

**Agenda for the Regular Meeting of the Marinwood CSD Board of Directors
Tuesday – February 11, 2025 – 7:00 PM**

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 Board of Directors and limited to three minutes per speaker. The Board of Directors may choose to respond to comments or request staff to respond at the conclusion of the public comment period.

	Item Description:	Board Action
A.	CALL TO ORDER & PLEDGE OF ALLEGIANCE	
B.	AGENDA	Adopt
C.	CONSENT CALENDAR a. Draft Minutes of Regular Meeting of January 14, 2025 b. Bills Paid Nos. 9005 – 9075	Approve
D.	PUBLIC COMMENT OPEN TIME FOR ITEMS NOT ON AGENDA <i>Speakers may comment only on non-agenda items within the subject matter jurisdiction of the District. The Board 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 Board at the conclusion of the public comment period. The President may refer the matter to staff or to a future meeting agenda.</i>	
E.	DISTRICT MATTERS	
	1. Fiscal Year 2023-2024 Audited Basic Financial Statements and Management Report	Accept
	2. Fiscal Year 2024-2025: 2 nd Quarter Profit & Loss Budget-to-Actuals Report	Review
	3. District Manager Report	Review
F.	FIRE DEPARTMENT MATTERS	
	1. Draft Minutes of Fire Commission Meeting of February 4, 2025	Review
	2. Appointment of Board Director to serve on ad hoc committee to explore and discuss fire service consolidation options with City of San Rafael	Appoint
	3. Chief Officer Report and Activity Summary	Review
G.	PARK AND RECREATION MATTERS	
	1. Draft Minutes of Park & Recreation Commission Meeting of January 28, 2025	Review
	2. Recommended Pay Schedule Wage Adjustments for Non-Represented Full-time Positions	Review
	3. Recreation and Park Maintenance Activity Reports	Review
H.	BOARD MEMBER ITEMS OF INTEREST - REQUESTS FOR FUTURE AGENDA ITEMS	
I.	ADJOURN	
	DATE OF NEXT REGULAR BOARD MEETING – March 11, 2025	

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

Marinwood Community Services District

Draft Minutes of Board of Directors Meeting
Tuesday – January 14 – 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.
Staff: District Manager Eric Dreikosen, Recreation Director Luke Fretwell, and Accounting and Payroll Manager Tiffany Combrink

A. Call to Order & Pledge of Allegiance

Board President Case called the meeting to order at 7:02pm

B. Agenda

Agenda adopted as presented.

C. Consent Calendar

a. *Draft Minutes of Regular Meeting of December 10, 2024*

b. *Draft Minutes of Special Meeting of December 19, 2024*

c. *Bills Paid Nos. 8934 - 9004*

Shea 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

No public comments were received.

E. District Matters

1. *Proposed Amendments to the Marinwood CSD Fiscal Year 2024-2025 Operating Budget*

Shea to approve/Oyserman to second Amendments to the Marinwood CSD Fiscal Year 2024-2025 Operating Budget as presented.

All in favor. Motion carried unanimously.

2. *Appointment of Board Liaisons to Fire Commission and Park & Recreation Commission for Calendar Year 2025*

Board President Case appointed Director Oyserman as liaison to the Park & Recreation Commission and appointed Director Ruggeri as liaison to the Fire Commission for Calendar Year 2025.

3. *Potential Nomination of Marinwood CSD Board Director to Serve as Special District Representative on Marin County LAFCo*

No board member was nominated and no resulting action taken.

4. *District Manager Report*

Board received District Manager Report

F. Fire Department Matters:

1. *Chief Officer Report and Activity Summary*

Board received Chief Officer Report and Activity Summary

G. Park and Recreation Matters:

1. *Miller Creek Trail Initiative: Request from Owner/Developer of The OAKS Senior Living Center for 2nd Addendum to Amended Oakview Subdivision Agreement Regarding Financial Contribution to be Received by District from Developer and Related Deadline for Completion of Road and Bridge Obligation*
Shea to approve/Kilkenny to second Miller Creek Trail Initiative: Request from Owner/Developer of The OAKS Senior Living Center for 2nd Addendum adjusting developer financial contribution to \$181,500 and the road and bridge obligation deadline to December 31, 2026.
All in favor. Motion carried unanimously.
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 thanked 2024 Commissions liaisons Kilkenny and Case
- Director Oyserman requested any updates on cell phone coverage in Upper Lucas Valley

I. Adjourn

Meeting adjourned at 8:23pm

Tiffany Combrink, Secretary

**MARINWOOD COMMUNITY SERVICES DISTRICT
REQUEST FOR PAYMENT OF CLAIMS**

Treasury Fund 8067

Classes:
Street lights
Fire
Recreation
Park

Approved by the Board of Directors on February 11, 2025

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
9005	1/6/2025	Marinwood CSD	102,769.74	Fire Salaries	Fire	5110110	General	47,671.68
				Fire OT	Fire	5120110	General	15,249.60
				Acting Pay	Fire	5110310	General	450.00
				4850 Pay	Fire	5110110	General	4,075.68
				Admin Asst	Fire	5110110	Admin	1,111.36
				Admin Mgr	Fire	5110110	Admin	2,884.80
				Admin Asst	Rec	5110110	Admin	1,111.36
				Admin Asst	Park	5110110	Admin	555.68
				Admin Mgr	Rec	5110110	Admin	1,442.40
				Admin Mgr	Park	5110110	Admin	1,442.40
				Rec Dir	Rec	5110110	General	2,976.40
				Rec Dir	Park	5110110	General	1,275.60
				Rec salary	Rec	5110110	General	9,225.60
				Rec hourly	Rec	5110210	General	1,170.00
				Park salary	Park	5110110	General	5,842.40
				Park hourly	Park	5110210	General	535.00
				Building attendants	Rec	5110210	Building	256.00
				Pool staff	Rec	5110210	Pool	103.75
				Preschool	Rec	5110210	Preschool	6,358.00
				Afterschool	Rec	5110210	Afterschool	1,943.50
				Youth	Rec	5110210	Youth	154.00
				Community	Rec	5110210	Community	1,179.00
				PR fees	Fire	5210230	General	144.83
				PR fees	Rec	5210230	General	60.52
				PR fees	Park	5210230	General	12.00
				SS + Medicare	Fire	5140140	General	2,774.78
				SS + Medicare	Rec	5140140	General	2,539.05
				SS + Medicare	Park	5140140	General	485.61
				EDU + SUI	Rec	5140145	General	50.90
				Benefits withholding	Park	2120066	General	-1,129.97
				Benefits withholding	Rec	2120066	General	-2,174.63
				Benefits withholding	Fire	2120066	General	-7,007.56
9006	1/6/2025	Marinwood CSD	14,888.02	Retire 12/27/2024	Park	5130510	General	1,733.14
					Rec	5130510	General	2,356.14
					Fire	5130510	General	10,798.74
9007	1/6/2025	Marcia King	530.00	refund winter break camp	Rec	4631922	Youth	530.00
9008	1/9/2025	Ruti Gorel	378.00	Fendenkrais	Rec	5210146	Adult	378.00
9009	1/9/2025	Marin Municipal Water Distri	3,531.16	Water Sept/Oct	Fire	5210835	General	515.00
					Rec	5210835	General	1,795.68
					Park	5210835	General	1,220.48
9010	1/9/2025	Cal West Rentals	1,279.50	aerator	Park	5211220	General	1,279.50
9011	1/9/2025	DC Electric	322.46	SL maintenance - Nov	Streetlights	5210915	General	322.46
9012	1/9/2025	DKG Dave Garoutte	300.00	stage for Winterfest band	Rec	5220819	Community	300.00
9013	1/9/2025	Got Gophers	275.00	pest control	Park	5211532	General	275.00
9014	1/9/2025	Home Depot	336.82	supplies	Park	5220310	General	336.82
9015	1/9/2025	Jackson's Hardware	93.43	supplies	Park	5220310	General	93.43
9016	1/9/2025	Jorge's Tree Service	8,400.00	tree removal / pruning in the	Park	5211528	General	3,000.00
				tree removal / pruning on the	Park	5211528	General	4,500.00
				tree removal / debris dump	Park	5211528	General	900.00
9017	1/9/2025	Landesign	3,263.00	landscape contractor	Park	5211125	General	3,263.00
9018	1/9/2025	Marin Prof Firefighters	1,190.00	Jan - dues	Fire	5211330	General	1,190.00
9019	1/9/2025	Marin Sanitary Service	2,462.46	Garbage - Dec	Park	5210815	General	1,723.72
					Rec	5210815	General	492.49
					Fire	5210815	General	246.25
9020	1/9/2025	Nationwide	1,645.00	Deferred Comp - 12/27/24	Rec	5130120	General	700.00
					Fire	5130120	General	945.00
9021	1/9/2025	O'Connor & Company	3,962.50	FY24 Audit services	Park	5210210	General	990.62
					Rec	5210210	General	990.63
					Fire	5210210	General	1,981.25
9022	1/9/2025	PG&E	1,928.71	Gas - Dec	Rec	5210810	General	990.99
					Fire	5210810	General	937.72
9023	1/9/2025	PG&E	1,727.30	Streetlights - Dec	Streetlights	5210825	General	1,727.30
9024	1/9/2025	Brackett, Ryan	277.27	Q2 FY24/25 AFLAC reimb	Fire	5130120	General	277.27
9025	1/9/2025	Correa, Cesar	277.27	Q2 FY24/25 AFLAC reimb	Fire	5130120	General	277.27
9026	1/9/2025	Day, Sean	242.41	Q2 FY24/25 AFLAC reimb	Fire	5130120	General	242.41
9027	1/9/2025	Papanikolaou, John	259.07	Q2 FY24/25 AFLAC reimb	Fire	5130120	General	259.07
9028	1/9/2025	Selvitella, Brandon	253.96	Q2 FY24/25 AFLAC reimb	Fire	5130120	General	253.96
9029	1/9/2025	Smith, Brian	148.05	Q2 FY24/25 AFLAC reimb	Fire	5130120	General	148.05
9030	1/9/2025	Smith, Jeff	247.24	Q2 FY24/25 AFLAC reimb	Fire	5130120	General	247.24
9031	1/15/2025	Marinwood CSD	92,547.80	Fire Salaries	Fire	5110110	General	26,671.68
				Fire OT	Fire	5120110	General	18,675.36
				FLSA	Fire	5110319	General	1,532.01
				Acting Pay	Fire	5110310	General	368.56
				4850 Pay	Fire	5110110	General	4,075.68

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
				Holiday pay	Fire	5110313	General	6,588.72
				Admin Asst	Fire	5110110	Admin	1,111.36
				Admin Mgr	Fire	5110110	Admin	2,884.80
				Admin Asst	Rec	5110110	Admin	1,111.36
				Admin Asst	Park	5110110	Admin	555.68
				Admin Mgr	Rec	5110110	Admin	1,442.40
				Admin Mgr	Park	5110110	Admin	1,442.40
				Rec Dir	Rec	5110110	General	2,976.40
				Rec Dir	Park	5110110	General	1,275.60
				Rec salary	Rec	5110110	General	9,225.60
				Park salary	Park	5110110	General	5,842.40
				Building attendants	Rec	5110210	Building	132.00
				Preschool	Rec	5110210	Preschool	760.00
				Winter Break Camp	Rec	5110210	Youth	8,076.38
				PR fees	Fire	5210230	General	120.90
				PR fees	Rec	5210230	General	54.55
				PR fees	Park	5210230	General	10.55
				SS + Medicare	Fire	5140140	General	4,096.32
				SS + Medicare	Rec	5140140	General	2,371.06
				SS + Medicare	Park	5140140	General	444.69
				EDU + SUJ	Fire	5140145	General	753.60
				EDU + SUJ	Rec	5140145	General	76.03
				EDU + SUJ	Park	5140145	General	403.32
				Benefits withholding	Park	2120066	General	-1,157.99
				Benefits withholding	Rec	2120066	General	-2,208.33
				Benefits withholding	Fire	2120066	General	-7,165.29
9032	1/15/2025	Marinwood CSD	17,381.85	Retire 01/10/2025	Park	5130510	General	1,733.14
					Rec	5130510	General	2,356.14
					Fire	5130510	General	13,292.57
9033	1/15/2025	Wine Country Zoological	500.00	01/21 Preschool enrichment	Rec	5220819	Preschool	500.00
9034	1/15/2025	Schultz Entertainment Exper	730.00	Camp entertainment - 06/19	Rec	5220819	Summer	365.00
				Camp entertainment - 07/15	Rec	5220819	Summer	365.00
9035	1/15/2025	CalPERS	8,333.00	CERBT -Jan	Park	5130130	General	1,833.00
					Rec	5130130	General	833.00
					Fire	5130130	General	5,667.00
9036	1/16/2025	Concrete Paver Restorations	3,900.00	Patio repair deposit	Rec	5220910	General	3,900.00
9037	1/16/2025	Coverall	1,176.00	Janitorial - Jan	Rec	5211110	Building	1,176.00
9038	1/16/2025	DC Electric	322.46	SL maintenance - Dec	Streetlights	5210915	General	322.46
9039	1/16/2025	Got Gophers	275.00	pest control	Park	5211532	General	275.00
9040	1/16/2025	Grainger	312.87	supplies	Fire	5220810	General	175.70
				utility pump	Park	5220310	General	137.17
9041	1/17/2025	Jorge's Tree Service	6,260.00	tree / debris removal - LVE	MWPA	5820200	General	6,260.00
9042	1/17/2025	Kyocera	299.41	overage 07/08/24-01/07/25	Park	5220130	General	29.94
					Rec	5220130	General	194.62
					Fire	5220130	General	74.85
9043	1/17/2025	Marin Landscape Materials	1,213.33	materials	Park	5220310	General	1,213.33
9044	1/17/2025	Marinwood CSD	51,448.74	Health - February	Park	5130120	General	10,871.02
					Rec	5130120	General	10,264.65
					Fire	5130120	General	30,313.07
9045	1/17/2025	Mill Valley Refuse	316.07	porta potty	Park	5211220	General	316.07
9046	1/17/2025	Nationwide	1,645.00	Deferred comp - 01/10	Rec	5130120	General	700.00
					Fire	5130120	General	945.00
9047	1/17/2025	Pest Plus	259.00	pest control	Fire	5220310	General	90.00
					Rec	5220310	General	169.00
9048	1/17/2025	Pet Waste Eliminator	320.42	pet waste bags	Park	5220310	General	320.42
9049	1/17/2025	PG&E	2,531.10	electric - Dec	Rec	5210810	General	1,018.97
					Fire	5210810	General	1,002.66
					Park	5210810	General	509.47
9050	1/17/2025	Pitney Bowes	268.16	postage meter lease Q2	Rec	5220110	General	160.90
					Park	5220110	General	53.63
					Fire	5220110	General	53.63
9051	1/24/2025	Postal Palace	44.37	shipping	Fire	5220110	General	44.37
9052	1/24/2025	Project A	40.00	email hosting	Rec	5220110	General	20.00
					Fire	5220110	General	20.00
9053	1/24/2025	SiteOne	300.14	irrigation maintenance	Park	5220310	General	300.14
9054	1/24/2025	SolEd Solar Holdings	595.75	solar - Dec	Rec	5210810	General	439.41
					Fire	5210810	General	156.34
9055	1/24/2025	Marin Ace	179.44	bench supplies	Park	5220310	General	83.00
				supplies	Fire	5220810	General	96.44
9056	1/24/2025	Tiffany Combrink	39.64	office supplies	Rec	5220110	General	39.64
9057	1/24/2025	United Coach Tours	4,963.20	deposit for summer field trip:	Rec	5220819	Summer	4,963.20
9058	1/24/2025	Wells Fargo	652.68	copier lease	Rec	5220130	General	424.24
					Fire	5220130	General	163.17
					Park	5220130	General	65.27
9059	1/24/2025	Marin Magazine	3,000.00	Summer camp advertising	Rec	5210122	Summer	3,000.00
9060	1/24/2025	Michelle Hook	35.00	refund zumba	Rec	4631919	Adult	35.00
9061	1/24/2025	Paula Ockner	2,205.00	Art class	Rec	5210146	Youth	2,205.00
9062	1/24/2025	Airgas	593.62	pool chems	Rec	5220710	Pool	593.62
9063	1/28/2025	Alliance Redwoods Conferer	3,162.50	deposit - summer overnight	Rec	5220819	Summer	3,162.50
9064	1/28/2025	Delta Dental	3,690.48	Dental - Jan	Fire	5130120	General	1,018.99

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
					Park	5130120	General	410.87
					Rec	5130120	General	415.38
				Dental - Feb	Fire	5130120	General	1,018.99
					Park	5130120	General	410.87
					Rec	5130120	General	415.38
9065	1/28/2025	Master Sim	1,280.00	TKD - Jan	Rec	5210146	Youth	1,280.00
9066	1/28/2025	Liebert Cassidy Whitmore	87.00	legal services - Dec	Fire	5210131	General	87.00
9067	1/28/2025	Marin Independent Journal	1,785.00	Summer camp advertising	Rec	5210122	Summer	1,785.00
9068	1/28/2025	Marinwood CSD	84,664.52	Fire Salaries	Fire	5110110	General	26,671.68
				Fire OT	Fire	5120110	General	17,060.47
				Acting Pay	Fire	5110310	General	360.00
				4850 Pay	Fire	5110110	General	4,075.68
				Admin Asst	Fire	5110110	Admin	1,111.36
				Admin Mgr	Fire	5110110	Admin	2,884.80
				Admin Asst	Rec	5110110	Admin	1,111.36
				Admin Asst	Park	5110110	Admin	555.68
				Admin Mgr	Rec	5110110	Admin	1,442.40
				Admin Mgr	Park	5110110	Admin	1,442.40
				Rec Dir	Rec	5110110	General	2,976.40
				Rec Dir	Park	5110110	General	1,275.60
				Rec salary	Rec	5110110	General	9,225.60
				Park salary	Park	5110110	General	5,842.40
				Park hourly	Park	5110210	General	1,430.00
				Building attendants	Rec	5110210	Building	264.00
				Pool staff	Rec	5110210	Pool	275.25
				Summer staff	Rec	5110210	Summer	2,025.00
				Preschool	Rec	5110210	Preschool	6,464.50
				Afterschool	Rec	5110210	Afterschool	1,590.00
				PR fees	Fire	5210230	General	107.92
				PR fees	Rec	5210230	General	63.19
				PR fees	Park	5210230	General	14.89
				SS + Medicare	Fire	5140140	General	3,350.90
				SS + Medicare	Rec	5140140	General	2,497.29
				SS + Medicare	Park	5140140	General	554.09
				EDU + SUI	Fire	5140145	General	286.14
				EDU + SUI	Rec	5140145	General	43.20
				EDU + SUI	Park	5140145	General	193.93
				Benefits withholding	Park	2120066	General	-1,157.99
				Benefits withholding	Rec	2120066	General	-2,208.33
				Benefits withholding	Fire	2120066	General	-7,165.29
9069	1/28/2025	Marinwood CSD	14,888.02	Retire 01/24/25	Park	5130510	General	1,733.14
					Rec	5130510	General	2,356.14
					Fire	5130510	General	10,798.74
9070	1/28/2025	Marinwood CSD	270.00	SSA218 Annual fee	Park	5140140	General	67.50
					Rec	5140140	General	67.50
					Fire	5140140	General	135.00
9071	1/28/2025	Mike Testa Plumbing	550.00	maintenance - bathroom dra	Fire	5220310	General	550.00
9072	1/28/2025	Pitney Bowes	500.00	postage	Rec	5220110	General	300.00
					Park	5220110	General	100.00
					Fire	5220110	General	100.00
9073	1/28/2025	Ricky Roo & Friends Enterta	439.50	summer camp entertainmen	Rec	5220819	Summer	439.50
9074	1/28/2025	SDRMA	264.42	life ins - Feb	Fire	5130120	General	78.23
					Park	5130120	General	88.69
					Fire	5130120	General	97.50
9075	1/28/2025	VSP	342.30	Vision - Feb	Fire	5130120	General	191.69
					Park	5130120	General	73.04
					Rec	5130120	General	77.57
TOTAL:			465,601.16					465,601.16

Total by Department:

Streetlights	2,372.22
Fire Department	260,302.70
Recreation Department	128,739.45
Park Department	67,926.79
Measure A	0.00
MWPA	6,260.00
Capital	0.00
Unclassified	0.00



Staff Report

To: Board of Directors
From: Eric Dreikosen, District Manager
Date: February 11, 2025
Re: Fiscal Year 2023/2024 Audited Financial Statements

Directors,

Please see the included FY 23/24 audited financial statements and associated management report.

