

# MARINWOOD PARK AND RECREATION COMMISSION: MEETING AGENDA

TUESDAY, AUGUST 25, 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	<b>Agenda</b>	Adopt
2	<b>Public Comment on Non-Agenda Items</b> <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	<b>Draft Minutes of July 28, 2020 P&amp;R Commission Meeting</b>	Approve
4	<b>Draft Minutes of August 11, 2020 Board Meeting</b>	Review
5	<b>Ponti Ridge Trail Progress Update</b>	Discuss
6	<b>Prop 68 Per Capita Grant</b>	Discuss
7	<b>Recreation and Park Maintenance Activity Report</b>	Review
8	<b>Commissioner Items of Interest - Requests for Future Agenda Items</b>	
9	<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 SEPTEMBER 22, 2020 AT 7:00 PM  
AT MARINWOOD COMMUNITY CENTER

# Marinwood Community Services District

## Draft Minutes of Park & Recreation Commission Meeting Tuesday – July 28, 2020

**Time and Place:** 7:00PM via Teleconference

**Present:**

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

Staff: District Manager Eric Dreikosen, Recreation Director Luke Fretwell and Administrative Assistant Tiffany Combrink.

Board Director: Bill Shea

**1. Agenda**

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

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

None.

**3. Draft Minutes of February 25, 2020 P&R Commission Meeting**

Sjahsam to approve / Campo to second Draft Minutes of February 25, 2020 P&R Commission Meeting.  
All in favor. Motion carried unanimously.

**4. Draft Minutes of July 14, 2020 Board Meeting**

Commission reviewed minutes.

**5. Update from the District Manager on Select Initiatives**

Commission received update from district manager

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

Commission received Maintenance Activity Report.

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

- Discussion on how the Commission can engage in identification of Marin Wildfire Prevention Authority funded vegetation management projects occurring in Marinwood Open Space areas.
- Update on Ponti Ridge trail

**8. Adjourn**

Meeting adjourned at 8:13PM

Tiffany Combrink, Secretary

# Marinwood Community Services District

## Draft Minutes of Board of Directors Meeting Tuesday – August 11, 2020

**Time and Place:** 6:45PM via Teleconference

**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/UC0dvM2PvtsEzE25cRAf4Jmg>

**Present:**

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

Staff: District Manager Eric Dreikosen, Recreation Director Luke Fretwell and Administrative Assistant Tiffany Combrink.

**Absent:** Director Izabela Perry

**A. Closed Session:**

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

Convened at 6:45PM and adjourned at 7:12PM with no reportable action

**B. Open Session: Call to Order & Roll Call of Directors**

President Naylor called the meeting to order at 7:32PM

**C. Agenda**

No proposed changes to the Agenda.

**D. Consent Calendar**

- a. *Draft Minutes of Regular Meeting of July 14, 2020 (Remote Meeting)*
- b. *Bills Paid Nos. 4701-4808*  
Shea to approve/Green to second “consent calendar as presented.”  
Aye: Naylor, Shea, Green, Oyserman. Absent: Perry. Motion carried.

**E. Public Comment Open Time for Items Not on Agenda:**

Board of Directors received public comment regarding:

- a. Success of modified summer camp program (two comments)

**F. District Matters:**

1. *Proposed Amendments to Marinwood CSD Mission Statement*  
Oyserman to approve/Green to second Proposed Amendments to Marinwood CSD Mission Statement as presented.  
Aye: Naylor, Green, Oyserman. No: Shea. Absent: Perry. Motion carried.
2. *Proposed Statement Opposing Systemic Racism*  
After Board discussion this item was withdrawn. No action taken.
3. *Fiscal Year 2019-2020 Year-End Profit & Loss Financial Statements (Pre-audit)*  
Board of Directors received Fiscal Year 2019-2020 Year-End Profit & Loss Financial Statements (Pre-audit)
4. *District Manager Report*  
Board of Directors received District Manager Report

**G. Fire Department Matters:**

1. *Draft Minutes of Fire Commission Meeting of August 4, 2020*  
Board reviewed Draft Minutes of Fire Commission Meeting

2. *Chief Officer Report and Activity Summary*  
Board of Directors received Chief Officer Report
3. *Date of Next Fire Commission Meeting – September 1, 2020*

**H. Park and Recreation Matters:**

1. *Draft Minutes of Park & Recreation Commission Meeting of July 28, 2020*  
Board reviewed Draft Minutes of Park & Recreation Commission Meeting
2. *Recreation and Park Maintenance Activity Reports*  
Board received Recreation and Park Maintenance Activity Report
3. *Date of Next Park & Recreation Commission Meeting – August 25, 2020*

