

SRD Board Special Meeting Notice and Agenda
Thursday, January 20, 2022
Closed Session 5:00 p.m.
Open Session 6:00 p.m.

DUE TO COVID-19 and the Omicron variant, THIS MEETING WILL BE CONDUCTED AS A TELECONFERENCE PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDER N-1-22 WHICH SUSPENDS CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT. MEMBERS OF THE PUBLIC MAY NOT ATTEND THIS MEETING IN PERSON.

Directors, staff, and the public may participate remotely via the Zoom app with the following:

Meeting ID: 825 2222 5581

Passcode: 346567

Or by direct dialing this number 669 900 9128 and entering the above meeting ID and password.

You may also view video during the meeting via live stream:

<https://us02web.zoom.us/j/82522225581?pwd=TGhrMjZDdmNBc2hlSWJFTk0zWU5uUT09>

Accessibility for Individuals with Disabilities

Upon request, District will provide for written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services and sign language interpreters, to enable individuals with disabilities to participate in and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service, or alternative format requested. Requests will be granted whenever possible and resolved in favor of accessibility.

1. Call to Order and Roll Call

2. **CONVENE IN CLOSED SESSION: CLOSED SESSION AGENDA**

a. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to California Government Code § 54956.9(d)(2). Number of potential case(s): two

b. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Initiation of Litigation pursuant to California Government Code § 54956.9 (c). Number of potential case(s): one

3. Open Time for Public Expression - Non-Agenda Items (limit: three mins per person).

While members of the public are welcome to address the Board, under the Brown Act, Board members may not deliberate or take action on items not on the agenda, and generally may only listen.

4. **OPEN SESSION AGENDA** – Members of the public may comment on any agenda item (limit: three mins per person).

A. New Business Items

B. Approval of the Minutes of December 14, 2021.

D. Discussion/Action: Request to adopt an employee vaccine policy.

Recommended Action: Adopt.

E. Discussion/Action: Recommend process to procure an engineer for Zone IV Dredging Project.

Recommended Action: Approve/Deny.

G. Discussion/Action: Sport Court Ad Hoc Committee present two and three court options and request full Board to decide and authorize engineering plans for retaining wall and court. (budget already authorized by Board)

Recommended Action: Discussion only.

Adjournment.

5. Next Regular Session Board Meeting is February 8, 2022 at 7:00 p.m.



American Sign Language interpreters may be requested by calling (415)-927-5071(TDD) or (415)-383-6494(voice) at least 72 hours in advance. Copies of documents are available in accessible formats upon request

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REGULAR MEETING OF THE STRAWBERRY RECREATION DISTRICT BOARD OF DIRECTORS HELD TUESDAY, DECEMBER 14, 2021

CALLED TO ORDER BY DIRECTOR BOHNER AT 7:03 P.M.

1. Closed Session
 - a. No Public Disclosures from Closed Session
2. Open Time for Public Expression
 - a. No public expression
3. Open Session Agenda
4. Proposal to amend current meeting agenda to update to correct dates for prior minutes for approval
 - a. Motion to Approve
 - i. AYES: Director Nichols, Director Francis, Johnson & Director Bohner
5. Approval of Minutes July 6, 2021
 - a. Motion to Approve
 - i. AYES: Director Nichols, Director Francis & Director Bohner
 - ii. ABSTAIN: Director Johnson
6. Approval of Minutes November 9, 2021
 - a. Motion to Approve
 - i. AYES: Director Nichols, Director Francis & Director Bohner
 - ii. ABSTAIN: Director Johnson
7. Fiscal Reports and Payments for Operating Expenses
 - a. Motion to Approve Regular Payments, Payroll and Warrant
 - i. AYES: Director Nichols, Director Francis, Johnson & Director Bohner
8. Financial and General Manager Report
 - a. Motion to Approve Reports
 - i. AYES: Director Nichols, Director Francis, Johnson & Director Bohner
 - ii. ABSTAIN: Director Johnson
9. Discuss Zone IV
 - a. Barbara Wambach and Terry Graham provided update on Cove Apartment discussions
10. Discussion on License for 90 Century Drive
 - i. Motion to form *ad hoc* committee of Director Nichols and Director Johnson
 - ii. AYES: Director Nichols, Director Francis, Johnson & Director Bohner
11. Proposal for windscreen purchase
 - AYES: Director Nichols, Director Francis, Johnson & Director Bohner
12. Proposal to approve draft ordinance for Organics Reduction
 - a. AYES: Director Nichols, Director Francis, Johnson & Director Bohne
 - b. NAY: Director Johnson
13. Discussion around original work
 - a. Request for approval of modification and associated fees
 - b. AYES: Director Nichols, Director Francis, Johnson & Director Bohner

THE MEETING WAS ADJOURNED AT 8:14 PM.

