

# Agenda for the Regular Meeting of the Marinwood CSD Board of Directors

## Tuesday – July 9, 2024 – 6:00 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
<b>A.</b>	<b>CALL TO ORDER &amp; PLEDGE OF ALLEGIANCE</b>	
<b>B.</b>	<b>AGENDA</b>	Adopt
<b>C.</b>	<b>PUBLIC COMMENT ON CLOSED SESSION ITEMS</b>	
<b>D.</b>	<b>CLOSED SESSION</b> <i>Conference with Labor Negotiators Section 54957.6 Agency designated representatives: Eric Dreikosen. Represented Employees: Marinwood Professional Firefighters</i>	
<b>E.</b>	<b>OPEN SESSION: (Open Session will begin no earlier than 7:00PM)</b>	
<b>F.</b>	<b>CONSENT CALENDAR</b> a. Draft Minutes of Regular Meeting of June 11, 2024 b. Bills Paid Nos. 8398 – 8503	Approve
<b>G.</b>	<b>PUBLIC COMMENT OPEN TIME FOR ITEMS NOT ON AGENDA</b> <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>	
<b>H.</b>	<b>DISTRICT MATTERS</b>	
	1. District Manager Report	Review
<b>I.</b>	<b>FIRE DEPARTMENT MATTERS</b>	
	1. Chief Officer Report and Activity Summary	Review
<b>J.</b>	<b>PARK AND RECREATION MATTERS</b>	
	1. Recreation and Park Maintenance Activity Reports	Review
<b>K.</b>	<b>BOARD MEMBER ITEMS OF INTEREST - REQUESTS FOR FUTURE AGENDA ITEMS</b>	
<b>L.</b>	<b>ADJOURN</b>	
	<b>DATE OF NEXT REGULAR BOARD MEETING – August 13, 2024</b>	

Requests for disability-related modifications or accommodations, aids or services may be made to the district office no later than 72 hours prior to the meeting by contacting (415) 479-0775

# Marinwood Community Services District

Draft Minutes of Board of Directors Meeting  
Tuesday – June 11, 2024 – 6:00pm

**Time and Place:** 6:00PM 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: President Kathleen Kilkeny, Chris Case, Sivan Oyserman, Lisa Ruggeri and Bill Shea.  
Staff: District Manager Eric Dreikosen, Recreation Director Luke Fretwell, and Accounting & Payroll Manager Tiffany Combrink.

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

Board President Kilkeny called the meeting to order at 6:00pm.

## **B. Agenda**

Agenda adopted with Item J-2 moved to immediately after Item G.

## **C. Public Comment on Closed Session Items**

No public comments were received.

## **D. Closed Session**

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

Convened at 6:05PM and adjourned at 6:55PM with no reportable action taken

## **E. Open Session**

President Kilkeny called the open session to order at 7:03PM

## **F. Consent Calendar**

*a. Draft Minutes of Regular Meeting of May 14, 2024*

*b. Bills Paid Nos. 8291 - 8397*

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

All in favor. Motion carried unanimously.

## **G. Public Comment Open Time for Items Not on Agenda**

No public comments were received.

## **J. Park and Recreation Matters:**

*2. Request from Mize Family for Placement of Memorial Bench at Marinwood Park in Memory of Leslie (Les)*

*A. Mize*

Case to approve/Shea to second Placement of Memorial Bench at Marinwood Park in Memory of Leslie (Les) A. Mize

All in favor. Motion carried unanimously

## **H. District Matters**

*1. Resolution No. 2024-04: Determining the 2024-2025 Appropriations Limit on Tax Proceeds*

Shea to approve/Oyserman to second Resolution 2024-04

All in favor. Motion carried unanimously

2. *Fiscal Year 2024-2025 Pay Schedules of All Positions*  
Shea to approve/Case to second Fiscal Year 2024-2025 Pay Schedules of All Positions  
All in favor. Motion carried unanimously
3. *District Manager Report*  
Board received District Manager Report

**I. Fire Department Matters:**

1. *Draft Minutes of Fire Commission Meeting of June 4, 2024*  
Board reviewed June 4, 2024 Fire Commission Meeting Draft Minutes
2. *Chief Officer Report and Activity Summary*  
Board received Chief Officer Report and Activity Summary

