

STRAWBERRY RECREATION DISTRICT  
BOARD OF DIRECTORS MINUTES  
8 Sept 2010

Chair Klopfer called the closed session meeting #1 of the Board of Directors of the Strawberry Recreation District to order at 6:08PM.

**QUORUM CALL:**

Present were Directors Francis, Klopfer, Reade, Teese, Zener, and District Manager Leanne Kreuzer.

**A. New Business- Items**

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

Chair Klopfer called the closed session meeting #2 of the Board of Directors of the Strawberry Recreation District to order at 6:35PM. Present were Directors Francis, Klopfer, Reade, Teese, Zener, District Manager Leanne Kreuzer, and Jennifer Vuillermet from Marin County Counsel,

**2.Closed Session:** CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Significant exposure to litigation pursuant to subdivision (b) of California Government Code Section 54956.9:  
one (1) potential case

Chair Klopfer called the regular meeting of the Board of Directors of the Strawberry Recreation District to order at 7:15PM. Present were Directors Francis, Klopfer, Reade, Teese, Zener, District Manager Leanne Kreuzer, Jennifer Vuillermet from Marin County Counsel, and members of the public were also present.

**CHAIR OPENING COMMENT: AGENDA ADJUSTMENTS:** Changes to the Agenda will move the public expression, minutes and consent calendar to follow the New Business Item C1 Golden Gate Seminary and Old Business Item D2: SRD Pool. Jennifer Vuillermet from Marin County Counsel will report out on the closed session.

**Report Out of Closed Session #1:** Direction was provided to staff. Nothing to report out.

**Report Out of Closed Session #2:** Direction was provided to staff. Nothing to report out.

**C. New Business- Items**

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

Chair Klopfer introduced Rob Hart from Hart Marin representing Golden Gate Seminary (GGS). Mr. Hart presented a historical overview of the 126 acre GGS and the various reversions of the Master Plan from 1976 to 1983. Included in the overview were the number of allocations for various units on the property and what is currently remaining in allocations. Mr. Hart went on to explain that a revision of the Master Plan was needed and is in progress at this time. Part of the planning consists of looking at open spaces. One space that is being identified for discussion is a 25 acre parcel adjacent to Strawberry Recreation District's Brickyard Park. The 25 acre parcel runs from Seminary Drive with a majority of the parcel located in Richardson Bay. Director Teese inquired if the parcel was designated for open space, public park or public use. Mr. Hart indicated that there could be an open space easement or path across it without restrictions from the County and that the options of "passive use" vs. "active use" would need to be explored. Director Francis asked if there were any concerns of "animal habitat" Mr. Hart reported that there were no signs of endangered species, but that there may be signs of "sensitive species" to watch. Chair Klopfer inquired as to the GGS budget for maintenance of the property including vegetation clean-up of non native plants. Mr. Hart indicated that the average budget is \$500 to restore views for neighbors. There is a San Francisco Bay Maritime Forrest on the property in which the salt air stunts the growth of Oak trees. Chair Klopfer inquired about a request for a bid for vegetation cleanup and a basic path. District Manager Kreuzer has not yet received a bid for the work. Director Francis asked for clarification of boundaries. Mr. Hart stated that GGS's goal is to identify every square foot of property. GGS plans to create connectivity opportunities

between areas. The discussion continued on where the connectivity opportunities have been identified. The discussion continued with a description of the terrain. Members of the public expressed concerns regarding historical sites and Miwok artifacts, increased traffic, the number of units authorized by the County in relation to previous development. Mr. Hart reiterated that the original plan was authorized for between 600-1000 units. It was reduced in later plans to 364 units. Of the 364, there are 93 units remaining that are not yet defined or built. Members of the community inquired about what kind of units were being considered. Mr. Hart stated that they are related to the GGS including student and faculty housing, classrooms, administrative buildings and noted that the units have not all been identified at this time. Members of the public expressed concern about the impact of development on the community, uncertainty of how it related to SRD, public access and increase in student population. Mr. Hart invited member of the public to contact his office and express their input throughout the process. Director Klopfer wrapped up the discussion and thanked Mr. Hart and the members of the public for their participation in the discussion.

#### **D. Old Business-Items**

##### **1. Discussion/ Action Item: 2010-11 SRD Pool schedule, maintenance, fees and proposed closures Recommended Action: Provide direction to SRD staff**

The complete pool report was read aloud to the SRD Board of Directors and members of the public. The District manager requested that questions and comment be held until the end of the report presentation. Items on the report reiterated the options for winter closure that the SRD Board discussed at previous meetings, historical winter closures of 30-31 days, reports regarding the trial openings on various federal holidays in 2010, early openings for lap swimmers, impact of Camp Strawberry, summer swim lesson program, swim club program, pool repairs and required maintenance, pool hours, pool rates and pool rentals. Following the report Chair Klopfer summarized previous discussions by reiterating that the Board had already decided not to close for the full winter session. Director Zener commented that she would like to see the pool open as long as possible and if a closure was necessary scheduling it in November, December, or the first part of January when it is cold and communicated that the Seals Swim team would like to use the pool through December 15. Director Teese noted that there is an important point that the winter session is majorly subsidized for a low number of users. Director Klopfer noted the construction that is needed as a result of the Health Department report, in addition to, upgrades and repairs that SRD has identified. Aquatics Supervisor John Hale commented that two bodies of water are involved at opposite ends of the facility including concrete work in lanes 1 and 5 at the shallow end of the pool. The construction would include jack hammering and demolition as well as resurfacing and curing areas that need to be kept dry if possible. The necessary closure has been determined at 6 weeks. District Manager Kreuzer stated that there are liability issues with trying to remain open during the specific construction projects that will be performed. Member of the public spoke about the positive aspects of the water aerobics program. Another member of the public discussed the importance of regular exercise and the impact of a winter closure on regular users. A member of the public discussed holiday hours related to the reported use of the pool. Director Klopfer noted that the Board consensus was that they wanted to have as little closure as possible in 2010. Member of the public asked for clarification on the scheduled maintenance. District Manager Kreuzer further described each item and its impact. Board discussed the concrete around the pool with members of the public determining that there are not funds available to completely refurbish all the concrete at this time. Director Zener recommended that the pool remain open the week of October 25 and close for 6 weeks from Nov 22- Jan 2. Director Klopfer addressed communication with the community and pool pass holders. Member of the public recommended increasing water aerobic fees. John Hale spoke of pool hours vs. pool use. Director Klopfer wrapped up the discussion with the public as they spoke again about subsidizing the winter season, dedication of winter pool users and the aging facility.

