

# MARINWOOD PARK AND RECREATION COMMISSION: MEETING AGENDA

TUESDAY, SEPTEMBER 22, 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 August 25, 2020 P&amp;R Commission Meeting</b>	Approve
4	<b>Draft Minutes of September 8, 2020 Board Meeting</b>	Review
5	<b>Overview of Marin Wildfire Prevention Authority</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 OCTOBER 27, 2020 AT 7:00 PM  
AT MARINWOOD COMMUNITY CENTER

# **Marinwood Community Services District**

## **Draft Minutes of Park & Recreation Commission Meeting Tuesday – August 25, 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 July 28, 2020 P&R Commission Meeting**

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

**4. Draft Minutes of August 11, 2020 Board Meeting**

Commission reviewed minutes.

**5. Ponti Ridge Trail Progress Update**

Commission received update from Jon Campo

**6. Prop 68 Per Capita Grant**

Commission reviewed initial information.

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

Commission received Maintenance Activity Report.

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

Campo requested and overview of the Marin Wildfire Prevention Authority

**9. Adjourn**

Meeting adjourned at 8:16PM

Tiffany Combrink, Secretary

# Marinwood Community Services District

## Draft Minutes of Board of Directors Meeting Tuesday – September 8, 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/UC0dvM2PvtsEzE25eRAf4Jmg>

**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.

**A. Call to Order & Roll Call of Directors**

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

**B. Agenda**

Oyserman to approve/Perry to second recommendation to move item E.1. “Actuarial Report: Other Post-Employment Benefits (OPEB) Valuation as of June 30, 2019 (presented by Nicolay Consulting) to the first item on agenda to accommodate guest presenter.

All in favor. Motion carried unanimously.

**E. District Matters:**

1. *Actuarial Report: Other Post-Employment Benefits (OPEB) Valuation as of June 30, 2019 (presented by Nicolay Consulting)*

Board received presentation of Actuarial Report.

**C. Consent Calendar**

- a. *Draft Minutes of Regular Meeting of August 11, 2020 (Remote Meeting)*
- b. *Bills Paid Nos. 4809-4886*

Perry to approve/Oyserman 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. Directors that are leaving the Board at the end of this term.

**E. District Matters:**

1. *See above*

2. *Update on Pension Liability Analysis with August 2020 Release of CalPERS Annual Valuation reports for Measurement Date of June 30, 2019*

Board discussed Update of Pension Liability Analysis

3. *Policy Allowing for Temporary Benefit Accommodations in Response to COVID-19*

Perry to approve/Oyserman to second “Policy Allowing for Temporary Benefit Accommodations in Response to COVID-19”

All in favor. Motion carried unanimously.

4. *District Manager Report*

Board of Directors received District Manager Report

**F. Fire Department Matters:**

1. *Draft Minutes of Fire Commission Meeting of September 1, 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 – October 6, 2020*

**G. Park and Recreation Matters:**

1. *Draft Minutes of Park & Recreation Commission Meeting of August 25, 2020*  
Board reviewed Draft Minutes of Park & Recreation Commission Meeting
2. *Resolution 2020-06: Approving Application(s) for Per Capita Grant Funds*  
Perry to approve/Green to second “Resolution 2020-06: Approving Application(s) for Per Capita Grant Funds”  
All in favor. Motion approved unanimously.
3. *Recreation and Park Maintenance Activity Reports*  
Board received Recreation and Park Maintenance Activity Report
4. *Date of Next Park & Recreation Commission Meeting – September 22, 2020*

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

- Perry requests financial summary of Summer Programs
- Naylor requests closed session to review District Manager contract.

