

STRAWBERRY RECREATION DISTRICT  
BOARD OF DIRECTORS MINUTES  
January 13, 2010

Chair Klopfer called the regular meeting of the Board of Directors of the Strawberry Recreation District to order at 7:09 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 thanked District Manager Leanne Kreuzer and the SRD Board for the six new 3-hour holiday swim days. He commented that this a good first step and suggested studying the TDS issue with the goal of zero closures.

**AGENDA ADJUSTMENTS:** None

**MINUTES CORRECTIONS:** None

**MINUTES**

**Motion:** Move to approve the December 9, 2009 Minutes. M/S/C Francis / Zener

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 commented that there were new expenditures associated with advertizing and the ‘Fitness Tea’ events.

Director Francis suggested providing a brief explanation of service, repair, or maintenance expenses in the reports.

- Motion: Move to Approve Items A1 – 3 Fiscal Reports – Consent Calendars.  
M/S/C Francis / Zener  
Ayes: Francis, Klopfer, and Zener. Noes: None  
Absent: Baldwin-Leonard

**OLD BUSINESS**

**Item B1. CLOSED SESSION-CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED**

**LITIGATION** Significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9: one (1) potential case

**CLOSED SESSION:** 7:21 PM

**RECONVENE IN OPEN SESSION:** 8:00 PM

Nothing to report out of the closed session.

**Item B2. Discussion/ Action Item:** Strawberry Seals request for 2010 rate reduction.

District Manager Kreuzer stated that the Seals are asking for a \$1,000 rate reduction due to the discontinuation of the Saturday swim meets at Strawberry. The Seals are also requesting SRD waive the lifeguard and yoga room fees. Chair Klopfer commented that the swim meets are technically free of charge. Manager Kreuzer stated that the Seals seasonal rate is \$7.70 per week/per Seals swimmer, which include full ‘SRD Seasonal Pass’ privileges, and noted that the Seals are not charged for swim meets, times trials, the parent meeting, and the swim-a-thon. Director Zener proposed offering another service instead of reducing the rate. Manager Kreuzer noted that all groups would have to be treated equally. Director Francis noted

that there is a \$25,000 difference in projected revenue from Seals for the 2010 spring/summer due to their move to Tam High School. Director Francis suggested splitting the fees if the Seals are passionate. Manager Kreuzer asked how SRD would then calculate the fees next year and how SRD would calculate other organizations and private rental clinics. Chair Klopfer noted that SRD needs to make up the difference in revenue. Director Zener commented that the District has not been flexible with the swim team and felt that this could be a goodwill gesture. Manager Kreuzer stated that the District has continually given the Seals organization more, such as an extra day and lane for 2009/10. SRD has an agreement for exclusive use of the pool for Saturday swim meets because they were the original user. Manager Kreuzer stated that Scott Valley closes their pool for their swim team and provides free rooms because they run the swim team program. Director Zener felt that something should be offered back, such as use of the first floor meeting room a few times. Manager Kreuzer commented that the District is losing \$25,000 in revenue with the Seals move to Tam High School in the 2010 Spring/Summer Season. Aquatics Supervisor Hale stated that the swim team has outgrown our pool and felt that the District should consider comping a room rental because the pool space requested would create a loss of "pool party" revenue. Chair Klopfer directed Manager Kreuzer to smooth over the issue by offering the Yoga room during the winter clinic.

**Item B3. Discussion Item:** SRD Financial reports 2008/09 and mid-year 2009/2010.

Manager Kreuzer commented that the December property tax, ERAF, and Mill Valley Refuse revenue has not posted. Expenses have been reduced even with the Richardson Bay bill, \$12,000 technical upgrade, and \$12,000 for the new website.

Manager Kreuzer reviewed the finances related to two new Aquatic Coordinator positions stating that the total annual employee cost for the two coordinators is \$104,962. Revenue related to the positions consists of Camp revenue of \$57,000 and a profit of \$42,000. Summer camps were run for 6-weeks this year and will run for 11-weeks next year. Jumping Jacks YTD revenue is \$3,000. Off-season swim lessons brought in YTD \$5,000 more in revenue. Special events are not a source of profit revenue. Employee cost saving is \$36,000 per year, additionally offsetting the cost of the two Aquatics Coordinator positions.

