

STRAWBERRY RECREATION DISTRICT  
BOARD OF DIRECTORS MINUTES  
June 15, 2011

Chair Francis called the regular meeting of the Board of Directors of the Strawberry Recreation District to order at 7:46 PM.

**QUORUM CALL:**

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

**CHAIR OPENING COMMENT:**

**A. New Business- Items**

- 1. Closed Session:** Action Item – PUBLIC EMPLOYEE PERFORMANCE EVALUATION (California Government Code Section 54957) - Title: District Manager

Report Out of Closed Session: The Board provided direction to staff.

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

A member of the public inquired about tennis items including the new ADA path, the drinking fountains, and the adult tournaments that were approved for court time. The District Manager updated the Board and members of the public on the status of the path and drinking fountains. The Board did approve court time however Higgin's Tennis did not schedule any adult tournaments in the spring of 2011.

**AGENDA ADJUSTMENTS:**

Move Item 3 to the beginning of the New Business section.

**MINUTES CORRECTIONS:** None

**MINUTES DRAFT** May 11, 2011

The May minutes will be placed on a future agenda with the Directors that attended the May meeting are present.

**B. FISCAL REPORTS – CONSENT CALENDARS:**

- **Motion:** Move to Approve Item A1-2 Fiscal Reports - Consent Calendars M/S/C JF/ PT  
Ayes: Francis, Klopfer, and Teese, Noes: None Absent: Reade, Zener
- **Motion:** Move to Approve Item A3 Transfer of Funds (transfer Zone IV expenditure) and the additions to the packet M/S/C JF/PT  
Ayes: Francis, Klopfer, and Teese Noes: None Absent: Reade, Zener

**Approval of Minutes:**

**C. New Business- Items**

- 3. Discussion Item/Action Item:** Review and approve Mill Valley Refuse request to increase rates for garbage and debris.

Representatives from Mill Valley Refuse (MVR) addressed the SRD Board defining increased expenses due to increase use, fuel prices and continued increases in dump fees. Owners David Biggio and Dave Della Zoppa formally requested approval for a rate increase for Strawberry residence. Chair Francis asked for clarification on the proposal. The proposed increase is 14.5%. Director Teese asked for a specific dollar amount related to the increase. The representatives confirmed a \$3.51 per month increase. Mill Valley Refuse also indicated a reduction in projected revenue as customers transition to smaller can sizes while producing the same amount of debris. MVR reports that debris volume is the same and trash is being placed in alternative containers.

Director Klopfer noted that the new compost practices have reduced the amount of traditional trash and inquired if Mill Valley refuse was receiving revenue for compost. Mill Valley Refuse responded “No, we are paying to dispose of it”. Director Klopfer asked, “Aside from raising rates are there any other options?” Mill Valley Refuse stated that they have been exploring other options for the future including the creation of an individual rate or “basic rate” and possibly additional charges for “hills” vs. “flat rates” and “off street garbage pick-up” noting the only large increase was approximately 10 years ago as a result of the one million dollar assessment by the state. The current issue has been in the news and the local communities are supporting the increases noting that green waste and compost initiatives have impacted expenses. A member of the public stated that a detailed list of MVR expenses use to be provided to SRD. The Board discussed the variation of increases in Marin and the relation to the established franchise rate in Strawberry. MVR commented that they are one of the few agencies that perform back yard pick-up and retrieve cans for those that can’t bring them to the curb. A member of the public stated that cans are often blocking the street. MVR responded that they will look into the issue and that drivers are told to return cans to the location in which they were picked up.

- **Motion:** Move to Approve garbage increase as proposed by Mill Valley Refuse. M/S/C JF/ JK  
 Ayes: Francis, Klopfer, and Teese      Noes: None      Absent: Reade, Zener

**1. Discussion Item/Action Item:** Review of proposed Current Annual Major Repairs (CAMR), Replacement Reserves (RR), Capital Improvement Projects (CIP), for the proposed 2011-12 Preliminary Budget.

Each line item of the 2011/12 proposed CAMR, RR, and CIP expenditures were once again reviewed. Note the deletion of the duplicate charge of \$2000 to paint the tennis shack in the CAMR/Facility line item. The Board discussed options for the main facility kitchen. Director Teese recommended that the Board consider one design that may be completed in phases addressing renovation and functionality.

