

MARINWOOD PARK AND RECREATION COMMISSION: MEETING AGENDA

TUESDAY, JULY 23, 2024, 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	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 May 28, 2024 P&R Commission Meeting	Approve
4	Minutes of June 11, 2024 and July 9, 2024 Board of Directors Meetings	Review
5	Update on Miller Creek Trail Initiative (verbal report)	Discuss
6	Recreation and Park Maintenance Activity Report	Review
7	Commissioner Items of Interest - Requests for Future Agenda Items	
8	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 SEPTEMBER 24, 2024 AT 7:00 PM

Marinwood Community Services District

Minutes of Park & Recreation Commission Meeting

Tuesday – May 28, 2024

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

Absent: Ian Fein, Ryan Madden

Staff: District Manager Eric Dreikosen, Recreation Director Luke Fretwell

Board Director: Chris Case

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 March 26, 2024 P&R Commission Meeting

M/s Campo/Bliss-Steiner to approve Draft Minutes of March 26, 2024 P&R Commission Meeting. Ayes: Benesch, Bliss-Steiner, Campo. Nays: None. Absent: Fein, Madden. Motion carried.

4. Minutes of April 9, 2024 and May 14, 2024 Board 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 top priority project was to replaster the Marinwood Community Pool(s) with hopes to complete this project prior to the 2025 pool season utilizing Measure A funding.

6. Review of Regular Maintenance Practices for Marinwood-Area Pedestrian Pathways

Commission received and discussed pedestrian pathway maintenance practices, including historical context and current maintenance practices as performed by 3rd-party landscape maintenance contractor.

7. Recreation and Park Maintenance Activity Report

Commission received Recreation and Park Maintenance Activity Report.

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

-Commissioner Campo inquired about potential transition to electric/battery powered park maintenance equipment and rolling stock.

9. Adjourn

Meeting adjourned at 8:53 PM

Eric Dreikosen, District Manager

Marinwood Community Services District

Draft Minutes of Board of Directors Meeting
Tuesday – June 11, 2024 – 6:00pm

Time and Place: 6:00PM 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: President Kathleen Kilkeny, Chris Case, Sivan Oyserman, Lisa Ruggeri and Bill Shea.
Staff: District Manager Eric Dreikosen, Recreation Director Luke Fretwell, and Accounting & Payroll Manager Tiffany Combrink.

A. Call to Order & Pledge of Allegiance

Board President Kilkeny called the meeting to order at 6:00pm.

B. Agenda

Agenda adopted with Item J-2 moved to immediately after Item G.

C. Public Comment on Closed Session Items

No public comments were received.

D. Closed Session

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

Convened at 6:05PM and adjourned at 6:55PM with no reportable action taken

E. Open Session

President Kilkeny called the open session to order at 7:03PM

F. Consent Calendar

a. Draft Minutes of Regular Meeting of May 14, 2024

b. Bills Paid Nos. 8291 - 8397

Ruggeri to approve/Case to second “consent calendar as presented.”

All in favor. Motion carried unanimously.

G. Public Comment Open Time for Items Not on Agenda

No public comments were received.

J. Park and Recreation Matters:

2. Request from Mize Family for Placement of Memorial Bench at Marinwood Park in Memory of Leslie (Les)

A. Mize

Case to approve/Shea to second Placement of Memorial Bench at Marinwood Park in Memory of Leslie (Les) A. Mize

All in favor. Motion carried unanimously

H. District Matters

1. Resolution No. 2024-04: Determining the 2024-2025 Appropriations Limit on Tax Proceeds

Shea to approve/Oyserman to second Resolution 2024-04

All in favor. Motion carried unanimously

2. *Fiscal Year 2024-2025 Pay Schedules of All Positions*
Shea to approve/Case to second Fiscal Year 2024-2025 Pay Schedules of All Positions
All in favor. Motion carried unanimously
3. *District Manager Report*
Board received District Manager Report

I. Fire Department Matters:

1. *Draft Minutes of Fire Commission Meeting of June 4, 2024*
Board reviewed June 4, 2024 Fire Commission Meeting Draft Minutes
2. *Chief Officer Report and Activity Summary*
Board received Chief Officer Report and Activity Summary

J. Park and Recreation Matters:

1. *Draft Minutes of Park & Recreation Commission Meeting of May 28, 2024*
Board reviewed May 28, 2024 Park & Recreation Commission Meeting Draft Minutes
3. *FY24-25 Measure A Work Plan: Replaster of Marinwood Community Pool(s)*
Shea to approve/Oyserman to second Fiscal Year 2024-2025 Measure A Work Plan: Replaster of Marinwood Community Pool(s)
All in favor. Motion passed unanimously
4. *Recreation and Park Maintenance Activity Reports*
Board received Recreation and Park Maintenance Activity Reports

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

- Director Shea noted the passing of former Board member Tarey Read

L. Adjourn

Meeting adjourned at 8 :17PM

Tiffany Combrink, Secretary

Marinwood Community Services District

Draft Minutes of Board of Directors Meeting
Tuesday – July 9, 2024 – 6:00pm

Time and Place: 6:00PM 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: President Kathleen Kilkenney, Chris Case, Lisa Ruggeri and Bill Shea.

Staff: District Manager Eric Dreikosen, Recreation Director Luke Fretwell, and Accounting & Payroll Manager Tiffany Combrink.

