

STRAWBERRY RECREATION DISTRICT  
BOARD OF DIRECTORS MINUTES

February 10, 2010

Chair Klopfer called the regular meeting of the Board of Directors of the Strawberry Recreation District to order at 7:05 PM.

**QUORUM CALL:**

Present were Directors Francis, Klopfer, and Zener. District Manager Leanne Kreuzer and members of the public were also present.

**OPEN TIME FOR PUBLIC EXPRESSION:** (limited to 3 minutes per person):

A member of the public commented that the new brochure was great. A second member of the public concurred, but pointed out there is no advertising in the new brochure.

District Manager Kreuzer responded that previously there were two adds, including a full back page add. The District will revisit this topic in the future. SRD will do a bulk mailing first run to 7,000 Mill Valley, and 3,000 Tiburon households: The District can direct mail the pool membership outside this area. Manager Kreuzer commented that there are no rental fee changes with the exception of adding a quarter field rental rate for small contractors.

**AGENDA ADJUSTMENTS:** None

**MINUTES CORRECTIONS:** None

**MINUTES**

**Motion:** Move to approve the January 2010 Minutes. M/S/C Zener / Francis

Ayes: Francis, Klopfer, and Zener. Noes: None Absent: Baldwin-Leonard

The September 9, 2009 minutes were tabled for the next Board meeting.

**FISCAL REPORTS – CONSENT CALENDARS:**

District Manager Kreuzer stated that the brochure was later resulting later purchases of Spring/Summer Pool Passes. There was a total spending of \$4,000 for the bulk mailing and the Southwest printer.

Manager Kruezer added that the tennis revenue is from Jr. League, group lessons, and the Bulletproof Doubles clinic. Manager Kreuzer also noted that the District has received the payment from Mill Valley Refuse.

- Motion: Move to Approve Items A1 – 2 Fiscal Reports – Consent Calendars.

M/S/C Francis / Klopfer

Ayes: Francis, Klopfer, and Zener. Noes: None

Absent: Baldwin-Leonard

- Motion: Move to Approve Item A3 Transfer of Funds. M/S/C Francis / Klopfer

Ayes: Francis, Klopfer, and Zener. Noes: None

Absent: Baldwin-Leonard

**OLD BUSINESS**

**Item B1.** Discussion/Action Item: Discuss the SRD Pool Entrance restoration project and approve additional ADA compliance modifications and reallocation of funds from “Pool Current Annual Major Repairs 2009/10 Fiscal Budget”

District Manager Kreuzer stated that the architect submitted both projects for permits. Manager Kreuzer added that the plans have been submitted to the County, which is requiring an additional 20% of the project amounts be allocated for ADA upgrades and improvements. The County wanted to include the 2007 projects the \$80,000 pool resurfacing and the \$40,000 platform projects in the project total. Manager Kreuzer requested the dismissal of the two 2007 projects components and approval of an amount of \$14,000

ADA compliance work. The recommended order of priority is ADA compliant paths and entrances, and then bathrooms. The budget will require additional allocated funds of \$10,000 towards compliance.

Bathrooms should be brought up to current ADA standards: Level entrance way, a ramp, and ADA doors. Slopes less than 5% do not require rails: slopes from 5% up to 8% require rails. The concrete work going out from the entrance between the pool and the building will not interfere with the existing drains.

Director Francis enquired about door radius requirements. Manager Kreuzer responded that the hinges need to be on the opposite side of the doors. She added that funds could be taken from the fence/trellis project and repurpose towards the ramps in order to maintain the budget line. This would create ADA compliance goodwill. Chair Klopfer noted that the fence project can be done in stages and suggested repurposing \$10,000 towards the pool concrete decking.

Manager Kreuzer estimated repurposing \$14,000 towards the additional entrance work and added that the outside/inside bids are under the dollar amount. Manager Kreuzer restated that 8% ramps are required to have a curb and rails. The District must comply, not just maintain existing accommodations in order to get the building permits. This would also demonstrate "goodwill" towards compliance.

Director Francis agreed that changing the non-compliant portion of the entrance was necessary. Director Francis added that separate but equal would not meet compliance. The District Manager noted that wheelchair accessibility and hand rail requirements may be needed. Manager Kreuzer added that the District can accommodate ADA in the pool bathrooms, but noted that the parks and first floor restrooms are non-compliant. Additionally the third floor does not have a bathroom and the second floor gym has restricted access.

Director Francis pointed out that wheelchair access is difficult with the current front gate and suggested the possibility of a guard station. Director Zener pointed out that the entrance project is intended to revitalize the heart of the recreation center with the office, picnic tables, and camp activity. Manager Kreuzer noted that a corner station lacks visibility to the Spa due to the cinder-block wall and the area to the right is the best sun area for the patrons. Director Zener noted that the new entrance will enforce membership and increase revenue because patrons will have to check in.

