

LA SELVA BEACH RECREATION DISTRICT

Approved Minutes for the September 12, 2018, Regular Meeting

New Resolutions and Motions Passed:

Motion: Motion to approve Coastal Landscaping Inc.'s bid of \$1,500 to replace existing Triangle Park sprinkler heads with low-flow spray heads to achieve 100% coverage of the lawn. This bid comes with a guarantee that coverage will be 100% or there would be no charge for the work.

Moved by John, second by Rick, Approved 5-0-0.

1.0 MEETING AND ORGANIZATION

1.1 Establish Quorum & Roll Call

Called to order at 7:04 p.m. by Jim Rhodes.

Directors in attendance: Chair Jim Rhodes, Rentals Director Marnie Cook, Maintenance

Director Hyko Roppel, Treasurer Rick Starr, Secretary John Hunt

District Manager Kelli Sebastian

Quorum established.

2.0 PUBLIC FORUM

2.1 Public comment

Residents commented that the growth of *Acacia* at the south end of the bluff was creating cover for frequent urination by visitors. They requested the acacia be trimmed to a level low enough to eliminate hidden space.

Ashley Winn commented that he had submitted a report to the District regarding the Ifland contract.

Marcia Poms gave a summary of neighbor's concerns with events at the Clubhouse and recommended that rules be adopted for use of the patio and Florido lawn. At a recent wedding reception guests were using the library lawn, food was being served from the cottage driveway, tables in the patio blocked the library entrance, Triangle Park was used for the ceremony (with chairs), alcohol was consumed at Triangle Park and the Florido lawn, there was no security, guests were smoking next to the library door, and library staff had to pick up trash. She recommended that the rental agreement be re-evaluated to cover these concerns.

2.2 Committees:

Virginia Taylor, representing the Robin's Park Committee, reported that the landscaper contracted by the District last year for plantings at the west entrance to Robin's Park has not pursued the job. More discussion is covered under item 5.1, below.

2.3 Landscaper Report:

Jeff Powers reported that a soaker hose has been installed for the cherry trees along the Florido lawn. More information about Triangle Park landscaping, including a motion, is provided under item 4.1, below.

2.4 District Manager Report

The District Manager's report contained a number of items included as agenda items, below. In addition, Kelli reported that the Pajaro Valley Cesar Chavez Democratic Club invited the District to come and seek their support for Measure P (the Clubhouse facilities repair parcel fee) at their event on September 17.

A request for resident rates for a clubhouse event was presented to the Board and the Board denied the request based on the indirect nature of residential status.

Kelli requested a change to the flag policy to better allow residents to volunteer to raise, lower and store the flag.

3.0 REGULAR BUSINESS

3.1 Approve Minutes

The minutes of the August 8 meeting were reviewed. Rick moved to approve the minutes as written. Hyko second. Passed 5-0-0.

3.2 Accept General Ledger Fund Balance

Rick presented a summary of the financial report. John moved to accept the general ledger balance of \$266,270.08. Marnie second. Passed 5-0-0.

3.3 Approve Revenue & Expense totals from Financial Summary

Marnie moved to approve the revenue total of \$7,765.00 and the expense total of \$14,707.75. John second. Passed 5-0-0.

3.4 Additions to agenda:

There were requests to add paving, roots in the Triangle Park lawn and a review of the landscaping contract to the October agenda.

4.0 CONTINUING BUSINESS

4.1 Triangle Park; irrigation solutions, shorter horseshoe pits

Jeff Powers reported that Gophers are being trapped aggressively at Triangle Park and the number and size of gophers trapped is decreasing.

It was reported that the new horseshoe pits at Triangle Park are shorter than regulation. No action taken at this time.

Jeff presented a requested bid to replace irrigation sprinklers at Triangle Park with low-flow spray heads that would provide 100% coverage with the existing 6 gpm meter. He

stated that the 100% coverage was guaranteed or the District would not be charged for the work. It was Jeff's assessment that the new spray heads and a fall fescue-blend seeding would make the Triangle Park lawn look really good by spring, and subsequently it should look as good throughout the year.