**Item B4. Discussion/ Action Item:** Future of SRD "Independent Contract" status. Policy changes. Agency registration class list

There are four types of current contracts options. Recommendation to adopt a policy that no longer provides open ended contracts, all future contracts will have end dates. Percentage contracts will also have a short term date range. Manager Kreuzer stated that this would provide the infrastructure for growth. An existing flat rate per participant/drop-in contract can continue to be open ended. The current aerobics program contracts were given as an example.

**Motion:** Move to approve the policy of no open ended contracts. M/S/C Francis / Zener

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

Absent: Baldwin-Leonard

**Item B5. Discussion Item:** Request to utilize two of the SRD Tennis Courts for soccer.

District Manager Kreuzer stated that it would be premature to reallocate because the tennis program has not been reviewed or revitalized at this point. Director Francis commented that he prefers the stipend use fee that is generally used. Director Francis added that the gym can be rented for indoor soccer use. Director Zener stated that it would not be fair to the tennis program. Chair Klopfer commented that the four courts are not enough and suggested that the field could be better utilized. Manager Kreuzer commented that there is a lack of gym and field space in the area with Lacrosse and other programs growing. The individual making the request commented that lit fields would produce \$100,000 in revenue with 10-30 people per hour.

**Item B6. Discussion/Action Item:** Discuss requests for donation of SRD services or passes by local non-profits and determine future policy and guidelines.

District Manager Kreuzer stated that it is a marketing/neighborhood relations tool to offer as a donation 1-day camp, a special event pass, or a Jumping Jacks card. Donations related to the pool could be a pass for a week or two. District Manager Kreuzer also questioned if the Board wanted to cap annual donations. Or specify what types of organizations would be eligible.

Director Zener suggested the District donate less of the pool/tennis use than the other choices.

**Motion:** Move to approve donation of SRD services or passes for local non-profits. M/S/C Klopfer / Zener  
Ayes: Francis, Klopfer, and Zener. Noes: None  
Absent: Baldwin-Leonard

**Item B7. Discussion/Action Item:** Partial employee payout of vacation request and the new SRD handbook caps on vacation accrual.

Manager Kreuzer commented that this is regarding accrued "vacation", not "compensation overtime". Director Francis suggested forcing vacation, but allowing accrual through the pool project. Director Francis added that there should be a transition period and then a deadline like June 30<sup>th</sup>.

**Motion:** Move to approve vacation accrual until June 30, 2010. If the employee is over 280 hours vacation at that time, they would no longer accrue and a vacation will be requested, the District will not pay out vacation time. M/S/C Zener / Francis  
Ayes: Francis, Klopfer, and Zener. Noes: None  
Absent: Baldwin-Leonard

## **NEW BUSINESS**

**Item C1. Discussion/Action Item:** Discuss Tree Removal of one Pine located on the 2nd level of the south main facility patio and two-trees above Reggie Park. Approve the additional funds for the removal and restoration of the hillside.

District Manager Kreuzer stated that the pine by the gym was recommended for removal two years ago. Manager Kreuzer also noted the recommendation to thin out 2 of the 5 trees above Reggie Park. The funds could come out of the replacement reserve and would be over budget at \$1,600 to \$2,000 per tree removed.

**Motion:** Move to approve the removal of 1 tree from outside the gym, and 2 of the 5 trees above Reggie Park. M/S/C Francis / Zener  
Ayes: Francis, Klopfer, and Zener. Noes: None Absent: Baldwin-Leonard

**Item C2. Discussion/Action Item:** Discuss the SRD Pool Entrance restoration project and approve the proposed payment schedule.

Director Francis commented that allowance is contingency; it should be applied if not used. Director Francis stated that there should be an approved schedule with payment of 25% per phase. There would be 4 invoices and bills reflecting the scope of work completed.

**Motion:** Move to approve payment scale with more detail. M/S/C Francis / Klopfer  
Ayes: Francis, Klopfer, and Zener. Noes: None  
Absent: Baldwin-Leonard

## **ADMINISTRATION: MANAGER'S REPORT**

**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 9:20 PM.

**The next regular meeting of the Strawberry Recreation District Board of Directors will be held on:  
Wednesday, February 10, 2010.**

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Secretary, Board of Directors  
Strawberry Recreation District

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Chair, Board of Directors  
Strawberry Recreation District