**J. Park and Recreation Matters:**

1. *Draft Minutes of Park & Recreation Commission Meeting of May 28, 2024*  
Board reviewed May 28, 2024 Park & Recreation Commission Meeting Draft Minutes
3. *FY24-25 Measure A Work Plan: Replaster of Marinwood Community Pool(s)*  
Shea to approve/Oyserman to second Fiscal Year 2024-2025 Measure A Work Plan: Replaster of Marinwood Community Pool(s)  
All in favor. Motion passed unanimously
4. *Recreation and Park Maintenance Activity Reports*  
Board received Recreation and Park Maintenance Activity Reports

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

- Director Shea noted the passing of former Board member Tarey Read

**L. Adjourn**

Meeting adjourned at 8 :17PM

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 July 9, 2024

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
8398	6/4/2024	US Bank Corp Pmt Systems	9,168.09	domain registration	Fire	5210122	General	8.60
				zoom subscription	Fire	5211325	General	27.99
				E58 repairs	Fire	5220210	General	222.54
				station generator battery	Fire	5220310	General	206.65
				firehouse supplies	Fire	5220810	General	22.29
				domain registration	Park	5210122	General	8.60
				zoom subscription	Park	5211325	General	14.25
				turf fencing	Park	5220215	General	158.73
				CPR certs	Rec	5220819	Adult	190.00
				supplies	Rec	5220819	Afterschool	106.52
				swim lesson marketing	Rec	5210122	Aquatics	91.00
				LG class supplies	Rec	5220819	Aquatics	772.25
				art show marketing	Rec	5220819	Community	74.56
				domain registration	Rec	5210122	General	25.79
				staff meeting	Rec	5211315	General	48.62
				zoom subscription	Rec	5211325	General	45.73
				supplies	Rec	5220110	General	720.80
				Adobe subscription	Rec	5220110	General	19.99
				hammers, mallets	Rec	5220310	General	204.55
				supplies	Rec	5220819	General	461.42
				cleaning supplies, hand sani	Rec	5220827	Building	206.40
				pool vacuum parts	Rec	5220215	Pool	23.06
				pool supplies	Rec	5220819	Pool	998.56
				vending	Rec	5220826	Pool	681.35
				domain renewal, website sut	Rec	5220110	Preschool	272.00
				supplies	Rec	5220819	Preschool	127.67
				staff certs	Rec	5211315	Summer	1,938.00
				supplies, classroom rental	Rec	5220819	Summer	427.44
				babysitter certs, supplies	Rec	5220819	Youth	1,062.73
8399	6/5/2024	Jacquelyn Cochraine	596.00	refund summer camp	Rec	4631920	Summer	596.00
8400	6/5/2024	Lise-Lotte Smith	308.00	refund summer camp	Rec	4631920	Summer	308.00
8401	6/5/2024	Christy Costello	904.00	Zumba	Rec	5210146	Adult	904.00
8402	6/5/2024	Margaret Dawson Schink	556.50	White Crane Silat	Rec	5210146	Adult	556.50
8403	6/5/2024	Ace Promotional Specialties	6,589.03	camp staff shirts	Rec	5220825	Summer	4,337.16
