

STRAWBERRY RECREATION DISTRICT
BOARD OF DIRECTORS MINUTES
September 9, 2009

Chair Francis called the regular meeting of the Board of Directors of the Strawberry Recreation District to order at 7:07 PM.

QUORUM CALL:

Present were Directors Francis, Klopfer, and Baldwin-Leonard. District Manager Leanne Kreuzer, an aquatics instructor, the ARK, and members of the public were also present.

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

An aquatics instructor spoke regarding personal issues. The issue has been referred to the Human Resource Sub-Committee for review.

A member of the public commented that the Board has not been discussing programming and added that the programs are dying. There is nothing but swimming left, no brochure, no mention of a winter brochure, and no discussion of why there is no brochure. This should not be just the manager's decision. During the previous manager's time, one program was to be on the agenda every month. The Board is not addressing discussion.

Chair Francis responded that the Board is involved and meets with District Manager Kreuzer and that the District is going through healing time with the community. Judge success on launches. The community has been awakened; the summer was bustling with activity here. The District Manager is involved the school and the community. Chair Francis commented that the District will have a brochure in 2010.

District Manager Kreuzer stated that HR has set target goals for the position. Manager Kreuzer commented that the District is healing its reputation. The programming in the past brochure was not going forward. The community is being re-engaged. Programs have been successful with word of mouth and target groups. Manager Kreuzer stated that a new server and updating the website from the outdated look are some of the marketing priorities. The District is planning to move forward.

The member of the public also commented that senior 4.0 tennis team has moved from Strawberry to Lucas Valley this year. Half of the team is non-Strawberry and did not want to pay the \$140 membership fee. If the District wants teams then fees need to be discussed, other teams at other locations are free. Tennis is hurting in Strawberry; the District needs the reputation before charging. District Manager Kreuzer stated that she needs to finish the evaluation of the tennis program first. The member of the public suggested a \$3 drop in fee. He also commented that the Manager tried to save the team.

AGENDA ADJUSTMENTS: None

MINUTES CORRECTIONS: None

MINUTES

- **Motion:** Approve the July 7, 2009 minutes. M/S/C Baldwin-Leonard / Klopfer
Ayes: Baldwin-Leonard, Francis, and Klopfer. Noes: None
Absent: Spinola-Schwartz, and Zener

FISCAL REPORTS – CONSENT CALENDARS:

Chair Francis suggested creating a spreadsheet of just pool expenses over the years showing electricity, chemical, machinery expenses etc. Chair Francis also questioned the Pool Scene and Lincoln expenses and asked if work was being subcontracted out. District Manager Kreuzer stated that it depends on the vendor and invoice and commented that there were some repairs needed and that the District recently had to have some chemicals from 2000 disposed.

- Item A1. Approval & Confirmation of Expenditures, Disbursements, Warrants, Payroll
- Item A2. Review, Weekly Deposit Reports

- Item A3. Transfer of Funds

Motion: Move to Approve Fiscal Reports – Consent Calendars.

M/S/C Baldwin-Leonard / Klopfer

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

Absent: Spinola-Schwartz, and Zener

OLD BUSINESS

Item B1. **Discussion/ Action Item:** SRD Tree Trimming Policy.

Manager Kreuzer commented that the District should require that SRD be carried as an additional insured on insurance contracts. Director Klopfer noted that there are a lot of trees that need evaluation and added that if a vender is qualified, it would benefit the home owner's (property) value. Manager Kreuzer commented that the health of the trees is important. Director Baldwin-Leonard commented that it is a win/win policy, thinning trees and maintaining the trees health. Manager Kreuzer stated that the county governs tree permits in Strawberry, but cities like Larkspur and Tiburon grant tree permits and have heritage tree policies. Typically municipal trees are not trimmed for aesthetics. Municipal trees are typically trimmed for safety and property lines. Chair Francis commented that views are important, but noted that the tennis court lights and shade needs to be considered. Director Klopfer commented that evaluation must be tree by tree and suggested that the person interested in having the work done should absorb the costs. Director Klopfer felt that they should be required to sign something stating the policy and our requirements. Manager Kreuzer added that they have to be responsible for payment of tree services. Manager Kreuzer also noted that the tree policy is not a Strawberry ordinance, but it is a policy on how to handle SRD trees with respect to views.

