

**STRAWBERRY RECREATION DISTRICT  
BOARD OF DIRECTORS MINUTES  
January 14, 2009**

Chair Francis called the regular meeting of the Board of Directors of the Strawberry Recreation District to order at 7:12 PM.

**QUORUM CALL:**

Present were Directors Baldwin-Leonard, 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): None.

**AGENDA ADJUSTMENTS:** None

**MINUTES CORRECTIONS:** None.

**MINUTES**

- **Motion:** Approve the November 19, 2008 minutes. M/S/C Klopfer / Zener  
Ayes: Francis, Klopfer, and Zener. Noes: None  
Absent: Spinola-Schwartz  
Director Baldwin-Leonard abstained from the vote.
- **Motion:** Approve the December 10, 2008 minutes. M/S/C Klopfer / Zener  
Ayes: Baldwin-Leonard, Francis, Klopfer, and Zener. Noes: None  
Absent: Spinola-Schwartz

Item A1. **CLOSED SESSION:** Conference with Legal Counsel – Anticipated Litigation  
Significant exposure to litigation pursuant to subdivision (b) of California Government Code  
Section 52956.9: one potential case. 7:15 p.m.

**RECONVENE IN OPEN SESSION:** 7:42

Jennifer Vuillermet from County Counsel announced there was nothing to report out.

Item A2. **Discussion Item:** Discussion of mid-budget review and District Manager's recommendation to reorganize administrative duties and staff.

District Manager Kreuzer recommended budget cuts because of the mid-budget report shows a loss of \$506,899.40. She noted that property tax income was falling due to value reassessments. The District Manager proposed the elimination of: the Recreation Supervisor position, the Youth Summer Day Camp program, and the elimination of the 2009 spring/summer brochure. She recommended promoting the summer swimming, and the Tennis Camp with flyers. Overall the pool and tennis programs are doing fine. The Facility rentals need work, but they are on track with the budget. Legal expenses are increasing. Revenue for the District should rise before considering additional expenditures. Currently there is no administrative infrastructure to support growth, everything is manual and is difficult to track and report without software.

The District Manager also proposed reclassifying the position of the Maintenance Aide, Luis Gonzalez. The benefits of the position would not be changed by the reclassification from hourly to a salaried employee, but it would help reduce the 3 different hourly time card schedules to 1-hourly time card schedule.

**FISCAL REPORTS – CONSENT CALENDARS:**

The District Manager commented that the Facilities and Maintenance Manager, Luis Yataco, receives a car allowance. Luis regularly drives to the other locations in the District and also to stores for maintenance supplies. Some Districts have a car allowance, some mileage only, and some a split system.

- **Item B1.** Approval & Confirmation of Expenditures, Disbursements, Warrants, Payroll
- **Item B2.** Review, Weekly Deposit Reports
- **Item B3.** Transfer of Funds

**Motion:** Move to Approve Fiscal Reports – Consent Calendars. M/S/C Klopfer / Baldwin-Leonard

Ayes: Baldwin-Leonard, Francis, Klopfer, and Zener.  
Absent: Spinola-Schwartz

Noes: None

**ADMINISTRATION:  
MANAGER'S REPORT**

Financial: The District is 2 years behind on the fiscal audits. This is a priority and should be an ongoing task.  
Administrative: The District Manager stated that she is having weekly staff meetings.  
Pool: The District Manager reviewed the pool drain compliance, noting that there is a new law. The baby pool is closed seasonally until March 2009. There are no manufacturers for the 18x18 main pool drain at this time, but a water pressure sensor gauge is to be installed that would shut off the pump. The nine drain covers should be installed in a week.  
Initial review of the brochure: The brochure/activity guide is repetitive and needs to be redesigned for Fall 09. Swim class registrations begin February 3<sup>rd</sup>. The Seals are happy with the winter clinics. The District Manager stated that she intends to meet with the Seals without staff.  
Classes: Adult recreation currently consists of aerobics. Youth Classes have 0-3 students registered.  
Special Events: There are only 2 special events: Camp Night and the Candy Hunt.  
Policy change: SRD has been accepting credit cards on a trial basis for Camp Night and facility rentals.

**OLD BUSINESS**

Motion: Move to pay compensatory time to Luis Yataco with the stipulation that his status, as an exempt employee, be clarified and confirmed via his signing the 2009 SRD Employee Handbook acknowledging the compensatory time policy going forward. M/S/C Francis / Klopfer  
Ayes: Baldwin-Leonard, Francis, Klopfer, and Zener. Noes: None  
Absent: Spinola-Schwartz

**NEW BUSINESS**

District Manager Kreuzer stated that the purpose of the Design sub-committee is to begin the development of a Master Plan and to implement a uniform design for the District.  
**Motion:** Move to Appoint Directors Klopfer and Zener to the Design sub-committee. M/S/C Francis / Klopfer  
Ayes: Baldwin-Leonard, Francis, Klopfer, and Zener. Noes: None  
Absent: Spinola-Schwartz

The HR Sub-committee is ensure that the District is current with labor laws and follows the best practices regarding HR issues.  
**Motion:** Move to Appoint Directors Baldwin-Leonard and Francis to the Human Resource sub-committee. M/S/C Francis / Klopfer  
Ayes: Baldwin-Leonard, Francis, Klopfer, and Zener. Noes: None  
Absent: Spinola-Schwartz

**CORRESPONDENCE:**

Matters of an Urgent Nature Arising Since Agenda Distribution: None.

**GOOD OF THE ORDER**

There being no further business to come before the Board, Chair Francis motioned that the meeting be adjourned, seconded by Director Zener. The meeting was adjourned by Chair Francis at 8:50 PM.

**The next regular meeting of the Strawberry Recreation District Board of Directors will be held on: Wednesday, February 11, 2009.**

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Secretary, Board of Directors  
Strawberry Recreation District

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Chair, Board of Directors  
Strawberry Recreation District