

STRAWBERRY RECREATION DISTRICT
BOARD OF DIRECTORS MINUTES

Date: January 9, 2018

Time: 6:30pm Open Session

Chair Nichols called the regular meeting of the Board of Directors of the Strawberry Recreation District to order at 6:39 PM.

Chair Nichols reported

QUORUM CALL:

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

CHAIR OPENING COMMENT: Chair Nichols opened the meeting and welcomed the public.

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

AGENDA ADJUSTMENTS: j

Approval of Minutes: DRAFT Minutes

DRAFT Dec 19, 2017 Minutes (Bohner, Francis, Marino, Nichols, and Teese)

M/S/C PB/PT

Ayes: Bohner, Francis, Nichols, and Teese Noes: _____ Absent for 1.9.2018 meeting: Marino

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/PT Ayes: Bohner, Francis, Nichols, Teese Noes: None Absent: Marino

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

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

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

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

B. New Business – Items

1. **Discussion/Action:** Proposed New Community Building presentation and progress report by Arcsine Architecture on the design development and preparation to submit application for planning review and building permit.

The General Manager provided a summary of Item B1 responding the Board's direction to request a presentation and status update from Adam Winig of Arcsine Architecture on the proposed new community building. Staff noted that direction has been given to reduce the overall estimated cost of the project by removing the renovation of the baseball field bleachers, expansion of the entry and path of travel and expansion of the pool deck on the west and south sides. Additionally the Board has requested a reduction in plumbing fixture count if possible. Staff meetings with Arcsine have addressed these items as well as other cost saving strategies. Arcsine has been provided direction to continue to reduce the scope and provide less expensive options for design and materials. Adam Winig addressed the Board reviewing worksheets related to occupancy and plumbing fixture counts. Mr. Winig identified several changes in the foot print location reducing the need for adjacent concrete retaining systems and flatwork. He recommended the Board consider reducing the glazing on the North and South sides of the building toilets at which would be an estimated cost

savings of 32K. Staff and Mr. Winig presented the idea of relocating toilet stalls to the exterior of the building in order to respond to the changing needs of society for gender neutral bathroom options and reduce the overall number of fixtures. Director Francis recommended that the Board consider reducing the footprint of the building. Director Teese responded that SRD needs as much of the proposed building square footage as we can get. Director Francis proposed reducing the first floor foot print and extending the 2nd floor cantilever. Director Bohner recommended that staff tape off the foot print and that the Board members individually review the proposed location as it is 4 feet closer to the swimming pool. Director Teese reiterated his concern that SRD refrain from reducing the size of the building stating, "We don't want to build anything too small." Chair Nichols agreed to the proposal of identifying the foot print and recommended the Board schedule a special meeting in two weeks to review the proposed changes and continue to move the project forward.

Jason Jones of Arcsine proposed the consideration of reducing the size of the multi-purpose rooms. A member of the public commented that the community rooms are important. Staff commented that the current sizes are relatively small and are needed community spaces, reducing any farther would limit their function and use. A member of the public commented that she is a direct neighbor and rarely hears events or meetings and that evening events end around 10pm.

Director Francis proposed that the Board consider installing separate toilet/ bathroom facilities at the tennis shack or adjacent to the tennis shack and reduce the number of toilets in the new building. Chair Nichols liked the idea. Mr. Jones commented that the separate bathroom facility could be constructed out of less expensive materials like CMU. Staff commented that there are prefabricated options available.

The Board discussed outdoor showers, outdoor heat lamps, the price of various siding materials, and the overall sizes of each multi-purpose room.

A member of the public commented on the yoga program that used the 1st floor meeting room and was attended by up to 40 individuals reiterating the importance of meeting room square footage. The Board discussed the wading pool and the use.

A member of the public addressed the Board commenting that if the Board doesn't build it now they are losing money for SRD in revenue as well as the overall expense as construction costs continue to rise.

A member of the public commented that home ownership is changing in Strawberry as some of the seniors are moving out and young families are moving in.