				MW swag shirts	Rec	5220819	General	2,251.87
8404	6/5/2024	Buck's Saw Service	49.89	equipment maintenance	Park	5220210	General	49.89
8405	6/5/2024	CalPERS	8,337.00	CERBT June	Park	5130130	General	2,000.00
					Rec	5130130	General	750.00
					Fire	5130130	General	5,587.00
8406	6/5/2024	Coverall	1,176.00	janitorial - June	Rec	5211110	Building	1,176.00
8407	6/5/2024	Ewing	202.17	irrigation maintenance	Park	5220310	General	202.17
8408	6/5/2024	Fire Apparatus Solutions	3,282.55	Replace GIS screen	Fire	5220210	General	3,282.55
8409	6/5/2024	Got Gophers	275.00	pest control	Park	5211532	General	275.00
8410	6/5/2024	GovInvest	5,100.00	GASB 68 & 75 reports	Park	5210120	General	1,275.00
					Rec	5210120	General	1,275.00
					Fire	5210120	General	2,550.00
8411	6/5/2024	Jorge's Tree Service	4,000.00	park tree trimming	Park	5211528	General	4,000.00
8412	6/5/2024	Marin County Fire Chiefs As	147.00	Girls Fire Camp cost share	Fire	5211610	General	147.00
8413	6/5/2024	Pest Plus	259.00	pest control	Fire	5220310	General	90.00
					Rec	5220310	General	169.00
8414	6/5/2024	Project A	40.00	email hosting	Rec	5220110	General	20.00
					Fire	5220110	General	20.00
8415	6/5/2024	Schultz Entertainment Exper	360.00	camp entertainment 06/20	Rec	5220819	Summer	360.00
8416	6/5/2024	Siteone Landscaping	782.61	irrigation maintenance	Park	5220310	General	782.61
8417	6/5/2024	Marin Ace	125.66	supplies	Fire	5220810	General	25.12
				pool maintenance	Rec	5220215	Pool	65.53
				supplies	Rec	5220310	General	10.91
				supplies	Park	5220310	General	24.10
8418	6/5/2024	Staples	53.36	office supplies	Rec	5220110	General	53.36
8419	6/5/2024	TL Computer Repair	120.00	JPK laptop	Rec	5220110	General	120.00
8420	6/12/2024	Alaina Fuetsch	155.60	preschool supplies	Rec	5220819	Preschool	155.60
8421	6/12/2024	Amie Buecker	25.00	preschool supplies	Rec	5220819	Preschool	25.00
8422	6/12/2024	Anna Schlegel	700.00	refund summer camp	Rec	4631920	Summer	700.00
8423	6/12/2024	Jamie Katoff	340.00	refund swim lessons	Rec	4631917	Aquatics	340.00
8424	6/12/2024	Nishant Tyagi	1,028.00	refund summer camp	Rec	4631920	Summer	1,028.00
8425	6/12/2024	Master Sim	960.00	TKD - May	Rec	5210146	Youth	960.00
8426	6/12/2024	AT&T	285.07	phones - May	Fire	5210725	General	150.28
					Park	5210725	General	29.15
					Rec	5210725	General	105.64
8427	6/12/2024	C.A.P.F.	236.00	LTD - June	Fire	5130120	General	236.00
8428	6/12/2024	Comcast	149.80	internet - June	Rec	5210725	General	74.90
					Fire	5210725	General	74.90
8429	6/12/2024	Comcast	206.16	Cable - June	Fire	5210725	General	206.16
8430	6/12/2024	County of Marin Environmen	845.00	Annual pool facility renewal f	Rec	5211610	Pool	845.00