STRAWBERRY RECREATION DISTRICT
COVID-19 WORKFORCE VACCINATION POLICY

Issue Date: _____

I. Purpose

The Strawberry Recreation District (“District”) is dedicated to continuing to provide a safe and healthy workplace, consistent with public health guidance and legal requirements, to protect its employees and the public from COVID-19.

Guidance from the federal Centers for Disease Control (“CDC”), the California Department of Public Health (“CDPH”), and the County’s Public Health Officer uniformly cite vaccination as the most effective way to reduce COVID-19 transmission and limit COVID-19 hospitalizations and deaths. Unvaccinated District workforce members are at greater risk of contracting and spreading COVID-19 within the workplace and District facilities, and to/from members of the public who depend on District services.

Therefore, the District adopts this COVID-19 Vaccination Policy (“Policy”) to protect District workforce members and others in District facilities to fulfill our shared obligation to serve the public.

II. Policy

All existing and new unvaccinated or not fully vaccinated District workforce members, must, as a condition of continued employment/service with the District wear masks at all times whether indoors and/or outdoors, when in the presence of other District staff and patrons in accordance with CDC, CDPH and Marin HHS guidelines.

All existing District workforce members must, as a condition of continued employment/service with the District: (1) report their vaccination status to the District; and (2) be fully vaccinated against COVID-19 and provide proof of their vaccination to the District no later than March 1, 2022, unless they have been granted an exemption from the vaccination requirement as outlined in Section III (Exemptions from the Vaccination Requirement) of this Policy.

All new District workforce members commencing employment/service on or after March 1, 2022, must be fully vaccinated and provide proof of their vaccination prior to commencing District employment/service, unless they are eligible for an exemption from the vaccination requirement as outlined in Section III (Exemptions from the Vaccination Requirement) of this Policy.

All new District workforce members commencing employment/service before March 1, 2022 and after the issue date of this policy, shall report vaccination status to the General Manager and show proof of vaccination of at least the first dose of a primary COVID-19 vaccine on first day of employment and then will follow up with documentation showing full vaccination within thirty (30) days of hire.

III. Definitions

As used in this Policy:

- District Workforce Members – all employees (full-time, part-time, other temporary employees, regardless of appointment type), retired annuitants, volunteers, interns, members of boards and commissions, and contractors working onsite.
- Fully Vaccinated – at least two (2) weeks have passed since receiving the “Final Dosage of a COVID-19 Vaccine” and has received a booster within 15 calendar days of becoming eligible per the United States Food and Drug Administration (“FDA”). This definition is subject to change and may be revised in accordance with CDC and CDPH guidelines.
- Final Dosage of a COVID-19 Vaccine

- o Completion of a primary COVID-19 vaccine series that has been approved or authorized for emergency use, by the FDA (e.g., a single dose of a one-dose Johnson & Johnson/Janssen vaccine; the second dose of a two-dose Moderna or Pfizer vaccine), as listed: <https://www.fda.gov/emergency-preparedness-and-response/coronavirus-disease-2019-covid-19/covid-19-vaccines>; or that has been listed for emergency use by the World Health Organization (“WHO”), as listed: <https://www.who.int/teams/regulation-prequalification/eul/covid-19>.
- Proof of Vaccination – one (1) of the following:
 - o Original or copy of COVID-19 Vaccination Record Card (issued by the Department of Health and Human Services, CDC or WHO Yellow Card) which includes name of person vaccinated, type of vaccine and dates doses were administered; or
 - o Documentation of COVID-19 vaccination from a licensed health care provider; or
 - o Digital record that includes a QR code that when scanned by a SMART Health Card reader displays to the reader client name, date of birth, vaccine dates and vaccine type, which can be obtained at the following site: <https://myvaccinerecord.cdph.ca.gov/>.
- Unvaccinated – not vaccinated, incompletely vaccinated, or not fully vaccinated