Motion: Motion to approve Coastal Landscaping Inc.'s bid of \$1,500 to replace existing Triangle Park sprinkler heads with low-flow spray heads to achieve 100% coverage of the lawn. This bid comes with a guarantee that coverage will be 100% or there would be no charge for the work.

Moved by John, second by Rick, Approved 5-0-0.

Once sprinkler heads are installed and working properly, Coastal Landscaping will seed the lawn this fall. The lawn will then be bordered with yellow tape to keep people off the lawn for two months while the new grass takes hold.

5.0 NEW BUSINESS

5.1 Robin's Park and Ian's Park; new planting, drainage, tree trimming

Coastal Landscaping has worked with Virginia Taylor of the Robin's Park Committee to develop a new plan for planting at the west end of Robin's Park. Initial details include use of Pt. Reyes manzanita and low lying ground cover to deter rodents. The Board reiterated its concerns that new plantings should not appreciably increase the work covered in the landscaping contract and not involve long-term watering. The Board asked Virginia to seek approval from the full Robin's Park Committee and bring a proposal back to the Board at its October meeting.

A neighbor requested the District trim a cypress tree in Ian's Park, and suggested that an oak was growing too close to the neighbor's property and might interfere with a septic system. The District Manager will inspect the property and review the latest arborist report to determine the condition of the trees.

5.2 Policies updates

Rick and John are working to revise/create policies for fixed assets, petty cash and preparation of the annual budget.

Kelli is working on revising the flag policy.

5.3 Weddings on District Properties; permits, regulations

Marnie and John volunteered to be the subcommittee to work with Kelli on revising Clubhouse use policy to address concerns such as those raised during public comment.

Kelli has contacted the County and is awaiting delivery of a park permit packet describing standard county practice for use of parks and facilities.

5.4 Library lease update

The Board heard an update from Jim and Hyko on their meeting with the County and Library system regarding LSB library remodeling and a new lease. The amount available for the LSB library has increased from approximately \$500,000 to approximately \$1,000,000.

A number of concerns were raised about the recommendations presented by the County/library and about the process for meetings and other communication regarding the library lease and remodel. In particular, the District would like the opportunity to be more proactive by receiving materials and agendas for review in advance of meetings and decisions. Jim will contact the County with these concerns and Jim will form a committee with Ashley Winn and Cindy Jackson to improve the process moving forward.

5.5 Agenda for October

The following items were suggested for the October (or subsequent) agenda(s):

- Consider and develop conditions for the use of Triangle Park for weddings.
- Develop more specific guidelines for applicants to qualify for residential rental rates.
- Standardize the District's name as written in the by-laws, County and State documents, and files.
- Pavement marking to keep entrances to the bluff clear of parked cars.
- Robin's park west end planting proposal and bid.
- Scheduling the repairs to District buildings identified in the building inspection.
- Approving new and revised financial policies (see item 5.2 above).
- Updating the landscaping contract (see action item below).
- Paving work (Kelli will send bids to directors before the October meeting).

6.0 DIRECTORS' REPORTS

None.

7.0 RECAP AND ACTION ITEMS

- Review the landscaping contract to bring it in line with the specifications in the District Manager contract and to allow flexibility for the contractor, and authority for the District Manager, to make minor adjustments to landscaping tasks as needed.
- Jim to contact County and Library about process.
- Jim to convene library committee.
- Marnie and John will meet with Kelli to develop rules for Clubhouse and facility use related to events, including procedures for library staff to respond to situations during events. They will also consider qualification for residential rental rates.
- Kelli will revise the flag policy and send to John for review.
- Rick and John will draft/revise financial policies.

8.0 FUTURE MEETINGS

8.1 Next regular meeting, October 10, 2018

9.0 ADJOURN REGULAR MEETING

The meeting was adjourned at 9:30.

A draft of these minutes was submitted for Board review by John Hunt and approved at the October 10, 2018 regular meeting by a vote of 3-0-0. These approved minutes are submitted by:

 _____	<u>John Hunt</u> _____	<u>Secretary</u> _____	<u>October 11, 2018</u> _____
Signature	Printed	Title	Date