

MARINWOOD PARK AND RECREATION COMMISSION: MEETING AGENDA

TUESDAY, JULY 28, 2020, 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 pursuant to Executive Order N-29-20 issued by the Governor of the State of California. 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).

#	Item	Commission Action
1	Agenda	Adopt
2	Public Comment on Non-Agenda Items <i>Speakers are asked to 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. The Chair may refer the matter to staff or to a future meeting agenda.</i>	
3	Draft Minutes of February 25, 2020 P&R Commission Meeting	Approve
4	Draft Minutes of July 14, 2020 Board Meeting	Review
5	Update from the District Manager on Select Initiatives	Review
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 AUGUST 25, 2020 AT 7:00 PM
AT MARINWOOD COMMUNITY CENTER**

Marinwood Community Services District

Draft Minutes of Park & Recreation Commission Meeting

Tuesday – February 25, 2020

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

Present:

Commissioners: Chair John Tune, Jon Campo, and Anne Sjhsam.

Staff: Assistant Recreation Director Robyn Bruton and Administrative Assistant Tiffany Combrink.

Board Director: Bill Shea

1. Agenda

Campo to approve / Sjhsam to second agenda as presented. All in favor. Motion carried unanimously.

2. Public Comment on Non-Agenda Items

None.

3. Draft Minutes of January 28, 2020 P&R Commission Meeting

Sjhsam to approve / Campo to second Draft Minutes of January 28, 2020 P&R Commission Meeting. All in favor. Motion carried unanimously.

4. Draft Minutes of February 11, 2020 Board Meeting

Commission reviewed minutes.

5. Ponti Ridge Trail Project Update – Presentation by Marin County Open Space District Senior Natural Resources Planner Jon Campo

Jon Campo presented the Commission an update to the Ponti Ridge Trail Project.

6. Facility Spotlight: Creekside Park in Lucas Valley Estates (Presentation)

Presentation was postponed to a future meeting. Commissioners discussed their own observations of Creekside Park.

7. Recreation and Park Maintenance Activity Report

Commission received Recreation and Park Maintenance Activity Report from Assistant Recreation Director Robyn Bruton.

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

- Postponed Creekside Park presentation to be included with Main Park presentation at next meeting.

9. Adjourn

Meeting adjourned at 7:47PM

Tiffany Combrink, Secretary

Marinwood Community Services District

Draft Minutes of Board of Directors Meeting

Tuesday – July 14, 2020

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/UC0dvM2PvtsEzE25cRAf4Jmg>

Present:

Board Members: President Jeff Naylor, Leah Green, Sivan Oyserman, Izabela Perry and Bill Shea.

Staff: District Manager Eric Dreikosen, San Rafael Fire Chief Darin White, Recreation Director Luke Fretwell and Administrative Assistant Tiffany Combrink.

Guests: Bill Hansell of Hansell Design

A. Call to Order

President Naylor called the meeting to order at 7:30PM

B. Agenda

No proposed changes to the Agenda.

Board President Naylor verbally stated the attached “BLM Support Statement”

C. Consent Calendar

a. *Draft Minutes of Regular Meeting of June 9, 2020 (Remote Meeting)*

b. *Bills Paid Nos. 4565-4700*

Perry 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:

Board of Directors received public comment regarding:

a. Impact of Covid-19 on district cash flow

E. District Matters:

1. *Marin County Grand Jury Report: “Follow-Up Report on Web Transparency of Agency Compensation Practices”- Approve and Authorize District Manager to Submit Response on Behalf of Marinwood CSD*

Perry to approve/Oyserman to second Approve and Authorize District Manager to Submit Response on Behalf of Marinwood CSD to the Marin County Grand Jury Report as presented.

All in favor. Motion carried unanimously.