The Board returned to the topic of outdoor showers. Staff noted that the original design had outdoor shower near the spa as the wall was to be relocated to the south, expanding the area. Chair Nichols commented on the importance of an outdoor shower for ease of accessibility, the swim team and swim lessons. The Board provided direction to staff to mark out the proposed footprint of the new community building for individual Board members to review, schedule a special meeting in two weeks and work with Arcsine and the County of Marin in determining the number of plumbing fixtures required.

The Board provided direction to Arcsine to reduce the glazing on the north and south sides of the 2nd floor and retain as much glazing as possible on the east facing side. The Board requested that Arcsine come back to the next meeting with samples and installation costs for materials.

The Board discussed the costs of professional services, design services and the desire to maintain low costs within the budget moving forward. Director Bohner recommended that Arcsine and SRD work to define the schedule, plan, and budget prior to moving forward in order to control costs. Mr. Winig discussed deliverables and timelines commenting that he foresees construction in 2019. Staff commented that several preliminary meetings have occurred with the County of Marin in order to prepare and move the project forward in a reasonable timeline. Arcsine stated that they will need 8 weeks to create the package for submission for planning review.

Directors Teese and Francis reiterated the importance of noting where the cost savings is in the plan and discussed the 8 week proposed timeline for submission for planning review. Director Bohner reiterated the three deliverable items including schedule, plan and budget. The Board provided direction to staff to work with the Design Sub Committee and Arcsine on the deliverable items.

2. Discussion/Action: Strawberry Recreation and Parks Foundation (SRPF) proposed draft of Memorandum Of Understanding (MOU) with SRD.

Staff introduced Alma O'Brien the President of the newly founded SRPF Board of Trustees. The Board reviewed the draft MOU between the two organizations. Staff requested the document be sent to legal counsel for review and return to a future meeting for approval. Mrs. O'Brien addressed the Board providing next steps and an overview of the direction the SRPF is moving towards as it educated the community on the importance of community spaces. Outreach to organizations and community partners was discussed. Mrs. O'Brien noted that Brian Birch is on a SRPF Board of Trustees and will support the organizations efforts related to marketing and education materials. Reiterating the importance of remaining focused on the community. Chair Nichols thanked Mrs. O'Brien for her dedication to the community and efforts to support the SRD.

3. Discussion/Action: Proposed 2018 SRD Board meeting schedule

The Board discussed the proposed meeting schedule and positions on the Board. The consensus was to retain current Board positions and sub-committee assignments for a second year. The Board confirmed the meeting schedule for 2018 retaining meetings on the 2nd Tuesday of each month with the exception of April when the 2nd Tuesday falls on the local school spring break. Regular Meetings will begin at 6:30pm. Staff was provided direction to post the meeting schedule.

C. Old Business – Items

- 1. Discussion /Action Item:** Master Renovation Plan-Basic Plan, projects, funding & strategies – fund raising, donations, sponsor and advertisement signage, related public relations and correspondence.

Staff requested confirmation on the phrase or name of the proposed new 2nd community building. The Board discussed and requested that the Public Relations sub-committee provide recommendations. A member of the public commented that Brian Birch perhaps could assist with this task.

D. Administration: Manager’s Report: The Manager reviewed the report as submitted in the packet along with a proposed fundraising banner. The Board discussed season passes, the name for the new building and the importance of communicating with the public.

E. 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.

F. 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.

Chair Nichols thanked the Board members for their discussion. There being no further business to come before the Board, Chair Nichols motioned that the meeting be adjourned, seconded by Director Teese. The meeting was adjourned by Chair Nichols at 9:12 PM

A special meeting is tentatively scheduled for Wednesday Jan 24 at 10:15am to discuss the design changes to the new building. The next regular meeting of the Strawberry Recreation District Board of Directors will be held on: Tuesday, Feb 13, 2018 at 6:30pm in the 1st floor meeting room.

Secretary, Board of Directors Strawberry Recreation District

G. Proposed future Regular Board meetings: Feb 13, 2018 at 6:30pm

Chair, Board of Directors
Strawberry Recreation District