IV. Requirements and Procedures

- I. Vaccination Requirement
 - a. By March 1, 2022, unless granted an exemption from the vaccination requirement as outlined in Section III (Exemptions from the Vaccination Requirement) of this Policy, all existing District workforce members must be fully vaccinated. All new District workforce members (including former District workforce members who return after any break in service) commencing District employment/service must be fully vaccinated and provide proof of vaccination before they commence employment/service.
 - b. COVID-19 vaccination (including related reporting and documentation requirements) is considered:
 - i. A condition of continued District employment for all District employees and a requirement as part of the conditional job offer for all newly hired District employees.
 - ii. A condition of new or continued service with the District, including serving as a volunteer or an intern.
 - iii. A requirement for all on-site contractors.
- II. Reporting Requirements
 - a. All District employees are required to report their vaccination status to the District General Manager by March 1, 2022:
 - i. **Fully vaccinated**
 1. Show proof of vaccination to the District General Manager.
 - ii. **Incompletely (partially vaccinated) or not vaccinated**
 1. Will receive information from the District describing how to receive their vaccination on District time (up to two (2) hours). When they become vaccinated with the final dose of a primary COVID-19 vaccine or the booster dose, they must show proof of their vaccination to the District General Manager.
 - iii. **Not vaccinated and will request a reasonable accommodation**
 1. Must submit the required documents to District GM as outlined below.
 - b. New District workforce members commencing service on or after March 1, 2022, must be Fully Vaccinated and provide proof of vaccination prior to commencing District employment/service.

- c. By March 1, 2022, all District workforce members must have both reported that they are Fully Vaccinated and submitted proof of vaccination to the District GM unless they are eligible for and have applied for an exemption from the vaccination requirement.

III. Exemptions from the Vaccination Requirement

- a. District workforce members seeking an exemption from this Policy’s COVID-19 vaccination requirement may request a reasonable accommodation due to one (1) of the following reasons:
 - i. a qualified medical reason or disability that prevents them from being vaccinated, such as medical condition or other medical restriction that affects their eligibility for a COVID-19 vaccine, as verified by their licensed medical provider; or
 - ii. a sincerely held religious belief that prevents them from receiving a vaccine. Personal or philosophical objections to a COVID-19 vaccine are not sufficient justification for granting an exemption from the vaccination requirement under this Policy.
- b. District workforce members who believe they are eligible for an exemption from the vaccination requirement as outlined in Section III.a. must submit a completed request for reasonable accommodation (with all required documentation as listed below) by March 1, 2022. If seeking a reasonable accommodation due to:
 - i. a qualified medical condition/disability (Medical/Disability Accommodation), complete and submit a Request for a Reasonable Accommodation Form (and a medical certification consisting of a written statement signed by a physician, nurse practitioner, or other health care provider stating that they qualify for the exemption (without describing the underlying medical condition or disability) to the District General Manager.
 - ii. a sincerely held religious belief (Religious Belief Accommodation), complete and submit a Request for Religious Accommodation Form (Request for Religious Accommodation for COVID-19 Requirements) to the District General Manager.
- c. The District will review all requests for accommodation on a case-by-case basis and may request additional documentation, as needed.
- d. Commencing March 1, 2021, a District workforce member whose vaccination exemption request is:
 - i. **Approved/Granted**, will be provided a reasonable accommodation. Must undergo weekly COVID-19 testing and report the test results to District GM. If the reasonable accommodation granted is for a limited duration, full vaccination will be required at a future date consistent with the medical certification.
 - ii. **Undetermined**, must undergo weekly COVID-19 testing and report the test results to District GM until such time as a determination is made.
 - iii. **Not Approved/Denied**, must obtain the final dosage within thirty (30) calendar days from receipt of denial. The District workforce member will be subject to mandatory weekly COVID-19 testing until the final dosage is completed.