As you will note, the District once again received a clean audit with no findings while also performing well from a financial standpoint in continuing to build our financial stability and sustainability. The one observation listed in the management report is in regards to a rule recently implemented by the Governmental Accounting Standards Board (GASB) known as GASB 87. In short, GASB 87 addresses capitalization and depreciation requirement thresholds for leased equipment (i.e. – copy machines, etc.). As GASB 87 is still fairly recent, there are currently few samples from other government agencies for the District to pull from. Staff will further research the needs of GASB 87 and bring a proposed policy to the Board once ready.

I'd like to acknowledge Michael O'Connor and his team at O'Connor & Co. for their efforts in completing our audit this year.

Staff Recommendation: Accept FY 23/24 Audited Financial Statements and Management Report as presented.

**MARINWOOD COMMUNITY SERVICES DISTRICT
SAN RAFAEL, CALIFORNIA**

**ANNUAL FINANCIAL REPORT
JUNE 30, 2024**

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INDEPENDENT AUDITORS' REPORT

Board of Directors
Marinwood Community Services District
San Rafael, California

Report on the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities and each major fund of Marinwood Community Services District as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the Marinwood Community Services District's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of Marinwood Community Services District, as of June 30, 2024, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Marinwood Community Services District, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Marinwood Community Services District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

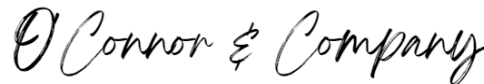
In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Marinwood Community Services District’s internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Marinwood Community Services District’s ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management’s Discussion and Analysis, which follows this report letter, and the Schedule of Revenues, Expenditures and Changes in Fund Balances - Budget and Actual - General Fund, the Schedule of Proportionate Share of the Net Pension Liability - Miscellaneous and Safety, the Schedule of District’s Contributions - Miscellaneous and Safety, the Schedule of District’s Contributions – OPEB, and the Schedule of Changes in the Net OPEB Liability and Related Ratios, (pages 32-36), listed as required supplementary information in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management’s responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.



O’Connor & Company

Novato, California
February 4, 2025

Marinwood Community Services District
MANAGEMENT'S DISCUSSION AND ANALYSIS
June 30, 2024

This section of Marinwood Community Services District's (the District's) basic financial statements presents management's overview and analysis of the financial activities of the organization for the fiscal year ended June 30, 2024. We encourage the reader to consider the information presented here in conjunction with the financial statements as a whole.

Introduction to the Basic Financial Statements

The required financial statements include the Combined Government-wide and Fund Financial statements; the Statement of Net Position and Governmental Funds Balance Sheet; and the Statement of Activities and Governmental Funds Statement of Revenues, Expenditures and Changes in Fund Balances.

These statements are supported by notes to the financial statements. All sections must be considered together to obtain a complete understanding of the financial picture of the District.

The Basic Financial Statements

The basic financial statements comprise the Government-wide Financial Statements and the Fund Financial Statements; these two sets of financial statements provide two different views of the District's financial activities and financial position.

The Government-wide Financial Statements provide a longer-term view of the District's activities as a whole, and comprise the Statement of Net Position and the Statement of Activities. The Statement of Net Position provides information about the financial position of the District as a whole, including all of its capital assets and long-term liabilities on the full accrual basis, similar to that used by corporations. The Statement of Activities provides information about all of the District's revenues and all of its expenses, also on the full accrual basis, with the emphasis on measuring net revenues or expenses of the District's programs. The Statement of Activities explains in detail the change in Net Position for the year.

All the District's activities are grouped into Government Activities, as explained below.

The Fund Financial Statements report the District's operations in more detail than the Government-wide Financial Statements and focus primarily on the short-term activities of the District's Major Funds. The Fund Financial Statements measure only current revenues and expenditures and fund balances; they exclude capital assets, long-term debt and other long-term amounts.

Major Funds account for the major financial activities of the District and are presented individually. Major Funds are explained below.

The Government-wide Financial Statements

Government-wide Financial Statements are prepared on the accrual basis, which means they measure the flow of all economic resources of the District as a whole.

The Statement of Net Position and the Statement of Activities present information about the following:

Governmental Activities

The District's basic services are considered to be governmental activities. These services are supported by specific revenues, state and federal grants, and general revenues from taxes and use of money.

Marinwood Community Services District
MANAGEMENT'S DISCUSSION AND ANALYSIS
 June 30, 2024

Fund Financial Statements

The Fund Financial Statements provide detailed information about each of the District's most significant funds, called Major Funds. The concept of Major Funds, and the determination of which are Major Funds, was established by Governmental Accounting Standards Board (GASB) Statement No. 34 and replaces the concept of combining like funds and presenting them in total. Instead, each Major Fund is presented individually, with all Non-major Funds summarized and presented only in a single column. Major Funds present the major activities of the District for the year, and may change from year to year as a result of changes in the pattern of the District's activities.

In the District's case, there are two Major Governmental Funds – the General Fund and the Debt Service Fund.

Governmental Fund Financial Statements are prepared on the modified accrual basis, which means they measure only current financial resources and uses. Capital assets and other long-lived assets, along with long-term liabilities, are not presented in the Governmental Fund Financial Statements.

Comparisons of Budget and Actual financial information are presented for the General Fund.

Analyses of Major Funds

Governmental Funds:

General Fund revenue increased by \$582,467 this fiscal year, due primarily to an increase in recreation service participation, a one-time grant for playground removal and property tax revenue.

General fund expenditure increased by \$939,473 from the prior year due to the playground remodel, emergency creek repairs and other inflationary increases.

Governmental Activities

Table 1
Governmental Net Position

	Governmental Activities	
	2024	2023
Current and other assets	\$ 9,159,149	\$ 8,722,448
Capital assets, net of accumulated depreciation	5,007,710	5,119,126
Total assets	14,166,859	13,841,574
Deferred outflows of resources	3,701,863	4,008,301
Current liabilities	1,337,182	1,358,433
Long-term liabilities	12,047,001	12,021,023
Total liabilities	13,384,183	13,379,456
Deferred inflows of resources	2,112,853	2,656,439
Net position:		
Net Investment in capital assets	4,434,458	4,445,761
Restricted	298,155	208,527
Unrestricted	(2,360,928)	(2,840,308)
Total net position	\$ 2,371,685	\$ 1,813,980

The District's governmental net position amounted to \$2,371,685 as of June 30, 2024, an increase of \$557,705 from 2023. This increase is the Change in Net Position reflected in the Governmental Activities column of the Statement of Activities shown in Table 2.

Marinwood Community Services District
MANAGEMENT'S DISCUSSION AND ANALYSIS
 June 30, 2024

The District's net assets as of June 30, 2024 comprised the following:

- Cash and investments of \$9,019,792, Restricted Measure A fund cash and investments of \$66,818, and accounts receivable of \$72,539.
- Capital assets of \$5,007,710, net of depreciation charges, which includes all the District's capital assets used in governmental activities.
- Deferred outflows of resources related to the net pension liability and OPEB liability of \$3,701,863 and deferred inflows of resources related to the net pension liability and OPEB liability of \$(2,112,853).
- Accounts payable and other current liabilities of \$298,260, as well as unearned revenue of \$1,038,923 .
- Long-term debt of \$573,252 and net pension liability and OPEB liability of \$11,473,749.
- Net investment in capital assets of \$4,434,458, representing the District's investment in capital assets used in Governmental Activities, net of amounts borrowed to finance that investment.
- The Restricted Net Position of \$298,155 represents the District's Measure A & MWPA funds.
- The Unrestricted Net Position is the part of the net position that can be used to finance day-to-day operations without constraints established by debt covenants or other legal requirements or restrictions. The District had \$(2,360,928) of unrestricted net position as of June 30, 2024.

The Statement of Activities presents program revenues and expenses and general revenues in detail. All of these are elements in the Changes in Governmental Net Position summarized below.

Table 2
Changes in Governmental Net Position

	Governmental Activities	
	2024	2023
<u>Expenses</u>		
Park	\$ 759,282	\$ 372,643
Recreation	2,501,382	2,408,892
Public safety	3,678,894	2,010,930
Street lighting	32,795	30,510
Measure A	81,305	106,669
Marin Wildfire Prevention Authority	98,115	46,115
Interest on long-term debt	14,891	17,470
Total expenses	7,166,664	4,993,229
<u>Revenues</u>		
Program revenues:		
Charges for services	2,713,320	2,664,184
Total program revenues	2,713,320	2,664,184
General revenues:		
Taxes and special assessments	4,361,271	4,113,455
Investment earnings and other general revenues	649,778	297,439
Total general revenues	5,011,049	4,410,894
Total revenue	7,724,369	7,075,078
Change in net position	\$ 557,705	\$ 2,081,849

As Table 2 above shows, \$2,713,320, or 35% of the District's governmental revenue, came from program revenues and \$5,011,049, or 65%, came from general revenues such as taxes and special assessments.

Marinwood Community Services District
MANAGEMENT'S DISCUSSION AND ANALYSIS
 June 30, 2024

General revenues are not allocable to programs. General revenues are used to pay for the net cost of governmental programs.

Capital Assets

GASB Statement No. 34 requires the District to record all its capital assets, which were not recorded in prior years. As of June 30, 2024, the cost of infrastructure and other capital assets recorded in the District's financial statements was as shown in Table 3 below:

Table 3
Capital Assets, Net

	June 30, 2024
<u>Governmental Activities</u>	
Land (not depreciated)	\$ 1,930,268
Buildings	5,494,196
Equipment	1,628,609
Other	434,107
Less: accumulated depreciation	<u>(4,479,470)</u>
Total Governmental Activity capital assets, net	<u>\$ 5,007,710</u>

Details on capital assets, current year additions and current year disposals can be found in Note 4.

Debt Administration

The District made all scheduled repayments of existing debt. Each of the District's debt issues is discussed in detail in Note 5 to the financial statements. As of June 30, 2024, the District's debt comprised:

Table 4
Outstanding Debt

	June 30, 2024
<u>Government Activities</u>	
Fire truck lease	\$ 41,511
CSDA lease	531,742
Net Pension Liability	6,427,441
Other Post Employment Benefits	<u>5,046,308</u>
Total Governmental Activity outstanding debt	<u>\$ 12,047,002</u>

Economic Outlook and Major Initiatives

Financial planning is based on specific assumptions from recent trends, State of California economic forecasts and historical growth patterns in the various communities served by the District.

The economic condition of the District as it appears on the balance sheet reflects financial stability. The District will continue to maintain a watchful eye over expenditures and remains committed to sound fiscal management practices to deliver the highest quality service to the citizens of the area.

Contacting the District's Financial Management

This comprehensive Annual Financial Report is intended to provide citizens, taxpayers, and creditors with a general overview of the District's finances. Questions about this Report should be directed to Marinwood Community Services District, 775 Miller Creek Road, San Rafael, CA 94903-1323.

Marinwood Community Services District

STATEMENT OF NET POSITION

June 30, 2024

	<u>Governmental Activities</u>
<u>ASSETS</u>	
Cash and investments	\$ 9,019,792
Restricted cash and investments	66,818
Accounts receivable	72,539
Non-current assets:	
Non-depreciable capital assets	1,930,268
Depreciable capital assets, net	<u>3,077,442</u>
Total assets	<u>14,166,859</u>
<u>DEFERRED OUTFLOWS OF RESOURCES</u>	
Deferred outflows of resources related to pensions	2,635,639
Deferred outflows of resources related to OPEB	<u>1,066,224</u>
Total deferred outflows of resources	<u>3,701,863</u>
<u>LIABILITIES</u>	
Accounts payable	123,369
Accrued expenses	14,870
Compensated absences	144,549
Accrued interest	15,472
Unearned revenue	1,038,923
Non-current liabilities:	
Due within one year	100,113
Due in more than one year	473,139
Net pension liability	6,427,441
Other post-employment benefit obligation	<u>5,046,308</u>
Total liabilities	<u>13,384,184</u>
<u>DEFERRED INFLOWS OF RESOURCES</u>	
Deferred inflows of resources related to pensions	301,215
Deferred inflows of resources related to OPEB	<u>1,811,638</u>
Total deferred inflows of resources	<u>2,112,853</u>
<u>NET POSITION</u>	
Net investment in capital assets	4,434,458
Restricted	298,155
Unrestricted	<u>(2,360,928)</u>
Total net position	<u>\$ 2,371,685</u>

The accompanying notes are an integral part of these financial statements.

Marinwood Community Services District
STATEMENT OF ACTIVITIES
For the Fiscal Year Ended June 30, 2024

<u>Functions/Programs</u>	Program Revenues			Net (Expense) Revenue and Changes in Net Assets
	Expenses	Charges for Services	Capital Grants & Contributions	Governmental Activities
Governmental activities:				
Park	\$ 759,282	\$ -	\$ -	\$ (759,282)
Recreation	2,501,382	1,854,787	-	(646,595)
Public safety	3,678,894	858,533	-	(2,820,361)
Street lighting	32,795	-	-	(32,795)
Measure A	81,305	-	-	(81,305)
Marin Wildfire Prevention Authority	98,115	-	-	(98,115)
Interest on long-term debt	14,891	-	-	(14,891)
Total governmental activities	<u>\$ 7,166,664</u>	<u>\$ 2,713,320</u>	<u>\$ -</u>	<u>\$ (4,453,344)</u>
General revenues:				
Taxes				2,574,773
Special assessments				1,786,498
Investment earnings, net				272,664
Other general revenues				377,114
Total general revenues				<u>5,011,049</u>
Change in net position				557,705
Net position, beginning of period				1,813,980
Net position, end of period				<u>\$ 2,371,685</u>

The accompanying notes are an integral part of these financial statements.

Marinwood Community Services District
GOVERNMENTAL FUNDS BALANCE SHEET
 June 30, 2024

	General Fund	Measure A Fund	Total Governmental Funds
<u>ASSETS</u>			
Cash and investments	\$ 9,019,792	\$ -	\$ 9,019,792
Restricted cash and investments	-	66,818	66,818
Accounts receivable	72,539	-	72,539
Total assets	\$ 9,092,331	\$ 66,818	\$ 9,159,149
<u>LIABILITIES AND FUND BALANCES</u>			
Liabilities:			
Accounts payable	\$ 123,368	\$ -	\$ 123,368
Accrued expenses	14,870	-	14,870
Unearned revenue	1,038,923	-	1,038,923
Total liabilities	1,177,161	-	1,177,161
Fund balances:			
Restricted	231,337	66,818	298,155
Assigned for Board Designated reserves	700,000	-	700,000
Unassigned	6,983,833	-	6,983,833
Total fund balances	7,915,170	66,818	7,981,988
Total liabilities and fund balances	\$ 9,092,331	\$ 66,818	\$ 9,159,149

The accompanying notes are an integral part of these financial statements.

Marinwood Community Services District
RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET
WITH THE GOVERNMENTAL ACTIVITIES STATEMENT OF NET POSITION
 June 30, 2024

Total Governmental Funds Fund Balances	\$ 7,981,988
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Amounts reported for Governmental Activities in the Statement of Net Position are different from those reported in the Governmental Funds above because of the following:

Capital Assets

Capital assets used in Governmental Activities are not current assets or financial resources and therefore are not reported in the Governmental Funds.	5,007,710
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Long-Term Liabilities

The liabilities below are not due and payable in the current period and therefore are not reported in the Fund Financial Statements.

Deferred outflows of resources related to pensions	2,635,639
Deferred outflows of resources related to OPEB	1,066,224
Long-term debt	(573,253)
Accrued interest	(15,472)
Compensated absences	(144,549)
Net pension liability	(6,427,441)
Other post-employment benefit obligation	(5,046,308)
Deferred inflows of resources related to pensions	(301,215)
Deferred inflows of resources related to OPEB	<u>(1,811,638)</u>

Net Position of Governmental Activities	<u>\$ 2,371,685</u>
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The accompanying notes are an integral part of these financial statements.

Marinwood Community Services District
GOVERNMENTAL FUNDS STATEMENT OF REVENUES,
EXPENDITURES, AND CHANGES IN FUND BALANCES
For the Fiscal Year Ended June 30, 2024

	General Fund	Measure A Fund	Total Governmental Funds
Revenues:			
Taxes	\$ 2,447,664	\$ 127,109	\$ 2,574,773
Special assessments	1,786,498	-	1,786,498
Charges for services	2,713,320	-	2,713,320
Investment earnings, net	272,664	-	272,664
Other general revenues	377,114	-	377,114
Total revenues	<u>7,597,260</u>	<u>127,109</u>	<u>7,724,369</u>
Expenditures:			
Park	1,021,521	-	1,021,521
Recreation	2,275,632	-	2,275,632
Public safety	3,359,873	-	3,359,873
Street lighting	25,011	-	25,011
Measure A	-	81,305	81,305
Marin Wildfire Prevention Authority	98,115	-	98,115
Capital outlay	277,808	-	277,808
Debt service:			
Principal	100,112	-	100,112
Interest	16,290	-	16,290
Total expenditures	<u>7,174,362</u>	<u>81,305</u>	<u>7,255,667</u>
Excess (deficiency) of revenues over (under) expenditures	422,898	45,804	468,702
Fund balance, beginning of period	<u>7,492,272</u>	<u>21,014</u>	<u>7,513,286</u>
Fund balance, end of period	<u>\$ 7,915,170</u>	<u>\$ 66,818</u>	<u>\$ 7,981,988</u>

The accompanying notes are an integral part of these financial statements.

