

## MARINWOOD PARK AND RECREATION COMMISSION: MEETING AGENDA

**TUESDAY, SEPTEMBER 23, 2025, 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 July 22, 2025 P&amp;R Commission Meeting</b>	Approve
4	<b>Minutes of August 12, 2025 Board of Directors Meetings</b>	Review
5	<b>Recreation and Park Maintenance Activity Report</b>	Review
6	<b>Commissioner Items of Interest - Requests for Future Agenda Items</b>	
7	<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 NOVEMBER 25, 2025 AT 7:00 PM

# **Marinwood Community Services District**

## **Minutes of Park & Recreation Commission Meeting Tuesday – July 22, 2025**

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

**Present:**

Commissioners: Chair Michael Benesch, Ian Fein, Ryan Madden

Absent: Angela Bliss-Steiner, Jon Campo

Staff: District Manager Eric Dreikosen, Recreation Director Luke Fretwell

Board Director: Sivan Oyserman

**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 May 27, 2025 P&R Commission Meeting**

M/s Madden/Fein to approve Draft Minutes of May 27, 2025 P&R Commission Meeting.

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

**4. Minutes of June 10, 2025 and July 8, 2025 Board of Directors Meetings**

Commission reviewed minutes.

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

Commission received Recreation and Park Maintenance Activity Report.

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

No items were requested

**7. Adjourn**

Meeting adjourned at 7:46 PM

Eric Dreikosen, District Manager

# Marinwood Community Services District

Draft Minutes of Board of Directors Meeting  
Tuesday – July 8, 2025 – 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, Sivan Oyserman, Lisa Ruggeri and Bill Shea (arrived at 7:12pm).

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

**A. Call to Order & Pledge of Allegiance**

Board President Case called the meeting to order at 7:06pm

**B. Agenda**

Agenda adopted as presented.

**C. Consent Calendar**

1. *Draft Minutes of Regular Meeting of July 8, 2025*

2. *Bills Paid Nos. 9464 - 9554*

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

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

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

No public comments received

**E. District Matters**

1. *Fiscal Year 2024-2025 Year-End Profit & Loss Financial Statements (Pre-audit)*

Board received Fiscal Year 2024-2025 Year End Profit & Loss Financial Statements (*Director Shea arrived at 6:12pm*)

2. *District Manager Report*

Board received District Manager Report

**F. Fire Department Matters:**

1. *Draft Minutes of Fire Commission Meeting of August 5, 2025*

Board reviewed Draft Minutes of Fire Commission Meeting of August 5, 2025

2. *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 July 22, 2025*

Board reviewed Draft Minutes of Park & Recreation Meeting of July 22, 2025

2. *Recreation and Park Maintenance Activity Reports*

Board received Recreation and Park Maintenance Activity Reports

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

- District Manager discussed need to reschedule meeting of November 11, 2025 due to Veterans Day holiday. November 18, 2025 was tentatively selected as rescheduled date.

**I. Adjourn**

Meeting adjourned at 8:03pm

Tiffany Combrink, Secretary

## **RECREATION ACTIVITY REPORT**

### Summer Camp Conclusion

Marinwood's Summer Camp Program concluded on Friday, August 15<sup>th</sup> after 9 fun-filled weeks. This summer we ran 13 different age group camps each day for kids ranging from 3 years through entering 7<sup>th</sup> grade. Additionally, we offered over 20 different contracted specialty camps throughout the summer, which included soccer, babysitter training, LEGO engineering, flag football, robotics, computer coding, pickleball, moviemaking, basketball, jazz performance, tennis, and even Dungeons & Dragons.

For kids too old for summer camp but too young to get hired as staff members, we offered our Counselors-in-Training and Guards-in-Training programs (entering 8<sup>th</sup> grade – 14 years). This year saw a significant rise in CIT & GIT enrollment.

Our program offered camp to around 500 kids each day and swim lessons to around 100 kids. Over the course of the summer, our summer camp program served 1,400 individual kids (from 1,080 total families) and our swim lesson program served over 400 individual kids.

To put on our summer program, we employed ~250 high school and college age seasonal staff members (~200 camp staff and ~50 pool staff). Both our camp staff and pool staff were stellar this summer.