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
8431	6/12/2024	CalSkate of Rohnert Park	1,422.00	Field Trip 06/26	Rec	5220819	Summer	1,422.00
8432	6/12/2024	EverBank	687.51	copier lease	Rec	5220130	General	446.88
					Fire	5220130	General	171.88
					Park	5220130	General	68.75
8433	6/12/2024	Home Depot	859.02	summer supplies	Rec	5220819	Summer	521.61
				supplies	Park	5220310	General	337.41
8434	6/12/2024	Landesign	3,168.00	landscape contractor	Park	5211125	General	3,168.00
8435	6/13/2024	Marinwood CSD	106,720.15	Fire Salaries	Fire	5110110	General	32,233.60
				Fire OT	Fire	5120110	General	15,622.20
				FLSA	Fire	5110319	General	1,109.40
				Acting Pay	Fire	5110310	General	96.24
				Holiday Pay	Fire	5110313	General	3,453.60
				Admin Asst	Fire	5110110	Admin	1,063.36
				Admin Mgr	Fire	5110110	Admin	2,884.80
				Admin Asst	Rec	5110110	Admin	1,063.36
				Admin Asst	Park	5110110	Admin	531.68
				Admin Mgr	Rec	5110110	Admin	1,442.40
				Admin Mgr	Park	5110110	Admin	1,442.40
				Rec Dir	Rec	5110110	General	2,848.72
				Rec Dir	Park	5110110	General	1,220.88
				Rec salary	Rec	5110110	General	8,694.40
				Park salary	Park	5110110	General	7,991.52
				Park hourly	Park	5110210	General	49.50
				Building attendants	Rec	5110210	Building	256.00
				Pool Staff	Rec	5110210	Pool	10,563.57
				Swim Team	Rec	5110210	Swim Team	1,545.00
				Aquatics	Rec	5110210	Aquatics	499.50
				Summer	Rec	5110210	Summer	7,262.59
				Preschool	Rec	5110210	Preschool	3,465.25
				Afterschool	Rec	5110210	Afterschool	1,338.50
				PR fees	Fire	5210230	General	240.94
				PR fees	Rec	5210230	General	194.22
				PR fees	Park	5210230	General	32.99
				SS + Medicare	Fire	5140140	General	4,298.68
				SS + Medicare	Rec	5140140	General	3,222.37
				SS + Medicare	Park	5140140	General	614.21
				EDU + SUJ	Rec	5140145	General	312.15
				EDU + SUJ	Park	5140145	General	0.79
				Benefits withholding	Park	2120066	General	-1,203.35
				Benefits withholding	Rec	2120066	General	-1,543.73
				Benefits withholding	Fire	2120066	General	-6,127.59
8436	6/13/2024	Marinwood CSD	16,664.46	Retire 06/14/24	Park	5130510	General	1,814.75
					Rec	5130510	General	2,436.55
					Fire	5130510	General	12,413.16
8437	6/13/2024	Marin Resource Recovery	190.00	debris dump	Park	5210815	General	190.00
8438	6/13/2024	Astrojump of the North Bay	598.00	06/26 camp entertainment	Rec	5220819	Summer	598.00
8439	6/13/2024	Astrojump of the North Bay	1,899.00	07/03 camp entertainment	Rec	5220819	Summer	1,899.00
8440	6/13/2024	PG&E	2,149.95	Gas - May	Rec	5210810	General	2,080.07
					Fire	5210810	General	69.88
8441	6/13/2024	PG&E	1,738.94	Streetlights - May	Streetlights	5210825	General	1,738.94
8442	6/13/2024	Pitney Bowes	462.44	postage / ink	Rec	5220110	General	462.44
8443	6/13/2024	Six Flags	9,253.65	07/10 field trip	Rec	5220819	Summer	9,253.65
8444	6/13/2024	T-Mobile	153.24	cell phones	Fire	5210725	General	153.24
8445	6/13/2024	VSP	387.94	Vision - June	Fire	5130120	General	214.51
					Park	5130120	General	95.86
					Rec	5130120	General	77.57
8446	6/13/2024	Wells Fargo	644.08	copier lease	Rec	5220130	General	418.65
					Fire	5220130	General	161.02
					Park	5220130	General	64.41
8447	6/14/2024	Cal West	129.70	aerator	Park	5211220	General	129.70
8448	6/14/2024	Hagel Services	829.52	janitorial supplies	Rec	5220827	Building	829.52
8449	6/14/2024	Curtis & Sons	309.80	wildland webgear	Fire	5220810	General	309.80
8450	6/14/2024	Marin Sanitary Service	2,462.46	Garbage - May	Park	5210815	General	1,723.72
					Rec	5210815	General	492.49
					Fire	5210815	General	246.25
8451	6/14/2024	Mill Valley Refuse	632.14	porta potty	Park	5211220	General	632.14
8452	6/14/2024	Pet Waste Eliminator	320.42	pet waste bags	Park	5220310	General	320.42
8453	6/14/2024	Postal Palace	52.08	fedex shipping	Fire	5220110	General	52.08
8454	6/14/2024	Rafael Lumber	92.41	park maintenance	Park	5220310	General	92.41
8455	6/14/2024	SolEd Solar Holdings	2,579.01	Solar - May	Rec	5210810	General	1,865.29
					Fire	5210810	General	713.72
8456	6/20/2024	Blake Bostwick	1,192.00	refund summer camp	Rec	4631920	Summer	1,192.00
8457	6/20/2024	Lucas Fretwell	260.78	ABC permit fees	Rec	5220819	Community	260.78
8458	6/20/2024	Carolyn Sullivan	92.42	office supplies	Rec	5220110	General	92.42
8459	6/21/2024	US Bank Corp Pmt Systems	17,213.90	zoom subscription, EMT rec	Fire	5211325	General	79.99
				weather station, station sup	Fire	5220810	General	425.06
				vehicle maintenance	Park	5210910	General	42.63
				transmission fluid - ventrac	Park	5210940	General	456.76
				zoom subscription	Park	5211325	General	14.25
				maintenance supplies	Park	5220310	General	338.64

