

## LA SELVA BEACH RECREATION DISTRICT

### Regular Meeting Minutes

September 13, 2017

#### ***New Resolutions and Motions Passed: Park Dedication Fee Transfer; Start of Triangle Park Project; Electric Panel Relocation; Pole Relocation and Bluff Post Replacement; District Manager Contract Finalized***

#### **Opening**

The regular meeting of the La Selva Beach Recreation District was called to order at 7:06 p.m. on September 13, 2017 by John Hunt.

#### **Present**

John Hunt, Marnie Cook, Rick Starr, Jim Rhodes. Staff : Kelli Sebastian.

#### Public Forum

Jim Ross from the Improvement Association discussed the situation of water run off at the bluff from the County's Vista Dr. over Rec Dist. land and then I.A. land and causing damage to residential property. The county is unresponsive, but Ross proposed that the Rec Dist. and I.A. share the costs of paving a curb.

Virginia Taylor brought in a cost sheet for the beginning of native plant landscaping for Robin's Park. In addition to planting costs the committee seeks District help in initial watering and long term maintenance. The Board will examine the scope of the project and consult with their landscaper.

#### Caretaker's and District Manager's Report

Kelli presented Tom Reed's final caretaker's report and her first DM report. She is making connections with the county. John asked her to talk with Supervisor Zach Friend about the high cost of permits to cut down hazardous trees. Kelli and Rick will go over tree bids and invoices to make sure work and payments are matching up. John, Rick, and Kelli will work on getting Kelli's name on the District Credit Card. John and Kelli will work together on producing a procedures manual.

#### **Regular Business**

Minutes were presented by Jim Rhodes. **Marnie moved to accept the Minutes of August 9. Passed 4-0.** The county has asked for a list of District resolutions, and we will create a binder for hardcopy collections, and implement the use of a key word for digital searches.

#### Financial Report

A question arose about the expenditure for escheatment services; Kelli will contact the county for clarification. **Marnie moved to accept the August 2017 G/L of \$335,228.85. Passed 4-0. Marnie moved to approve August Revenues of \$6,193.50 and expenditures of \$37,515.66. Passed 4-0.**

## Continuing Business

John reported on the Ifland Engineers Structural Engineering inspection. Generalized solutions have been proposed and the roof and kitchen wall situations do not require immediate work; the details of a construction plan are being worked up, and monthly monitoring will commence, with Kelli in contact with Ifland to discuss that and how the roof work might conflict with the bathroom renovation. John and Rick estimate that the repair costs shouldn't be enough to further delay Triangle Park renovation.

Rick explained his income and expense calculations that project the feasibility of moving ahead with Triangle Park work. He reported that the District is eligible to obtain Park Dedication Fee money to help with the capital improvement costs of the Triangle Park Project. **Rick moved that we ask the County Auditor to transfer \$75,000 from the Park Dedication Fee Fund to the LSBRD 2017-18 budget. Passed 4-0.**

**Rick moved we go ahead on the final bid of \$86,500 from Medallion Landscaping and have the Triangle Park Renovations begin. Passed 4-0.** Kelli will contact them after she and John get final details on the fire pit demolition cost of the project.

Allegrì put in a bid of \$2583 with approximately \$680 permit costs to move the electric panels from the fire pit. **John moved that we accept Allegrì Electric's bid for relocating the electric panels at Triangle Park and have the work begin. Passed 4-0.** Kelli will contact them.

Kelli will contact Crocker Homes and inquire as to the materials proposed and the upgrade options for the bathroom renovation. She and Marnie will look over the details. Restroom alternatives for classes and the afterschool program during the renovation will be looked into.

John, Jim, and Kelli met with County and Library representatives to discuss the Library lease, which is a three party arrangement and requires extra negotiations if we seek to alter. The District would like enough rent to cover upkeep costs; the library hopes to begin Measure S renovations in 2019. Jim and Kelli will meet again with the representatives in November. Rick questions whether it might be worth considering giving the Library building to the County. Kelli will check with LAFCO to see if the District has any control of the connected Fire Dept. building.

Access for service vehicles onto the bluff following the replacement of posts with the poles from Triangle Park was discussed. It was felt that a gate was not needed, and adding a second removable post would be the best option. **John moved to accept K&D bid of \$8,200 to move Triangle Park poles and use them and concrete saddles to replace railway tie posts at the bluff. Passed 4-0.**

## New Business

The District Manager contract was presented and discussion centered on the necessity of having dedicated office hours. It was decided that Kelli will be spending much time in the office and will be available enough to the public that no fixed hours are needed. **Marnie moved to approve the District Manager Contract, with revisions. Passed 4-0.** John will print it out.

Jim discussed the name of the District. It was originally the La Selva Beach Recreation District when established in 1953. It was reorganized as a Recreation and Park District in 1959

but was to continue using the name La Selva Beach Recreation District. No documentation has been found indicating any change to Parks and Recreation or Recreation and Park, though both have been frequently used. It was decided to use LSB Recreation District going forward.

Rick noted that Kelli will receive a housing stipend for September. Tom has told the Board that he will vacate the cottage on September 24. Once he does, John, Marnie, and Kelli will inspect the cottage and begin the cleaning and renovation process.

The request by an Aptos congregation of Jehovah's Witnesses to use the Clubhouse was considered. There is concern over religious or political groups using the facility, but less so if the meetings are closed and non-disruptive to the community. However, it was decided that this assemblage was too large for the District to approve. It is felt there is still a need to work on a policy for event requests at the Clubhouse.

Kelli reported on two dead trees on the Florido lawn that need to be removed but should not require permits. She will check all hazardous tree paperwork to be sure recommendations, bids, and billings are all in line.

### **Directors' Reports**

Marnie reported on birds nesting in the wall of the Clubhouse storage room.

Rick and Kelli reported that Tom will be paid a \$500 consulting fee for the training he has given Kelli the past weeks.

### **Adjournment**

Meeting was adjourned by John Hunt at 10:22.

Minutes submitted by Jim Rhodes

Approved on \_\_\_\_\_