Overall, the summer went extremely well. The energy felt especially high and the camaraderie—both between campers and among our staff members—was palpable. While we had the usual number of minor injuries, behavioral issues, and high-maintenance parents to contend with, the summer seemed to glide by with no major hiccups. I want to thank Robyn, John Paul, and Carolyn for putting in the long days, the countless hours of prep and training, and continually setting a great example of hard work, conscientiousness, and dedication for our young part-time staff. I couldn't ask for a better crew to pull off the summer with.

### Events

Our Summer Music Series concluded on Friday, August 22<sup>nd</sup> with a wonderful performance by Late for the Train, a northern California bluegrass and folk quartet. The weather was perfect and we likely had the largest turnout of any prior summer concert. Marinwood Market provided food for sale, Silberman's sold ice cream, and Marinwood staff manned a beverage and snack tent. It was a great way to celebrate the end of the summer.

Our next community event will be our annual Halloween Harvest Festival, which takes place on Friday, October 10<sup>th</sup> from 5-6:30pm in the Marinwood Park and will feature a pumpkin patch, carnival games, bounce houses, a spooky inflatable maze (new this year), a food truck, beverage tent, and piles and piles of candy and prizes. Staff are making the final preparations for what should be an exciting and well-attended event.

Following the Harvest Fest, we will host our semi-annual Marinwood Art Show on Saturday, October 25<sup>th</sup> from 3-7pm.

### Classes & Programs

This past few weeks saw the start of many of our fall classes and programs, including the Marinwood Preschool Program, Tae Kwon Do, Irish Dance, Dungeons & Dragons, White Crane Silat, Mah Jongg, Youth and Adult Tennis, Water Polo, Fall Swim Clinics, Babysitters Training, CPR & First Aid, Senior Stroll, Watercolor Workshops, and more.

## **PARKS MAINTENANCE ACTIVITY REPORT**

### Irrigation Repairs

In August the staff discovered and repaired a leak in the main park. While repairs were taking place certain sprinklers could not run for a few days which created stressed patches on the lawn. Thankfully, these areas are recovering well and were not permanently damaged.

Staff are currently working on locating a different irrigation leak in the main park. We are currently installing additional shutoff valves to be able to isolate more sections of the park and are working with a leak detecting contractor to help us locate the issue. We are hoping to have the leak identified and repaired in the next week.

### Community Center Maintenance

Following the busy summer foot traffic and wear and increased tear on our building, the staff spent the latter half of August making repairs, deep cleans, and regular maintenance before our fall programs started up. Work has included patching and painting several holes in the wall in the reception hall and lobby, cleaning out all the filters and ventilation grates, repairing a few of the doors, and replacing failing shades in the classroom (ongoing). The building is looking much improved for our fall programs.

Further community center work includes replacing broken floor tiles in the office and some closets as well as replacing displaced sand from the cracks in the three patios.

### Gopher Abatement

The summer saw a dramatic increase in gopher activity throughout the park and surrounding areas and our lawn has become polka dotted with gopher hole dirt mounds. Our gopher abatement contractor has struggled to keep up with the activity and we are exploring other options. In the meantime, parks staff members have been supplementing the contractor's efforts by adding additional traps and we appear to be making progress.

### Tree Work

This past month we had tree maintenance performed at Queenstone Drive where one dead tree was removed and 4 others that posed risks of dropping branches were significantly trimmed back.

Additional tree trimming work was performed to an overgrown oak tree in the walking path between Idylberry and Greenberry Lane, as well as trimming of three trees in the main park and the large oak in the playground.

### Tennis Court Repairs

This past month staff attempted to patch a handful of holes in the tennis courts closest to the middle school. These courts have recently begun to crack and crumble in several places, and we are hoping we can patch the problem spots and keep the courts playable until we are able to find a more permanent solution. The first attempt at patching went well and we will be adding more patches in the coming weeks as time allows.

### Upcoming Projects

This next month the staff will be performing our annual creek walk to inspect the creek ahead of the rainy season for any damming or erosion concerns. We will also be inspecting all the v-ditches and culverts and addressing any issues as warranted.

### 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 |
| -Check and adjust pool chemistry                                      | -Mow, edge, and blow in all 3 parks     |
| -Check playground equipment in all 3 playgrounds for damage/vandalism |   |