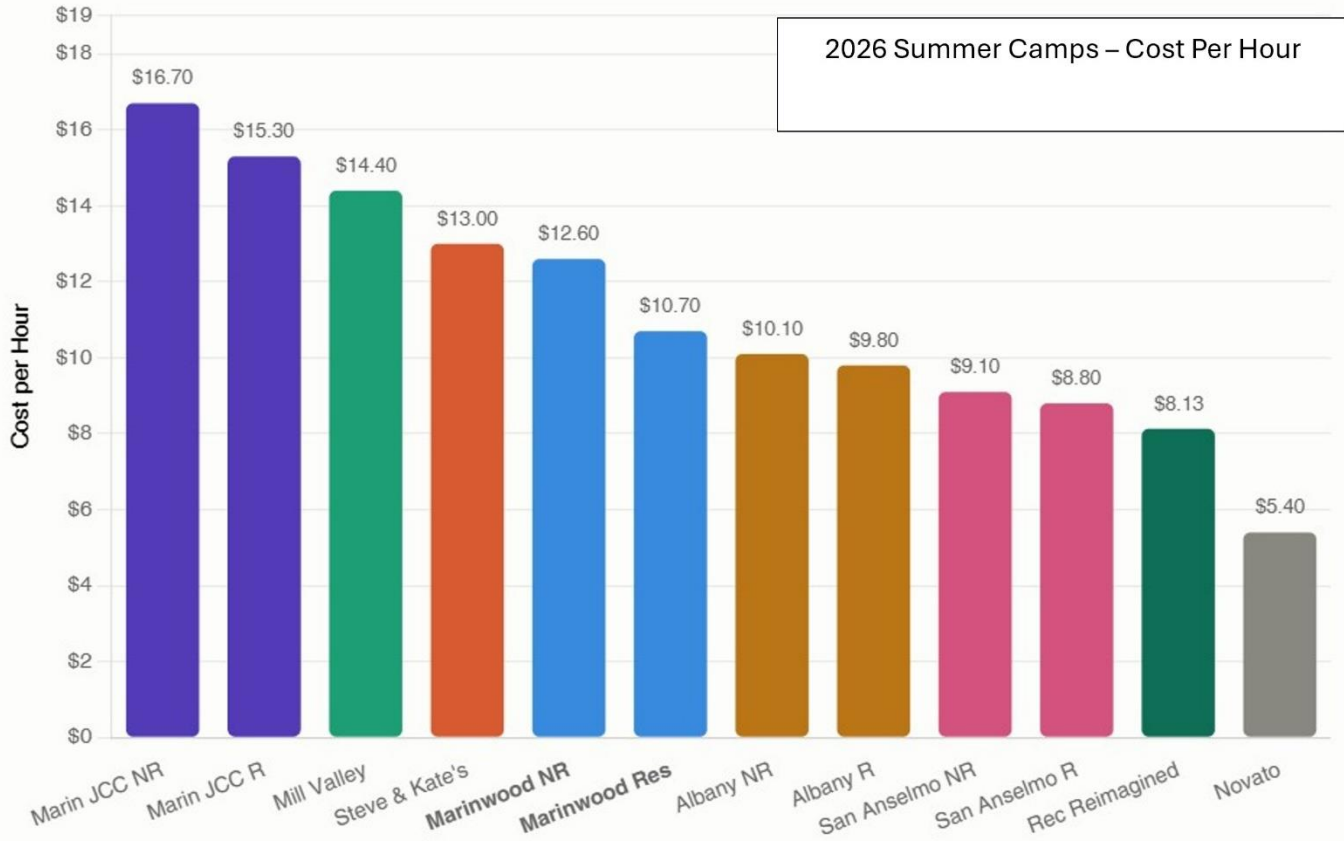
Commissioners,

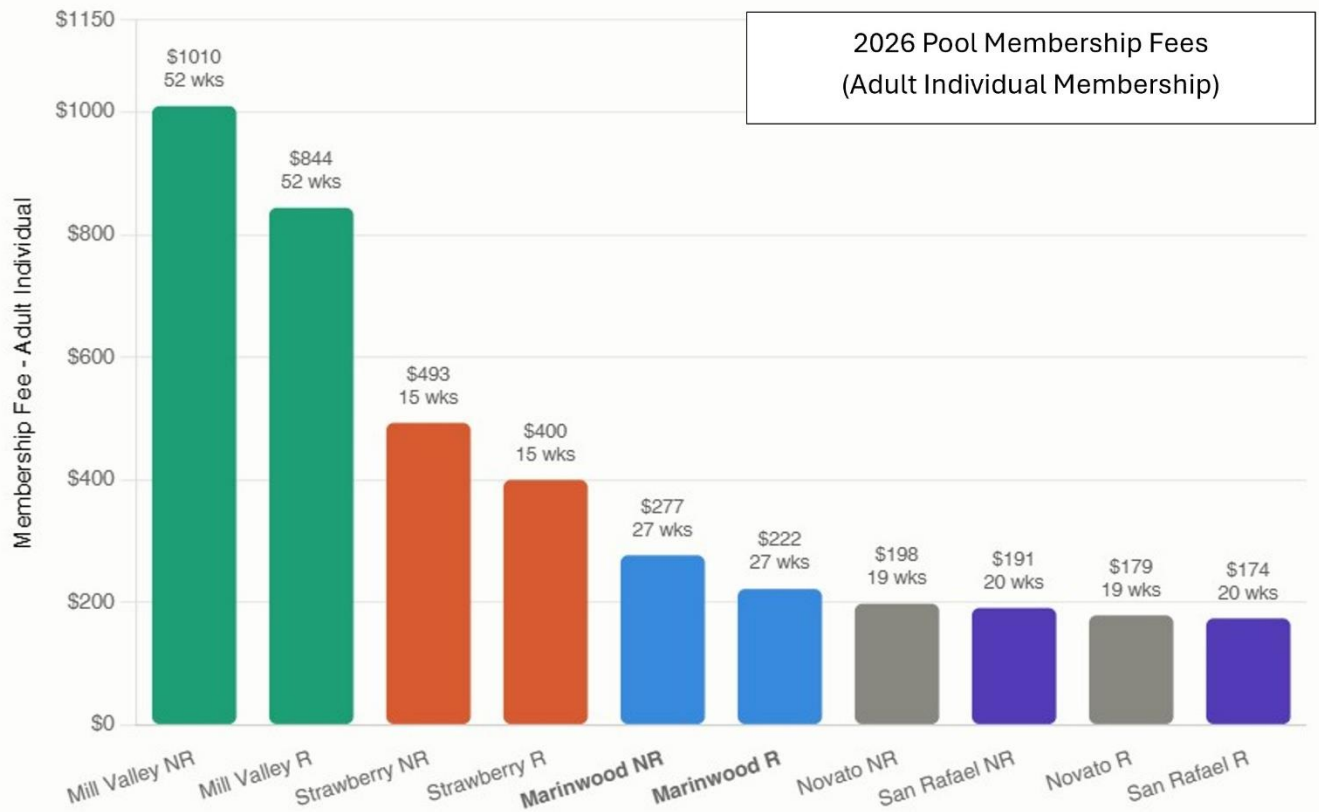
A request was made at the March P&R Meeting for information regarding Marinwood’s Park, Pool, and Recreation Program Fee Schedule and how Marinwood’s fees compare to other neighboring agencies. Please see below for rate comparisons between the District and a handful of other agencies, which were chosen either because they somewhat represent a nearby alternative for our customers or because they offer a comparable program in another area.