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
				DeSanto memorial boulder	Park	5220810	General	642.46
				mahjongg set, CPR class	Rec	5220819	Adult	140.94
				food supplies	Rec	5220819	Afterschool	638.33
				changing stall supplies	Rec	5220819	Summer	54.76
				banners	Rec	5210122	Community	229.03
				art show supplies	Rec	5220819	Community	125.68
				fingerprinting	Rec	5210128	General	1,960.00
				zoom subscription	Rec	5211325	General	45.73
				office program/music subscr	Rec	5220110	General	1,412.42
				email subscription	Rec	5220220	General	261.00
				umbrellas	Rec	5220819	General	649.46
				disinfectant wipes	Rec	5220215	Pool	11.83
				pool chems	Rec	5220710	Pool	205.64
				coffee supplies	Rec	5220819	Pool	187.22
				vending	Rec	5220826	Pool	1,923.01
				preschool brochure	Rec	5210122	Preschool	83.00
				staff meeting	Rec	5211315	Preschool	304.37
				graduation tassles	Rec	5220819	Preschool	19.26
				staff shirts	Rec	5220825	Preschool	73.33
				banners	Rec	5210122	Summer	100.00
				staff CPR certs	Rec	5211315	Summer	2,204.00
				camp supplies	Rec	5220819	Summer	4,585.10
8460	6/21/2024	Mike Schulist	2,244.00	Jazz camp 06/17-06/21	Rec	5210146	Summer	2,244.00
8461	6/21/2024	Jerry Mehciz	2,951.68	tennis 06/16-06/22	Rec	5210146	Tennis	2,951.68
8462	6/21/2024	Incredifix	1,620.00	specialty camp 06/16-06/22	Rec	5210146	Summer	1,620.00
8463	6/21/2024	National Academy of Athletic	1,232.00	Sports camp 06/16-06/22	Rec	5210146	Summer	1,232.00
8464	6/21/2024	AT&T	80.25	park internet - June	Park	5210725	General	80.25
8465	6/21/2024	Cal West Rentals	129.70	aerator	Park	5211220	General	129.70
8466	6/21/2024	Grainger	175.70	small engine fuel	Rec	5220310	General	175.70
8467	6/21/2024	Leslie's Pool Supply	2,653.89	pool chems	Rec	5220710	Pool	2,653.89
8468	6/21/2024	Marin Landscape Materials	418.81	rock	Park	5220310	General	418.81
8469	6/21/2024	Marin Prof Firefighters	1,280.00	May dues	Fire	5211330	General	1,280.00
8470	6/21/2024	Perfect Settings	1,223.25	pool platform	Rec	5220215	Pool	1,223.25
8471	6/21/2024	Silbermann's Ice Cream	820.00	ice cream	Rec	5220826	Pool	820.00
8472	6/26/2024	Lucas Fretwell	50.67	vending	Rec	5220826	Pool	50.67
8473	6/26/2024	Geoffrey Mack	700.00	MIP 06/28	Rec	5220819	Community	700.00
8474	6/26/2024	Arjan Khalsa	950.00	MIP 06/28	Rec	5220819	Community	950.00
8475	6/26/2024	Valerie Russo	225.00	refund swim lessons	Rec	4631917	Aquatics	225.00
8476	6/26/2024	Marinwood CSD	194,398.70	Fire Salaries	Fire	5110110	General	29,818.00
				Fire OT	Fire	5120110	General	15,030.00
				FLSA	Fire	5110319	General	243.81
				Acting Pay	Fire	5110310	General	101.04
				4850 - Otis	Fire	5110110	General	2,415.60
				Admin Asst	Fire	5110110	Admin	1,063.36
				Admin Mgr	Fire	5110110	Admin	2,884.80
				Admin Asst	Rec	5110110	Admin	1,063.36
				Admin Asst	Park	5110110	Admin	531.68
				Admin Mgr	Rec	5110110	Admin	1,442.40
				Admin Mgr	Park	5110110	Admin	1,442.40
				Rec Dir	Rec	5110110	General	2,848.72
				Rec Dir	Park	5110110	General	1,220.88
				Rec salary	Rec	5110110	General	8,694.40
				Park salary	Park	5110110	General	7,850.40
				Park hourly	Park	5110210	General	49.50
				Building attendants	Rec	5110210	Building	200.00
				Pool Staff	Rec	5110210	Pool	29,276.73
				Swim Team	Rec	5110210	Swim Team	1,095.00
				Aquatics	Rec	5110210	Aquatics	5,921.75
				Summer	Rec	5110210	Summer	72,819.41
				Afterschool	Rec	5110210	Afterschool	671.75
				PR fees	Fire	5210230	General	204.11
				PR fees	Rec	5210230	General	564.46
				PR fees	Park	5210230	General	30.38
				SS + Medicare	Fire	5140140	General	3,738.53
				SS + Medicare	Rec	5140140	General	9,729.03
				SS + Medicare	Park	5140140	General	603.41
				EDU + SUJ	Rec	5140145	General	1,706.73
				EDU + SUJ	Park	5140145	General	0.79
				Benefits withholding	Park	2120066	General	-1,192.41
				Benefits withholding	Rec	2120066	General	-1,543.73
				Benefits withholding	Fire	2120066	General	-6,127.59
8477	6/26/2024	Marinwood CSD	15,317.20	Retire 06/28	Park	5130510	General	1,796.51
					Rec	5130510	General	2,436.55
					Fire	5130510	General	11,084.14
8478	6/26/2024	City of San Rafael	159.90	E58 maintenance	Fire	5210910	General	159.90
8479	6/26/2024	County of Marin - Registrar c	7,267.34	03/05/24 election Meas H &	Park	5211545	General	3,633.67
					Fire	5211545	General	3,633.67
8480	6/26/2024	County of Marin	165.00	kubota maintenance	Park	5220210	General	165.00
8481	6/26/2024	FasTrak	22.00	bridge tolls	Park	5211440	General	22.00
8482	6/26/2024	Jorge's Tree Service	8,100.00	tree trimming/removal	Park	5211528	General	8,100.00