Marinwood Community Services District
RECONCILIATION OF THE NET CHANGE IN FUND BALANCES WITH
THE CHANGE IN NET POSITION OF GOVERNMENTAL ACTIVITIES
For the Fiscal Year Ended June 30, 2024

The schedule below reconciles the Net Changes in Fund Balances reported on the Governmental Funds Statement of Revenues, Expenditures and Changes in Fund Balance, which measures only changes in current assets and current liabilities on the modified accrual basis, with the Change in Net Assets of Governmental Activities reported in the Statement of Activities, which is prepared on the full accrual basis.

Net Change in Fund Balances	\$ 468,702
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Amounts reported for governmental activities in the Statement of Activities are different because:

Capital Assets Transactions

Governmental Funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is capitalized and allocated over their estimated useful lives and reported as depreciation expense:

The capital outlay expenditures are therefore added back to fund balance	277,808
Depreciation expense is deducted from the fund balance	(389,224)

Long-Term Debt Proceeds and Payment

Bond proceeds provide current financial resources to governmental funds, but issuing debt increases long-term liabilities in the Statement of Net Position. Repayment of bond principal is an expenditure in the governmental funds, but in the Statement of Net Position the repayment reduces long-term liabilities:

Repayment of debt principal is added back to fund balance	100,112
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Accrual of Non-Current Items

The amounts below included in the Statement of Activities do not provide (or require) the use of current financial resources and therefore are not reported as revenue or expenditures in the governmental funds (net change):

Accrued interest	1,399
Compensated absences	(12,149)
Pension expense	(253,778)
Other post-employment benefits	364,835

Change in Net Position of Governmental Activities	\$ 557,705
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The accompanying notes are an integral part of these financial statements.

Marinwood Community Services District
NOTES TO FINANCIAL STATEMENTS
June 30, 2024

NOTE 1 - GENERAL

Marinwood Community Services District (the District) was formed on February 23, 1960, and is regulated under sections 61000 through 61891 of the California Government Code. The District is governed by an elected board of directors. The District does not exercise oversight responsibility over any other government unit, thus, its financial statements do not include any financial activity of any other agency. It is not a component unit of any other reporting entity.

The District offers a wide variety of recreational activities for people of all ages, from preschoolers through senior citizens. Some of the major activities include parks, playgrounds, swimming pools, recreation buildings, development of open space, and a wide range of recreation programs and activities. The District also provides fire protection, emergency services, and street lighting services.

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accompanying policies of the District conform to U.S. generally accepted accounting principles and are applicable to governments. The following is a summary of the significant policies:

A. Basis of Presentation

The District's basic financial statements are prepared in conformity with U.S. generally accepted accounting principles. The Governmental Accounting Standards Board (GASB) is the acknowledged standard setting body for establishing accounting and financial reporting standards followed by governmental entities in the U.S.A.

These standards require that the financial statements described below be presented.

Government-wide Statements

The Statement of Net Position and the Statement of Activities display information about the primary government (the District). These statements include the financial activities of the overall District.

These statements distinguish between the governmental and business-type activities of the District. Governmental activities generally are financed through taxes, intergovernmental revenues, and other nonexchange transactions. Business-type activities are financed in whole or in part by fees charged to external parties. The District has no fiduciary or business-type activities.

The Statement of Activities presents a comparison between direct expenses and program revenues for each segment of the business-type activities of the District and for each function of the District's governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Program revenues include (a) charges paid by the recipients of goods or services offered by the programs; (b) grants and contributions that are restricted to meeting the operational needs of a particular program; and (c) fees, grants and contributions that are restricted to financing the acquisition or construction of capital assets. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

Fund Financial Statements

The underlying accounting system of the District is organized and operated on the basis of separate funds, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditure or expenses, as appropriate. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and how spending activities are controlled.

Marinwood Community Services District
NOTES TO FINANCIAL STATEMENTS
June 30, 2024

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

A. Basis of Presentation (concluded)

The Fund Financial Statements are presented after the government-wide financial statements. These statements display information about major funds individually in a separate column and non-major funds in the aggregate for governmental funds.

B. Major Funds

GASB Statement No. 34 defines major funds and requires that the District's major governmental and business-type funds be identified and presented separately in the fund financial statements. All other funds, called non-major funds, are combined and reported in a single column, regardless of their fund-type.

Major funds are defined as funds that have assets, liabilities, revenues or expenditures/ expenses equal to ten percent of their fund-type total and five percent of the grand total. The General Fund is always a major fund. The District may also select other funds it believes should be presented as major funds.

The District reported the following major governmental funds in the accompanying financial statements:

General Fund: This is used for all the general revenues of the District not specifically levied or collected for other District funds and the related expenditure. The General Fund accounts for all financial resources of a governmental unit that are not accounted for in another fund.

Measure A Fund: This fund is used to account for resources used to complete Measure A projects.

C. Basis of Accounting

The government-wide financial statements are reported using the economic resources measurement focus and the full accrual basis of accounting. Revenues are recorded when *earned* and expenses are recorded at the times liabilities are *incurred*, regardless of when the related cash flow takes place.

Governmental funds are reported using the *current financial resources* measurement focus and the *modified accrual* basis of accounting. Under this method, revenues are recognized when "measurable" and "available". The District considers all revenues reported in the governmental funds to be available if the revenues are collected within sixty days after year-end. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on general long-term debt, claims and judgments, and compensated absences, which are recognized as expenditures to the extent they have matured. General capital asset acquisitions are reported as *expenditures* in governmental funds. Proceeds of general long-term debt and acquisitions under capital leases are reported as *other financing sources*.

Those revenues susceptible to accrual are property taxes, certain other intergovernmental revenues, certain charges for services and interest revenue.

Non-exchange transactions, in which the District gives or receives value without directly receiving or giving equal value in exchange, include taxes, grants, entitlements, and donations. On the accrual basis, revenue from taxes is recognized in the fiscal year for which the taxes are levied or assessed. Revenue from grants, entitlements, and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied.

Marinwood Community Services District
NOTES TO FINANCIAL STATEMENTS
 June 30, 2024

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

C. Basis of Accounting (concluded)

The District may fund programs with a combination of cost-reimbursement grants, categorical block grants, and general revenues. Thus, both restricted and unrestricted net position may be available to finance program expenditures. The District's policy is to first apply restricted grant resources to such programs, followed by general revenues if necessary.

Certain indirect costs are included in program expenses reported for individual functions and activities.

D. Budgets and Budgetary Accounting

Budgets are used to control spending. Unexpended allocations lapse at the end of each fiscal year and are not carried forward to the following period. Preliminary budgets are determined by the first day of July. A notice of this budget is published, and no less than one month thereafter, the District's Board of Directors approves the final budget. The final budget is reported by the tenth day of August.

The District's budget, as included in these financial statements, represents the budget approved by the Board of Directors. The adopted budget is made for the District as a whole. The District uses the same basis of accounting for budget and financial statement purposes. All appropriations lapse at year-end. Actual General Fund expenditures were above appropriations by \$651,338.

E. Property Taxes

Property Taxes are levied each November 1 on the assessed values as of the prior March 1. The County of Marin's property tax calendar is as follows:

	<u>Secured</u>	<u>Unsecured</u>
Valuation dates	March 1	March 1
Lien/levy dates	March 1	March 1
First installment due date	50% on November 1	July 1 (total due)
Delinquent as of	December 10	August 31
Second installment due date	50% on February 1	
Delinquent as of	April 10	

F. Compensated Absences

Accumulated vacation benefits are recognized as a liability of the District. The liability is included in the General Fund. At June 30, 2024, the total accrued vacation subject to redemption amounted to approximately \$144,549. Changes in compensated absences are as follows:

	<u>Balance at June 30, 2023</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance at June 30, 2024</u>
Compensated absences	\$ 132,400	\$ 12,149	\$ -	\$ 144,549

G. Unearned Revenue

Unearned revenues represent park and recreation fees received, but not yet earned. Unearned revenue at June 30, 2024 was \$1,038,923.

Marinwood Community Services District
NOTES TO FINANCIAL STATEMENTS
June 30, 2024

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (concluded)

H. Contingent Liabilities

The District is subject to litigation arising in the normal course of business. In the opinion of the District's management there is no pending litigation that can currently be determined to have a material adverse effect on the financial position of the District.

I. Use of Estimates

The basic financial statements have been prepared in conformity with U.S. generally accepted accounting principles, and as such, include amounts based on informed estimates and judgments of management with consideration given to materiality. Actual results could differ from those estimates.

J. Deferred Outflows and Inflows of Resources

Pursuant to GASB Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*, and GASB Statement No. 65, *Items Previously Reported as Assets and Liabilities*, the District recognizes deferred outflows and inflows of resources.

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. A deferred outflow of resources is defined as a consumption of net position by the government that is applicable to a future reporting period.

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. A deferred inflow of resources is defined as an acquisition of net position by the District that is applicable to a future reporting period.

K. Pensions

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Marinwood Community Services District's California Public Employees' Retirement System (CalPERS) plans (Plans) and additions to/deductions from the Plans' fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when they are due and payable in accordance with the benefit terms. Investments are reported at fair value.

L. Long-Term Obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the statement of net position.

M. Receivable and Payable Balances

The District believes that sufficient detail of receivable and payable balances is provided in the financial statements to avoid the obscuration of significant components by aggregation. Therefore, no disclosure is provided which disaggregates those balances.

There are no significant receivables which are not scheduled for collection within one year of the year end. All trade and tax receivables are shown net of an allowance for uncollectible accounts and estimated refunds due.

Marinwood Community Services District
NOTES TO FINANCIAL STATEMENTS
June 30, 2024

NOTE 3 - CASH AND INVESTMENTS

Cash and investments at June 30, 2024 consisted of the following:

Pooled cash in the County of Marin	\$ 8,683,066
Demand deposit accounts	<u>336,726</u>
Total	<u>\$ 9,019,792</u>
Restricted:	
Measure A	<u>\$ 66,818</u>

Authorized Investments:

Under the provision of the District's Investment Policy, and in accordance with Section 53601 of the California Government Code, the District may invest in the following types of investments:

Securities of the U.S. Government or its agencies; time certificates of deposit; County of Marin Cash and Investment Pool; and California Local Agency Investment Fund deposits.
The District's investment policy is consistent with the County of Marin's investment policy.

County of Marin Investment Pool:

The District maintains specific cash deposits with the County of Marin (the County) and involuntarily participates in the external investment pool of the County. The balance deposited and invested with the County at June 30, 2024 was \$8,749,884. The County is restricted by the state code in the types of investments it can make. Furthermore, the County Treasurer has a written investment policy, approved by the Board of Supervisors, which is more restrictive than the state code as to terms of maturity and type of investment. Also, the County has an investment committee, which performs regulatory oversight for its pool as required by California Government Code Section 27134. The County's investment policy authorizes the County to invest in obligations of the U.S. Treasury, its agencies and instrumentalities, certificates of deposit, commercial paper rated A-1 by Standard & Poor's Corporation or P-1 by Moody's Commercial Paper Record, bankers' acceptances, repurchase agreements, and the State Treasurer's investment pool. At June 30, 2024, the District's cash with the County Treasurer is stated at fair value. However, the value of the pool shares in the County that may be withdrawn is determined on an amortized cost basis, which is different than the fair value of the District's position in the pool.

Custodial Credit Risk – Deposits:

Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for deposits and investments is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party.

The California Government Code requires California banks and savings and loan associations to secure an entity's deposits by pledging government securities with a value of 110% of an entity's deposits. California law also allows financial institutions to secure entity deposits by pledging first trust deed mortgage notes having a value of 150% of an entity's total deposits. The entity's Treasurer may waive the collateral requirement for deposits which are fully insured up to \$250,000 by the FDIC. The collateral for deposits in federal and state-chartered banks is held in safekeeping by an authorized agent of depository recognized by the State of California Department of Banking. The collateral for deposits with savings and loan associations is generally held in safekeeping by the Federal Home Loan Bank in San Francisco, California as an agent of depository. These securities are physically held in an undivided pool for all California public agency depositors. Under Government Code Section 53655, the placement of securities by a bank or savings and loan association with an agent of depositor has the effect of perfecting the security interest in the name of the local government agency. Accordingly, all collateral held by California agents of depository is held for, and in the name of, the local government.

Marinwood Community Services District
NOTES TO FINANCIAL STATEMENTS
June 30, 2024

NOTE 3 - CASH AND INVESTMENTS (concluded)

Credit Risk – Investments:

Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The actual ratings as of June 30, 2024 are provided by Standard and Poor's except as noted. All District investment types are not rated.

Fair Value Measurements:

GASB Statement No. 72, *Fair Value Measurements and Application*, establishes a fair value hierarchy consisting of three broad levels: Level 1 inputs consist of quoted prices (unadjusted) for identical assets and liabilities in active markets that a government can access at the measurement date, Level 2 inputs consist of inputs other than quoted prices that are observable for an asset or liability, either directly or indirectly, that can include quoted prices for similar assets or liabilities in active or inactive markets, or market-corroborated inputs, and Level 3 inputs have the lowest priority and consist of unobservable inputs for an asset or liability.

The District did not have investments subject to recurring fair value measurements as of June 30, 2024.

Concentration of Credit Risk:

This risk is the risk of loss attributed to the magnitude of a government's investment in a single issuer. At year end, the District was not exposed to concentration of credit risk.

Interest Rate Risk:

This is the risk that changes in interest rates will adversely affect the fair value of an investment. At year end, the District was not exposed to interest rate risk.

Foreign Currency Risk:

This is the risk that exchange rates will adversely affect the fair value of an investment. At year end, the District was not exposed to foreign currency risk.

NOTE 4 - CAPITAL ASSETS

All capital assets are valued at historical cost or estimated historical cost if actual historical cost is not available. Contributed capital assets are valued at their estimated fair market value on the date contributed. Effective July 1, 2016, the District's policy was updated to capitalize all land, structures and improvements more than \$5,000 and that have greater than one-year useful life.

GASB Statement No. 34 requires that all capital assets with limited useful lives be depreciated over their estimated useful lives. Alternatively, the "modified approach" may be used for certain capital assets. Depreciation is not provided under this approach, but all expenditures on these assets are expensed, unless they are additions or improvements. The purpose of depreciation is to spread the cost of capital assets equitably among all users over the life of these assets. The amount charged to depreciation expense each year represents that year's pro-rata share of the cost of capital assets. Depreciation expense for the current year was \$389,224.

Depreciation is provided using the straight-line method, which means the cost of the asset is divided by its expected useful life in years and the result is charged to expense each year until the asset is fully depreciated. The District has assigned the useful lives listed below to capital assets:

Buildings	15-30 years
Improvements	5-30 years
Equipment	5-20 years
Infrastructure	25-50 years

Marinwood Community Services District
NOTES TO FINANCIAL STATEMENTS
June 30, 2024

NOTE 4 - CAPITAL ASSETS (concluded)

An analysis of fixed assets at June 30, 2024, is as follows:

<u>Governmental Activities</u>	Balance at June 30, 2023	Additions	Deletions	Balance at June 30, 2024
Capital assets, not being depreciated:				
Land	\$ 1,930,268	\$ -	\$ -	\$ 1,930,268
Total capital assets, not being deprec.	<u>1,930,268</u>	<u>-</u>	<u>-</u>	<u>1,930,268</u>
Capital assets, being depreciated:				
Buildings	5,263,446	230,750	-	5,494,196
Equipment – Fire	1,175,894	22,096	-	1,197,990
Equipment – Park	187,352	-	-	187,352
Equipment – Recreation	171,219	24,962	-	196,181
Hydrants	47,086	-	-	47,086
Office furniture and equipment	314,363	-	-	314,363
Streetlights	<u>119,744</u>	<u>-</u>	<u>-</u>	<u>119,744</u>
Total capital assets, being depreciated	<u>7,279,104</u>	<u>277,808</u>	<u>-</u>	<u>7,556,912</u>
Less accumulated depreciation for:				2,788,092
Buildings	2,714,130	73,962	-	1,039,832
Equipment – Fire	745,640	294,192	-	180,420
Equipment – Park	171,442	8,978	-	166,612
Equipment – Recreation	164,013	2,599	-	39,749
Hydrants	39,281	468	-	182,661
Office furniture and equipment	178,894	3,767	-	<u>82,104</u>
Streetlights	<u>76,846</u>	<u>5,258</u>	<u>-</u>	<u>4,479,470</u>
Total accumulated depreciation	<u>4,090,246</u>	<u>389,224</u>	<u>-</u>	<u>3,077,442</u>
Total capital assets being deprec., net	<u>3,188,858</u>	<u>(111,416)</u>	<u>-</u>	<u>5,494,196</u>
Capital assets, net	<u>\$ 5,119,126</u>	<u>\$ (111,416)</u>	<u>\$ -</u>	<u>\$ 5,007,710</u>
<u>Depreciation allocation:</u>				
Park				\$ 15,569
Recreation				225,750
Public Safety				140,121
Street Lighting				<u>7,784</u>
Total				<u>\$ 389,224</u>

NOTE 5 - LONG-TERM DEBT

The District's changes in long-term debt are as follows:

<u>Governmental Activities</u>	Balance at June 30, 2023	Additions	Deletions	Balance at June 30, 2024	Current
Fire truck lease	\$ 81,810	\$ -	\$ 40,299	\$ 41,511	\$ 41,511
CSDA lease	591,555	-	59,813	531,742	61,213
Other Post Employment Benefits	5,271,998	-	225,690	5,046,308	-
Net Pension Liability	<u>6,075,660</u>	<u>351,781</u>	<u>-</u>	<u>6,427,441</u>	<u>-</u>
Total	<u>\$12,021,023</u>	<u>\$ 351,781</u>	<u>\$ 325,802</u>	<u>\$12,047,002</u>	<u>\$ 102,724</u>

Marinwood Community Services District
NOTES TO FINANCIAL STATEMENTS
 June 30, 2024

NOTE 5 - LONG-TERM DEBT (concluded)

Fire Truck Lease

In August 2014 the District entered a lease purchase of a fire truck. The lease is for ten years, and the interest rate is 3%. The total lease obligation was \$364,692 with annual payments made in September. The amortization schedule is as follows:

<u>Year Ending June 30</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2025	\$ 41,511	\$ 1,252	\$ 42,763
Total	<u>\$ 41,511</u>	<u>\$ 1,252</u>	<u>\$ 42,763</u>

CSDA Lease

In June 2021, the District entered into a lease agreement with CSDA Finance Corporation to finance the construction costs of a new maintenance facility. The lease term is for ten years with an annual interest rate of 2.34% and total lease obligation of \$650,000. Annual payments are made in July. The amortization schedule is as follows:

<u>Year Ending June 30</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2025	\$ 61,213	\$ 12,443	\$ 73,655
2026	62,645	11,010	73,655
2027	64,111	9,544	73,655
2028	65,611	8,044	73,655
2029	67,147	6,509	73,655
2030	68,718	4,938	73,655
2031	70,326	3,330	73,655
2032	71,972	1,684	73,655
Total	<u>\$ 531,742</u>	<u>\$ 57,502</u>	<u>\$ 589,245</u>

NOTE 6 - DEFINED BENEFIT PENSION PLAN

Plan Description: All qualified permanent and probationary employees are eligible to participate in the District's following cost-sharing multiple employer defined benefit pension plans (Plans):

- District Miscellaneous (Tier 1)
- District Safety (Tier 1)
- District Safety (Tier 2)
- District Miscellaneous PEPRA
- District Safety PEPRA

The Plans are administered by the California Public Employees' Retirement System (CalPERS). Benefit provisions under the Plans are established by State Statute and District resolution.