**I. Board Member Items of Interest – Requests for Future Agenda Items**

- Naylor noted the absence of Music in the Park due to Covid-19 and looked forward to it's return

Meeting adjourned at 9:21PM

*\*Note: The district manager informed that partially into the meeting it was realized that the video recording was not functioning properly and was restored at that point.*

Tiffany Combrink, Secretary

# Staff Report

**To:** Park & Recreation Commission  
**From:** Eric Dreikosen, District Manager  
**Date:** August 25, 2020  
**Re:** Prop 68 Per Capita Grant Opportunity

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Directors,

In November 2018, California voters approved Prop 68, the “Parks, Environment and Water Bond Act of 2018.” Of the many funding opportunities included with the Act, the District has submitted the initial application and qualification materials and has been subsequently approved as an eligible recipient of Prop 68 “Per Capita Funding” through the State of California Office of Grants & Local Services (OGALS).

The District is expected to receive up to \$177,952 in funding based on total project costs. There is a 20% funding match requirement for each grant-funded project. The intention of this funding is to provide for new projects not currently planned and budgeted for as the funding must supplement but not supplant existing funding. Qualified projects must be capital outlay for recreational purposes and not be for operations, maintenance or repairs.

District staff hope to engage the Commission in preliminary discussion regarding potential projects based on need and usefulness. However, the purpose of including this topic on this agenda is primarily to inform the Commission of this upcoming opportunity allowing individual Commissioners to begin thinking about potential projects to be discussed in greater detail at a future meeting.

A broad overview of associated grant project steps including application and completion deadlines are as follows:

- **Now:** Board of Directors approves resolution agreeing to the terms of funding and authorizing designated district staff to represent the District on all matters pertaining to the project contract(s).
- **December 2021:** Deadline by which to submit project application(s)
- **June 2022:** Execute contract(s) for approved project(s)
- **December 2023:** Project(s) must be completed
- **March 2024:** Submit project completion package(s)

More information can be found on the OGALS website here: [https://www.parks.ca.gov/?page\\_id=30095](https://www.parks.ca.gov/?page_id=30095)

## **Recreation**

### Camps

Our summer camp program ended on Friday, August 14th. Over the 9 weeks of camp we were able to serve 378 individual campers. Thanks to several factors, including our goal of serving as many families as possible under the circumstances, our dynamite camp staff being willing to work under the strange conditions this summer, Miller Creek School District generously granting us use of the middle school campus, and the recreation staff's months of preparation, we were able to run the largest summer camp program in Marin. And thankfully we were able to get through the whole summer with no positive cases of COVID-19.

### Pool

The pool has continued to be open for lap swim in the mornings and afternoons and we are planning on continuing the season through the end of October. Reservations have been selling out each week and things are going smoothly. We have been able to serve 30 swimmers per day.

### Fall Programs

The Recreation Staff is currently finalizing our fall schedule of programs and putting the finishing touches on the fall Marinwood Review, which will be distributed digitally and updated as needed as guidelines potentially allow for more programs and activities.

This fall we have postponed the start of our preschool program and will be running an alternative, more outdoor-based camp program for preschool age kids until our traditional preschool resumes.

Our After School Program will begin Monday August 24th with modifications as required by the current health guidelines.

Other programs this fall will include photography, Zumba , adult and youth tennis, and a new sports program available to our after school participants, All Sorts of Sports.

## **Parks and Maintenance**

### Park Maintenance Facility

Staff has continued preparing to relocate to our temporary park maintenance facility during the demo of the existing facility and construction of the new facility. This has involved much packing, cleaning out, and trips to the dump.

### Trees

Heavy winds in the past week brought down a couple large trees in some of the walking paths. Staff was able to get these cleared and cleaned quickly with the help of some of our contractors. Thankfully no one was injured by the fallen trees.

### Open Space

Earlier this month staff added some signage at the top of the Blackstone Canyon Trail informing trail users that it is a hiking only trail (and not for bikes).

### Landscaping

In July and August staff replaced and repaired some irrigation lines in all three parks and streamlined the system to cut down on manual watering needs.

### Pool

In early August staff acid washed all the chlorine generators in the pump room and replenished the media in the pool filters to get everything tip top for the fall season.

### Community Center

This past week, staff worked on deep cleaning the community center and made small repairs in preparation for the fall season. We also had the floors stripped and waxed and things are looking fresh and ready for the new season.

### Projects

In addition to making the transition to the temporary park shop space, other upcoming maintenance projects include replacing a broken chlorine generator in the pump room, leveling the patios around the community center, replacing the kitchen door, and reviving the turf in the park following summer camp.