

STRAWBERRY RECREATION DISTRICT
BOARD OF DIRECTORS MINUTES

Date: December 12, 2016

Time: 6:30pm Closed Session 7:30pm Open Session

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

CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9 regarding contract dispute. (One Potential Case)

CONSIDERATION OF EMPLOYMENT OF PUBLIC EMPLOYEE [GOVERNMENT CODE SECTION 54957]

Report out of Closed Session:

Nothing to report.

QUORUM CALL:

Present were Directors Bohner, Francis, and Nichols and District General Manager Leanne Kreuzer.

CHAIR OPENING COMMENT: Director Bohner opened the meeting and welcomed the public.

OPEN TIME FOR PUBLIC EXPRESSION: (limited to 2 minutes per person): None

AGENDA ADJUSTMENTS: None

Approval of Minutes: DRAFT November Minutes

M/S/C JF/PB

Ayes: Bohner, Francis, Nichols, Noes: _____ Absent : Marino, Teese

FISCAL REPORTS – CONSENT CALENDARS:

A. Fiscal Reports - Consent Calendar

1. Approval & Confirmation of Expenditures, Disbursements, Payroll, and Warrants
2. Review, Weekly Deposit Reports
3. Transfer of Funds
4. Approval Professional Service Contract: none

- **Motion:** Move to Approve Item A1 Fiscal Reports - Consent Calendars

M/S/C JF/CN Ayes: Bohner, Francis, Nichols Noes: None Absent: Marino, Teese

- **Motion:** Move to Approve Item A2 Fiscal Reports - Consent Calendars

M/S/CJF/PB Ayes: Bohner, Francis, Nichols Noes: None Absent: Marino, Teese

- **Motion:** Move to Approve Item A3 Fiscal Reports - Consent Calendars transfer of Funds Zone IV

M/S/C JF/PB Ayes: Bohner, Francis, Nichols Noes: None Absent: Marino, Teese

B. Administration: Manager's Report:

The General Manager presented the Manager's Report as submitted. Highlights included the current registration for Winter and Spring Swim Lessons, and reference listing of 141 items with descriptions of Winter Closure Property/ Maintenance and Facility projects. The General Manager presented the new programs and cover page of the 2017 Activity Guide scheduled to be mailed on January 6. Direction was given to staff to provide a cost breakdown for the Activity Guide expanded distribution in the zip code 94965 including in and around the City of Sausalito. The Board also discussed marketing and social media outlets. The General Manager thanked Director Nichols for her collaboration on the SRD Emergency Preparedness information which will be placed in the Activity Guide and posted on the website. Shifting Gears workshop series is newly designed programming and will be facilitated by General Manager Leanne Kreuzer and SRD staff Kyle Beattie in 2017. The workshops were soft-launched in summer 2016 and will be marketed and presented in 2017.

C. Old Business – Items

- 1. Discussion /Action Item:** Consider proposal to provide SRD staff access to a personal investment plan

The General Manager provided an update and the item is to be placed on the January agenda for consideration.

- 2. Discussion /Action Item:** November election results for SRD Board of Directors and Oath of Office

The Election Results were reviewed. Cale Nichols and Pamela Bohner retained their positions as SRD Board Directors and were sworn in and took their Oath of Office.

- 3. Discussion /Action Item:** Organize 2017 Board Positions

Item is to be placed on the January agenda for consideration.

- 4. Discussion /Action Item:** Zone IV-2016 Strawberry Channel Maintenance Project

A summary of the status of the 2016 project was provided to the Board. The Board discussed the need for a second Board member position to be added to the Zone IV Sub Committee in 2017. The Board discussed and commented that they would like the subcommittee to review the long term Zone IV schedule and budget and report back to the Board in 2017. Staff commented that the Zone IV Citizen’s Committee indicated that they would like the Board to review the status of the funding and Zone IV Special Tax. The Board noted that the sub-committee review should also include a summary of the general responsibilities and impact on the SRD organization. Staff indicated that the Zone IV item will be placed on the 2017 agendas January through May which will include the 2017/18 budget cycle and 2017/18 special tax cycle.

- 5. Discussion /Action Item:** Facility Periodic Rentals, Athletic Leagues and SRD policies and procedures

Staff provided updates on Higgins Tennis and Tiburon Peninsula Little League use of the facility and related facility maintenance to the tennis court sand athletic fields. Staff provided an update on the status of the proposed scoreboard replacement which is awaiting an engineer’s report on the foundation of the post system. Direction was provided to staff.

- 6. Discussion /Action Item:** Tennis Court Lighting Permit

Staff provided an update on the status of the Permit Application indicating that staff will be resuming responsibility for the application from the Project Manager and work towards authorization. The Board discussed a planning fees and the Strawberry Design Review Board. Board Members reviewed the current light fixtures and configuration in preparation for the future SDRB meeting. Direction was provided to staff.

- 7. Discussion /Action Item:** Master Renovation Plan-Basic Plan, projects, funding & strategies – fund raising, donations, sponsor and advertisement signage. Item is to be placed on the January agenda for discussion

D. New Business – Items None

E. Correspondence:

F. Board Member Items/Good of the Order:

Sub Committees: Public Affairs and Outreach, SRD Public Meeting Sub Committee, Finance, Human Resources Sub Committee, Design Sub Committee, Zone IV & Property Maintenance.

G. Adjournment:

H. Proposed future Regular Board meetings: Jan 10, 2017 7pm Open Session

GOOD OF THE ORDER

Director Francis extended a holiday message to the Board and staff. There being no further business to come before the Board, Director Francis motioned that the meeting be adjourned, seconded by Director Nichols. The meeting was adjourned by Director Bohner at 8:39 PM

The next regular meeting of the Strawberry Recreation District Board of Directors will be held on: Tuesday January 10, 2016 at 7:00pm in the 1st floor meeting room.

Secretary, Board of Directors Strawberry Recreation District

Chair, Board of Directors
Strawberry Recreation District