NO.	DATE	VENDOR	TOTAL CLAIM	PURPOSE	Class	GL Account	Job	AMOUNT
8483	6/26/2024	Silbermann's Ice Cream	810.00	ice cream	Rec	5220826	Pool	810.00
8484	6/26/2024	The Permanente Medical Gr	40.00	camp staff TB tests	Rec	5140130	Summer	40.00
8485	6/26/2024	USPS Postmaster	320.00	bulk mail permit renewal	Rec	5220110	General	320.00
8486	6/27/2024	Kidscontent	3,300.00	specialty camp 06/23-06/29	Rec	5210146	Summer	3,300.00
8487	6/27/2024	Incredifix	1,075.00	specialty camp 06/23-06/29	Rec	5210146	Summer	1,075.00
8488	6/27/2024	Christy Costello	505.60	Zumba	Rec	5210146	Adult	505.60
8489	6/27/2024	Alisa Belew	441.00	Irish Dance	Rec	5210146	Youth	441.00
8490	6/27/2024	Patricia Ranum	441.00	Irish Dance	Rec	5210146	Youth	441.00
8491	6/27/2024	Jerry Mehciz	4,412.16	tennis 06/23-06/29	Rec	5210146	Tennis	4,412.16
8492	6/27/2024	Mike Schulist	1,650.00	Jazz camp 06/23-06/29	Rec	5210146	Summer	1,650.00
8493	6/27/2024	Ryan Brackett	277.27	Q4 FY23/24 AFLAC reimb	Fire	5130120	General	277.27
8494	6/27/2024	Cesar Correa	277.27	Q4 FY23/24 AFLAC reimb	Fire	5130120	General	277.27
8495	6/27/2024	Sean Day	242.41	Q4 FY23/24 AFLAC reimb	Fire	5130120	General	242.41
8496	6/27/2024	William Kelly	277.27	Q4 FY23/24 AFLAC reimb	Fire	5130120	General	277.27
8497	6/27/2024	John Papanikolaou	259.07	Q4 FY23/24 AFLAC reimb	Fire	5130120	General	259.07
8498	6/27/2024	Brandon Selvitella	253.96	Q4 FY23/24 AFLAC reimb	Fire	5130120	General	253.96
8499	6/27/2024	Brian Smith	148.05	Q4 FY23/24 AFLAC reimb	Fire	5130120	General	148.05
8500	6/27/2024	Jeff Smith	247.24	Q4 FY23/24 AFLAC reimb	Fire	5130120	General	247.24
8501	6/27/2024	County of Marin	472.83	park fuel - May	Park	5220610	General	472.83
8502	6/27/2024	PG&E	1,517.65	electric - May	Rec	5210810	General	1,289.06
					Fire	5210810	General	-20.43
					Park	5210810	General	249.02
8503	6/27/2024	PG&E	1,738.91	Streetlights - June	Streetlights	5210825	General	1,738.91
<b>TOTAL:</b>			<b>481,419.29</b>					<b>481,419.29</b>