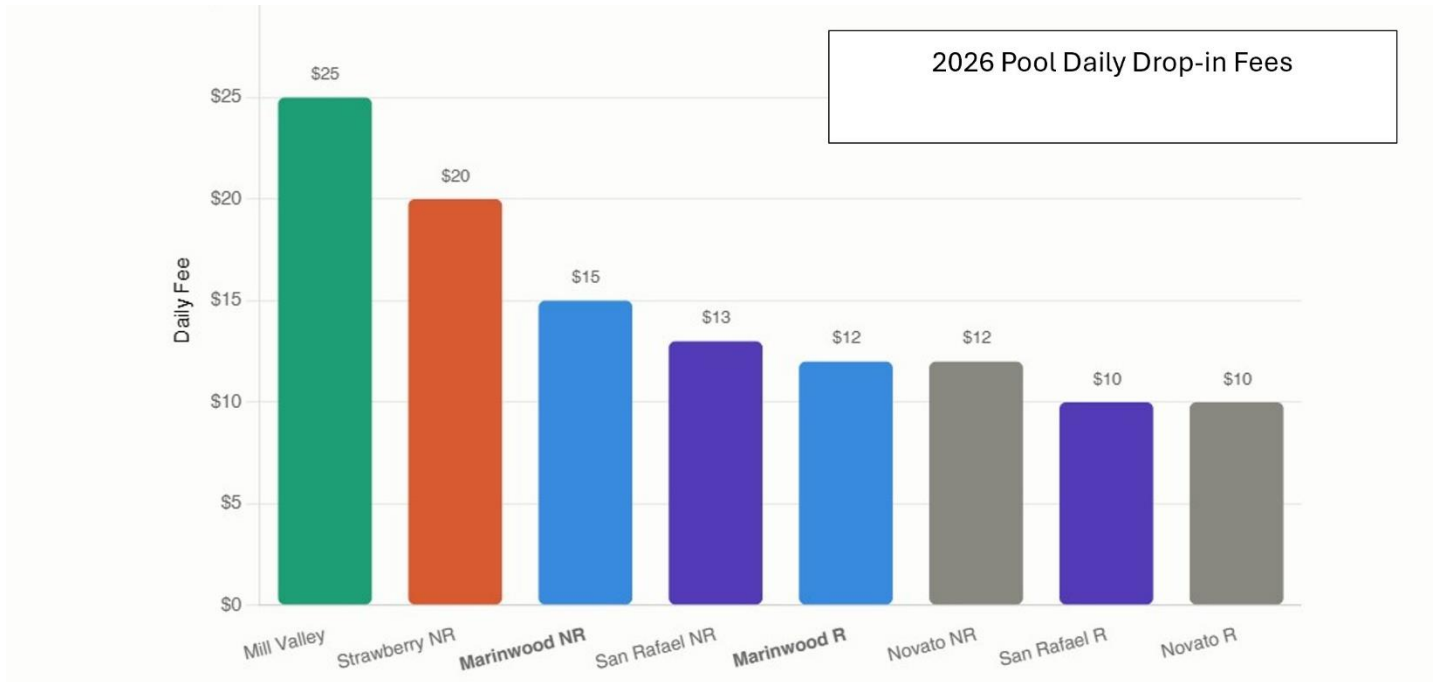
In determining whether and how adjustments will be made to the fee schedule, staff tracks the fees of neighboring agencies; analyzes the prior season of District programs, including participation levels (and waitlists), customer feedback, and profitability; and considers economic indicators such as the Consumer Price Index. In some years, budget and marketing deadlines necessitate fees being set before all neighboring agencies have finalized their own fee schedules, so predictions and guesswork are sometimes required. In recent years, fees for most programs have typically increased annually by a small percentage, usually between 3%-5%.

It is important to note that the programs and services represented in the following charts are not identical and sometimes vary significantly in terms of operating hours, amenities, season length, etc., which can make a useful comparison difficult. In an attempt to show more comparable data, some supplemental charts have been added that provide additional context (e.g. fees per hour vs. fees per week).









Parks and Recreation Report  
May 2026  
Submitted by: Luke Fretwell, Recreation Director

## **RECREATION ACTIVITY REPORT**

### Spring Art Show

Our annual Spring Art Show took place on Saturday, April 18<sup>th</sup> from 3-7pm. This show was directed by Susan Press and featured artwork from around 40 local artists. Unlike past shows where we usually ask a professional juror to adjudicate the show and award 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> place awards, this year the Marinwood Recreation Staff was asked to perform the juror duties for this show. The experience was both challenging and rewarding, and we were all appreciative of the excuse to engage with the artwork on a much deeper and more analytical level.

The Marinwood's semi-annual Art Shows have developed a reputation in the Marin art world for consistently showcasing high-quality artwork and nurturing an appreciation for the arts in our local community. I want to acknowledge Susan Press for all the behind-the-scenes work she does developing the show, inviting the artists, and painstakingly arranging and rearranging the pieces the night before until everything looks just right. It's no accident that our shows always look professional and expertly arranged.