CalPERS issues publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions and membership information that can be found on CalPERS' website.

Benefits Provided - CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full-time employment. Members with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. All members are eligible for non-duty disability benefits after 10 years of service. The death benefit is one of the following: the Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The cost-of-living adjustments for each plan are applied as specified by the Public Employees' Retirement Law.

Marinwood Community Services District
NOTES TO FINANCIAL STATEMENTS
 June 30, 2024

NOTE 6 - DEFINED BENEFIT PENSION PLAN (continued)

The applicable PERS plan depends on the employee classification and hire date. In some situations, hiring of an employee who was previously an active member in PERS results in the "Classic" Plan benefit regardless of the date of hiring. The Plan provisions and benefits in effect at June 30, 2024, are summarized as follows:

	<u>District Miscellaneous</u>	
	<u>Prior to</u>	<u>On or after</u>
	<u>January 1, 2013</u>	<u>January 1, 2013</u>
Hire date		
Benefit formula	2% 60	2% @ 62
Benefit vesting schedule	5 years' service	5 years' service
Benefit payments	monthly for life	monthly for life
Retirement age	50 - 55	52 - 67
Monthly benefits, as a % of eligible compensations	2.0% to 2.7%	1.0% to 2.5%
Required employee contribution rates	7.000%	6.750%
Required employer contribution rates	9.120%	7.470%

	<u>District Safety</u>	
	<u>Prior to</u>	<u>On or after</u>
	<u>January 1, 2013</u>	<u>January 1, 2013</u>
Hire date		
Benefit formula	3% 50	2.7% 57
Benefit vesting schedule	5 years' service	5 years' service
Benefit payments	monthly for life	monthly for life
Retirement age	50 - 55	50 - 57
Monthly benefits, as a % of eligible compensations	3%	2.0% to 2.7%
Required employee contribution rates	9.000%	13.000%
Required employer contribution rates	22.470% for Tier 1 20.640% for Tier 2	12.780%

The District's Miscellaneous and Safety Rate Plans are part of the public agency cost-sharing multiple-employer defined benefit pension plan (PERF C), which is administered by the California Public Employees' Retirement System (CalPERS). PERF C consists of a miscellaneous pool and a safety pool (also referred to as "risk pools"), which are comprised of individual employer miscellaneous and safety rate plans, respectively. Individual employers may sponsor more than one miscellaneous and safety rate plan. The employer participates in one cost-sharing multiple-employer defined benefit pension plan regardless of the number of rate plans the employer sponsors. The District sponsors five rate plans (two miscellaneous and three safety).

Contributions - Section 20814(c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for the Plans are determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The District is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

Marinwood Community Services District
NOTES TO FINANCIAL STATEMENTS
 June 30, 2024

NOTE 6 - DEFINED BENEFIT PENSION PLAN (continued)

For the year ended June 30, 2024, the contributions recognized as part of pension expense for each Plan were as follows:

	Contributions - Employer
Miscellaneous	\$ 153,725
Safety	588,184
Total	\$ 741,909

As of June 30, 2024, the District reported net pension liabilities for its proportionate shares of the net pension liability of the Plans as follows:

	Proportionate Share of Net Pension Liability
Miscellaneous	\$ 1,332,211
Safety	5,905,230
Total	\$ 6,427,441

The District's net pension liability for the Plans is measured as the proportionate share of the net pension liability. The net pension liability of the Plans is measured as of June 30, 2023, and the total pension liability for each Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2022 rolled forward to June 30, 2023 using standard update procedures. The District's proportion of the net pension liability was based on a projection of the District's long-term share of contributions to the pension plans relative to the projected contributions of all participating employers, actuarially determined. The District's proportionate share of the net pension liability for each Plan as of June 30, 2022 and June 30, 2023 was as follows:

	Miscellaneous	Safety	Total
Proportion - June 30, 2022	0.02707%	0.06999%	0.05260%
Proportion - June 30, 2023	0.02664%	0.06816%	0.05152%
Change – Increase/(Decrease)	-0.00043%	-0.00182%	-0.00108%

For the year ended June 30, 2024, the District recognized pension expense/(credit) of \$995,687. At June 30, 2024, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension contributions subsequent to the measurement date	\$ 741,909	\$ -
Differences between expected and actual experience	442,140	42,583
Changes in assumptions	377,796	-
Change in employer proportion	81,759	94,565
Differences between actual contributions vs. proportionate share of contributions	79,057	164,067
Net difference between projected and actual earnings on plan investments	912,978	-
Total	\$ 2,635,639	\$ 301,215

Marinwood Community Services District
NOTES TO FINANCIAL STATEMENTS
 June 30, 2024

NOTE 6 - DEFINED BENEFIT PENSION PLAN (continued)

The District reported \$741,909 as deferred outflows of resources related to contributions subsequent to the measurement date that will be recognized as a reduction of the net pension liability in the year ended June 30, 2025.

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

<u>Year Ended June 30</u>	<u>Miscellaneous</u>	<u>Safety</u>	<u>Total</u>
2025	\$ 73,266	\$ 413,854	\$ 487,120
2026	52,886	295,466	348,352
2027	162,388	569,002	731,390
2028	6,189	19,463	25,652
Total	<u>\$ 294,729</u>	<u>\$ 1,297,785</u>	<u>\$ 1,592,514</u>

Actuarial Assumptions - For the measurement period ended June 30, 2023, the total pension liabilities were determined by rolling forward the June 30, 2022 total pension liability. The June 30, 2023 total pension liability was based on the following actuarial methods and assumptions:

Valuation Date	June 30, 2022
Measurement Date	June 30, 2023
Actuarial Cost Method	Entry Age Normal
Actuarial Assumptions:	
Discount Rate	6.90%
Inflation	2.30%
Salary Increases	Varies by Entry Age and Service
Mortality Rate Table	Derived using CalPERS' Membership Data for all Funds
Investment Rate of Return	6.90%
Increase	Contract COLA up to 2.3% until purchasing power. Protection allowance floor on power applies.

The mortality table used was developed based on CalPERS' specific data. The table includes 15 years of mortality improvements using Society of Actuaries Scale 90% of scale MP 2016. For more details on this table, please refer to the December 2017 experience study report (based on CalPERS demographic data from 1997 to 2015) that can be found on the CalPERS website.

The EARSL for PERF C for June 30, 2023, measurement date is 3.8 years.

Discount Rate - The discount rate used to measure the total pension liability as of June 30, 2023 was 6.90% for each Plan. This discount rate is not adjusted for administrative expenses. The Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return for those pension plans' investments were applied to all periods of projected benefit payments to determine the total pension liability. To determine whether the municipal bond rate should be used in the calculation of a discount rate for each plan, CalPERS stress tested plans that would most likely result in a discount rate that would be different from the actuarially assumed discount rate. Based on the testing, none of the tested plans run out of assets. Therefore, the current 7.15 percent discount rate is adequate, and the use of the municipal bond rate calculation is not necessary. The long-term expected discount rate of 7.15 percent will be applied to all plans in the Public Employees' Retirement Fund (PERF). The stress test results are presented in a detailed report called "GASB Crossover Testing Report" that can be obtained from the CalPERS website under the GASB 68 section.

Marinwood Community Services District
NOTES TO FINANCIAL STATEMENTS
 June 30, 2024

NOTE 6 - DEFINED BENEFIT PENSION PLAN (concluded)

In determining the expected long-term rate of return, CalPERS considered both short-term and long-term market return expectations as well as the expected pension fund (PERF) cash flows. Using historical and forecast information for all the funds' asset classes (which includes the agent plan and two cost-sharing plans or PERF A, B, and C funds), expected compound (geometric) returns were calculated over the short term (first 10 years) and the long-term (11+ years) using a building-block approach. Using the expected nominal returns for both short term and long term, the present value of benefits was calculated for each PERF fund. The expected rate of return was set by calculating the rounded single equivalent expected return that arrived at the same present value of benefits of cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equal to the single equivalent rate calculated above and adjusted to account for assumed administrative expenses.

The table below reflects long-term expected real rates of return by asset class. The rates of return were calculated using the capital market assumptions applied to determine the discount rate.

<u>Asset Class</u>	<u>Assumed Asset Allocation</u>	<u>Real Return Years 1-10 ^{1,2}</u>
Global equity – cap-weighted	30.00%	4.45%
Global equity – non-cap-weighted	12.00%	3.84%
Private Equity	13.00%	7.28%
Treasury	5.00%	0.27%
Mortgage-backed Securities	5.00%	0.50%
Investment Grade Corporates	10.00%	1.56%
High Yield	5.00%	2.27%
Emerging Market Debt	5.00%	2.48%
Private Debt	5.00%	3.57%
Real assets	15.00%	3.21%
Leverage	-5.00%	-0.59%

1. An expected inflation of 2.30% used for this period.
2. Figures are based on the 2021-22 Asset Liability Management study.

Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents the District's proportionate share of the net pension liability for each Plan, calculated using the discount rate for each Plan, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower or 1 percentage point higher than the current rate:

<u>Plan's Net Pension Liability</u>	<u>Discount Rate -1% 5.90%</u>	<u>Current Discount Rate 6.90%</u>	<u>Discount Rate +1% 7.90%</u>
Miscellaneous	\$ 1,959,857	\$ 1,332,211	\$ 815,605
Safety	7,420,985	5,095,230	3,193,759
Total	<u>\$ 9,380,842</u>	<u>\$ 6,427,441</u>	<u>\$ 4,009,364</u>

Pension Plan Fiduciary Net Position

Detailed information about each pension plan's fiduciary net position is available in the separately issued CalPERS financial report.

Marinwood Community Services District
NOTES TO FINANCIAL STATEMENTS
June 30, 2024

NOTE 7 - POST-EMPLOYMENT BENEFITS OTHER THAN PENSION BENEFITS

Post-employment Benefits Other Than Pensions (OPEB)

For purposes of measuring the net OPEB liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense information about the fiduciary net position of the Marinwood Community Services District Retiree Benefits Plan (the Plan) and additions to/deductions from the Plan's fiduciary net position have been determined on the same basis as they are reported by the Plan. For this purpose, the Plan recognizes benefit payments when due and payable in accordance with the benefit terms. Investments are reported at fair value, except for money market investments and participating in interest-earning investment contracts that have a maturity at the time of purchase of one year or less, which are reported at cost.

Plan Description

The District pays 90% of miscellaneous employees' cost and 80% of the safety employees' cost for post-retirement health care benefits for its retirees and their dependents.

Employees Covered by Benefit Terms

At June 30, 2023 (the measurement date), the benefit terms covered the following employees:

Number of active members	17
Number of retired members and beneficiaries	14
Inactive participants with deferred benefits	<u>0</u>
Total participants	<u><u>31</u></u>

Contributions

The District establishes rates based on an actuarially determined rate.

For the year ended June 30, 2024 the District's expected contribution rate is 25% of covered-employee payroll. Employees pay the difference between the benefit they receive and the monthly premium.

Net OPEB Liability

The District's net OPEB liability was measured as of June 30, 2024, and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation as of June 30, 2023.

Actuarial Assumptions

The total OPEB liability in the June 30, 2023 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement, unless otherwise specified:

Marinwood Community Services District
NOTES TO FINANCIAL STATEMENTS
 June 30, 2024

NOTE 7 - POST-EMPLOYMENT BENEFITS OTHER THAN PENSION BENEFITS (continued)

Actuarial Cost Method	Entry Age Normal
Amortization Methodology	Straight-line amortization
Plan Fiduciary Net Position	Market value of assets as of the measurement date
Measurement Date	June 30, 2023
Valuation Date	June 30, 2023
Funding Policy	The final equivalent single discount rate used for accounting disclosure is 4.65% with the expectation that the District will continue to pay for benefit payments from outside of the Trust and contribute \$100,000 annually to the Trust in perpetuity. Under this Funding Policy, the OPEB Trust is not expected to be depleted in the future.
Discount Rate	4.65%
Net Investment Return	5.50%
Inflation	Assumed 2.50% annual inflation.
Payroll Increases	2.80% annual increases.
Administrative Expenses	Administrative expenses were \$118 for the measurement period ending June 30, 2023.
Healthcare trend rates	Based on the Gretzen model that reflects actual premium increases through 2024 followed by 7.0% (non-Medicare)/6.0% (Medicare) in 2024, decreasing gradually to ultimate rate of 3.94% (non-Medicare)/4.00% (Medicare)
Health Plan Participation	Assumed that 100% of eligible participants will participate.
Medicare Coverage	Assumed that all future and existing retirees will be eligible for Medicare when they reach the age of 65.
Termination	CalPERS Experience study and Review of Actuarial Assumptions 2021
Disability	CalPERS Experience study and Review of Actuarial Assumptions 2021
Mortality	The mortality rates used in this valuation are those produced in 2021 CalPERS experience study.
Retirement	Used the retirement rates that were based on the PERS Experience Study and Review of Actuarial Assumptions published in November 2021 for Public Agency Miscellaneous and Fire members.

The long-term expected rate of return on OPEB plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of OPEB plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighing the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of the arithmetic real rates of return for each major asset class are summarized in the following table:

<u>Investment Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Equity	34.00%	4.50%
Fixed Income	41.00%	1.40%
TIPS	5.00%	0.50%
Real Estate	17.00%	3.70%
Commodities	<u>3.00%</u>	1.10%
Total	<u>100.00%</u>	

Marinwood Community Services District
NOTES TO FINANCIAL STATEMENTS
 June 30, 2024

NOTE 7 - POST-EMPLOYMENT BENEFITS OTHER THAN PENSION BENEFITS (continued)

Discount Rate

The discount rate used to measure the total OPEB liability was 4.75%. The projection of cash flows used to determine the discount rate assumed that the District contribution will be made at rates equal to the actuarially determined contribution rates. Based on those assumptions, the OPEB plan's fiduciary net position was projected to cover all future OPEB payments. Therefore, the discount rate was set equal to the long-term expected rate of return.

Changes in Net OPEB Liability

	Total OPEB Liability (a)	Plan Fiduciary Net Position (b)	Net OPEB Liability (a)-(b)
Measurement as of June 30, 2022	\$ 5,749,900	\$ 477,902	\$ 5,271,998
Recognized Changes Resulting from:			
Service cost	169,824	-	169,824
Interest	270,122		270,122
Net investment income	-	(20,932)	(20,932)
Contributions – employer	-	(323,857)	(323,857)
Benefit payments, including refunds of employee contributions	(223,857)	223,857	-
Differences between expected and actual experience	(264,852)	-	(264,852)
Trust administrative expenses	-	150	150
Change of assumptions	(56,145)	-	(56,145)
Net changes	(104,908)	120,782	(225,690)
Measurement as of June 30, 2023	\$ 5,644,992	\$ 598,684	\$ 5,046,308

Sensitivity of the Net OPEB Liability to Changes in the Discount Rate

The net OPEB liability of the District, as well as what the District's net OPEB liability would be if it were calculated using a discount rate that is 1% point lower (3.75%) or 1% point higher (5.75%) than the current rate:

	Discount Rate -1% 3.75%	Current Discount Rate 4.75%	Discount Rate +1% 5.75%
Plan's Net OPEB Liability	\$ 6,483,351	\$ 5,644,992	\$ 4,959,414

Sensitivity of the Net OPEB Liability to Changes in the Healthcare Cost Trend Rates

The net OPEB liability of the District, as well as what the District's net OPEB liability would be if it were calculated using healthcare cost trend rates that are 1% point lower or 1% point higher than the current set of healthcare cost trend rates:

	1% Decrease	Healthcare Trend Rates	1% Increase
Plan's Net OPEB Liability	\$ 5,884,667	\$ 5,046,308	\$ 4,360,730

Marinwood Community Services District
NOTES TO FINANCIAL STATEMENTS
 June 30, 2024

NOTE 7 - POST-EMPLOYMENT BENEFITS OTHER THAN PENSION BENEFITS (concluded)

OPEB Expense and Deferred Inflows and Outflows of Resources Related to OPEB

For the year ended June 30, 2024, the District recognized OPEB expense/(credit) of \$(90,496). At June 30, 2024, the District reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension contributions subsequent to the measurement date	\$ 290,463	\$ 383,900
Differences between actual and expected experience	661,306	1,427,738
Changes in assumptions	35,602	-
Net differences between projected and actual earnings on plan investments	78,853	-
Total	\$ 1,066,224	\$ 1,811,638

The District reported \$290,463 as deferred outflows of resources related to contributions subsequent to the measurement date that will be recognized as a reduction of the net OPEB liability in the year ended June 30, 2025.

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized as OPEB expense as follows:

<u>Year Ended June 30</u>			
2025		\$	(500,952)
2026			(360,490)
2027			(79,090)
2028			52,342
2029			(101,832)
Thereafter			(45,855)
Total		\$	(1,035,877)

OPEB Trust Cash and Investments

For the year ended June 30, 2024, the District established a Section 115 irrevocable trust with the CalPERS California Employees Retirement Benefit Trust (CERBT). As of June 30, 2024, the District account balance was \$752,968.

NOTE 8 - RISK MANAGEMENT

The District manages risk of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters by participating in the public entity risk pools described below and by retaining certain risks.

Public entity risk pools are formally organized, and separate entities established under the Joint Exercise of Powers Act of the State of California. As separate legal entities, those entities exercise full powers and authorities within the scope of the related joint powers agreements including the preparation of annual budgets, accountability for all funds, the power to make and execute contracts and the right to sue and be sued. Each risk pool is governed by a board consisting of representatives from member government entities. Each board controls the operations of the respective risk pool, including selection of management and approval of operating budgets, independent of any influence by member municipalities beyond their representation on that board. The obligations and liabilities of these risk pools are not the District's responsibility.

Marinwood Community Services District
NOTES TO FINANCIAL STATEMENTS
June 30, 2024

NOTE 8 - RISK MANAGEMENT (concluded)

The District maintains insurance coverage for liability up to \$5,000,000, property up to \$1,000,000,000 per occurrence, automobile physical damage up to \$5,000,000 per accident, Public Officials and Employees Errors and Omissions up to \$5,000,000 per occurrence and Workers' Compensation up to \$5,000,000 per occurrence through the Special District Risk Management Authority (a public entity risk pool) and underwritten by various insurance companies.