Total by Department:

Streetlights	3,477.85
Fire Department	150,234.38
Recreation Department	272,469.81
Park Department	55,237.25
Measure A	0.00
MWPA	0.00
Capital	0.00
Unclassified	0.00

District Manager Report

June 11, 2024

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.

**Fire Station Bunk Room Conversion Project:**

The District has formally engaged the services of Jochum Architects to produce permit and construction drawings for the bunk room conversion project. They have visited the site to confirm measurements and are working on the drawings as well as identifying any potential code compliance concerns that may arise.

They anticipate being able to complete this work in the coming weeks. Once completed, staff will begin the permit application process and prepare an informal Request for Proposals to be distributed amongst the local builders' associations.

**Playground Grant:**

We have received the first 80% of the expected grant funds. We anticipate the remaining 20% of expected funding to be received in late July or early August.

**Fiscal Year Close:**

Accounting & Payroll Manager Tiffany Combrink and I have begun the fiscal year-end close-out process. We anticipate being able to present a pre-audit profit & loss statement for FY 23/24 at the August board meeting.

*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 Board Meeting – Fire Chief’s Report -**

Meeting Date:

Submitted by: Abraham Roman, Fire Chief

**STAFFING UPDATES**

- Continue to pursue the hiring. We now have 2 vacancies

**OPERATIONS DIVISION UPDATES**

**Marinwood Fire Department Statistics: June 2024**

The Marinwood Fire Department responded to 129 emergency calls in June 2024. Engine 58 responded to seven fires with three in Novato and four in San Rafael. Engine 58 was first on scene to a fully involved mobile home fire in Contempo Marin on June 23. E58 pulled the first line of attack and put water on the fire through a window. With the help of E57, E58 got the fire under control and prevented further spread to other structures. No injuries were reported and the cause of the fire is under investigation.

<i>Incidents by Area and Type</i>								
<b>Area</b>	<b>MA</b>	<b>PSA</b>	<b>FA/NN</b>	<b>FIRE</b>	<b>HAZMAT</b>	<b>COVER</b>	<b>OTHER</b>	<b>TOTAL</b>
Marinwood	15	15	3	0	0	N/A	0	33
CSA 13	4	3	0	0	0	N/A	0	7
Old JPA (Mont Marin)	14	2	1	0	1	N/A	0	18
New JPA (East of 101)	16	12	4	2	1	N/A	0	35
SR Mutual Aid	5	10	1	2	0	1	0	19
MC JPA	0	1	0	0	0	N/A	0	1
MC Mutual Aid	0	0	0	0	0	N/A	0	0
Novato	3	5	1	3	1	3	0	16
<b>Total number</b>	<b>57</b>	<b>48</b>	<b>10</b>	<b>7</b>	<b>3</b>	<b>4</b>	<b>0</b>	<b>129</b>
<i>Percentage of total</i>	<i>44.2%</i>	<i>37.2%</i>	<i>7.8%</i>	<i>5.4%</i>	<i>2.3%</i>	<i>3.1%</i>	<i>0.0%</i>	

**Call types:**

MA	Medical assist
PSA	Service call
FA/NN	Fire alarm
FIRE	Fire
HAZMAT	Hazardous material incident (e.g., spill)
COVER	Coverage for other stations
OTHER	Other incident(s): n/a

Average response time for Engine 58:	5 minutes, 14 seconds
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1. June 27, 2024, vegetation fire between the Regency Theater and homes on Dockside Way. E 58 is in the photo below.

- a. On June 27th at approximately 1 p.m., fire crews responded to a fire in dry vegetation between homes in Contempo Marin and the former Regency Theater on McInnis Parkway. The fire was kept to less than one acre in size and under control within approximately 20 minutes. Fortunately, strong afternoon winds that are common in that area were not present. This enabled fire crews to contain the fire before it could spread to structures.



2. June 20<sup>th</sup> structure fire in Contempo Marin

- a. At approximately 1:45 a.m. on June 20th, firefighters responded to a dwelling fire on the 80 block of Yosemite Road. Fire crews arrived to find a mobile home structure fully involved with all occupants out and safe with no injuries. Firefighters protected the adjoining dwellings while extinguishing the involved structure. The fire was under control in approximately 20 minutes. Damage was contained to the dwelling. The fire appears to have started on a rear porch and possibly caused by improperly discarded smoking materials. The Red Cross was requested to aid three displaced occupants. 2 battalion chiefs, 4 engines, a medic ambulance, and a ladder truck responded.

**TRAINING DIVISION UPDATES**

On going wildland fire training

**PREVENTION DIVISION UPDATES**

No Report

## WILDFIRE MITIGATION DIVISION UPDATES



- **Direct Assistance provided to residents:**

- 3 Marinwood properties received Direct Assistance to remove fire hazardous vegetation recently
  - This work focused on removing Italian cypress, Juniper, bamboo, Acacia and Arborvitae to improve defensible space and first responder access
- 6 additional Marinwood residential properties have expressed interest in the Direct Assistance program recently, and we are currently working with them to arrange services



- **Free Curbside Chipping provided to residents:**

- Marin Wildfire Prevention Authority (MWPA) staff report that 24 properties in Marinwood have received free curbside chipping services so far this year
- Approximately 61 cubic yards of vegetation have been removed through the [Chipper Program](#)



- **Goat Grazing:**
  - Goats have recently completed grazing in Marinwood CSD open space to reduce light and flashy fuels near homes
  - Goats grazed approximately 23 acres in Marinwood CSD open space adjacent to residential properties this year
  
- **Blackstone Open Space fuel reduction project:**
  - Vegetation management work is scheduled to take place after nesting bird season in August or September to establish a 100 foot buffer along residential property lines in the Las Gallinas-Blackstone Drive Open Space area. This work will continue to establish a shaded fuel break in this area.
  
