

LA SELVA BEACH RECREATION DISTRICT
Approved Minutes for the March 14, 2018, Regular Meeting

New Resolutions and Motions Passed:

Motion: John moved to approve a sole-source bid from Jim Ross to purchase kiln-dried pine siding and install it on the newly-remodeled walls facing into the main hall from the restrooms. Approximate cost: \$2,000 for materials plus \$2,000 for labor. Second: Rick. Passed 4-0-0.

Motion: John moved to change the Clubhouse event rental rates by establishing a single rate per event that includes all fees. The rate will be \$1,600 per event with a \$750 deposit for non-residents, and \$1,000 per event with a \$500 deposit for residents. Residency must be established by the person making the payment. Second: Marnie. Passed 4-0-0.

1.0 MEETING AND ORGANIZATION

1.1 Establish Quorum & Roll Call

Called to order at 7:01 p.m. by Jim Rhodes.

In attendance: Directors Jim Rhodes, Marnie Cook, John Hunt, Rick Starr

District Manager Kelli Sebastian

Quorum established.

2.0 PUBLIC FORUM

2.1 Public Comment (limited to 3 minutes per person)

Jim Ross presented a 1993 opinion by attorney Gerald Bowden that the LSBRD owned the property around Robin's Par up to the mid-line of both Asta and Arbolado Drives.

Arturo Thomae presented artwork proposed for a mural in the Clubhouse main hall.

2.2 Committees: No committee reports

2.3 Landscaper Report: No report

2.4 District Manager Report

The District Manager's report contained a number of information items and some items that were included in the agenda and discussed below. One issue from the report that the Board discussed was petty cash. The designated amount for the petty cash fund is not consistent between District policy and County records. Rick and Kelli will resolve the discrepancies to get the same amount specified in all relevant documents.

3.0 REGULAR BUSINESS

3.1 Approve Minutes

John suggested a number of grammatical changes. No other changes requested. Rick moved to approve the minutes with the suggested revisions. Jim second. Passed 3-0-1.

3.2 Accept General Ledger Fund Balance

Rick reported that the District appears to be spending more than anticipated on utilities. This is likely due to water leaks that have been repaired, but Kelli and Rick will evaluate other costs. Maintenance costs have also been higher than projected, but this is due to taking care of projects that had been deferred in previous years. The Board's goal is to build reserves by \$25,000 each year but will likely not hit that target this year.

In discussions about the library there was a question about how the library, After-School and Summer program rent payments are coded. Rick and Kelli will investigate.

Marnie moved to accept the general ledger fund balance of \$194,219.76. John second.
Passed 4-0-0

3.3 Approve Revenue & Expense totals from Financial Summary

Marnie moved to approve the revenue total of \$74.60 and the expense total of \$30,703.83. John second. Passed 4-0-0.

3.4 Additions to agenda: None

4.0 CONTINUING BUSINESS

4.1 Triangle Park; bocce court upgrade, fountain, sign

The Board decided to see how use and condition of the Bocce ball court played out over time before considering resurfacing or other maintenance changes.

4.2 Restroom Remodel update; wall finish options: paint, wood siding, mural

There was general agreement among directors that the wall between the restrooms and the main hall was too prominent for a mural and should be covered instead with wood paneling to match the rest of the main hall walls. Ordering and preparing the wood will take a number of weeks. In the meantime, Kelli will have the wall painted to match the paneling.

Motion: John moves to approve a sole-source bid from Jim Ross to purchase kiln-dried pine siding and install it on the newly-remodeled walls facing into the main hall from the restrooms. Approximate cost: \$2,000 for materials plus \$2,000 for labor. Second: Rick.
Passed 4-0-0.

4.3 Clubhouse Repair; roof and kitchen wall: designs and time lines

The Board maintained its approach as described in the February minutes.

4.4 Rental Rates; flat rate, local discount

Motion: John moved to change Clubhouse event rental rates by establishing a single rate per event that includes all fees. The rate will be \$1,600 per event with a \$750 deposit for non-residents, and \$1,000 per event with a \$500 deposit for residents. Residency must be established by the person making the payment. Second: Marnie.
Passed 4-0-0.

4.6 Robin's Park drainage projects

The Board discussed the need for greater coordination with the Robin's Park Committee and neighbors on drainage projects in Robin's Park. Kelli will contact Prime Landscape Services, Inc., for advice on drainage and erosion issues.

4.7 District Manager Review; scheduling

Rick will take the duties list from Addendum B of the District Manager contract and create a scoring matrix for the evaluation. Each duty will be scored by quality, timing, etc. The scoring matrix will be used by Rick and John to evaluate performance on duties related to Office and Financial, by Marnie and Jim to evaluate performance on duties related to Rentals and Communication, and by Heiko and Jim to evaluate performance on duties related to Facilities and Maintenance. The reviews should begin as soon as the scoring matrix has been distributed.

5.0 NEW BUSINESS

5.1 Library Renovation Proposal; Susan Nemitz and Cindy Jackson present

Cindy Jackson provided a brief history and perspective on relations between the LSBRD and the LSB Library, which occupies a building owned by the LSBRD.

Susan Nemitz, Director of the Santa Cruz Public Libraries, mentioned that of the \$62 million in Measure S bond funds for the 10 Santa Cruz County library branches, the LSB Library was getting \$500,000 (0.8% of the total). She commented on terms of the current lease agreement. There was general agreement that a new lease would be preferable at this time, rather than maintaining the current lease to the end of its term and possibly to the end of its extension (2045). She requested that an LSBRD director be involved in the planning process. She expected 4 to 5 months of planning, with a lease drafted in the fall and a new lease signed by January 2019. County attorneys could draft the lease. John volunteered to be the LSBRD liaison to the library lease negotiations, which are expected to involve 3 to 4 three-hour meetings over the next 9 months.

Susan Nemitz also mentioned that the remodel would involve repair or replacement of much of the HVAC and electrical systems, and construction for ADA compliance. HVAC and electrical are mentioned in the current lease agreement. ADA improvements are not. Cindy mentioned that the County After-School and Summer program children were using the library increasingly and that the library was serving a vital recreational function for the community.

5.2 Long-term Clubhouse Maintenance; expert guidance

This item was tabled to the next meeting.

6.0 DIRECTORS' REPORTS

John reported that the County Parks Department has created a draft strategic plan that will guide the next decade of parks, trails, playgrounds, programs, summer camps, athletic fields, etc. It is now available for review at www.scparks.com/strategicplan.

They are holding public meetings March 27 at Simpkins, March 28 in Ben Lomond, and March 29 in Watsonville.

7.0 RECAP AND ACTION ITEMS

8.0 FUTURE MEETINGS

8.1 Next regular meeting, April 11, 2018

9.0 ADJOURN REGULAR MEETING

Meeting adjourned at 9:25.

A draft of these minutes was submitted for Board review by John Hunt and approved at the April 11, 2018 regular meeting. These approved minutes are submitted by:

	John Hunt	Secretary	April 12, 2018
_____	_____	_____	_____
Signature	Printed	Title	Date