Financial statements for the risk pool may be obtained from SDRMA, 1112 I Street, Suite 300, Sacramento, CA 95814.

NOTE 9 - NET POSITION AND FUND BALANCE

GASB Statement No. 34 added the concept of Net Position, which is measured on the full accrual basis, to the concept of Fund Balance, which is measured on the modified accrual basis.

A. Net Position

The Statement of Net Position breaks out net position as follows:

Restricted describes the portion of Net Position that is restricted as to use by the terms and conditions of agreements with outside parties, governmental regulations, laws, or other restrictions that the District cannot unilaterally alter.

Unrestricted describes the portion of Net Position that is not restricted from use.

Net investment in Capital Assets describes the portion of Net Position that is represented by the current netbook value of the District's capital assets, less the outstanding balance of any debt issued to finance these assets.

Net Position Flow Assumption

The District's policy is to first apply restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available.

B. Fund Balance

The accompanying financial statements reflect certain changes that have been made with respect to the reporting of the components of fund balances for governmental funds. In previous years, fund balances for governmental funds were reported in accordance with previous standards that included components for reserved fund balance, unreserved fund balance, designated fund balance, and undesignated fund balance. Due to the implementation of GASB Statement No. 54, the components of the fund balances of governmental funds now reflect the component classifications described below. In the fund financial statements, governmental fund balances are reported in the following classifications:

Non-spendable fund balance includes amounts that are not in a spendable form, such as prepaid items or supplies inventories, or that are legally or contractually required to remain intact, such as principal endowments.

Restricted fund balance includes amounts that are subject to externally enforceable legal restrictions imposed by outside parties (i.e., creditors, grantors, contributors) or that are imposed by law through constitutional provisions or enabling legislation.

Marinwood Community Services District
NOTES TO FINANCIAL STATEMENTS
June 30, 2024

NOTE 9 - NET POSITION AND FUND BALANCE (concluded)

B. Fund Balance (concluded)

Committed fund balance includes amounts whose use is constrained by specific limitations that the government imposes upon itself, as determined by a formal action of the highest level of decision-making authority. The Board of Directors serves as the District's highest level of decision-making authority and has the authority to establish, modify or rescind a fund balance commitment via minutes action.

Assigned fund balance includes amounts intended to be used by the District for specific purposes, subject to change, as established either directly by the Board of Directors or by management officials to whom assignment authority has been delegated by the Board of Directors.

Unassigned fund balance is the residual classification that includes spendable amounts in the General Fund that are available for any purpose.

Fund Balance Flow Assumption

When expenditures are incurred for purposes for which both restricted and unrestricted (committed, assigned or unassigned) fund balances are available, the District's policy specifies that restricted revenues will be applied first. When expenditures are incurred for purposes for which committed, assigned or unassigned fund balances are available, the District's policy is to apply committed fund balance first, then assigned fund balance, and finally unassigned fund balance.

NOTE 10 - JOINT POWERS AGREEMENTS

The District, along with 15 other Districts, has a financial interest and a financial responsibility in the Hazardous Materials Response Unit pursuant to a joint powers agreement in order to coordinate management of hazardous material spills, establishing a formula for financing joint expenses for such management, and defining signatory agency responsibilities. Separate financial statements can be obtained by writing to the Marin County Administrator's Office, 3501 Civic Center Drive, Room 325, San Rafael, CA 94903, or by calling (415) 507-4104.

The District, along with 23 other Districts, also has a financial interest and financial responsibility in the Marin Emergency Radio Authority pursuant to a joint powers agreement in order to issue bonds to be used to finance the acquisition, construction, and improvement of certain public capital improvements. Separate financial statements can be obtained by contacting the Marin Emergency Radio Authority, PO Box 159, Corte Madera, CA 94976-0159, or by calling (415) 883-9100.

The District, along with 17 other Districts, has a financial interest and financial responsibility in the Marin Wildfire Prevention Authority pursuant to a joint powers agreement in order to plan, finance, implement, manage, own and operate a multi-jurisdictional and county-wide agency to prevent and mitigate wildfires in Marin County. Separate financial statements can be obtained by contacting the Marin Wildfire Prevention Authority, 1600 Los Gamos Dr, Suite 345, San Rafael, CA 94903, or by calling (415) 539-6972.

Marinwood Community Services District
NOTES TO FINANCIAL STATEMENTS
June 30, 2024

NOTE 11 - USE OF SPECIAL TAX REVENUES

The District receives revenues from three voter-approved special taxes. These taxes were applied to the appropriate department expenditures as follows:

<u>Departments</u>	<u>Special Tax Revenues</u>
Park	\$ 438,319
Public Safety	1,324,005
Street Lighting	24,174

The tax revenue amounts above were reported in the County of Marin (cash basis) general ledger at June 30, 2024, and were converted to the modified accrual basis in accordance with generally accepted accounting principles.

Marinwood Community Services District
REQUIRED SUPPLEMENTARY INFORMATION (UNAUDITED)
SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
General Fund
For the Fiscal Year Ended June 30, 2024

	Original Budget	Final Budget	Actual	Variance with Final Budget
Revenues:				
Taxes	\$ 2,274,500	\$ 2,274,500	\$ 2,447,664	\$ 173,164
Special assessments	1,780,404	1,780,404	1,786,498	6,094
Charges for services	2,905,745	2,905,745	2,713,320	(192,425)
Investment earnings, net	5,100	5,100	272,664	267,564
Other general revenues	900	900	377,114	376,214
Total revenues	6,966,649	6,966,649	7,597,260	630,611
Expenditures:				
Park	814,866	814,866	1,021,521	(206,655)
Recreation	2,220,068	2,220,068	2,275,632	(55,564)
Public safety	2,882,617	2,882,617	3,359,873	(477,256)
Street lighting	24,125	24,125	25,011	(886)
Marin Wildfire Prevention Authority	-	-	98,115	(98,115)
Capital	464,940	464,940	277,808	187,132
Debt service:				
Principal	100,112	100,112	100,112	-
Interest	16,296	16,296	16,290	6
Total expenditures	6,523,024	6,523,024	7,174,362	(651,338)
Excess (deficiency) of revenues over (under) expenditures	\$ 443,625	\$ 443,625	422,898	\$ (20,727)
Fund balance, beginning of period			7,492,272	
Fund balance, end of period			\$ 7,915,170	

Marinwood Community Services District
REQUIRED SUPPLEMENTARY INFORMATION (UNAUDITED)
SCHEDULE OF PROPORTIONATE SHARE OF THE NET PENSION LIABILITY - MISCELLANEOUS AND SAFETY
For the Fiscal Year Ended June 30, 2024

<u>Measurement Year Ending June 30</u>	<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
Plan's proportion of the net pension liability	0.05152%	0.05260%	0.06140%	0.04945%	0.04888%	0.04876%	0.04769%	0.05051%	0.04840%	0.05060%
Plan's proportionate share of the net pension liability	6,427,441	6,075,660	3,320,621	\$ 5,380,770	\$ 5,009,157	\$ 4,699,021	\$ 4,729,270	\$ 4,370,936	\$ 3,322,117	\$ 3,148,591
Plan's covered payroll	1,510,624	1,440,566	1,442,732	\$ 1,423,052	\$ 1,297,374	\$ 1,345,795	\$ 1,473,628	\$ 1,556,027	\$ 1,497,000	\$ 1,697,765
Plan's proportionate share of the net pension liability as a percentage of its covered payroll	425.48%	421.76%	230.16%	378.11%	386.10%	349.16%	320.93%	280.90%	221.92%	185.46%
Plan's proportionate share of the fiduciary net position as a percentage of the Plan's total pension liability	70.24%	70.94%	83.04%	71.93%	72.64%	73.01%	72.03%	74.06%	77.08%	77.11%
Plan's proportionate share of aggregate employer contributions	\$ 610,104	\$ 941,063	\$ 817,185	\$ 689,927	\$ 575,639	\$ 523,046	\$ 431,387	\$ 443,660	\$ 381,897	\$ 296,764

Notes to Schedule:

Fiscal year 2014 was the first year of implementation.

Marinwood Community Services District
REQUIRED SUPPLEMENTARY INFORMATION (UNAUDITED)
SCHEDULE OF DISTRICT'S CONTRIBUTIONS - MISCELLANEOUS AND SAFETY
For the Fiscal Year Ended June 30, 2024

<u>Measurement Year Ending June 30</u>	<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
Actuarially determined contribution	\$ 717,396	\$ 665,718	\$ 618,668	\$ 572,798	\$ 492,452	\$ 472,676	\$ 428,599	\$ 405,307	\$ 375,825	\$ 388,255
Contributions in relation to the actuarially determined contribution	<u>(717,396)</u>	<u>(665,718)</u>	<u>(618,668)</u>	<u>(572,798)</u>	<u>(492,452)</u>	<u>(472,676)</u>	<u>(428,599)</u>	<u>(405,469)</u>	<u>(375,825)</u>	<u>(388,255)</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (162)</u>	<u>\$ -</u>	<u>\$ -</u>
Covered payroll	\$ 1,510,624	\$ 1,440,566	\$ 1,442,732	\$ 1,423,052	\$ 1,297,374	\$ 1,345,795	\$ 1,473,628	\$ 1,556,027	\$ 1,497,000	\$ 1,697,765
Contributions as a percentage of covered payroll	47.49%	46.21%	42.88%	40.25%	37.96%	35.12%	29.08%	26.05%	25.11%	22.87%

Notes to Schedule:

Fiscal year 2014 was the first year of implementation.

Marinwood Community Services District
REQUIRED SUPPLEMENTARY INFORMATION (UNAUDITED)
SCHEDULE OF DISTRICT'S CONTRIBUTIONS - OPEB
For the Fiscal Year Ended June 30, 2024

	<u>2024</u>	<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>
Actuarially determined contribution	\$ 556,097	\$ 539,791	\$ 448,081	\$ 418,799	\$ 414,936	\$ 531,502
Contributions in relation to the actuarially determined contribution	<u>(590,463)</u>	<u>(323,857)</u>	<u>(327,906)</u>	<u>(317,213)</u>	<u>(311,322)</u>	<u>(254,225)</u>
Contribution deficiency (excess)	<u>\$ (34,366)</u>	<u>\$ 215,934</u>	<u>\$ 120,175</u>	<u>\$ 101,586</u>	<u>\$ 103,614</u>	<u>\$ 277,277</u>
Covered-employee payroll	\$ 1,452,915	\$ 1,322,934	\$ 1,377,552	\$ 1,296,259	N/A	N/A
Contributions as a percentage of covered-employee payroll	20%	24%	24%	24%	N/A	N/A

The schedules present information to illustrate changes in the District's contributions over a ten year period when the information is available.

Marinwood Community Services District
REQUIRED SUPPLEMENTARY INFORMATION (UNAUDITED)
SCHEDULE OF CHANGES IN THE NET OPEB LIABILITY
AND RELATED RATIOS
For the Fiscal Year Ended June 30, 2024

	2024	2023	2022	2021	2020	2019	2018
<u>Total OPEB Liability</u>							
Service cost	\$ 169,824	\$ 186,939	\$ 101,946	\$ 97,092	\$ 104,223	\$ 209,502	\$ 309,038
Interest	270,122	260,828	302,846	291,210	292,697	235,360	246,845
Difference between expected and actual experience	(264,852)	(158,272)	(76,706)	13,169	154,672	3,936	86,138
Change of assumptions	(56,145)	(233,541)	1,157,284	-	(353,132)	(2,212,829)	(2,465,364)
Benefit payments	<u>(223,857)</u>	<u>(227,906)</u>	<u>(237,726)</u>	<u>(217,213)</u>	<u>(211,322)</u>	<u>(194,225)</u>	<u>(134,602)</u>
Net change in total OPEB liability	(104,908)	(171,952)	1,247,644	184,258	(12,862)	(1,958,256)	(1,957,945)
Total OPEB liability - beginning	<u>5,749,900</u>	<u>5,921,852</u>	<u>4,674,208</u>	<u>4,489,950</u>	<u>4,502,812</u>	<u>6,461,068</u>	<u>8,419,013</u>
Total OPEB liability - end	<u>\$ 5,644,992</u>	<u>\$ 5,749,900</u>	<u>\$ 5,921,852</u>	<u>\$ 4,674,208</u>	<u>\$ 4,489,950</u>	<u>\$ 4,502,812</u>	<u>\$ 6,461,068</u>
<u>Plan Fiduciary Net Position</u>							
Contributions - employer	\$ 100,000	\$ 327,906	\$ 337,726	\$ 317,213	\$ 311,322	\$ 254,225	\$ 134,602
Contributions - employee	-	-	-	-	-	-	-
Net investment income	20,932	(67,121)	63,251	10,969	10,363	826	-
Benefit payments	-	(227,906)	(237,726)	(217,213)	(211,322)	(194,225)	(134,602)
Administrative expense	<u>(150)</u>	<u>(124)</u>	<u>(118)</u>	<u>(105)</u>	<u>(23)</u>	<u>(16)</u>	<u>-</u>
Net change in plan fiduciary net position	120,782	32,755	163,133	110,864	110,340	60,810	-
Plan fiduciary net position - beginning	<u>477,902</u>	<u>445,147</u>	<u>282,014</u>	<u>171,150</u>	<u>60,810</u>	<u>-</u>	<u>-</u>
Plan fiduciary net position - end	<u>598,684</u>	<u>477,902</u>	<u>445,147</u>	<u>282,014</u>	<u>171,150</u>	<u>60,810</u>	<u>-</u>
Net OPEB liability - end	<u>\$ 5,046,308</u>	<u>\$ 5,271,998</u>	<u>\$ 5,476,705</u>	<u>\$ 4,392,194</u>	<u>\$ 4,318,800</u>	<u>\$ 4,442,002</u>	<u>\$ 6,461,068</u>
Plan fiduciary net position as a percentage of the total OPEB liability	12%	9%	8%	6%	4%	1%	0%
Covered employee payroll	1,452,915	1,322,934	1,377,552	1,296,259	N/A	N/A	N/A
Net OPEB liability as a percentage of covered employee payroll	347%	399%	398%	339%	N/A	N/A	N/A

The schedules present information to illustrate changes in the District's changes in the net OPEB liability over a ten year period when the information is available.

**MARINWOOD COMMUNITY SERVICES DISTRICT
SAN RAFAEL, CALIFORNIA**

**BOARD OF DIRECTORS & MANAGEMENT REPORT
FOR THE YEAR ENDED
JUNE 30, 2024**

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Board of Directors
Marinwood Community Services District
San Rafael, California

In planning and performing our audit of the financial statements of Marinwood Community Services District as of and for the year ended June 30, 2024, in accordance with auditing standards generally accepted in the United States of America, we considered Marinwood Community Services District's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the organization's internal control. Accordingly, we do not express an opinion on the effectiveness of the organization's internal control.

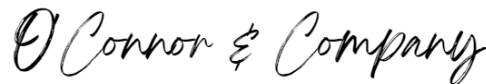
A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the organization's financial statements will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that have not been identified.

During our audit, we noted certain matters involving internal controls and other operational matters that are presented for your consideration in this report. We will review the status of these comments during our next audit engagement. Our comments and recommendations, all of which have been discussed with appropriate members of management, are not intended to be all-inclusive, but rather represent those matters that we considered worthy of your consideration. Our comments and recommendations are submitted as constructive suggestions to assist you in strengthening controls and procedures; they are not intended to reflect on the honesty or integrity of any employee. We will be pleased to discuss these comments in further detail at your convenience, to perform any additional study of these matters, or to assist Marinwood Community Services District in implementing the recommendations.

This report is intended solely for the information and use of management of Marinwood Community Services District and others within the organization, and is not intended to be, and should not be, used by anyone other than these specified parties.

We thank Marinwood Community Services District's staff for its cooperation during our audit.



O'Connor & Company

Novato, California
February 4, 2025

Board of Directors
Marinwood Community Services District
San Rafael, California

We have audited the basic financial statements of Marinwood Community Services District for the year ended June 30, 2024. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated August 5, 2024. Professional standards also require that we communicate to you the following information related to our audit.

Our Responsibility under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter, our responsibility, as described by professional standards, is to plan and perform our audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement and are fairly presented in accordance with U.S. generally accepted accounting principles. Because an audit is designed to provide reasonable, but not absolute assurance and because we did not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us.

As part of our audit, we considered the internal control of Marinwood Community Services District. Such considerations were solely for the purpose of determining our audit procedures and not providing any assurance concerning such internal control.

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by Marinwood Community Services District are described in Note 2 to the financial statements. No new accounting policies were adopted, and the application of existing policies was not changed during the year. There were new accounting standards issued by the Government Accounting Standards Board and their impact on Marinwood Community Services District's financial statements is currently being reviewed and considered by management. We noted no transactions entered by Marinwood Community Services District during the year for which there is a lack of authoritative guidance or consensus. There are no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

The following pronouncements became effective, but did not have a material effect on the financial statements:

GASB 100 – Accounting Changes and Error Corrections

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. We evaluated the key factors and assumptions used to develop the accounting estimates in determining that they are reasonable in relation to the financial statements taken as a whole. The most sensitive estimate(s) affecting the financial statements were:

- Accrual and disclosure of compensated absences.
- Capital asset lives and depreciation expense.
- Actuarial assumptions for pension and retiree health plan disclosure.
- Calculation of unearned revenue.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Audit Adjustments

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. For the purposes of this letter, professional standards define an audit adjustment as a proposed correction of the financial statements that, in our judgment, may not have been detected except through our auditing procedures. An audit adjustment may or may not indicate matters that could have a significant effect on Marinwood Community Services District’s financial reporting process (that is, cause future financial statements to be materially misstated).

There were 8 audit adjustments proposed for June 30, 2024 to assist management in recording transactions to long term assets and liabilities.

Disagreements with Management

For the purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor’s report. We are pleased to report that no such disagreements arose during our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated February 4, 2025.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, like obtaining a “second opinion” on certain situations. If a consultation involves application of an accounting principle to Marinwood Community Services District’s financial statements or a determination of the type of auditor’s opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as Marinwood Community Services District’s auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

With respect to the required supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with U.S. generally accepted accounting principles, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the required supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

This information is intended solely for the use of the Board of Directors and management of Marinwood Community Services District and is not intended to be, and should not be, used by anyone other than these specified parties.

Marinwood Community Services District
BOARD & MANAGEMENT REPORT
For the Year Ended June 30, 2024

Current Year Observations

There were no current year observations.

Prior Year Observations

1. Lease Capitalization Policy

Observation:

Marinwood Community Services District (the District) implemented Governmental Accounting Standards Board Statement No. 87, *Leases*, which became effective for the year ended June 30, 2022, and had immaterial effects on the financial statements. This new standard requires leases to be capitalized as intangible assets. In compliance with the new accounting statement the District should consider formalizing a capitalization policy for leases similar to their capitalization policy for capital assets.