- **Motion:** Move to Approve proposed 2011/12 CAMR, RR, and CIP expenditures as listed with the change to the tennis shack line item. M/S/C JF/ JK  
 Ayes: Francis, Klopfer, and Teese      Noes: None      Absent: Reade, Zener

**2. Discussion Item/Action Item:** 2011-12 Final Budget incorporating changes to Current Major Annual Repairs (CAMR), Replacement Reserve (RR), and Capital Improvement Project (CIP)

**Recommended Action: Approve 2011 Final Budget**

The proposed budget was reviewed and a correction of \$2000 to the CAMR/Facility line item was made for the duplication line item designating the painting the tennis shack. Director Klopfer noted that the Budget Sub Committee has been working to balance the budget while covering expenses, and earmark funds with the goal to save for future renovation projects.

- **Motion:** Move to Approve the 2011/12 Budget with the change to the CAMR/Facility line item. M/S/C JF/ JK  
 Ayes: Francis, Klopfer, and Teese      Noes: None      Absent: Reade, Zener

**D. Old Business-Items**

**1. Discussion/ Action Item:** Five year plan for future Current Major Annual Repairs (CAMR), Replacement Reserve (RR), and Capital Improvement Project (CIP)

Board Chair requests moving this item to a future meeting. Directors Klopfer and Teese agree. Item will be placed on the July agenda.

**2. Discussion/ Action Item:** Coastal path maintenance between Seminary Drive and DeSilva Island.

**Recommendations:** Provide direction to SRD Staff.

The District Manager provided an update on the path between DeSilva, Ricardo Road and Seminary Drive. The DeSilva HOA has decided to wait to address the Acacia on their parcel 10. SRD will move forward removing the Acacia on Parcel 21 owned by SRD.

**3. Discussion/ Action Item:** SRD Financial goals. Proposed Financial Policy and Procedure

**Recommendations:** Provide direction to future SRD Budget Sub-Committee and SRD Staff.

Board Chair requests moving this item to a future meeting. Directors Klopfer and Teese agree. Item will be placed on the July agenda.

**4. Discussion/ Action Item:** Field/facility rental and field/facility management items authorizing item additions and changes to rental agreement and policy and procedure.

**Recommendations:** Provide direction to SRD Staff.

The District Manager reviewed the Athletic League Field Rental report for 2012. The report illustrates the payment history and current fees paid by both the Tiburon Peninsula Soccer League (TPSL) and the Tiburon Peninsula Little League (TPLL). The report recommends the creation of 2012 weekly rates based on the TPSL usage. This will allow for a standard Athletic League Rate to be applied to any and all future field users while addressing the issue of increase and decreases in the length of athletic seasons. The Board determined that the Athletic League weekly rate would be established for 2012 and that leagues would pay the non-profit rates for use outside of the regular league for the facility and fields. Any additions or subtractions to the length of the athletic season will be calculated utilizing the weekly rate. The Board discussed the weekly usage of TPLL as it is more substantial than the weekly usage of TPSL recommending a transition period from 2012 to 2013. Field use hours beyond the newly created standard Athletic League Field Rental would be charged at the nonprofit rate in 2013. The Board provided direction to staff to create a letter introducing the new rates including a timeline. The Board restated their sensitivity to the revenue stream of athletic organizations and would like payment received following league registration and prior to field use.

**E. Administration:**

**1. Manager's Report**

The District Manager reported on several items including the Facility Property Coordinator position, request from neighbors, DeSilva Island HOA, patron requests, issues with plumbing below the new ADA path at the tennis courts, and facility rentals during the busy summer months.

The Board of Directors discussed various community requests and provided direction to staff.

**H. Adjournment:**

**I. Next Regular Meetings:**

**Proposed future meeting: Wed. July 13, 2011 and August 10, 2011**

**CORRESPONDENCE:**

Director Teese mentioned a planned meeting in June with Safeway to discuss field sponsorship.

**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 Francis at 10:04 PM.

**The next regular meeting of the Strawberry Recreation District Board of Directors will be held on: Wednesday, July 13, 2011 at 7 PM in the 3<sup>rd</sup> floor meeting room.**

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Secretary, Board of Directors Strawberry Recreation District

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Chair, Board of Directors  
Strawberry Recreation District