Absent: Director Sivan Oyserman

A. Call to Order & Pledge of Allegiance

Board President Kilkenney called the meeting to order at 6:00pm.

B. Agenda

Agenda adopted as presented.

C. Public Comment on Closed Session Items

No public comments were received.

D. Closed Session

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

Convened at 6:03PM and adjourned at 7:00PM with no reportable action taken

E. Open Session

President Kilkenney called the open session to order at 7:05PM

F. Consent Calendar

a. *Draft Minutes of Regular Meeting of June 11, 2024*

b. *Bills Paid Nos. 8398 - 8503*

Shea to approve/Ruggeri to second “consent calendar as presented.”

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

G. Public Comment Open Time for Items Not on Agenda

Board of Directors received public comments regarding:

a. Fire Department status and ongoing contract negotiations with firefighters

H. District Matters

1. *District Manager Report*

Board received District Manager Report

I. Fire Department Matters:

1. *Chief Officer Report and Activity Summary*

Board received Chief Officer Report and Activity Summary

J. Park and Recreation Matters:

1. *Recreation and Park Maintenance Activity Reports*

Board received Recreation and Park Maintenance Activity Reports

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

- Director Case requested information regarding fire department consolidation efforts

L. Adjourn

Meeting adjourned at 7:30PM

Tiffany Combrink, Secretary

Parks and Recreation Report
July 2024
Submitted by: Luke Fretwell, Recreation Director

RECREATION ACTIVITY REPORT

Summer Program Kickoff

Our summer programming commenced on June 17th and the first 5 weeks have gone smoothly. Highlights from summer camp have included successful field trips for the 4th, 5th, and 6th grade camps to the Cal Skate skating rink in Rohnert Park and Six Flags Amusement Park in Vallejo; the annual Counselor vs. Camper Basketball Game at the Miller Creek gym; campers getting to happen upon the scene of an “alien spaceship crash landing” in the forest during space-themed Summer Blastoff week; and gold-panning and a visit to an old west saloon during the Great Gold Rush theme week.

Each day this summer we are providing camp to around 500 campers, teaching swim lessons to over 100 swimmers, and training around 50 junior high Counselors-in-Training & Guards-in-Training.

Week 3 Heatwave

The third week of summer saw multiple days with temperatures in the 90's and 100's, which presented challenges for our outdoor-based camp program. Robyn and her supervisor staff were thankfully able to scramble and reconfigure the camp schedules to maximize pool time, air-conditioned indoor time, and water activities to try and keep the campers (and staff) from overheating. I was extremely impressed with how positive and energetic our staff stayed throughout the brutally hot week.

Pool Update

The recent hot weather has brought strong attendance to the pool for lap swim and recreation swim each day. Swim lesson enrollment continues to be strong with most weeks of private lessons completely full and group lessons full for all but the highest levels.

John Paul has been running the lifeguard staff through rigorous weekly staff in-service trainings and bi-weekly small group trainings to hone their rescue and CPR skills and prepare for various emergency scenarios. The staff is looking solid.

Music in the Park

Our summer concert series kicked off on Friday, June 28th and featured spirited performances by local groups Miracle Mule and Ginger Beat. With a total of 15 members playing over 20 instruments between the two groups, the event was logistically adventurous and pushed the limits of our PA system and our stage. However, both bands were great to work with and put on a terrific show. Our 2nd Music in the Park event was held on July 12th and featured 90's tribute band Citizen Flannel. Marinwood Market once again provided food for purchase, and Marinwood staff operated the refreshment/snack bar.

The next concert will take place Friday, August 9th and will feature the band La Mixta Criolla. We will host our Annual Summer Brewfest on Saturday, July 27th, which will also feature live music performed by Void Where Prohibited.

Upcoming Summer Concert Schedule:

Sat, 7/27 – Summer Brewfest, featuring music by Void Where Prohibited

Fri, 8/9 – La Mixta Criolla

Fri, 8/23 – Mercy & the Heartbeats

PARKS MAINTENANCE ACTIVITY REPORT

Creekside Park Maintenance

These past couple weeks the Parks staff spent time at Creekside Park clearing weeds, trimming and pruning, adding woodchips, and making minor repairs to some playground components.

Irrigation Repairs in Marinwood Park

Two separate irrigation main line leaks were discovered in the park during the weeks of June 10th and June 17th, respectively, right as our busy summer programs were starting. The Parks crew was able to make the repairs quickly and with minimal disruption to our camp program. The regular audience of awestruck camp kids no doubt contributed to the crew's success.

Tree Work

During the week of June 10th we had tree trimming performed along the sidewalk of Marinwood Park and around the parking lot to remove dead branches and reduce the weight of the liquid amber trees. We also had trees trimmed along the tennis courts that had begun to block the floodlights.

Picnic Table Repairs

During the week of June 17th the staff made repairs to picnic tables in the park that were discovered to be loose or compromised. Small repairs were made to keep the tables in working order; some of the tables will need to be more thoroughly refurbished this fall.

Daily/Weekly Tasks:

- Clean and restock Community Center
- Clean and restock park bathroom
- Empty garbage in all 3 parks and at trailheads
- Restock dog waste bags at dog stations
- Mow, edge, and blow in all 3 parks
- Check playground equipment in all 3 playgrounds for damage/vandalism
- Check and adjust pool chemistry