Meeting adjourned at 9:24PM

Tiffany Combrink, Secretary

# Staff Report

**To:** Park & Recreation Commission  
**From:** Eric Dreikosen, District Manager  
**Date:** September 22, 2020  
**Re:** Marin Wildfire Prevention Authority

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Commissioners,

As requested at last month's meeting, the information below provides a high-level overview of the recently formed Marin Wildfire Prevention Authority (MWPA). Additional information can be found on the MWPA website: [www.marinwildfire.org](http://www.marinwildfire.org)

With the passage of "Measure C" in the March 2020 election, the MWPA was officially formed as a Joint-Powers Authority (JPA), allowing local fire agencies and emergency service providers, city and town governments, and the County of Marin to work together as a single coordinated Joint Powers Authority (JPA) to develop and implement a comprehensive wildfire prevention and emergency preparedness initiative. In total, seventeen (17) cities, towns and applicable special districts opted to join the JPA as well as the County of Marin (Tiburon and Belvedere chose not to join). The MWPA is funded through a \$0.10/square foot parcel tax on properties located within the jurisdictions of the participating agencies. It is anticipated that the parcel tax will provide approximately \$20 million of annual revenue for these efforts over the next ten (10) years at which point the MWPA will need to be re-authorized by the voters of Marin County or disbanded.

Formal bodies of the MWPA include the following:

- Board of Directors: Comprised of one (1) elected official from each of the 17 participating agencies.
- Operations Committee: Comprised of one (1) executive/management staff member from each of the 17 participating agencies.
- Technical Advisory Committee: Comprised of one (1) technical staff member from each of the 17 participating agencies.
- Citizens Oversight Committee: Comprised of nine (9) total participants to be selected by the MWPA Board of Directors, with five (5) persons representing the Authority's geographical areas and four (4) persons representing interest groups in the following categories: Taxpayer Organizations, Environmental Organizations, Fire Prevention Organizations and Non-Partisan Civic Organizations.

The MWPA will be staffed by a full-time executive officer as well as potential part-time and/or seasonal administrative staff.

Projects and initiatives funded through the MWPA are in accordance with three (3) categories (taken from MWPA website):

1. Core Program (60% of funding):

Core programs consist of four categories:

- Vegetation Management: Through multiple strategies (work crews, goats, contractors and machinery) the MWPA will fund efforts to reduce fuels and help to ensure that they are implementing the most cost-effective practices for fuel reduction on an ongoing basis and that such practices are consistent throughout the County.
- Wildfire Detection and Evacuation Program Improvements: The MWPA will implement safety measures that will improve early wildfire detection, warning and alerts as well as improve disaster evacuation routes for organized evacuation.
- Grants: The MWPA will provide a local grant program ensuring residents with access and functional needs, seniors, and financially disadvantaged reduce fire risk of their properties and the greater surrounding community. The MWPA will also seek grants and leverage local investments for wildfire prevention and disaster preparedness programs.
- Public Education: The MWPA will provide expert information and assistance to help the public reduce the risk, prevent wildfires and be prepared for potential disaster. Additionally, the MWPA will support FIRESafe MARIN community outreach efforts.

2. Defensible Space Evaluations: (20%):

Funding allocated to expand and enhance defensible space home evaluations to ensure homes meet fire and building codes, as well as education to reduce the vulnerability of a home. This work could be done by the JPA with a shared service model or by the responsible fire agency.

3. Local Wildfire Prevention Mitigation (20%):

The MWPA will provide local funding to JPA members for specific local wildfire mitigation needs specific to their service area.

**Specific to Marinwood CSD:**

Marinwood CSD will receive direct pass-through funding of approximately \$64,400 annually for each of items 2 & 3 above. As the MWPA wanted to act as quickly as possible, the Operations Committee was tasked with identifying the immediate shovel-ready projects that could be implemented within the first year of operation. For Marinwood these included:

- Defensible Space Evaluations - Wildfire mitigation/home hardening evaluations of all residential properties. Currently, over 550 evaluations have been completed by San Rafael Fire Department (SRFD) and their seasonal vegetation management inspectors.
- Local Wildfire Mitigations – With the guidance of SRFD's full-time professional vegetation management inspectors the following projects were identified as high-priority and have been completed or partially completed:

- Goat grazing along the Wildland-Urban Interface (WUI) bordering residential properties from Queenstone Fire Road extending west along Idylberry Road to where District-owned lands cease. This was followed up with mechanical vegetation management efforts provided by the AmeriCorps St. Louis team under contract with SRFD.
- Mechanical and contract vegetation management and removal by AmeriCorps along the WUI behind the residential properties on Las Gallinas Drive north of Miller Creek Road to Blackstone Canyon.
- Mechanical and contract vegetation management and removal by AmeriCorps along the WUI behind the residential properties on Las Gallinas Drive south of Miller Creek Middle School to Ellen Drive.
- Shaded fuel break along the WUI behind the homes on Elvia Court (partially completed).

