

STRAWBERRY RECREATION DISTRICT
118 East Strawberry Drive / Mill Valley / California 94941-2594
Tel # (415) 383-6494/ Fax # (415) 383-6635

**SRD Board Meeting Notice and Agenda
Tuesday, December 13, 2022
Open Session 5:00 p.m.**

Location: Strawberry Recreation District –1st Floor Meeting Room, 118 E. Strawberry Dr., Mill Valley, CA 94941

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. **CONVENE IN OPEN SESSION:** Call to Order and Roll Call
2. 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.
3. **OPEN SESSION AGENDA** – Members of the public may comment on any agendized matter (limit: three mins per person).
 - A. New Business Items
 - B. Approval of the Minutes of November 8, 2022.
 - C. **Discussion/Action:** Peter Teese, Alex Johnson, and Sohrab Saghezchi to take Oath of Office.
Recommended Action: Discussion only.
 - D. **Discussion/Action:** Acknowledgment and appreciation of Jeff Francis's many years of service to the Board.
Recommended Action: Discussion only.
 - E. **Discussion/Action:** Human Resources Ad Hoc Committee to present the first phase of recommended updates to the Employee Handbook.
Recommended Action: Approve.

Adjournment.

Next Regular Session Board Meeting is January 10, 2023, at 6:00 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

REGULAR MEETING OF THE STRAWBERRY RECREATION DISTRICT BOARD OF DIRECTORS HELD
WEDNESDAY NOVEMBER 8, 2022

CALLED TO ORDER BY DIRECTOR BOHNER AT 6:05 P.M

1. Roll Call

Present: Director Bohner (Chair)
Director Teese
Director Francis
Director Nichols
Director Johnson

2. Open Time for Public Expression

No Public Comments

Open Session Agenda

3. Agenda Items for Review

OPEN SESSION AGENDA – Members of the public may comment on any agendized matter (limit: three mins per person).

- A. New Business Items - None

 - B. **Discussion/Action:** Receive update from Zone IV Committee and review Project Plan.
Proposal: Discussion only.

 - C. **Discussion/Action:** Motion to Approve Zone IV Dredging Bid from Lind Marine
Proposal: Approved Unanimously.

 - D. **Discussion/Action:** Sport Court ad hoc subcommittee provided report and recommendations
Guidance given to GM to proceed with evaluation of re-location and upgrade of Reggie Park

 - E. **Discussion/Action:** Proposal to approve bid from Adam's Pool Service to resurface pool
Proposal: Approved Unanimously.
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F. **Discussion/Action:** Proposal for 2022/2023 Employee Holiday Schedule

Proposal: Approved Unanimously

G. **Discussion/Action:** Proposal to approve rates for Tiburon Peninsula Little League, Play Club, and Drop-In Basketball

Proposal: Approved Unanimously.

H. **Discussion/Action** Consider development of SRD-owned real property located on Milland Dr, MV, Parcel# 043-361-54
Guidance given to GM to investigate options for land use.

I. **Discussion/Action:** General Manager requests adoption of a resolution extending remote/virtual meetings for an additional 30 days due to the COVID-19 state of emergency and the need for social distancing (AB 361)

Proposal: Approved Unanimously.

J. **Action:** Approval of the Minutes of May 10, September 13, October 11, 2022

Proposal: Approved Directors Bo Director Bohner, Teese, Francis, Nichols. Abstain: Johnson

K. General Manager's Report

Fiscal Reports: Approval & Confirmation of Expenditures, Disbursements, Payroll, and Warrants and Financial and Operations Summary.

Proposal: Disbursements Approved Unanimously.

Adjournment.

THE MEETING WAS ADJOURNED AT 7:21 PM.