Recommendation:

We recommend the District consider formalizing a capitalization policy for leases liabilities and the right to use assets over \$50,000.

Status:

This recommendation is in the process of being implemented.



Staff Report

To: Board of Directors
From: Eric Dreikosen, District Manager
Date: February 11, 2025
Re: FY 24/25 1st & 2nd Quarter P&L Statement

Directors,

Please see the included P&L statement detailing District revenues and expenditures through the first two quarters of FY 24/25 and the accompanying variance summary notes.

The P&L statement details actual performance versus budgeted projections as of 12/31/2024. The summary notes are intended to provide further information regarding select general ledger (GL) account balances. It is important to note that under the Governmental Accounting Standards Board (GASB), the District follows a *modified accrual* accounting basis. While we may be at the halfway point of the year, that does not mean the majority of GL accounts should be at 50% of their total amount budgeted as would more typically be the case under a *full accrual* accounting basis.

As of 12/31/2024, the District received the first installment of ad valorem property taxes and special assessment revenue. The primary ad valorem tax revenue is derived from Current Secured property taxes and the District typically receives 55% of the anticipated annual total with the December allocations. Given the amount received, the District is slightly ahead of budgeted projections and is anticipated to end the year with higher total tax revenue than budgeted. To date, the District has received \$1.42 million in net property taxes and over \$1 million in net special assessments.

As of 12/31/2024, the total cash balance in the District's Treasury Fund was stated at \$7.85 million. Of this total, \$700K are held as Board Designated Reserves and approximately \$156K is designated for MWPA expenditures. Taking these funds into account, the net cash balance as of 12/31/24 was approximately \$6.9 million.

It is important to note that this is simply a reflection of cash flow. While it does represent a continued positive financial trend and net revenue gains continue to amass, Unfunded Accrued Liabilities continue to grow, required annual pension UAL cash payments are forecast to increase at greater rates and the need for future capital expenditures are also anticipated.

In addition to the District's current cash assets, as of 12/31/24 (quarter end) the District's OPEB Trust Fund had a stated balance of \$829,169.

Looking forward, Q3 is typically the period when the District opens recreation program registration, which represent a significant cash inlay. Additionally, in January the District received the first payment towards our agreement with the County to provide fire protection services to CSA 13, representing 50% of the total revenue with the remaining balance to be received in April (25%) and June (25%) in accordance with the agreement.

Marinwood Community Services District
Profit & Loss Budget vs. Actual
FY 2024/2025: Quarter 2

	TOTAL		
	Jul - Dec 24	Budget	% of Budget
Revenue			
4110110 · PropTax - Current Secured	1,202,356.62	2,116,200.00	56.82%
4110111 · PropTax - Admin Fee (Contra)	-13,497.15	-25,000.00	53.99%
4110115 · PropTax - Unitary	0.00	11,500.00	0.0%
4110120 · PropTax - Current Unsecured	34,303.56	32,000.00	107.2%
4110140 · ERAF - Excess	151,029.93	200,000.00	75.52%
4110145 · ERAF - PY/Reverse	33,550.19	15,000.00	223.67%
4110210 · PropTax - Supplemental Current	8,659.96	36,000.00	24.06%
4110215 · PropTax - Supplemental Unsecure	0.00	500.00	0.0%
4110225 · PropTax - Supplemental Redempt	1,133.84	1,000.00	113.38%
4110510 · PropTax - Prior Unsecured	2,002.97	1,000.00	200.3%
4120610 · Special Tax Assessment	1,010,773.31	1,834,389.00	55.1%
4120611 · Special Tax- Admin Fee (contra)	-2,733.00	-4,000.00	68.33%
4220115 · Building Plan Review	5,587.00	8,500.00	65.73%
4410125 · Interest- Co. Pooled Investment	111,602.22	5,000.00	2,232.04%
4410127 · Interest- ERAF Co. Pooled	1,240.39	100.00	1,240.39%
4410215 · Rental Income - Pool & Picnic	17,930.01	30,000.00	59.77%
4410225 · Rental Income - Community Ctr	3,371.53	5,000.00	67.43%
4511210 · HOPTR	1,095.84	7,500.00	14.61%
4570110 · Expense Reimbursements	1,438.40	500.00	287.68%
4631145 · Service Contract Revenue	0.00	115,984.00	0.0%
4631911 · Advertising Sales	1,920.38	4,000.00	48.01%
4631912 · Vending Sales	28,528.14	35,000.00	81.51%
4631914 · Community Events	12,852.97	21,710.00	59.2%
4631915 · Tennis	38,612.26	90,500.00	42.67%
4631917 · Pool Operating Rev	184,638.38	218,000.00	84.7%
4631918 · Pool Memberships	38,852.81	60,000.00	64.76%
4631919 · Adult Rec Programs	12,110.19	12,595.00	96.15%
4631920 · Summer Rec Programs	984,904.97	1,300,535.00	75.73%
4631922 · Youth Rec Programs	73,150.10	238,860.00	30.63%
4640321 · CSA 13 Contract Rev	0.00	753,096.00	0.0%
4710615 · Donations (General)	0.00	1,000.00	0.0%
4710631 · Paramedic Reimbursement	0.00	35,000.00	0.0%
4710642 · Miscellaneous Rev	684.51	900.00	76.06%
Total Revenue	3,946,100.33	7,162,369.00	55.1%
Expenditures			
5110110 · Salaries - Regular Staff	701,859.61	1,772,546.00	39.6%
5110210 · Salaries - PT/Seasonal/Temp	648,752.53	967,746.00	67.04%
5110310 · Acting Pay	2,673.04	10,000.00	26.73%
5110313 · Holiday Pay	12,617.04	43,795.00	28.81%
5110319 · FLSA Pay	5,851.98	25,792.00	22.69%
5120110 · Overtime Pay	236,036.42	150,500.00	156.84%
5130120 · Benefits - Group Medical	329,173.13	657,475.00	50.07%

Marinwood Community Services District
Profit & Loss Budget vs. Actual
FY 2024/2025: Quarter 2

	TOTAL		
	Jul - Dec 24	Budget	% of Budget
5130130 · OPEB Trust Contribution	58,331.00	100,000.00	58.33%
5130510 · PERS - Pension	594,129.01	786,752.00	75.52%
5140115 · Workers Comp Ins.	165,014.39	189,815.00	86.93%
5140116 · 4850 Reimbursements (Contra)	-35,621.30	0.00	100.0%
5140130 · Physician Services	0.00	2,450.00	0.0%
5140140 · Social Security & Medicare	117,353.54	226,650.00	51.78%
5140145 · Unemployment Ins.	8,673.30	19,290.00	44.96%
5210120 · Consultant Fees	1,786.00	11,355.00	15.73%
5210122 · Marketing & Recruiting	23,320.89	45,830.00	50.89%
5210128 · Fingerprinting/Background	512.00	7,000.00	7.31%
5210131 · Legal Services	5,962.75	17,000.00	35.08%
5210146 · Indep. Contractor Fees	88,807.83	247,765.00	35.84%
5210210 · Audit & Accounting	0.00	17,500.00	0.0%
5210230 · Payroll Service Fees	5,301.55	12,900.00	41.1%
5210525 · Insurance - General	81,918.17	91,810.00	89.23%
5210725 · Telecom - Phone/Internet/Cable	5,804.05	12,550.00	46.25%
5210810 · Utilities - Gas & Electric	30,341.41	80,500.00	37.69%
5210815 · Garbage Removal	19,340.42	39,260.00	49.26%
5210825 · Utilities - Street Light Elec.	10,176.46	20,400.00	49.89%
5210835 · Utilities - Water & Sewer	36,263.20	57,500.00	63.07%
5210910 · Maint. - Vehicles	13,388.35	24,000.00	55.79%
5210915 · Maint. - Streetlights	2,183.47	3,960.00	55.14%
5210920 · MERA Operating	30,653.00	30,655.00	99.99%
5211110 · Janitorial Services	7,056.00	16,000.00	44.1%
5211125 · Community Landscape Contract	19,578.00	39,200.00	49.94%
5211140 · Vegetation Management	0.00	5,000.00	0.0%
5211220 · Equipment Rental	2,819.07	8,000.00	35.24%
5211310 · Awards & Incentives	0.00	1,500.00	0.0%
5211315 · Professional Development	5,505.71	24,800.00	22.2%
5211325 · Conferences & Meetings	2,451.11	10,100.00	24.27%
5211330 · Memberships & Dues	11,436.95	12,690.00	90.13%
5211440 · Travel	190.95	3,300.00	5.79%
5211520 · Publications & Legal Notices	0.00	750.00	0.0%
5211528 · Tree Maint. & Services	3,675.00	20,000.00	18.38%
5211532 · Weed & Pest Control	1,375.00	3,800.00	36.18%
5211545 · Election Expense	0.00	6,000.00	0.0%
5211610 · County-Wide Fees	7,264.91	12,185.00	59.62%
5211710 · Long Term Debt - Principal	102,720.48	102,721.00	100.0%
5211715 · Long Term Debt - Interest	13,688.00	13,688.00	100.0%
5220110 · Admin & Office Supplies	8,425.02	21,950.00	38.38%
5220130 · Copier Lease & Printing	7,137.23	9,000.00	79.3%
5220210 · Equip. Maintenance/Replacement*	5,180.80	31,000.00	16.71%
5220215 · Pool Maintenance	1,365.25	20,000.00	6.83%

Marinwood Community Services District
Profit & Loss Budget vs. Actual
FY 2024/2025: Quarter 2

	TOTAL		
	Jul - Dec 24	Budget	% of Budget
5220220 · Small Tools	0.00	2,500.00	0.0%
5220310 · Land & Buildings Maintenance	29,039.64	66,000.00	44.0%
5220610 · Gasoline/Fuel	1,566.12	5,000.00	31.32%
5220710 · Pool Chemicals	6,475.21	12,500.00	51.8%
5220810 · Miscellaneous Supplies	13,912.33	28,130.00	49.46%
5220819 · Rec Program Supplies & Services	114,256.51	267,900.00	42.65%
5220825 · Uniforms & Apparel	0.00	19,975.00	0.0%
5220826 · Vending Supplies	21,322.02	25,000.00	85.29%
5220827 · Janitorial Supplies	6,038.38	12,000.00	50.32%
5220830 · Volunteer Fire Department	0.00	2,000.00	0.0%
5220910 · Capital Outlay - Improvements	35,775.62	143,650.00	24.91%
5220916 · Capital Outlay - New Equipment	16,384.65	39,000.00	42.01%
5220920 · Capital Reserves Designation	0.00	100,000.00	0.0%
Total Expenditures	3,645,243.20	6,758,135.00	53.94%
Net Gain/Loss	300,857.13	404,234.00	74.43%

Marinwood Community Services District
Profit & Loss Budget vs. Actual
FY 2024/2025: Quarter 2

	Park Dept		
	Jul - Dec 24	Budget	% of Budget
Revenue			
4110110 · PropTax - Current Secured	472,526.15	831,666.00	56.82%
4110111 · PropTax - Admin Fee (Contra)	-5,304.38	-9,825.00	53.99%
4110115 · PropTax - Unitary	0.00	4,519.00	0.0%
4110120 · PropTax - Current Unsecured	13,481.30	12,576.00	107.2%
4110140 · ERAF - Excess	59,354.77	78,600.00	75.52%
4110145 · ERAF - PY/Reverse	14,661.43	5,895.00	248.71%
4110210 · PropTax - Supplemental Current	3,403.37	14,148.00	24.06%
4110215 · PropTax - Supplemental Unsecure	0.00	196.00	0.0%
4110225 · PropTax - Supplemental Redempt	465.16	393.00	118.36%
4110510 · PropTax - Prior Unsecured	787.17	393.00	200.3%
4120610 · Special Tax Assessment	248,267.53	450,653.00	55.09%
4120611 · Special Tax- Admin Fee (contra)	-672.32	-1,000.00	67.23%
4410125 · Interest- Co. Pooled Investment	48,770.17	1,965.00	2,481.94%
4410127 · Interest- ERAF Co. Pooled	542.05	100.00	542.05%
4511210 · HOPTR	430.67	2,947.00	14.61%
4570110 · Expense Reimbursements	1,438.40		
4710642 · Miscellaneous Rev	0.00	150.00	0.0%
Total Revenue	858,151.47	1,393,376.00	61.59%
Expenditures			
5110110 · Salaries - Regular Staff	128,824.91	301,881.00	42.67%
5110210 · Salaries - PT/Seasonal/Temp	2,350.00	14,400.00	16.32%
5120110 · Overtime Pay	0.00	500.00	0.0%
5130120 · Benefits - Group Medical	75,446.94	140,946.00	53.53%
5130130 · OPEB Trust Contribution	12,831.00	22,000.00	58.32%
5130510 · PERS - Pension	57,360.06	76,591.00	74.89%
5140115 · Workers Comp Ins.	29,537.58	33,228.00	88.89%
5140140 · Social Security & Medicare	7,496.55	24,230.00	30.94%
5140145 · Unemployment Ins.	8.23	890.00	0.93%
5210120 · Consultant Fees	350.00	6,215.00	5.63%
5210122 · Marketing & Recruiting	887.00	2,300.00	38.57%
5210131 · Legal Services	452.75	5,000.00	9.06%
5210210 · Audit & Accounting	0.00	4,375.00	0.0%
5210230 · Payroll Service Fees	287.45	900.00	31.94%
5210525 · Insurance - General	26,856.59	30,070.00	89.31%
5210725 · Telecom - Phone/Internet/Cable	674.17	2,300.00	29.31%
5210810 · Utilities - Gas & Electric	1,160.55	4,500.00	25.79%
5210815 · Garbage Removal	13,790.91	28,500.00	48.39%
5210835 · Utilities - Water & Sewer	13,124.86	29,500.00	44.49%
5210910 · Maint. - Vehicles	0.00	2,000.00	0.0%
5210920 · MERA Operating	3,064.00	3,065.00	99.97%
5211125 · Community Landscape Contract	19,578.00	39,200.00	49.94%
5211220 · Equipment Rental	2,819.07	8,000.00	35.24%

Marinwood Community Services District
Profit & Loss Budget vs. Actual
FY 2024/2025: Quarter 2

	Park Dept		
	Jul - Dec 24	Budget	% of Budget
5211315 · Professional Development	0.00	2,000.00	0.0%
5211325 · Conferences & Meetings	400.15	1,250.00	32.01%
5211330 · Memberships & Dues	2,373.75	2,825.00	84.03%
5211440 · Travel	0.00	800.00	0.0%
5211520 · Publications & Legal Notices	0.00	250.00	0.0%
5211528 · Tree Maint. & Services	3,675.00	20,000.00	18.38%
5211532 · Weed & Pest Control	1,375.00	3,800.00	36.18%
5211545 · Election Expense	0.00	1,500.00	0.0%
5211610 · County-Wide Fees	1,009.42	875.00	115.36%
5211710 · Long Term Debt - Principal	61,212.74	61,213.00	100.0%
5211715 · Long Term Debt - Interest	12,442.75	12,443.00	100.0%
5220110 · Admin & Office Supplies	726.92	2,100.00	34.62%
5220130 · Copier Lease & Printing	713.74	900.00	79.3%
5220210 · Equip. Maintenance/Replacement*	3,922.84	8,500.00	46.15%
5220220 · Small Tools	0.00	2,000.00	0.0%
5220310 · Land & Buildings Maintenance	20,976.00	43,500.00	48.22%
5220610 · Gasoline/Fuel	1,511.97	4,000.00	37.8%
5220810 · Miscellaneous Supplies	64.92	2,000.00	3.25%
5220825 · Uniforms & Apparel	0.00	1,000.00	0.0%
5220827 · Janitorial Supplies	683.91	1,000.00	68.39%
5220910 · Capital Outlay - Improvements	21,150.00	21,150.00	100.0%
5220916 · Capital Outlay - New Equipment	16,384.65	17,500.00	93.63%
5220920 · Capital Reserves Designation	0.00	14,000.00	0.0%
Total Expenditures	545,524.38	1,005,197.00	54.27%
Net Gain/Loss	312,627.09	388,179.00	80.54%

Marinwood Community Services District
Profit & Loss Budget vs. Actual
FY 2024/2025: Quarter 2

	Recreation Dept		
	Jul - Dec 24	Budget	% of Budget
Revenue			
4110110 · PropTax - Current Secured	268,125.53	471,913.00	56.82%
4110111 · PropTax - Admin Fee (Contra)	-3,009.86	-5,575.00	53.99%
4110115 · PropTax - Unitary	0.00	2,565.00	0.0%
4110120 · PropTax - Current Unsecured	7,649.69	7,136.00	107.2%
4110140 · ERAF - Excess	33,679.67	44,600.00	75.52%
4110145 · ERAF - PY/Reverse	7,112.64	3,345.00	212.64%
4110210 · PropTax - Supplemental Current	1,931.17	8,028.00	24.06%
4110215 · PropTax - Supplemental Unsecure	0.00	112.00	0.0%
4110225 · PropTax - Supplemental Redempt	247.96	223.00	111.19%
4110510 · PropTax - Prior Unsecured	446.66	223.00	200.3%
4410125 · Interest- Co. Pooled Investment	23,659.67	1,115.00	2,121.94%
4410127 · Interest- ERAF Co. Pooled	262.96	0.00	100.0%
4410215 · Rental Income - Pool & Picnic	17,930.01	30,000.00	59.77%
4410225 · Rental Income - Community Ctr	3,371.53	5,000.00	67.43%
4511210 · HOPTR	244.37	1,673.00	14.61%
4570110 · Expense Reimbursements	0.00	500.00	0.0%
4631911 · Advertising Sales	1,920.38	4,000.00	48.01%
4631912 · Vending Sales	28,528.14	35,000.00	81.51%
4631914 · Community Events	12,852.97	21,710.00	59.2%
4631915 · Tennis	38,612.26	90,500.00	42.67%
4631917 · Pool Operating Rev	184,638.38	218,000.00	84.7%
4631918 · Pool Memberships	38,852.81	60,000.00	64.76%
4631919 · Adult Rec Programs	12,110.19	12,595.00	96.15%
4631920 · Summer Rec Programs	984,904.97	1,300,535.00	75.73%
4631922 · Youth Rec Programs	73,150.10	238,860.00	30.63%
4710615 · Donations (General)	0.00	1,000.00	0.0%
4710642 · Miscellaneous Rev	419.51	250.00	167.8%
Total Revenue	1,737,641.71	2,553,308.00	68.06%
Expenditures			
5110110 · Salaries - Regular Staff	175,522.24	382,736.00	45.86%
5110210 · Salaries - PT/Seasonal/Temp	646,402.53	953,346.00	67.8%
5130120 · Benefits - Group Medical	64,204.35	114,072.00	56.28%
5130130 · OPEB Trust Contribution	5,831.00	10,000.00	58.31%
5130510 · PERS - Pension	72,602.05	94,132.00	77.13%
5140115 · Workers Comp Ins.	41,583.62	45,627.00	91.14%
5140140 · Social Security & Medicare	67,198.79	101,630.00	66.12%
5140145 · Unemployment Ins.	8,665.07	17,000.00	50.97%
5210120 · Consultant Fees	350.00	1,715.00	20.41%
5210122 · Marketing & Recruiting	20,568.47	39,980.00	51.45%
5210128 · Fingerprinting/Background	512.00	6,500.00	7.88%
5210131 · Legal Services	0.00	2,000.00	0.0%
5210146 · Indep. Contractor Fees	88,807.83	133,870.00	66.34%