## **Recreation**

### Fall Programs

The Fall 2020 issue of the Marinwood Review was released on August 26th, highlighting our programs and classes being offered this fall. Due to the ever-evolving nature of the health guidelines and other circumstances surrounding the COVID-19 pandemic, we opted to do a digital-only version of the catalog, which we will be able to update and revise as needed.

While the current health guidelines severely restrict or prohibit most traditional indoor recreation programs, the Recreation Staff has worked hard to find ways to be able to offer outdoor and virtual versions of some of our regular classes, while adding several new programs this fall that utilize Marinwood's outdoor park space. Programs being offered this fall include:

- After School Program
- Preschool
- Adult and Youth Tennis Classes
- Photography
- Pilates
- Zumba
- Sports Camps
- Youth Golf
- Youth Soccer
- Music for Children
- Adult Lap Swim
- Swim Team

### Special Events

After postponing our 2019 Fall Art Show due to power outages and our 2020 Spring Art Show due to COVID-19, we will be taking the 2020 Fall Art Show online and offering it in digital form. Susan Press has generously offered to organize this online event to help showcase the amazing local artists who have had their shows repeatedly cancelled. Details will be announced in the coming weeks. We are looking forward to this opportunity to reconnect with the Marin Art Scene.

Staff is currently planning for other potential events this fall, working with the health department and other local recreation agencies to determine what will be feasible and allowed under the current health restrictions. Details will be announced as they are finalized.

### Pool & Aquatics

Lap Swim reservations have continued to be extremely popular, completely selling out each week with about 30 swimmers coming each day. We have added additional time slots beginning in mid-September to accommodate the demand and have extended the pool season--originally scheduled to end October 9th--through the end of October.



The Marinwood Waterdevils swim team began holding evening swim practice in a limited capacity on September 14th. It has been great to reconnect with the swimmers and coaches after the regular season was abruptly cancelled in early March.

## **Parks and Building Maintenance**

### Staff

This month I would like to recognize the 3 members of Marinwood's Parks Maintenance Department, Marco Giron, Estevan Chavez, and Callum Reid, for their continued endurance, hard work, and dedication throughout this uniquely challenging year. Charged with maintaining Marinwood's buildings and grounds, swimming pool, 3 parks & playgrounds, 3 tennis courts, numerous paths and trails, miles of v-ditches, culverts, and drains, many hundreds of acres of open space, and a long stretch of the Miller Creek, under normal circumstances our humble department has a lot to keep up with. But this year has brought several challenges to an already daunting workload.

Under COVID-19, once run-of-the-mill tasks like emptying trash cans, cleaning restrooms, and picking up supplies now carry with them the risk of virus transmission as well as the accompanying stress of knowing that risk. Tasks and projects heavy on manual labor, already unenviable on hot days, must now be performed wearing masks. More recently, the air quality has greatly fluctuated due to wildfires, interrupting projects with no warning and putting them on hold until conditions improve. Through it all Marco, Estevan, and Callum have remained positive, adaptable, and motivated, and I thank them for their dedication and resolve.

### Park Maintenance Facility

In September, between regular maintenance tasks and projects, staff has continued to carve out time to ready the park shop for demolition. We will begin moving equipment and supplies out of the shop in the next few weeks once our temporary workspace is set up.

### Turf

Staff have begun rehabilitating the turf in the parks and the pool, including repeated aerating, seeding, fertilizing, and adding top soil. As part of this process we are also assessing our irrigation systems to identify opportunities for increased efficiency and efficacy. An unusually large number of outdoor recreation programs utilizing field space this fall has forced us to treat one field at a time in the park and we hope the weather continues to hold until we finish later this fall.

### Pool

Excessive ash in the pools from the ongoing fires has necessitated increased cleaning efforts, including brushing the walls frequently and vacuuming the pool semi-weekly.

### 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 pruning trees throughout the park.