- **MWPA social media post highlighting Marinwood project on Queenstone Fire Road:**
  - <https://x.com/marinwildfire/status/1805602696231112786?s=42&t=iMTp3vrjBzWo13de1Iru8g>

Parks and Recreation Report  
July 2024  
Submitted by: Luke Fretwell, Recreation Director

## **RECREATION ACTIVITY REPORT**

### Summer Program Kickoff

Our summer programming commenced on June 17<sup>th</sup> and the first 3 weeks have gone smoothly. Highlights from summer camp have included a successful field trip for the 4<sup>th</sup>, 5<sup>th</sup>, and 6<sup>th</sup> grade camps to the Cal Skate skating rink in Rohnert Park; the annual Counselor vs. Camper Basketball Game at the Miller Creek gym; and campers getting to happen upon the scene of an “alien spaceship crash landing” in the forest during space-themed Summer Blastoff week.

Each day this summer we are providing camp to around 500 campers, teaching swim lessons to over 100 swimmers, and training around 50 junior high Counselors-in-Training & Guards-in-Training.

### Week 3 Heatwave

The third week of summer saw multiple days with temperatures in the 90's and 100's, which presented challenges for our outdoor-based camp program. Robyn and her supervisor staff were thankfully able to scramble and reconfigure the camp schedules to maximize pool time, air-conditioned indoor time, and water activities to try and keep the campers (and staff) from overheating. I was extremely impressed with how positive and energetic our staff stayed throughout the brutally hot week.

### Pool Update

The recent hot weather has brought strong attendance to the pool for lap swim and recreation swim each day. Swim lesson enrollment continues to be strong with most weeks of private lessons completely full and group lessons full for all but the highest levels.

John Paul has been running the lifeguard staff through rigorous weekly staff in-service trainings and bi-weekly small group trainings to hone their rescue and CPR skills and prepare for various emergency scenarios. The staff is looking solid.

### Music in the Park

Our summer concert series kicked off on Friday, June 28<sup>th</sup> and featured spirited performances by local groups Miracle Mule and Ginger Beat. With a total of 15 members playing over 20 instruments between the two groups, the event was logistically adventurous and pushed the limits of our PA system and our stage. However, both bands were great to work with and put on a terrific show. Marinwood Market once again provided food for purchase, Curtis Silbermann came and scooped Silbermann's ice cream, and Marinwood staff the refreshment/snack bar.

The next concert will take place Friday, July 12<sup>th</sup> and will feature 90's tribute band Citizen Flannel.

### Summer Concert Schedule:

Fri, 6/28 – Ginger Beat, Miracle Mule

Fri, 7/12 – Citizen Flannel

Sat, 7/27 – Summer Brewfest, featuring music by Void Where Prohibited

Fri, 8/9 – La Mixta Criolla

Fri, 8/23 – Mercy & the Heartbeats

## **PARKS MAINTENANCE ACTIVITY REPORT**

### Creekside Park Maintenance

These past couple weeks the Parks staff spent time at Creekside Park clearing weeds, trimming and pruning, adding woodchips, and making minor repairs to some playground components.

### Irrigation Repairs in Marinwood Park

Two separate irrigation main line leaks were discovered in the park during the weeks of June 10<sup>th</sup> and June 17<sup>th</sup>, respectively, right as our busy summer programs were starting. The Parks crew was able to make the repairs quickly and with minimal disruption to our camp program. The regular audience of awestruck camp kids no doubt contributed to the crew's success.

### Tree Work

During the week of June 10<sup>th</sup> we had tree trimming performed along the sidewalk of Marinwood Park and around the parking lot to remove dead branches and reduce the weight of the liquid amber trees. We also had trees trimmed along the tennis courts that had begun to block the floodlights.

### Picnic Table Repairs

During the week of June 17<sup>th</sup> the staff made repairs to picnic tables in the park that were discovered to be loose or compromised. Small repairs were made to keep the tables in working order; some of the tables will need to be more thoroughly refurbished this fall.

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