Item B2. Discussion Item: Strawberry Cove vegetation. Native and non- native plant management

A member of the public commented that the Watershed Nursery will work with Richardson Bay Audubon on replanting Aramburu Island. Volunteers are removing the pepper weed by Strawberry Cove. Susan Schwartz of the Eastbay and Diana Brenner of the Watershed Nursery have provided input on native plant restoration. There are a lot of non-native plants, like Pepper Weed and Ice Plant that need to be controlled. Diana Benner is another contact with information on the pull and plant planning process. District Manager Kreuzer commented that the District needs to define where Strawberry, Marin County and BCDC property lines are. Manager Kreuzer noted that the Board visited the site during the District Parks and Facilities tour and added that the Facilities and Maintenance Supervisor, has returned from vacation and will define and mark the boundary.

Another member of the public commented that this area is fragile and invasive plants spread quickly. The member of the public added that the area is used as an unofficial dog park with dogs flushing wildlife. The public suggested supplying dog dropping baggies with a sign and some kind of buffer between the wetlands and the pathway. Manager Kreuzer commented that SRD would look into the signage. Director Klopfer suggested adding some vegetation or simple fencing to define the path. Manager Kreuzer commented that this is not in the 2009/10 budgeted.

Item B3. Discussion Item: SRD Pool Entrance restoration project

District Manager Kreuzer stated that bids under \$25,000 are not required to go out to bid according to the Facility and Maintenance Supervisor. Director Francis commented that usually plans are drawn and then acquire a few bids. Manager Kreuzer stated that the District has one recommendation and the other one was referred by a Board member.

NEW BUSINESS

Item C1. Discussion / Action Item: Yes on Measure C- endorsement request

District Manager commented that the request was addressed to her, but was Measure C was seeking the Board's endorsement. The Board felt that it should not endorse political measures as an agency. Manager Kreuzer will respond back with the Board's decision to endorse as individuals rather than endorse as an agency.

**ADMINISTRATION:
MANAGER'S REPORT**

District Manager Kreuzer stated that the website and Employee Handbook are in process, but have been pushed back. The fence will be done in a few weeks. TPLL will pay for the fence. The contract with the fence company is through TPLL. The auditor recommended improving control of petty cash and drop-in fees. The server is being cleaned up. The website is on hold while the District reduces expenses by providing text and photos for the website designer. The project should be completed by the end of 2009. There will be a report on the tennis camp next month.

There are a total of 1407 Spring/Summer individual pool members not including Seals swimmers. The membership rate has been discounted for the end of the season and tennis is prorated beginning September. The Seals have started their fall/winter schedule. Jumping Jacks is starting up with just 1 age group and will be run by the coordinators to reduce expenses. SRD will be offering 1-day, 3-day, and 5-day camps this fall and winter. The preschool contractors withdrew, so the Sprouts School program has been pulled from the schedule. The District is recruiting for an after school daycare program, but will not launch it without 2 staff. There is a new flyer for the adult classes which is maintaining registration numbers.

Maintenance has repainted the gym bathrooms and now is removing the rocks from in front of the office. The first floor bathrooms in the main building have new monochromatic shower curtains, cleanliness is still an issue. Manager Kreuzer stated that the bathrooms are being maintained but SRD is working towards improvement. Director Klopfer suggested using a green cleaning product and added that the quality needs to be improved. Manager Kreuzer stated that the locker rooms are disinfected every day and rusted water fountain parts are being replaced. Regarding Water Tank Hill the area needs to be surveyed and physically marked before writing a letter to the neighbor and replacing the bench.

Manager Kreuzer referred to a Camp Summary in the Board Packet and noted that the 6 ½ week program had the 2nd highest number of registrations at 269 participants plus Counselors in Training since 2004's 9 week program. Director Klopfer stated that her son loved the CIT program and gained a lot of skills. Manager Kreuzer commented that there will be a Strawberry Festival in the spring. The October Faire will be similar to the Spring Faire.

Item D2. Design Sub-Committee Report
Nothing to report.

Item D3. Human Resource Sub-Committee Report
Nothing to report.

CORRESPONDENCE: None.

GOOD OF THE ORDER

Director Klopfer commented that there is a fact sheet in the Board Packet by the MCBC and stated that there will be a Camino Alto Tunnel meeting in the fall, time and date to be announced.

There being no further business to come before the Board, Director Klopfer motioned that the meeting be adjourned, seconded by Chair Francis. The meeting was adjourned by Chair Francis at 8:31 PM.

**The next regular meeting of the Strawberry Recreation District Board of Directors will be held on:
Wednesday, October 14, 2009.**

Secretary, Board of Directors
Strawberry Recreation District

Chair, Board of Directors
Strawberry Recreation District