- **Motion:** Move to approve Option 4 of the SRD Pool report closing the pool from Nov.22, 2010- January 2, 2011 and all staff recommendations regarding hours of operation, schedules, and holiday closures with the exception that the pool remain open for limited use from 11am -2pm on Memorial Day and Labor Day in 2011. M/S/C Francis/ Reade

Ayes: Francis, Klopfer, Reade, Teese, Zener      Noes: None      Absent:

8:35pm Direct Zener excused herself from the meeting.

**OPEN TIME FOR PUBLIC EXPRESSION:** (limited to 3 minutes per person):  
None

**MINUTES CORRECTIONS:** None

**MINUTES**

**Motion:** Move to approve the July 28, 2010 Minutes. M/S/C Francis/ Klopfer  
Ayes: Francis, Klopfer, Reade, Teese Noes: None Absent for June 23<sup>th</sup> meeting: Zener

**FISCAL REPORTS – CONSENT CALENDARS:**

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

**B. Fiscal Reports - Consent Calendar**

1. Approval & Confirmation of Expenditures, Disbursements, Payroll, and Warrants
2. Review, Weekly Deposit Reports
- **Motion:** Move to Approve Item B1-2 Fiscal Reports - Consent Calendars  
M/S/C Francis/ Teese  
Ayes: Francis, Klopfer, Reade, Teese Noes: None Absent: Zener
3. Transfer of Funds
- **Motion:** Move to Approve Item B3 Transfer of Funds (transfer Zone IV expenditure).  
M/S/C Francis/ Reade  
Ayes: Francis, Klopfer, Reade, Teese Noes: None Absent: Zener
4. Janitorial Contract-4 months-change end date to 2011, include maximum dollar amount
- **Motion:** Move to Approve Item B4  
M/S/C Francis/ Reade  
Ayes: Francis, Klopfer, Reade, Teese Noes: None Absent: Zener
5. Field Maintenance Contract-4 months-change end date to 2011, include maximum dollar amount
- **Motion:** Move to Approve Item B5  
M/S/C Francis/Teese  
Ayes: Francis, Klopfer, Reade, Teese Noes: None Absent: Zener

## **C. New Business- Items**

### **2. Discussion: 2010 Camp Strawberry-staff report**

District Manager Kreuzer reviewed the staff report on 2010 Camp Strawberry showing a total revenue of \$199,481.50 with 799 summer participants and 59 school year participants. The report included SRD day camp history from 2003 to 2010. The day camp program in 2008 indicates an total of 91 participants.

### **3. Discussion: 2009/10 Special Events-staff report**

District Manager Kreuzer presented a special event over view of the 2009/10 Fiscal Year indicating revenue as \$12,890 and expenses as \$12,624 with a profit of \$266. The report is based on eight scheduled events including the new Strawberry Festival.

### **4. Discussion/Action Item: Main Facility Vegetation Control Contract- one time project.**

**Recommended Action: Provide direction to SRD staff** Direction to staff

Discussion regarding the proposals for the one time vegetation control contract. District Manager requested direction on how to proceed with standard contracts and authorizing signatures. Jennifer Vuillermet, Marin County Counsel recommended that the SRD include in the original Request For Proposals (RFP) and bids an "agreement to enter into a standard SRD contract". County Counsel defined the County of Marin policies that the Department Head authorize and sign all contracts valued under \$25,000. The Board of Supervisors authorizes the Department Head signature of contracts valued over \$25,000. Recommendation to SRD is to provide direction to staff in which the District Manager sign contracts under the same standards used by the County. Any changes to the contract would be reviewed by County Counsel prior to signing. Contracts valued over the budget amount would be discussed with the Board. Contracts over \$10,000 will be added to the consent calendar. Direction provided to staff to select a vendor within the budget allocated for the project and sign the new SRD standard contract for services.

## **E. Administration:**

1. Manager's Report: District Manger read the report as submitted noting correspondence from the office of the registrar of Voters regarding the appointment of the SRD Directors by the Marin County Board of Supervisors in lieu of an election.

2. HR Sub Committee Report: nothing to report.

## **F. Correspondence:**

## **G. Board Member Items/Good of the Order:**

## **H. Adjournment:**

## **I. Next Regular Meetings:**

**Proposed future meetings: Wed. October 13 at 7pm.**

## **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 10:01PM.

**The next regular meeting of the Strawberry Recreation District Board of Directors will be held on: Wednesday, Wed. October 13 at 7pm. 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