

STRAWBERRY RECREATION DISTRICT  
BOARD OF DIRECTORS MINUTES  
**January 8, 2019**

6:36 pm Meeting called to order

**Attending:** Peter Teese, Pam Bohner, Sylvia Marino, Jeff Francis, Cale Nichols, Leanne Kreuzer (General Manager), Renee Brewer (County Counsel), Mohammed Rassoul (Computers of Marin), Jason Fried (Marin LAFCo), Brittney Boyd (SRD Staff), Emily Lavin (The Ark) and members of the public

**Public Expression**

1. Alex Johnson (3-year Strawberry resident): requested minutes to be posted online; provide more transparency regarding short-passes due to construction activity; would like to ask to not close in August as those are the warmest months and delay the closure 6 weeks; commented on the changing situation for small children is not ideal at the moment, improved bathroom cleanliness and would like to have something with more privacy (even a curtain) to address the short-term situation.

**OLD BUSINESS**

1. 2019 SRD Board Positions & Sub-Committees Confirmation

Discussion/Action

- Unanimous vote to confirm Sub-Committees (Teese made the motion, Francis seconded)
- Unanimous vote to confirm Board Positions (Francis made the motion, Teese seconded)

2. Athletic League Field Rates

Discussion/Action

Teese provided an overview of the proposed rate structure and recommendation. Francis raised issue of wanting to recoup the monthly utility bill for the Snack Shack due to refrigeration unit use either by passing along the electrical or simply raising the rate. Francis would prefer increase in rent plus utilities; Teese offered not changing the rent but passing along the utility costs. Direction is given to staff to get more information on the actual utility costs for the Snack Shack which will be revisited with more data.

Motion to approve sub-committee recommendation on 2019-2021 rate increases

Francis - motion to approve; Nichols - second; unanimous approval.

**NEW BUSINESS**

1. SRD Board Meeting Minutes Recording

Discussion/Action: Leanne noted the omission of the fiscal calendar and comments adding in fiscal calendar

Motion to approve new meeting minutes template with fiscal calendar recommended addition.

Francis - motion to approve; Teese - second; unanimous approval.

Review and Approval of Meeting Minutes

November 13, 2018

Francis - motion to approve; Teese second; unanimous approval.

December 10, 2018

Francis - motion to approve; Bohner second; Ayes - Nichols, Marino (Teese absent)

2. Presentation by Computers of Marin Mohammed Rassoul on current IT systems at SRD  
Discussion/Action: Problems outlined as provided in the written presentation (Aging / slow hardware; inadequate machine components; old OS - Windows 8; insufficient backup systems; lack of a maintenance plan; antivirus and anti malware not being monitored). Recommendations for changing internet and phone providers from AT&T to Comcast for increased data speeds and cost savings. Recommendations for hardware, software and process and procedures for data backups, maintenance and security, internet and phone lines.

The Board asked questions around form factors of desk units v. laptops; cloud storage, solid state storage.

The General Manager noted that the Board embarked on this effort without staff engagement and budget. Nichols stated the Board is allowed to engage professional services and requested to move forward with a contract with Computers of Marin to move forward with the recommendations and a starting budget of \$20,000.

Communications Sub-committee (Nichols, Marino) to review bids on hardware, software, recommendations list from Computers of Marin. Finance Sub-committee (Francis, Teese) to work on budget adjustments from 2018-2019 budget.

Motion: Engage in professional services contract with Computers of Marin on recommendations as presented with an initial budget of \$20,000.00

Nichols- motion; Francis second; unanimous approval.

3. Jason Fried, Executive Officer of Marin LAFCo (Marin Local Agency Formation Commission) on review date/discussion of SRD residential boundary areas

Discussion/Action: Presentation by Jason Fried giving overview of LAFCo's role, schedule, and definitions.

Per Fried, they like to see the background work for an application be done up front so there are no surprises or public protests. SRD would not want to add new properties if they cannot support the new parcels without receiving the supporting taxes. In the case of SRD, we do not have a parcel tax so the discussion would be with the County to allocate a percentage of the property taxes for the annexed parcels of Unincorporated Strawberry into SRD.

Next Step: The Board should have a discussion with the County on finances and the County providing the percentage of the property tax to SRD and if not, would this be a liability to SRD

financially. SRD may also want to do public outreach to the affected households that would be included in the new district boundaries.

Direction to Staff: Investigate impact of expanding district boundaries and garbage service.

Zone IV: The County has two CSA's (Community Service Area) that are dedicated to dredging only. The cursory recommendation would be to create a new CSA with the County. As SRD has done a good job of keeping Zone IV completely separate and all permits in place, this would require very little staff time and fees and would use Zone IV funds to pay for this. This could be done in the MSR review 2019-2020.

Next Step: Citizen's Committee is attending the February meeting; Zone IV Sub-committee (Francis, Marino) to coordinate with Citizens Committee to meet with Supervisor Sears to support the creation of a new CSA.

#### 4. 2019 SRD Holiday Pool and Office Closures / Date and Hours Review

Discussion/Action: Kreuzer provided an overview of pilot programs and pool hours; trying to expand access of the pool in the evening including a pilot Masters Adult Lap Swim two nights a week. Removal of classes that had dwindling attendance. Discussion around promoting new and exciting programs (Adult Swim Clinic, Adult Water Safety) to the public via NextDoor.

Hours and holiday schedule reviewed. Recommendation to consider limited hours on certain holidays rather than being closed. Board recommended to open 12-4pm on Veteran's Day.

#### 5. SRD Board Bylaws draft review

Renee Brewer provided draft Strawberry Recreation District ByLaws for the Board to review and provide comment. Comments are to be emailed to Renee directly prior to the February 2019 meeting.

### **FISCAL REPORTS - CONSENT CALENDAR**

Expenditures - Reviewed and Approved

Revenues - Reviewed and Approved

Weekly Deposits - Reviewed and Approved

No transfer of funds or contracts to review.

### **GENERAL MANAGER'S REPORT**

Staff is working on the fiscal report in February. Mill Valley refuse attending the meeting in March. Employee reviews begin in February. Staff embarking on updating the website with milestone dates in February 2019. Tennis keys are delayed due to a back-order with the manufacturer. Harbor Cove Park maintenance has been completed. Path owned by SRD across from soccer field on Seminary Drive cleanup and maintenance on staircase. Budget work to begin in February and March for presentation to the Board in the spring.

Tennis court repair and painting for pickleball quotes in progress. Pickleball would be extremely popular with the public.

Next Step: Board requested staff to investigate and come back with options for a cabana for privacy and changing area.

**GOOD OF THE ORDER**

Nichols and Francis met with Arcsine on working to get costs down on the construction project.

9:18pm meeting adjourned.

Next Regular Meeting:

February 12, 2019, 6:30pm, 1st floor meeting room.