V. Timeline

District Workforce Member Action	Deadline
Report Vaccination Status by showing proof of vaccination to the District General Manager	2/1/2022 to 3/1/2022
If unvaccinated:	

<ul style="list-style-type: none"> District workforce member seeking an exemption as a reasonable accommodation must submit a completed: <ul style="list-style-type: none"> Request for Reasonable Accommodation Form (including required documentation) 	2/1/2022 to 2/15/2022
<ul style="list-style-type: none"> If electing to vaccinate with a two (2) dose vaccine; deadline for first dose in order to receive final dose by 3/1/2022: <ul style="list-style-type: none"> Moderna – requires 28 days between doses Pfizer/BioNTech – requires 21 days between doses 	2/1/2022 2/8/2022
<ul style="list-style-type: none"> If electing to vaccinate with a one (1) dose vaccine 	3/1/2022
<ul style="list-style-type: none"> Report updated vaccination status and upload proof of vaccination 	3/1/2022
If not fully vaccinated:	
<ul style="list-style-type: none"> If eligible for a booster dose prior to 3/1/2022 If eligible for a booster dose post 3/1/2022 	3/1/2022 Within 15 calendar days from when became eligible
If fully vaccinated: enter vaccination information in and show proof of vaccination to General Manager.	
3/1/2022	
If exemption request from the vaccination requirement is not approved, deadline to receive final dose of a COVID-19 vaccine (not including booster) For booster, under these circumstances, must be completed within 15 days of being eligible.	
Within 30 days of decision issuance	

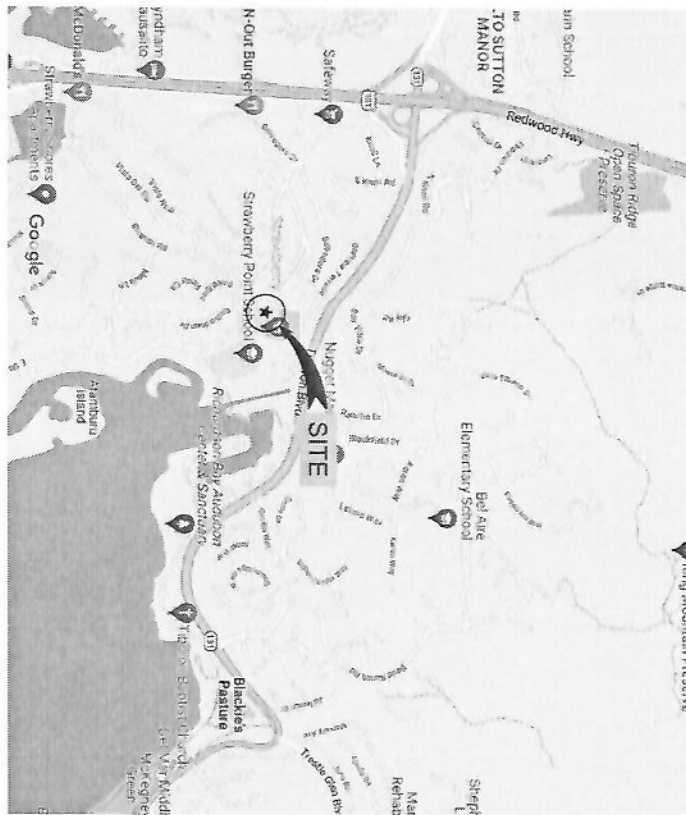
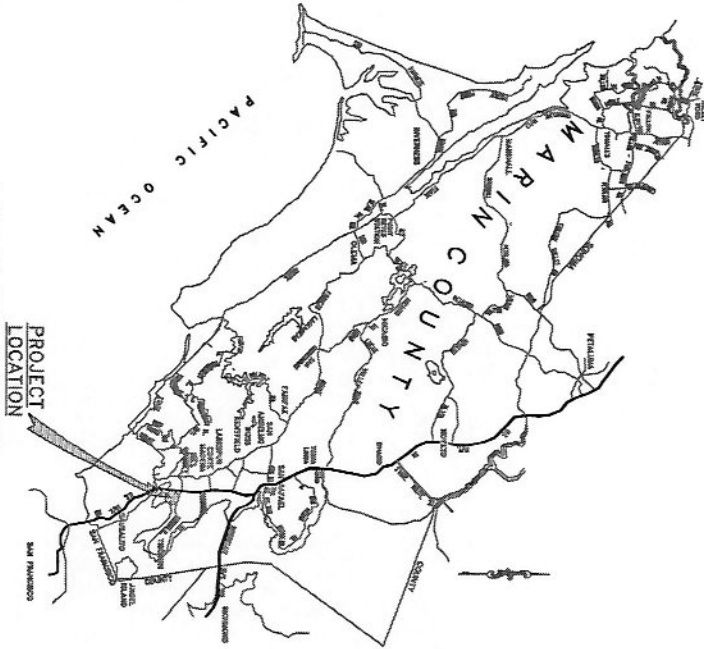
VI. Failure to Comply with Policy/Disciplinary Action

Failure to comply with this Policy by the dates provided will result in termination of employment.