Marinwood Community Services District
Profit & Loss Budget vs. Actual
FY 2024/2025: Quarter 2

	Recreation Dept		
	Jul - Dec 24	Budget	% of Budget
5210210 · Audit & Accounting	0.00	4,375.00	0.0%
5210230 · Payroll Service Fees	2,958.67	6,000.00	49.31%
5210525 · Insurance - General	25,751.15	28,780.00	89.48%
5210725 · Telecom - Phone/Internet/Cable	1,457.46	3,050.00	47.79%
5210810 · Utilities - Gas & Electric	22,266.28	60,000.00	37.11%
5210815 · Garbage Removal	3,699.68	7,170.00	51.6%
5210835 · Utilities - Water & Sewer	16,637.84	18,500.00	89.93%
5211110 · Janitorial Services	7,056.00	16,000.00	44.1%
5211315 · Professional Development	5,047.71	12,800.00	39.44%
5211325 · Conferences & Meetings	1,519.02	7,500.00	20.25%
5211330 · Memberships & Dues	3,207.75	3,925.00	81.73%
5211440 · Travel	190.95	1,500.00	12.73%
5211520 · Publications & Legal Notices	0.00	250.00	0.0%
5211545 · Election Expense	0.00	1,500.00	0.0%
5211610 · County-Wide Fees	1,943.62	2,160.00	89.98%
5220110 · Admin & Office Supplies	6,786.28	15,000.00	45.24%
5220130 · Copier Lease & Printing	4,639.18	5,850.00	79.3%
5220215 · Pool Maintenance	1,365.25	20,000.00	6.83%
5220310 · Land & Buildings Maintenance	7,613.64	15,000.00	50.76%
5220710 · Pool Chemicals	6,475.21	12,500.00	51.8%
5220819 · Rec Program Supplies & Services	114,256.51	267,900.00	42.65%
5220825 · Uniforms & Apparel	0.00	7,500.00	0.0%
5220826 · Vending Supplies	21,322.02	25,000.00	85.29%
5220827 · Janitorial Supplies	5,159.05	10,000.00	51.59%
5220910 · Capital Outlay - Improvements	7,057.68	62,500.00	11.29%
5220916 · Capital Outlay - New Equipment	0.00	21,500.00	0.0%
5220920 · Capital Reserves Designation	0.00	6,000.00	0.0%
Total Expenditures	1,458,658.90	2,544,868.00	57.32%
Net Gain/Loss	278,982.81	8,440.00	3,305.48%

Marinwood Community Services District
Profit & Loss Budget vs. Actual
FY 2024/2025: Quarter 2

	Fire Dept		
	Jul - Dec 24	Budget	% of Budget
Revenue			
4110110 · PropTax - Current Secured	461,704.94	812,621.00	56.82%
4110111 · PropTax - Admin Fee (Contra)	-5,182.91	-9,600.00	53.99%
4110115 · PropTax - Unitary	0.00	4,416.00	0.0%
4110120 · PropTax - Current Unsecured	13,172.57	12,288.00	107.2%
4110140 · ERAF - Excess	57,995.49	76,800.00	75.52%
4110145 · ERAF - PY/Reverse	11,776.12	5,760.00	204.45%
4110210 · PropTax - Supplemental Current	3,325.42	13,824.00	24.06%
4110215 · PropTax - Supplemental Unsecure	0.00	192.00	0.0%
4110225 · PropTax - Supplemental Redempt	420.72	384.00	109.56%
4110510 · PropTax - Prior Unsecured	769.14	384.00	200.3%
4120610 · Special Tax Assessment	749,182.03	1,359,511.00	55.11%
4120611 · Special Tax- Admin Fee (contra)	-2,025.15	-2,900.00	69.83%
4220115 · Building Plan Review	5,587.00	8,500.00	65.73%
4410125 · Interest- Co. Pooled Investment	39,172.38	1,920.00	2,040.23%
4410127 · Interest- ERAF Co. Pooled	435.38		
4511210 · HOPTR	420.80	2,880.00	14.61%
4631145 · Service Contract Revenue	0.00	115,984.00	0.0%
4640321 · CSA 13 Contract Rev	0.00	753,096.00	0.0%
4710631 · Paramedic Reimbursement	0.00	35,000.00	0.0%
4710642 · Miscellaneous Rev	0.00	500.00	0.0%
Total Revenue	1,336,753.93	3,191,560.00	41.88%
Expenditures			
5110110 · Salaries - Regular Staff	397,512.46	1,087,929.00	36.54%
5110310 · Acting Pay	2,673.04	10,000.00	26.73%
5110313 · Holiday Pay	12,617.04	43,795.00	28.81%
5110319 · FLSA Pay	5,851.98	25,792.00	22.69%
5120110 · Overtime Pay	236,036.42	150,000.00	157.36%
5130120 · Benefits - Group Medical	189,521.84	402,457.00	47.09%
5130130 · OPEB Trust Contribution	39,669.00	68,000.00	58.34%
5130510 · PERS - Pension	464,166.90	616,029.00	75.35%
5140115 · Workers Comp Ins.	93,893.19	110,960.00	84.62%
5140116 · 4850 Reimbursements (Contra)	-35,621.30		
5140130 · Physician Services	0.00	2,450.00	0.0%
5140140 · Social Security & Medicare	42,658.20	100,790.00	42.32%
5140145 · Unemployment Ins.	0.00	1,400.00	0.0%
5210120 · Consultant Fees	1,086.00	3,425.00	31.71%
5210122 · Marketing & Recruiting	1,865.42	3,550.00	52.55%
5210128 · Fingerprinting/Background	0.00	500.00	0.0%
5210131 · Legal Services	5,510.00	10,000.00	55.1%
5210146 · Indep. Contractor Fees	0.00	113,895.00	0.0%
5210210 · Audit & Accounting	0.00	8,750.00	0.0%
5210230 · Payroll Service Fees	2,055.43	6,000.00	34.26%

Marinwood Community Services District
Profit & Loss Budget vs. Actual
FY 2024/2025: Quarter 2

	Fire Dept		
	Jul - Dec 24	Budget	% of Budget
5210525 · Insurance - General	29,310.43	32,960.00	88.93%
5210725 · Telecom - Phone/Internet/Cable	3,672.42	7,200.00	51.01%
5210810 · Utilities - Gas & Electric	6,914.58	16,000.00	43.22%
5210815 · Garbage Removal	1,849.83	3,590.00	51.53%
5210835 · Utilities - Water & Sewer	6,500.50	9,500.00	68.43%
5210910 · Maint. - Vehicles	13,388.35	22,000.00	60.86%
5210920 · MERA Operating	27,589.00	27,590.00	100.0%
5211140 · Vegetation Management	0.00	5,000.00	0.0%
5211310 · Awards & Incentives	0.00	1,500.00	0.0%
5211315 · Professional Development	458.00	10,000.00	4.58%
5211325 · Conferences & Meetings	531.94	1,350.00	39.4%
5211330 · Memberships & Dues	5,855.45	5,940.00	98.58%
5211440 · Travel	0.00	1,000.00	0.0%
5211520 · Publications & Legal Notices	0.00	250.00	0.0%
5211545 · Election Expense	0.00	3,000.00	0.0%
5211610 · County-Wide Fees	3,811.87	8,650.00	44.07%
5211710 · Long Term Debt - Principal	41,507.74	41,508.00	100.0%
5211715 · Long Term Debt - Interest	1,245.25	1,245.00	100.02%
5220110 · Admin & Office Supplies	911.82	4,850.00	18.8%
5220130 · Copier Lease & Printing	1,784.31	2,250.00	79.3%
5220210 · Equip. Maintenance/Replacement*	1,257.96	22,500.00	5.59%
5220220 · Small Tools	0.00	500.00	0.0%
5220310 · Land & Buildings Maintenance	450.00	7,500.00	6.0%
5220610 · Gasoline/Fuel	54.15	1,000.00	5.42%
5220810 · Miscellaneous Supplies	13,847.41	26,130.00	52.99%
5220825 · Uniforms & Apparel	0.00	11,475.00	0.0%
5220827 · Janitorial Supplies	195.42	1,000.00	19.54%
5220830 · Volunteer Fire Department	0.00	2,000.00	0.0%
5220910 · Capital Outlay - Improvements	7,567.94	60,000.00	12.61%
5220920 · Capital Reserves Designation	0.00	80,000.00	0.0%
Total Expenditures	1,628,199.99	3,183,210.00	51.15%
Net Gain/Loss	-291,446.06	8,350.00	-3,490.37%

Marinwood Community Services District
Profit & Loss Budget vs. Actual
FY 2024/2025: Quarter 2

	Streetlights		
	Jul - Dec 24	Budget	% of Budget
Revenue			
4120610 · Special Tax Assessment	13,323.75	24,225.00	55.0%
4120611 · Special Tax- Admin Fee (contra)	-35.53	-100.00	35.53%
4710642 · Miscellaneous Rev	265.00		
Total Revenue	13,553.22	24,125.00	56.18%
Expenditures			
5210825 · Utilities - Street Light Elec.	10,176.46	20,400.00	49.89%
5210915 · Maint. - Streetlights	2,183.47	3,960.00	55.14%
5211610 · County-Wide Fees	500.00	500.00	100.0%
Total Expenditures	12,859.93	24,860.00	51.73%
Net Gain/Loss	693.29	-735.00	-94.33%

Marinwood Community Services District
Fiscal Year 2024-25 2nd Quarter P&L Budget-to-Actuals Summary and Variance Notes

GL Number **GL Description** **Summary Notes:**

DISTRICT-WIDE (All Depts)

5130120	Benefits-Group Med	<i>Includes January payments (7 months)</i>
5130510	PERS - Pension	<i>Includes lump-sum payment for entirety of Unfunded Accrued Liabilities for 23/24</i>
5210120	Consultant Fees	<i>PERS GASB 68 fees only. Pension/OPEB actuarial & Geotech Conting (Park) outstanding</i>
5210835	Util-Water/Sewer	<i>Includes annual sewer fees of \$18K. Also, July change/increase in assoc. fee structure</i>
5211545	Election Expense	<i>Budgeted amount was in anticipation of November election and will not be incurred</i>
5220130	Copier Lease/Print	<i>Over-stated due to copier contract buyout in 23/24. \$4882 received Spring 2024</i>

PARK DEPT:

4570110	Exp. Reimbursement	<i>Reimbursement for DiSanto Memorial Costs</i>
5220916	Cap. Outlay	<i>Play Structure Replacement Project</i>

RECREATION:

5110210	PT/Seasonal/Temp	<i>Seasonal Impact of summer staffing</i>
5210146	Rec Program Contract	<i>Includes tennis and contracted sports programs as well as specialty classes</i>

FIRE DEPT:

4631145	Service Contract Rev	<i>Rec'd \$115,984 in January (100% of total contracts)</i>
4640321	CSA 13 Contract Rev	<i>Rec'd \$376,548 in January (50% of total contract)</i>
5110110	Salaries - Reg. Saff	<i>Under projections due to vacant positions</i>
5120110	Overtime Pay	<i>Over projections due to injury leaves & vacant positions.</i>
5210146	Indep. Contractor	<i>Awaiting invoice for Q1-Q2 Chief Services (approx. 50% of total)</i>
5220910	Cap. Outlay-Improve	<i>Bunkroom project architect and permitting fees</i>

District Manager Report
February 11, 2025
Submitted by: Eric Dreikosen, District Manager

The information below is intended to provide a brief update on select District initiatives, activities and items of note and should not be viewed as a complete list of all current District activities or initiatives.

FEMA - Creek Bank Repair Claim

We have received no recent updates from FEMA in regards to our claim and are still awaiting confirmation regarding the proposed cultural resources review and site survey. However, given the recent transition in Washington and rumors of pending changes within how FEMA is funded and operates, paired with the devastating fires in Southern California pulling FEMA resources, I am not optimistic we will receive updates regarding our project in the near future.

Relatedly, I completed and submitted our first Annual Monitoring Report as required by the Bay Area Regional Water Quality Control Board (Water Board). As a condition of our Water Board permit, the District is required to monitor the project area to ensure the work is performing as intended and submit an annual monitoring report for five years after project completion.

Fire Station Bunk Room Conversion Project:

On January 21st we posted a Request for Proposals (RFP) through the Marin Builders Association and the North Coast Builders Exchange. The RFP has generated solid interest. At the time of this writing, four (4) qualified contractors have conducted site walk-throughs and two (2) additional qualified contractor walk-throughs are in process of being scheduled. We have requested all proposals be submitted by February 21, 2025.

Given the estimated construction cost of this project, the District is not required to engage in a formal bidding process and may directly negotiate and enter into contract with a qualified contractor. However, should all proposals received through this process exceed the maximum threshold (\$75,00) for direct dealing, the District will likely need to engage what is referred to as an “informal bidding” process which does require a more stringent RFP and contract award process. Additionally, the Board would need to approve additional funding above the currently budgeted amount of \$60,000.

The current RFP and construction plans can be viewed here: <https://www.marinwood.org/contracts-rfp>

Other Items of Note:

- Over the next several months staff will be working on the budget creation process for Fiscal Year 2025-2026. The Board will be presented with a ‘draft budget to date’ at each board meeting leading up to the planned final budget adoption to occur during the board meeting scheduled for May 13, 2025.

Several other items of note that staff have been working on during the past month are included as separate agenda items. These will be presented and discussed at those times.

MARINWOOD COMMUNITY SERVICES DISTRICT
MINUTES OF FIRE COMMISSION MEETING
February 4, 2024

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

Present:

Commissioners: Chair Steve Farac, John Seratt, Greg Stilson

Absent: Pascal Karsenti

Staff: District Manager Eric Dreikosen, San Rafael Fire Chief Abe Roman, San Rafael Battalion Chief Paul Bernard, Fire Captain Ryan Brackett

Board: Lisa Ruggeri

1. Agenda

No edits were requested by Commissioners. Chair Farac adopted the agenda as presented.

2. Public Comment on Non-Agenda Items

The Commission received public comment regarding:

-Fire hydrant testing procedures; Status of MMWD water tanks

3. Commissioner Items of Interest

-Commissioner Stilson inquired as to current staffing and ALS status

-Commissioner Farac inquired as to fire roads and familiarity amongst firefighters

-Commissioner Farac spoke to vegetation management efforts

4. Draft Minutes of December 3, 2024 Fire Commission Meeting

M/s Seratt/Stilson to approve Draft Minutes of December 3, 2024 Fire Commission Meeting as presented. Ayes: Farac, Seratt, Stilson. Nays: None. Absent: Karsenti. Motion carried.

5. Chief Officer Report and Activity Summary

Commission received Chief Officer Report and Activity Summary.

6. Commissioner Requests for Future Agenda Items

-Request response from MMWD regarding water tank practices

-Commissioner Farac asked about potential for sending alerts to residents to turn off natural gas during fire emergency

The meeting was adjourned at 8:17 PM.

Eric Dreikosen



Staff Report

To: Board of Directors
From: Eric Dreikosen, District Manager
Date: February 11, 2025
Re: Ad Hoc Committee to discuss fire consolidation options between Marinwood & San Rafael

Directors,

Last month, Board President Chris Case and I participated in a meeting with members of the San Rafael City Council, the City Manager and the Fire Chief to have an initial discussion regarding current fire services for our shared communities. Current staffing challenges and service delivery were the primary topics with a focus on exploring potential opportunities to expand our mutual fire service agreements, including a possible Contract for Service in which San Rafael may provide for complete staffing and oversight of the Marinwood Fire Department.

It was agreed the formation of an ad hoc committee, tasked with the sole purpose of engaging in discussions and in-depth analysis of what might be practical and feasible for both agencies, would be the most efficient and effective means of moving this process forward.

The proposed ad hoc committee would consist of two (2) elected officials from both agencies as well as the Marinwood District Manager, the San Rafael City Manager and the Fire Chief. The group would meet regularly with an end goal of identifying a potential solution(s) within our shared capabilities and resources to provide the highest level of service to our communities and our firefighters.

Identified proposed solutions resulting in a formal agreement would ultimately be presented to the governing bodies of both agencies for discussion and potential approval during their respective open sessions.

Board Action: Appoint one (1) board director to join the Board President and District Manager to participate in the Ad Hoc Committee described above.

Marinwood Community Services District

Minutes of Park & Recreation Commission Meeting

Tuesday – January 28, 2025

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, Ian Fein, Ryan Madden

Absent: Ryan Madden

Staff: Recreation Director Luke Fretwell

Board Director: Sivan Oyserman

1. Agenda

No changes were requested by Commissioners. The agenda was adopted as presented.

2. Designation of P&R Commission Chair and Vice-Chair for 2025

M/s Campo/Bliss-Steiner to designate Commissioner Benesch as Chair and Commissioner Fein as Vice-Chair for 2025. Ayes: Benesch, Bliss-Steiner, Campo, Fein. Nays: None. Absent: Madden. Motion carried.

3. Public Comment on Non-Agenda Items

No comments from the public were received

4. Draft Minutes of September 24, 2024 P&R Commission Meeting

M/s Campo/Bliss-Steiner to approve Draft Minutes of September 24, 2024 P&R Commission Meeting. Ayes: Benesch, Bliss-Steiner, Campo, Fein. Nays: None. Absent: Madden. Motion carried.

5. Minutes of December 10, 2024 and January 14, 2025 Board Meetings

Commission reviewed minutes.

6. Pickleball Trial Update (verbal report)

Commission received verbal update regarding the Pickleball trial taking place on lower tennis court #4 (nearest Miller Creek Middle School). Commission suggested continuing with pilot and revisit the topic at May meeting.

7. Update regarding Miller Creek Trail Initiative

Commission received update on trail initiative.

8. Recreation and Park Maintenance Activity Report

Commission received Recreation and Park Maintenance Activity Report.

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

-Bliss-Steiner requested an update on Park & Recreation capital needs assessment

10. Adjourn

Meeting adjourned at 8:10 PM

Eric Dreikosen, District Manager



Staff Report

To: Board of Directors
From: Eric Dreikosen, District Manager
Date: February 11, 2025
Re: Recommended Pay Schedule Adjustments for Non-Represented Full-time Positions

Directors,

This item is for review and discussion only. There is no formal action to be taken by the Board at this time.