- Motion: Move to Approve repurposing \$10,000 from phase 2 of the fence project to ADA compliance.

M/S/C Klopfer/ Zener

Ayes: Francis, Klopfer, and Zener. Noes: None

Absent: Baldwin-Leonard

**Item B2.** Discussion/Action Item: SRD Financial mid-year 2009/2010.

District Manager Kreuzer stated that there are reporting changes. Chair Klopfer noted that for the profit and loss report that expenses have been broken out into new categories. Zone V is DeSilva Island. Pool employee benefits are separated out. Manager Kreuzer noted that the goal is greater financial responsibility for the departments regarding revenue and expenses. The departments need to increase the percentage of self generated revenue and reduce expenses while maintaining quality.

The Youth refunds are due to the cancelation of the 2009 proposed preschool program. Manager Kreuzer stated that the second property tax has not been deposited.

**NEW BUSINESS**

**Item C1.** Discussion/ Action Item: Discuss and meet potential Strawberry Recreation District Board Candidates and make a recommendation to Marin County Board of Supervisors for a new appointment.

District Manager Kreuzer stated that SRD does not need to advertise the Board vacancy in local papers and noted that there are posting requirements. The District manager will create information packets for those expressing interest in the position. Related items will be placed on the March agenda.

**Item C2.** Discussion/Action Item: SRD Field and Field Rental Policy

Chair Klopfer stated that there is increasing demand for field use and legacy users. District Manager Kreuzer commented that she has contacted TPLL and TPSL to limit the scope and span of field use in order to maximize usage of this resource. Informally TPLL is now year round usage. Manager Kreuzer recommended a transitional plan for the field maintenance.

Manager Kreuzer added that the field that the TPLL batting cage is on is owned by SRD. Director Francis pointed out there are liability issues with the batting cage: Director Francis suggested taking control of the maintenance and charging use fees. Manager Kreuzer commented that the snack shack could be used during special events for the pool and tennis. The snack shack could be run as a project for the CIT program, or as a rotation of the pool staff, or as a teen entry level position.

Manager Kreuzer added that the fields are not being fertilized, aerated, or maintained on a schedule: Field rental revenue should be reinvested in the field maintenance. The District can charge the same amount and operate year round renting the fields to users. Little League team did not produce their practice and game schedules in 2009 or 2010. Soccer uses the field for four months between August and November. Manager Kreuzer recommended having a defined contract for the spring/summer practice and game schedule as well as the use of the snack shack. The District could have secure and separate usage of the snack shack. In addition there are several club teams utilizing the field without rental contracts and fee payments that are not official little league teams.

Chair Klopfer suggested having a minor field fence. Manager Kreuzer commented that the minor field was scheduled to be measured in order to determine any interference with soccer. Manager Kreuzer added that the field is open to the public, but the District charges when the activity is organized, such as a club, coach, or camp.

Chair Klopfer noted that there is demand for year round use of the field and commented it could be rented out in the morning. Chair Klopfer added that the District could take over the amenities and build it into the fees. Manager Kreuzer commented that the District could survey what Little League organizations pay for local field use.

**Item C3.** Discussion Item: SRD Mission Statement update

District Manager Kreuzer stated that the mission statement should be consistent with the website. The Board discussed minor changes and added language encouraging attendance of the monthly public meetings. Manager Kreuzer noted that some of the language is similar to CPRS linking recreation with essential community services such as police and fire. Options will be presented at a future meeting for the Board's approval.

**Item C4.** Discussion Item: The future direction of the SRD, SRD Board and SRD facility

Chair Klopfer commented that the District is building a good foundation with Manager Kreuzer.

Chair Klopfer suggested adding an outdoor quality ping pong table in the courtyard or a Ga-Ga court for older children in or near Reggie Park.

Director Francis commented that the hillside land use should be explored, the baseball shed roof needs repair, and the main gatefence project. Director Francis commented that he would like games for the kids on the pool platform. Director Francis added that there should be new stairs up to Ricardo Road, the bathrooms need remodeling with new paint and updated lighting.

**ADMINISTRATION:**

**MANAGER'S REPORT**

As presented.

**CORRESPONDENCE:** None.

**GOOD OF THE ORDER**

There being no further business to come before the Board, Chair Klopfer motioned that the meeting be adjourned, seconded by Director Francis. The meeting was adjourned by Chair Klopfer at 10:10 PM.

**The next regular meeting of the Strawberry Recreation District Board of Directors will be held on: Tuesday, March 9, 2010.**

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Secretary, Board of Directors Strawberry Recreation District

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Chair, Board of Directors  
Strawberry Recreation District