

STRAWBERRY RECREATION DISTRICT
BOARD OF DIRECTORS MINUTES
13 October 2010

Chair Klopfer called the regular meeting of the Board of Directors of the Strawberry Recreation District to order at 7:10 PM.

QUORUM CALL:

Present were Directors Francis, Klopfer, Reade, and Zener. Absent was Director Teese District Manager Leanne Kreuzer, and members of the public were also present.

CHAIR OPENING COMMENT: Chair Klopfer opened the meeting and invited members of the public to speak.

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

A member of the public and SRD Tennis Pass Holder addressed the Board of Directors expressing a need for the revitalization of the tennis facility and programs. Adding that pass holders need a place to socialize and meet. Plans for a club house including a meeting area, viewing area, and kitchen were presented to the Board for consideration as a possible focal point at the facility. The pass holder noted that several individuals are interested in supporting a project focused on the tennis facility and would be interested in becoming involved. Director Klopfer asked about the plans and the square footage. Director Francis acknowledged the detail and use of space in the concept, layout and design features. Chair Klopfer mentioned that the SRD has not been actively pursuing bonds, grants and fundraising for capital improvement projects of this size but is in support of moving in that direction. The Board discussed the importance of creating a tennis committee and getting pass holders involved, giving direction to staff to begin the process of establishing a committee. The Board also directed member of the public presenting the project to begin looking into related costs of a project of this size and to research any existing soil studies, and engineering studies on the hillside that may be relevant to the hill above the tennis courts. The Board placed the item on the list projects for future consideration and thanked the member of the public for his time, interest and support. The item will appear on a future agenda for discussion.

AGENDA ADJUSTMENTS: None

MINUTES CORRECTIONS: None

MINUTES

Motion: Move to approve the Sept 8, 2010 Minutes. M/S/C Francis/Reade

Ayes: Francis, Klopfer, Reade

Noes: None

Absent for Sept 8th meeting: Zener (second ½) Absent for October 13th meeting: Teese

FISCAL REPORTS – CONSENT CALENDARS:

- **Motion:** Move to Approve Item A1-2 Fiscal Reports - Consent Calendars M/S/C Francis/Klopfer
Ayes: Francis, Klopfer, Reade, Zener Noes: None Absent: Teese
- **Motion:** Move to Approve Item A3 Transfer of Funds (transfer Zone IV expenditure).
M/S/C Klopfer/ Francis
Ayes: Francis, Klopfer, Reade, Zener Noes: None Absent: Teese
- **Motion:** Move to Approve Item A4 Onetime service contract for project identified as Vegetation Control on hillside located at SRD main facility.
M/S/C Francis/Reade
Ayes: Francis, Klopfer, Reade, Zener Noes: None Absent: Teese

B. New Business- Items

1. Discussion/ Action Item: Pedestrian Pathway between De Silva Rd and Seminary Drive repair.

Recommendations: Provide direction to staff.

The Board of Directors discussed the condition of the path and materials that could be considered in repairing the path acknowledging that the proposal was reasonably priced. Funding may be available through Safe Routes To School, the local business owners or the county to assist in covering the costs of the repairs. Direction was given to staff to explore possible funding options. The Board of Directors decided on the following: asphalt would be utilized as the material, five foot in width where possible, determine the health and threat to trees that are adjacent or impeding the path, confirm the repairs will meet ADA standards. Chair Klopfer also requested that the shrubs be trimmed down to improve the pathway. Director Reade requested that bids clarify warranty for settling and costs related to preparing the surface for asphalt. Additional bids will be requested.

B. New Business- Items

2. Discussion/ Action Item: SRD Pool equipment repair/replacement.

Recommendations: Provide direction to staff.

District Manager Kreuzer reviewed the maintenance plans for the closure and proposed suspending the purchase of the new spa motor. One of the two main pool heaters needs replacement, staff recommends that SRD hold off on major equipment purchases and explore a master plan for the pool equipment including electrical, water and gas line upgrades. SRD Board provided direction to staff to purchase a replacement heater for the main pool, service the pieces of equipment that are scheduled for 2010 maintenance and hold off on the purchase and installation of a new spa motor. The Board also requested that the District Manager begin researching related costs to the possible pool equipment upgrade and possible relocation options.

C. Old Business-Items

1. Discussion: Golden Gate Seminary Master Plan and open-space proposal.

The SRD Board of Directors continued the discussion of the 25 acre Golden Gate Seminary property located adjacent to SRD's Brickyard Park. The Board would like to explore the possible additional costs associated to protecting the possible "maritime forest", any historical or archeological sites, endangered or threatened species that may be found on the property. Director Klopfer visited the property. Director Francis spoke about the potential for a path linking the Seminary Drive existing stair case to Brickyard Park and recommended negotiating with GGS and HartMarin on the transfer of the property and related onetime costs associated with creating a rough path. Director Zener expressed concerns related to the possibility of other non-profits acquiring this adjacent property. Chair Klopfer stated that acquiring and maintaining this coastal path would be consistent with SRD and would expand the public access of coastal path in Strawberry. Director Francis asked the District manager to inquire to Hart Marin about any feedback from the adjacent parcels. Board requests that staff research the point outlined in the discussion and report back for the November meeting.

C. Old Business-Items

2. Discussion/ Action Item: Marin Local Agency Formation Commission: Adopt "Sphere of Influence" for Strawberry Recreation District.

The Sphere of influence was reviewed and briefly discussed. A member of the public noted that the Harbor Point special event included the Mayor of Mill Valley and a representative from the Chamber of Commerce that both spoke at the event and did a presentation as if Harbor Point was located within the City of Mill Valley. The recommendation was made to contact Harbor Point as it is located in the Strawberry Recreation District.

C. Old Business-Items

3. Discussion/ Action Item: Marin Local Agency Formation Commission (LAFCO) call for nominations.

Director Klopfer discussed the call for nominations. There are no nominations from SRD at this time.

D. Administration:

1. Manager's Report

District Manager summarized report noting the staffing transitions in September and the increased marketing and communication with pass holders through letters, bulletin board postings, and direct mail flyers. The District Manager reviewed the facility rental procedures and the transition from manual facility rental bookkeeping system to a computerized system with the use of QuickBooks business software. District Manger brought to the attention of the Board the PGE “Smart Meter” status and the Board discussed attributes of the system and municipalities that are trying to block the installation of “Smart Meters”. Current projects consist of preparing for the maintenance closure, the 2009/10 Audit, creating administrative and bookkeeping procedures related to daily operations and reporting, Zone V - DeSilva Island path repair proposal.

2. HR Sub Committee Report- VSIP staff transitions were completed in September and the operation of SRD is running smoothly. The HR Sub Committee will work on providing an update to the Board on the restructuring.

CORRESPONDENCE: PGE Smart Meter notification, US Census accommodation, Zone V pathway maintenance, Marin magazine article, Strawberry Seals Swim Team.

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 9:15 PM.

The next regular meeting of the Strawberry Recreation District Board of Directors will be held on: Wednesday, November 10, 2010 at 7 PM in the 3rd floor meeting room.

Secretary, Board of Directors Strawberry Recreation District

Chair, Board of Directors
Strawberry Recreation District