VII. Confidentiality of Records

Records pertaining to a District workforce member’s vaccination status and COVID-19 tests are considered confidential health records for purposes of the District’s employee records and privacy policies. Said records will only be accessible to authorized staff and will only be disclosed to individuals who have a legitimate need to know such information.

STRAWBERRY RECREATION CENTER 118 E. STRAWBERRY DRIVE MILL VALLEY, CALIFORNIA



CALL USA (UNDERGROUND SERVICE ALERT) AT LEAST 48HRS IN ADVANCE OF WORK - 1-(800)-442-2444.

INDEX OF SHEETS

SHEET NO.	SHEET TITLE
1	STRAWBERRY REC CENTER RETAINING WALL
2	TITLE SHEET
3	PLAN AND PROFILE
4	DETAILS

TITLE SHEET

Strawberry Rec Center Pickleball Court
118 E. Strawberry Drive
Mill Valley, California

Project No. 1872.012 Date: 1/18/2022

MILLER PACIFIC
ENGINEERING GROUP

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FILE: 1872.012 Plans.dwg

504 Redwood Blvd.
Suite 220
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T 415 / 382-3444
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www.millerpac.com

Description	Mark	Date	By

SHEET
1

7

Revisions	
NO.	DATE

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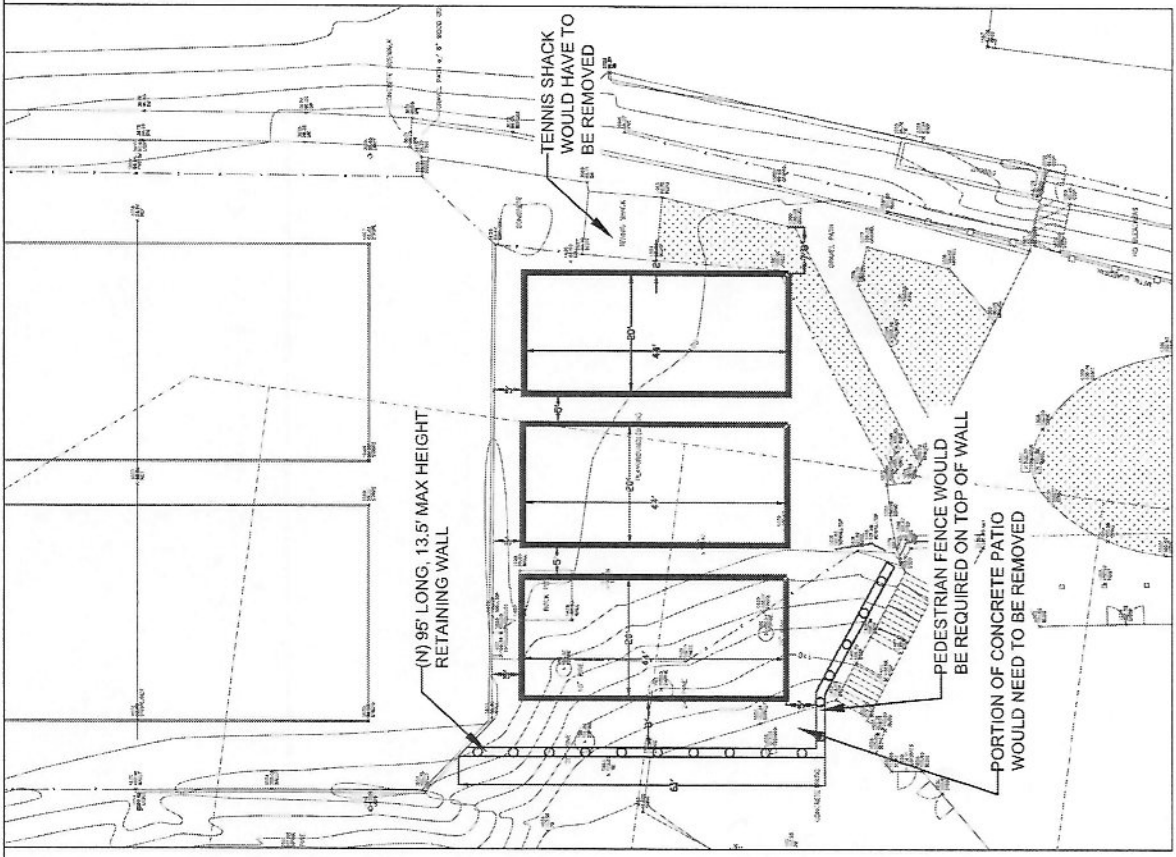
TWO AND THREE COURT OPTIONS