In accordance with the District's *Pay Schedule Review of Non-Represented Full-Time Positions Policy* (Policy), each February the Board is to review current pay schedules of non-represented full-time positions and consider initial proposals for potential pay schedule adjustments. The Policy established the following factors to be reviewed when considering Pay Schedule adjustments: *(the complete Policy can be viewed on the District website at <https://www.marinwood.org/finance>)*

- a. Current District Pay Schedules of non-represented full-time positions within the following departments and functions:
 - i. Park
 - ii. Recreation
 - iii. Administrative
- b. Pay Schedules of similar positions identified within comparable agencies and/or organizations. To the extent possible and practical, the same agencies/organizations will be utilized each year as points of comparison, and those agencies will be made known to the Board of Directors.
- c. Consumer Price Index (CPI) change factor for the preceding December as published by the U.S. Bureau of Labor & Statistics (BLS).

In determining the District's ability to afford the proposed pay schedule adjustments, the Policy also identifies Board review of the most recent audited financial statements as well as the impact to the respective operating budget.

Audited financial statements for fiscal year 2023-2024 were presented earlier during this February 2025 board meeting and will be posted to the District website at <https://www.marinwood.org/finance>.

In the coming months staff will be creating and presenting drafts of the FY 2025-2026 operating budget for which any pay schedule adjustments would become effective. Final adoption of the FY 2025-2026 operating budget is anticipated to occur during the May 2025 board meeting.

The following information will focus on Policy items A - C as stated above.

Item A – Current District Pay Schedules

While the current pay schedules for the applicable positions are included within this report, the complete pay schedules of all District positions can be viewed on the District website at <https://www.marinwood.org/finance>.

Item C – Consumer Price Index (CPI) change factor

The CPI change factor for December 2024 as published by the U.S. Bureau of Labor & Statistics for the San Francisco Region was stated at 2.4%. (<https://www.bls.gov/data/>)

Item B – Pay Schedules of Comparable Agencies

Marinwood CSD is a fairly unique agency. While we represent one of the smaller agencies in our region in regards to financial and staffing resources available, the offerings provided by our Recreation Department rival and often exceed those of much larger agencies in terms of scope and individuals served. Our Parks Maintenance staff perform a wide range of duties that are often performed by specialized employees or focused individual departments within comparable agencies. Staff made their best efforts to identify similar positions of comparable agencies, recognizing it was not an *apples-to-apples* comparison.

With that understanding, staff believes the data presented in this report does represent an accurate assessment of how our agency currently compares to pay schedules offered by similar local agencies for similar positions.

Parks Maintenance:

The chart below shows the current base salary pay schedule for our park maintenance position as well as the current base salary pay schedule for similar positions in the area:

<u>Maintenance Worker II</u>		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
		A	B	C	D	E	EE	
Marinwood	Monthly:	4,750	4,987	5,237	5,499	5,773	6,062	
	Annual:	57,000	59,844	62,844	65,988	69,276	72,744	
Marin County	Monthly:	6,620				7,230		
	Annual:	79,443				86,756		
Tamalpais CSD	Monthly:	6,737	7,092	7,465	7,858	8,272		
	Annual:	80,849	85,104	89,584	94,299	99,262		
San Rafael	Monthly:	5,625	5,906	6,202	6,512	6,837		
	Annual:	67,500	70,872	74,424	78,144	82,044		
San Anselmo	Monthly:	5,355	5,620	5,902	6,197	6,507		
	Annual:	64,260	67,440	70,824	74,364	78,084		
Corte Madera	Monthly:	5,585	5,864	6,157	6,464	6,788		
	Annual:	67,018	70,366	73,882	77,563	81,453		
Novato	Monthly:	5,474	5,748	6,035	6,337	6,654		
	Annual:	65,688	68,976	72,420	76,044	79,848		

Mill Valley	Monthly:	4,834	5,076	5,330	5,596	5,876	6,170	6,479
	Annual:	58,008	60,912	63,960	67,152	70,512	74,040	77,748

As illustrated in the preceding chart, the District's pay schedule for this position is notably lower than that of similar positions for all but one (1) of the comparable agencies. This equates to those comparable positions being compensated between 15% - 41% greater than Marinwood's park maintenance positions. In consideration of the above compensation disparity while also considering the District's limited resources available, staff recommends the Board consider implementing a 6% pay schedule adjustment for the Parks Maintenance II position to be applied to all steps as listed above. Such an adjustment would reduce the compensation disparity to approximately 9% - 34%, with the majority of comparable positions (4 of 7) being in the 9% - 12% disparity range.

The following chart illustrates the impact of a 6% pay schedule adjustment to the Parks Maintenance position:

Maintenance Worker II		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
		A	B	C	D	E	EE (10 Yrs)
Marinwood (current)	Monthly:	4,750	4,987	5,237	5,499	5,773	6,062
	Annual:	57,000	59,844	62,844	65,988	69,276	72,744
6% Increase	Monthly:	5,035	5,287	5,551	5,829	6,120	6,426
	Annual:	60,420	63,441	66,613	69,944	73,441	77,113

Lead Maintenance Worker:

The lead maintenance worker position was created during this fiscal year (24/25) and resulted in the elimination of one (1) of the three (3) Maintenance Worker II positions. The approved pay scale for this position was set at 10% above the Maintenance Worker II position, reflective of the increased responsibilities assigned to this position.

The following chart illustrates the current base salary pay schedule for our lead maintenance worker position as well as the impact of a 6% pay schedule adjustment:

Lead Maintenance Worker		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
		A	B	C	D	E	EE (10 Yrs)
Marinwood (current)	Monthly:	5,225	5,486	5,760	6,048	6,350	6,668
	Annual:	62,700	65,832	69,120	72,576	76,200	80,016
6% increase	Monthly:	5,539	5,815	6,106	6,412	6,732	7,069
	Annual:	66,462	69,785	73,274	76,938	80,785	84,824

Fiscal Impact: Applying a 6% pay schedule adjustment to both positions (3 total personnel) would result in a fully burdened fiscal impact of approximately \$17,355 to the FY25-26 operating budget.

Recreation Dept Positions:

Given the varying degree of tasks and responsibilities identified from agency to agency, comparing our specific recreation positions to those of similar position titles made comparing pay schedules a challenging exercise. Again though, staff believes the data presented below does represent an accurate assessment of how our agency currently compares to pay schedules offered by similar local agencies.

Recreation Director:

The following chart shows the current base salary pay schedule for our recreation director position as well as the current base salary pay schedule for other recreation director positions in the area:

<u>Recreation Director</u>		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
		A	B	C	D	E	EE
Marinwood (current)	Monthly	7,579	7,958	8,356	8,774	9,213	9,673
	Annual	90,948	95,496	100,272	105,288	110,556	116,076
San Rafael	Monthly	15,516	16,292	17,106	17,961	18,859	
	Annual	186,192	195,504	205,272	215,532	226,308	
Albany	Monthly	15,015	15,766	16,554	17,382	18,251	19,164
	Annual	180,180	189,192	198,648	208,584	219,012	229,968
Novato	Monthly	13,313	13,979	14,677	15,411	16,182	
	Annual	159,756	167,748	176,124	184,932	194,184	
Mill Valley	Monthly	12,437	13,059	13,712	14,398	15,118	15,874
	Annual	149,244	156,708	164,544	172,776	181,416	190,488
Corte Madera	Monthly	12,102	12,708	13,343	14,010	14,711	
	Annual	145,224	152,496	160,116	168,120	176,532	
San Anselmo	Monthly	10,853	11,425	12,026	12,659	13,325	
	Annual	130,236	137,100	144,312	151,908	159,900	

As clearly illustrated, the pay schedule for our recreation director position is significantly lower than that of comparable agencies. It should also be noted our recreation director position is responsible for the overall management of both the Recreation Department and Park Department.

Considering the District's limited financial resources, staff proposes the Board consider implementing a 5% pay schedule adjustment for the Recreation Director position to be applied to all steps as listed above. The following chart illustrates the impact of a 5% pay schedule adjustment to the position:

Recreation Director

		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
		A	B	C	D	E	EE
Marinwood (current)	Monthly	7,579	7,958	8,356	8,774	9,213	9,673
	Annual	90,948	95,496	100,272	105,288	110,556	116,076
5% Increase	Monthly	7,958	8,356	8,774	9,212	9,673	10,157
	Annual	95,495	100,270	105,284	110,548	116,075	121,879

Assistant Recreation Director and Recreation Supervisor:

As stated, identifying matching position titles & responsibilities proved to be challenging for the specific positions. As such, the chart below shows the current base salary pay schedule for our assistant recreation director position and our recreation supervisor position compared to current base salary pay schedules for only "recreation supervisor" positions identified in other agencies:

Recreation Supervisor

		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
		A	B	C	D	E	EE	
Marinwood Asst Rec Dir.	Monthly	5,719	6,005	6,306	6,621	6,952	7,299	
	Annual	68,631	72,063	75,666	79,449	83,422	87,593	
Marinwood Rec Supervisor	Monthly	5,199	5,459	5,732	6,018	6,319	6,635	
	Annual	62,388	65,508	68,784	72,216	75,828	79,620	
San Rafael	Monthly	8,531	8,957	9,405	9,875	10,369		
	Annual	102,372	107,484	112,860	118,500	124,428		
Corte Madera	Monthly	7,402	7,772	8,160	8,568	8,997		
	Annual	88,824	93,264	97,920	102,816	107,964		
Albany	Monthly	7,246	7,608	7,988	8,387	8,806	9,246	
	Annual	86,952	91,296	95,856	100,644	105,672	110,952	
Novato	Monthly	6,913	7,259	7,622	8,003	8,403		
	Annual	82,956	87,108	91,464	96,036	100,836		
Strawberry	Monthly							
	Annual	80,000				93,000		
Mill Valley	Monthly	6,630	6,962	7,310	7,675	8,059	8,462	8,885
	Annual	79,560	83,544	87,720	92,100	96,708	101,544	106,620
San Anselmo	Monthly	6,504	6,832	7,173	7,530	7,908		
	Annual	78,048	81,984	86,076	90,360	94,896		
Tamalpais CSD	Monthly	6,084	6,404	6,741	7,096	7,469		
	Annual	73,003	76,845	80,889	85,147	89,629		

As the chart illustrates, the pay schedules of both of our respective positions are once again notably lower than the recreation supervisor position of all other agencies.

Once again considering the District's limited financial resources, staff proposes the Board consider implementing a 5% pay schedule adjustment for both the Assistant Recreation Director position and the Recreation Supervisor position to be applied to all steps as listed above. The following charts illustrate the impact of a 5% pay schedule adjustment to both positions:

Assistant Recreation Director*

		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
		A	B	C	D	E	EE
Marinwood (current)	Monthly	5,719	6,005	6,306	6,621	6,952	7,299
	Annual	68,631	72,063	75,666	79,449	83,422	87,593
5% Increase	Monthly	6,005	6,305	6,620	6,951	7,299	7,664
	Annual	72,059	75,662	79,445	83,418	87,589	91,968

Recreation Supervisor

		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
		A	B	C	D	E	EE
Marinwood Rec Supervisor	Monthly	5,199	5,459	5,732	6,018	6,319	6,635
	Annual	62,388	65,508	68,784	72,216	75,828	79,620
5% Increase	Monthly	5,459	5,732	6,018	6,319	6,635	6,967
	Annual	65,507	68,783	72,222	75,833	79,625	83,606

Senior Administrative Assistant:

This position which almost exclusively serves the recreation department was extremely challenging to identify comparable positions without extensive direct conversations with personnel from the comparable agencies. While most every agency shows varying levels of administrative assistant positions, information readily available did not list specific responsibilities and/or departments served. That said, our research showed the same trend as with the above positions in that our pay schedules for administrative positions were below, and in some cases significantly, those of the comparable agencies.

Staff proposes the Board consider implementing a 5% pay schedule adjustment for the Senior Administrative Assistant position to be applied to all steps. The following chart illustrates the impact of a 5% pay schedule adjustment to the Senior Administrative Assistant position:

Senior Administrative Assistant

		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
		A	B	C	D	E	EE
Marinwood	Monthly	4,991	5,240	5,502	5,778	6,066	6,370
	Annual	59,582	62,880	66,024	69,336	72,792	76,440
5% Increase	Monthly	5,241	5,503	5,778	6,067	6,370	6,688
	Annual	62,887	66,031	69,332	72,799	76,439	80,261

Fiscal Impact: Applying a 5% pay schedule adjustment for all recreation department positions listed above (4 total personnel) would result in a fully burdened fiscal impact of approximately \$19,138 to the FY25-26 operating budget.

District Administration Position:

Beyond the District Manager position, the District relies on only one other position to manage all District-wide business administration needs.

Accounting & Payroll Manager:

Much like the senior administrative assistant position, staff were challenged to find similar positions amongst comparable agencies. For the District, this position is primarily responsible for all accounting, payroll, and benefit management needs, amongst other responsibilities.

The pay schedule for this position is fairly unique amongst the District in that rather than being presented as a step system, it was established as a traditional salary range. The current salary range for this position as approved by the Board is \$60,000 - \$78,000 annual salary.

Consistent with the Recreation Department positions, staff is proposing a 5% salary adjustment for this position. Of note, a 5% salary adjustment will remain within the established Board-approved salary range and does not require formal Board approval. It is being presented here for transparency and to be added to the total fiscal impact of all recommended pay schedule adjustments.

Fiscal Impact: Applying a 5% salary adjustment for the accounting & payroll position would result in a fully burdened fiscal impact of approximately \$4,224 to the FY25-26 operating budget.

Summary:

If all recommended pay schedule adjustments were to be formally approved, the fully burdened total fiscal impact (wages, workers' comp, pension, payroll taxes) to the FY25-26 operating budget would be \$40,717.

In accordance with the District's *Pay Schedule Review of Non-Represented Full-Time Positions Policy*, at the direction of the Board the pay schedule adjustments proposed will be incorporated into forthcoming drafts of the FY25-26 operating budget. As the budget is developed and total anticipated revenues and expenditures are further established, the Board and staff will be better informed as to the overall affordability of the proposed adjustments. If warranted, the proposed adjustments can be further refined right up until final adoption of the FY25-26 operating budget anticipated to occur at the May board meeting.

The formal board action of approving the pay schedule adjustments would occur during the June board meeting when the Board approves the FY25-26 Pay Schedules for all positions.

Staff Recommendation: Direct staff to incorporate the proposed pay schedule adjustments for non-represented full-time positions into forthcoming FY25-26 operating budget drafts for further review and potential refinement.

Parks and Recreation Report
February 2025
Submitted by: Luke Fretwell, Recreation Director

RECREATION ACTIVITY REPORT

Spring/Summer Marinwood Review

The spring/summer issue of the Marinwood Review has been submitted to the printer and will be mailed out in the next couple weeks. In the meantime, the digital version of the catalog has been uploaded to our website and notifications sent out. I want to thank the Recreation Staff, especially Carolyn Sullivan, for putting in countless hours to create a catalog that is well-organized, informative, and nicely laid out.

Summer Camp / Swim Lesson Registration

Registration for all our summer programs will open at 9:00am on March 4th for Marinwood residents and March 6th for non-residents. Over the next few weeks staff will be checking and double-checking all the online links and information to make sure everything will be ready to go for the opening day of registration.

Pool Season

The Waterdevils Swim Team will begin holding practice on March 3rd and the official 2025 Marinwood Pool Season will open to the public on Monday, March 31st. During the spring season we will be offering adult lap swim, recreation swim, tot pool hours, private swim lessons, pool party rentals, lifeguard training classes, swim team, and water polo. John Paul and the staff will be spending the coming weeks getting the facility prepped and making sure the lifeguard staff are refreshed on all their skills.

Raise a Glass – Wine Tasting

Our next community event will be our “Raise a Glass” winter wine tasting, taking place Saturday, March 2nd from 2-5pm at the community center. This year we are excited to have a record 16 wineries participating, as well as hors d’oeuvres and snacks from Marinwood Market, and live music by returning French Café band Duo Gadjo.

Spring Art Show

Our Spring Art Show will take place on Saturday, April 27th in the community center. The theme of this year’s show is “Finding the Familiar” and will feature artwork from 40-50 of Marin’s finest artists. More details will be announced in the coming months.

California Parks & Recreation Society Annual Conference

Next month the Recreation Staff will be attending the California Parks & Recreation Society Annual Conference in Sacramento. This conference will feature numerous training sessions, workshops, panel interviews, networking events, a large expo of the latest park equipment, and much more. Staff always come away from these conferences with new ideas, approaches, and resources to help us improve our programs, events, and classes.

Recreation programs currently taking place this winter include Tae Kwon Do, White Crane Silat, Feldenkrais, Mahjong, Pilates, LEGO engineering, Irish Dance, Babysitter’s Training, Little Explorers Art, Zumba, Watercolor Workshops, CPR/First Aid, All Sorts of Sport Camps, Preschool, and the After School Program.

PARKS MAINTENANCE ACTIVITY REPORT

Community Center Patio Repairs

January 23-30, maintenance work was performed on the 3 patios surrounding the community center. The contractor removed the pavers as needed, cut out potentially problematic tree roots where feasible, leveled the fill material, and replaced the pavers. One tree had to be removed from the back patio, which we will replace with a new, more patio-friendly tree in the coming months. After the pavers were replaced, the patios were pressure-washed, sand was added to fill the gaps, and the areas were thoroughly compacted. The patios are looking terrific and should remain in good shape for many years to come.

Storm Response

During the recent atmospheric river event causing extremely heavy rains, the Parks Staff actively monitored the drains, culverts, and creek. On Tuesday, February 4th we were notified that a resident bordering open space had water flowing into their backyard from the surrounding hillsides. It was discovered that the large culvert drain behind their house had become clogged due to excessive debris flowing down from the hills, causing the water to rise and overflow into their yard. Our staff worked with the fire department for several hours to try and unclog the drain, divert the overflowing water, and help sandbag the property. Park staff were able to finally get the drain opened up the following morning and continued to actively monitor the drain for the rest of the week.

This past week the creek has been extremely high and flowing aggressively. There has been minor erosion in expected areas, but nothing surprising. The vulnerable areas we have been actively addressing the past 3-5 years have been holding up well this season, which is encouraging. The staff will continue their erosion control efforts throughout the month.

Pool Facility Preparation

The staff have begun preparing the pool facility for the upcoming pool season. Repairs are being made to some cracked concrete near the lifeguard shed. One of the main pool heaters has been malfunctioning and work is being done to clean the heat exchanger. Additional work is planned to touch up paint in the restrooms and re-stain the tables and benches. Upon further consultation, staff has decided the most efficient use of resources is to address replastering of the pool shell at the conclusion of this upcoming season as the existing shell does appear to have at least one more year of useful life.

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 drains and culverts
- Check playground equipment in all 3 playgrounds for damage/vandalism
- Check and adjust pool chemistry