2. *District Manager Report*

Board received the District Manager’s Report

F. Fire Department Matters:

1. *Draft Minutes of Fire Commission Meeting of July 7, 2020*

Board reviewed Draft Minutes of Fire Commission Meeting

2. *Appointment of Marinwood CSD Board Director to Serve as the Marinwood Alternate on the Marin Wildfire Prevention Authority Board of Directors*

Director Shea was appointed as Alternate Board Director representing Marinwood CSD on the Marin Wildfire Prevention Authority Board of Directors

3. *Chief Officer Report and Activity Summary*

Board of Directors received Chief Officer Report

4. *Date of Next Fire Commission Meeting – August 4, 2020*

G. Park and Recreation Matters:

1. *Park Maintenance Facility Replacement Project Update*
Board received Park Maintenance Facility Replacement Project Update
2. *Recreation and Park Maintenance Activity Reports*
Board received Recreation and Park Maintenance Activity Report
3. *Date of Next Park & Recreation Commission Meeting – July 28, 2020*

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

- Naylor requests BLM Support Statement be discussed at a future meeting

Meeting adjourned at 9:59PM

Tiffany Combrink, Secretary

BLM Support Statement from Board President Naylor:

In the past year Marinwood and our adjoining communities have experienced two well publicized events which demonstrate that racial prejudice exists here and should be a concern not only for people of color but for us all.

Prejudice was often evident in last year's acrimonious battle over the name of our local school district and received national attention. This year in the wake of the deaths of several black citizens at the hands of police officers a number of Marinwood citizens peacefully protested this unequal treatment as well as the too often fatal use of excessive force by law enforcement by chalking messages on sidewalks that "Black Lives Matter". Another member of our community confronted the peaceful protesters with obscene verbal attack which was captured on video and well publicized.

While I do not believe that these events represent the values of the majority of our extended community, we must strive to do better and suggest that our board adopt the following statement of support:

The Marinwood Community Services District:

- Stands in support of Black Lives Matter.
- Opposes any suppression of our citizen's rights to peacefully and non-destructively protest against all forms of systemic racism.
- Welcomes all people to our community to utilize our facilities, our parks and playgrounds and participate in our programs in a safe, responsible manner.
- Supports the initiatives to eliminate unequal treatment of people of color and the use of excessive force by law enforcement.
- Supports identifying situations to safely dispatch appropriate first responders rather than law enforcement.
- Supports identifying and eliminating all systemic racism in education, housing and general welfare which continue to impact people of color.

District Manager Update
July 28, 2020
To: P&R Commission
From: Eric Dreikosen, District Manager

As it has been a few months now since the P&R Commission has convened as a body, I wanted to provide you all a brief update on select District initiatives and projects. This is not intended as a complete list of all current District activities or initiatives impacting the Park & Recreation Departments.

Summer Camp

I feel it important to highlight the tremendous and thoughtful efforts of our Recreation and Administrative staff. Recreation Director Luke Fretwell, Assistant Recreation Director Robyn Bruton, Recreation Supervisor Stephanie Moret, Senior Administrative Assistant Carolyn Sullivan and Administrative Assistant Tiffany Combrink have worked tirelessly in both preparation for and implementation of our summer camp program. This includes the massive efforts involved with our program registration needs after we had already gone through the initial registration process for our originally planned camps, programs and services.

Until this year, no one anywhere has ever been faced with the daunting task of implementing a youth summer camp amidst a constantly evolving global pandemic. Their efforts have been nothing short of inspired. The first six weeks of the camps have been positive with kids thoroughly enjoying their experiences and parents appreciative for the opportunity. Our community is incredibly fortunate to have such dedicated, caring and exceptionally talented professionals. In my 30-plus years working with youth development agencies and programs, I am as proud and impressed with their collective efforts as I have ever been.

Local Vegetation Management Projects

The Marin Wildfire Prevention Authority (MWPA) Board of Directors recently approved funding allocations for the initial "Local" projects submitted by member agencies. Working with San Rafael FD vegetation inspectors, we have prioritized three areas along the Wildland-Urban Interface (WUI) for year one vegetation management and defensible space zone projects. They include:

1. Idylberry Road to Blackstone Drive: Goat grazing, contracted and mechanical clearance
2. Ellen Drive to Miller Creek Middle School: Contracted and mechanical clearance
3. Elvia Court Area: Shaded fuel break

Marinwood is expected receive approximately \$64,400 designated for said local vegetation management projects, however, funding from the MWPA will not be realized until tax collection and processing occur in mid-December (~55%), April (~40%) and June (~5%). With the MWPA board approval, Marinwood will be reimbursed for the expenses incurred on these projects as the funds are collected and become available for allocation to the member agencies. We recently completed a project incorporating goat grazing in the open space bordering residential properties from Queenstone Fire Road west along Miller Creek Road and Idylberry Road to the County facilities where District-owned property ends.