ATTEST:

Alexander L. Johnson

Board Secretary

**Certificate of Appointment In-Lieu of Election
and Oath of Office**

STATE OF CALIFORNIA

County of Marin

I, Lynda Roberts, Registrar of Voters of Marin County, having jurisdiction over the conduct of the Statewide General Election held on the 8th day of November 2022, do hereby certify that

ALEX JOHNSON

*is nominated and to be appointed in-lieu of election, and will take office
and serve a 4-year term exactly as if elected, to the office of
Director, Strawberry Recreation District.*

IN WITNESS WHEREOF, I have hereunto affixed my hand and official seal on this 21st day of November, 2022

s/ Lynda Roberts - Registrar of Voters



STATE OF CALIFORNIA

County of Marin

OATH OF OFFICE

I, ALEX JOHNSON, do solemnly swear or affirm that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution for the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

Director, Strawberry Recreation District

NAME OF OFFICE

_____, _____ day of _____, 2022
SIGNATURE OF APPOINTEE AS REQUIRED BY EC SECTION 200

SIGNATURE OF PERSON ADMINISTERING OATH

TITLE OF PERSON ADMINISTERING OATH

Before taking office, each member must take and subscribe to the Oath of Office before a governing board member, other school officer, state or county officer, judicial officer or notary public, to be filed with the County Clerk/Registrar of Voters. (Gov. Code 1360-1369)

**Certificate of Appointment In-Lieu of Election
and Oath of Office**

STATE OF CALIFORNIA

County of Marin

I, Lynda Roberts, Registrar of Voters of Marin County, having jurisdiction over the conduct of the Statewide General Election held on the 8th day of November 2022, do hereby certify that

PETER TEESE

*is nominated and to be appointed in-lieu of election, and will take office
and serve a 4-year term exactly as if elected, to the office of
Director, Strawberry Recreation District.*

IN WITNESS WHEREOF, I have hereunto affixed my hand and official seal on this 21st day of November, 2022

s/ Lynda Roberts - Registrar of Voters



STATE OF CALIFORNIA

County of Marin

OATH OF OFFICE

I, PETER TEESE, do solemnly swear or affirm that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution for the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

Director, Strawberry Recreation District

NAME OF OFFICE

SIGNATURE OF APPOINTEE AS REQUIRED BY EC SECTION 200

_____ day of _____, 2022

SIGNATURE OF PERSON ADMINISTERING OATH

TITLE OF PERSON ADMINISTERING OATH

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Certificate of Appointment and Oath of Office

STATE OF CALIFORNIA

County of Marin

The Board of Supervisors, being the body authorized to appoint for the Strawberry Recreation District in the County of Marin, State of California, certifies that at a regular meeting held on the 8th day of November, 2022, appointed Sohrab Saghezchi to the office of Director, and will take office and serve exactly as if elected for the term expiring December, 2026, as provided by law.

Consent documentation attesting these facts are duly registered and of public record with the Clerk of the Board of Supervisors, County of Marin, State of California.

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STATE OF CALIFORNIA

County of Marin

OATH OF OFFICE

I, SOHRAB SAGHEZCHI, do solemnly swear or affirm that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution for the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

Director, Strawberry Recreation District

NAME OF OFFICE

SIGNATURE OF APPOINTEE AS REQUIRED BY EC SECTION 200

SIGNATURE OF PERSON ADMINISTERING OATH

TITLE OF PERSON ADMINISTERING OATH

_____ day of _____, 2022

Before taking office, each member must take and subscribe to the Oath of Office before a governing board member, other school officer, state or county officer, judicial officer or notary public, to be filed with the County Clerk/Registrar of Voters. (Gov. Code 1360-1369)

December 13, 2022

SRD Board HR-Ad Hoc Employee Handbook Changes

The following are the first phase of SRD Employee Handbook recommended updates. HR- Ad Hoc recommends approval of these changes effective 12/13/22.

1. Add Juneteenth as a paid holiday
2. Management leave for qualified employees changes to 2.5 days per quarter
 - i. January 1
 - ii. April 1
 - iii. July 1
 - iv. October 1
- b. Change classification of qualified employees to Supervisor and above
- c. Allotted to qualified employees on the first day of the quarter
- d. Must be used within the quarter, does not roll over
3. Sick leave accrual changes to maximum of 66-day cap (528 hours)