### Trainings and Classes

This past month John Paul offered American Red Cross CPR/AED/First Aid classes to the public and Lifeguard Training Courses for kids interested in becoming certified as lifeguards. Robyn also offered CPR/AED/First Aid training classes for her new and returning camp counselors. We require all our camp staff members to go through CPR and First Aid training each year. The lifeguards must be certified to get hired and then receive regular refresher training throughout the pool season.

### Pool Season Update

The pool season has been going smoothly and we have seen a steady increase in attendance at both lap swim and recreation swim hours these past two months. We have a great crew working this spring and I am pleased with how the season is progressing.

On April 25<sup>th</sup> the Marinwood Waterdevils held their annual Time Trials swim meet and have since held two regular home meets, all of which have gone smoothly. The team held a family pizza/bingo event at the community center on April 24<sup>th</sup>. The event also served as a retirement celebration for longtime Waterdevils coach Kent Morales, who stepped down this year after over 20 years coaching the team.

This past week, a handful of our college-age lifeguards returned home from school and have been helping John Paul get things prepared for the summer. It is encouraging to have so many staff returning this summer.

### Summer Program Update

Summer Camp and swim lesson registrations continue to trickle in for the limited spots still available. Staff are currently marketing the camps and swim lesson weeks that still have openings and actively manage the ever-evolving waitlists for the full weeks.

This past week we held interview/training sessions for our summer camp Counselors in Training Program. We received a record number of C.I.T. applications this year and are struggling to get them all on the schedule. Our C.I.T. program is an important feeder for our summer camp staff and we are feeling very encouraged by the number of aspiring future counselors.

## **PARKS MAINTENANCE ACTIVITY REPORT**

### Mini Park / Creekside Park

In April the Parks staff spent time at the Mini Park pruning, weeding, and replacing some of the drip lines that weren't functioning properly. Repairs were also made to the drinking fountain, which was found to be leaking internally from the drain hose.

Similar cleanup work was performed at Creekside Park, including removing several large roots that were starting to encroach on the playground surfacing.

### Tennis Courts

Staff recently replaced one of the tennis court nets that had become damaged. They have also continued to patch cracks on courts 3 and 4, as time and weather allow.

### Creekside Playground Repair

After a long delay, replacement parts finally arrived on April 29<sup>th</sup> for repairing the Creekside Playground, which was damaged due to vandalism. Unfortunately, while awaiting delivery of replacement parts, further vandalism occurred and additional components were damaged. Thankfully, we had some spare components on hand, and we were able to complete all critical repairs without having to purchase a second round of parts. The playground was able to reopen on May 14<sup>th</sup> after 4 broken platforms and 1 broken support beam were replaced. Minor non-critical repairs are still needed on an auxiliary tunnel component, which we hope to have wrapped up in the coming week. I want to acknowledge the Parks Staff for working hard to get the repairs done as quickly as possible. Some of the new components have been redesigned and required some creativity, troubleshooting, and improvisation to install.

Staff have added signage to the playground entrances informing the public about the vandalism and asking for help with monitoring the playground. We are also reaching out to the County Sheriff to see if they can occasionally patrol the area.

### Certified Playground Safety Inspector Exam

On Tuesday, April 28<sup>th</sup>, I completed and passed the exam to remain a Certified Playground Safety Inspector (CPSI). This certification, which is offered by the National Recreation and Parks Association, authorizes me to inspect, repair, and certify Marinwood's 3 playgrounds. The CPSI certification must be renewed every 3 years and the exam is rigorous. I am relieved to have successfully re-upped for another 3 years.

On Wednesday, May 13<sup>th</sup> all 3 parks received a delivery of fresh engineered wood fiber—fancy, safety-rated playground woodchips—so all playgrounds will be in tip top condition for the summer crowds. We typically replenish the woodchips every other year, as they break down over time and are dragged out in shoes, pockets, and on clothes.

### Pool Replaster Project Update

Plans and drawings for the replaster project were submitted to Marin County Environmental Health Services in March. In April the County responded that more information was needed before the plans would be approved. I have since met with Danny Stringer from RS&M Engineering, the firm hired by the District to draw up the plans and drawings, to go over the County's requests. Updated plans have been submitted and we waiting to hear back. Once the County approves the plans we will move forward with drafting the RFP. We hope to have the RFP completed and posted by early summer.

This past week staff began a final spring turf treatment to get the grass as fortified as possible before summer camp, including aerating and adding soil and seed.