Park Maintenance Facility

At their July 14th meeting, the Board of Directors were presented with a detailed project management timeline for the remaining tasks in regards to completion of the Park Maintenance Facility. The included staff report and timeline can be viewed here: http://www.marinwood.org/sites/default/files/7-14-20_board_meeting_packet-remote.pdf (Pgs. 39-41). The meeting itself can be viewed here: <https://www.youtube.com/watch?v=kF4Hlzi6thI> (Maintenance Facility discussion begins at the 1:22:00 mark). Commissioners are encouraged to review the agenda materials and watch the meeting presentation.

Parks and Recreation Report

July 2020

Submitted by: Luke Fretwell, Recreation Director

Recreation

Camps

The Recreation Department is currently wrapping up the 6th week of our modified 9-week summer camp program. Adjusting to the numerous changes necessitated by the COVID-19 health guidelines has proven challenging in several ways, but the program is running smoothly and we are pleased with how the summer has transpired. We are serving 168 campers between the ages of 3 and 12 each day and will have served more than 360 individual campers by summer's end. We are grateful to be able to provide childcare to so many local families during this challenging season.

Our part-time summer camp staff has been indispensable in making this summer possible. These staff members have come up with new and creative ways to keep the kids active and engaged while staying isolated from the other camp groups and adhering to the health guidelines. They have impressively remained positive and spirited each week, which has provided a nice counterbalance to the many new protocols and adjustments. Whether reassuring concerned parents, sanitizing supplies for the umpteenth time, or reminding campers of the rules, day in and day out our camp staff members have performed their duties with an admirable level of professionalism. And all while wearing their masks several hours a day. We are grateful to have such a stellar crew.

Pool

We opened the pool for adult lap swim on Monday, July 20th with several restrictions. In order to comply with the current health guidelines we have limited availability to 5 swimmers per hour (one per lane) and have prohibited use of the restrooms for changing. Swimmers can reserve lanes in advance online or over the phone and then arrive at their allotted time slot. This allows us to limit the number of patrons in the facility at any one time. Restrooms and common touch areas are disinfected between reservation groups. We are currently offering six hours of lap swim per day, Monday-Friday.

The restrictions on attendance have necessitated an increase in fees to help cover staffing costs and we are currently charging \$12/hour residents; \$15/non-residents. The first week went smoothly and it was great to reconnect with our lap swimming community.

Classes

While the current health guidelines prohibit most of our regular recreation classes from taking place, some of our instructors have continued to offer virtual versions of their programs, including Chrissy Costello's "ZOOMba" class and Duncan MacSwain's photography class. Such programs have remained extremely popular this spring and summer and we are grateful for all the time these instructors have committed to keeping their programs going and their participants engaged.

Staff is currently working on potential schedules of classes and programs for the fall. It remains unclear what will be allowed but we are preparing to be able to offer a limited version of our preschool and afterschool programs, as well as some outdoor adult recreation classes.

Office

In accordance with health department recommendations, the community center office remains closed to the public. Staff, however, continue to conduct business and communicate via phone and email, and meet customers outside on the patio who require in-person assistance.

Parks and Maintenance

Park Maintenance Facility

Staff has begun cleaning out and packing up the park shop in preparation for moving into the temporary workshop/storage area that will be erected for parks maintenance operations during the new facility construction.

Repairs

An aging irrigation system has kept staff busy the past couple months with almost weekly repairs. Old and failing joints are being updated and new shutoff valves installed where possible to allow for better maintenance and longevity.

Landscaping

In June staff updated the landscaping and streamlined the irrigation systems at the Mini Park and Creekside Park and in front of the community center.

Open Space

In the past few months we have seen a significant increase in prohibited activities in the open space, including the construction of mountain bike ramps and jumps and the hanging of rope swings. Staff has been monitoring the open space and removing hazards and posting signage as time allows.

Projects

In addition to making the transition to the temporary park shop space, other upcoming maintenance projects include adding temporary shade sails to the north patio of the community center, posting updated trail signage in the open space, and making minor repairs to the community center kitchen.