Project No. 1872.012
 118 E. Strawberry Drive
 Mill Valley, California
 Strawberry Rec Center Pickleball Court

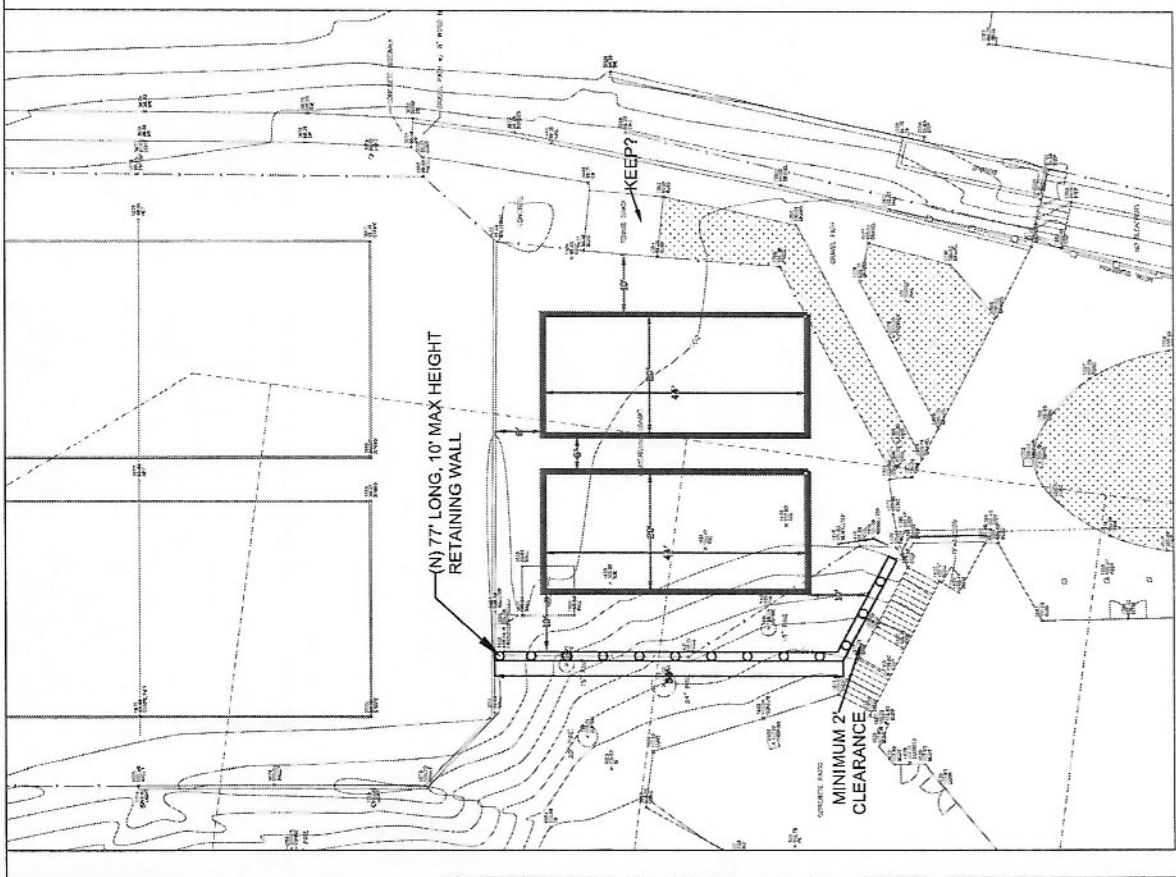
DATE: 1/14/22
 DRAWN: MMT
 CHECKED: MMT
 DATE: 1/14/22
 SCALE: SAS

Date: 1/18/2022

SHEET
2



Option 2: Three Pickleball Courts
 SCALE
 0 10 20 40 FEET



Option 1: Two Pickleball Courts
 SCALE
 0 10 20 40 FEET

8