

STRAWBERRY RECREATION DISTRICT
BOARD OF DIRECTORS MINUTES

Date: March 13, 2018

Time: 6:30pm Open Session

Director Bohner called the regular meeting of the Board of Directors of the Strawberry Recreation District to order at 6:40 PM.

QUORUM CALL:

Present were Directors Bohner, Francis, and Teese. District General Manager Leanne Kreuzer, and members of the public were also present. Director Marino arrived at approximately 6:50pm and joined the meeting at Item A4.

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: Move Item C1 to follow Item A4.

Approval of Minutes: DRAFT Minutes

DRAFT January 9, 2018 Minutes (Bohner, Francis, Marino, Nichols, and Teese)

M/S/C PB/JF

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

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

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

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

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

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

B. Manager's Report move to follow Item D2.

C. New Business – Items

1. **Discussion/Action:** Zone IV- Budget Report and presentation by the Zone IV Citizen's Committee regarding Strawberry Channel Maintenance Projects and financial strategies.

Zone IV Citizen's Committee member Barbara Wambach addressed the Board of Directors noting that the Zone IV budget and projection worksheet has been updated and presented in the Board's packet for review. Based on the forecasts the Zone IV Citizen's Committee is requesting the voter approved annual inflation increase of 3.5% on the Zone IV Special Tax assessment for 2019. This increase will be reflected the 2018/19 SRD Fiscal Budget. The request is a result of identification of inflation and increase costs for dredging. The number of cubic yards (CY) does vary with each dredging episode. The Zone IV Citizen's Committee is anticipating less cubic yards than the 2004 dredging episode and more than the 2014 dredging episode.

Other contributing factors is the estimation that following the next dredging cycle in 2025 the available cash balance forecast is \$68,500 which is less than 10% of the construction costs.

Ms. Wambach discussed the 2017 eel grass survey and the eel grass items related to channel maintenance. The Zone IV Citizen's Committee is proposing 11,500 in misc. expenditures for fiscal 2018/19 which will include an eel grass survey, legal and administrative fees.

Director Francis requested clarification on legal fees inquiring as to if there was any overlap with the SRD legal fees. The General Manager responded noting that legal fees are billed by project and item and that there is no overlap. SRD and SRD administration related items are billed to SRD and items relating to ZONE IV Strawberry Channel maintenance are billed to the Zone IV and reflected in the budget line items. The General Manger noted that administration work load related to Zone IV directly corresponds with permit and construction cycles. The next dredging cycle is scheduled for 2023 and work related to the various permits and permissions will begin in 2022.

Ms. Wambach noted that once costs for 2023 are established information will become available to forecast the next 10 year cycle.

Mrs. Terry Graham of the Zone IV citizen's committee addressed the Board reviewing the current taxes that the 61 Zone IV residents are currently paying related to the bond and the special tax.

Staff noted that the bonds conclude in 2019 and 2025 replaced by the special tax assessment.

Director Marino requested clarification on the specific calculations for the bonds and special tax. Ms. Wambach responded that the bond payments are 180K annually reiterating that it will expire and at that time the special tax will increase from approximately 2K to 4K. Director Marino asked for clarification on the timing and calculation which was then provided by the Zone IV Citizen's Committee.

Director Francis reiterated the SRD Board's interest in removing SRD from managing the Zone IV Strawberry Channel maintenance expressing disappointment in the County's response to the failing piles in the channel and the lack of collaboration on managing the County land and property. Director Francis also inquired as to if there was a plan for the future work load as Barbara and Terry have been active leaders and appear to be alone on the committee. Ms. Wambach responded that research has been done regarding options for managing future episodes including the utilization of County engineers as project managers similar to Paradise Cay. There has been consideration of hiring a full time person as it is a lot of workload for 18 months for each cycle and commenting on liability related items that arise if/ or hypothetically when a SRD staff or contracted professional service provider is not the authorizing signatory or decision maker on the daily operations of the channel maintenance projects. Addressing Director Francis' comment regarding the Zone IV Citizen's Committee workload, Ms. Wambach indicated that as the next cycle approaches in 2022 they will work on identifying new members utilizing the project to train the next generation of Zone IV Citizen Committee members.

Ms. Wambach and Mrs. Terry Graham expressed concerns regarding impacts to the permits and funding if responsibility for the maintenance was shifted.

Director Francis requested that staff work with counsel to review the options. Director Marino noted that there is time to work on a transition plan as the next cycle is scheduled for 2022/23.

The Zone IV Citizen's Committee requested biannual meetings with the SRD Zone IV Sub Committee recommending Feb and Oct each year. The SRD Sub Committee agreed to meeting twice a year.

Motion: Move to Approve 3.5% increase of the Zone IV Special Tax as described in the 2013 tax measure and approved by tax payers in August 2013.

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

Staff provided director to reflect the increase in the 2018/19 Fiscal Budget and complete paperwork for assessment in 2019.

2. Discussion/Action: Review of SRD Standards of Behavior policy and implementation

The General Manager reviewed the current standards of behavior and notified the Board that there has been an increase in elevated interaction and behavior towards lower level staff particularly lifeguards. Examples were provided. The General Manager notified the Board that she is responding to each incident with direct contact to the individuals involved and enforcing the policies, procedures and Standards of Behavior supporting the staff and providing tools for the staff to utilize when experiencing elevated interactions. The General Manager thanked the Board for their continued support of the staff.

D. Old Business – Items

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

The General Manager referenced the agreement indicating that this is the 3rd time it has come before the Board for review. The Board took a few moments to review. There was no additional discussion.

Motion: Move to Approve Strawberry Recreation and Parks Foundation (SRPF) proposed draft of Memorandum of Understanding (MOU) with SRD.

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

2. Discussion/Action: Master Renovation Plan-Basic Plan, projects, funding & strategies – fundraising, donations, sponsor and advertisement signage, related public relations and correspondence.

Staff provided an update on the Master Renovation Plan projects including the status of the Tennis Court Light Renovation and related items to address 2 neighbors expressing concerns about reflective and impact of the lights.

The proposed New Community Building plans will be submitted to the County next week by the Architect for Planning Review. The General Manager and Architect met with staff members from the Planning Department, Building Department, Environmental Health, Land and Development and Fire Marshal. Preliminary meetings were very productive and confirmed that no upgrades will be required of the existing Main Building.

Director Francis addressed the Board expressing concerns regarding the cost estimate and requesting that the Board consider paying for a new cost estimate. Director Francis noted that the 2013 cost estimate was \$3,262,000 and his current estimate is \$3,052,000.

The General Manager recommended that the Board wait until the project completes Planning Review and the structural and mechanical information is incorporated for cost estimate accuracy purposes. The Board discussed the item with Director Francis.

B. Manager’s Report move to follow Item D2.

The General Manager reviewed the report as submitted in the packet itemizing the current number of Pool Passes, Tennis Passes and registrations for programs. The Manager noted the upcoming Spring Faire scheduled for March 31, 2018 at 10:30 and the return of the Little League baseball to SRD for the regular baseball season.

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. Adjournment:

G. Proposed future Regular Board meetings: April 3, 2018 at 6:30pm

Director Bohner thanked the Board members for their discussion. There being no further business to come before the Board, Director Bohner motioned that the meeting be adjourned, seconded by Director Teese. The meeting was adjourned by Director Bohner at 7:43 PM

The next regular meeting of the Strawberry Recreation District Board of Directors will be held on: Tuesday, April 3, 2018 at 6:30pm in the 1st floor meeting room.

Secretary, Board of Directors Strawberry Recreation District

Chair, Board of Directors
Strawberry Recreation District