

LA SELVA BEACH RECREATION DISTRICT
Minutes for the June 5, 2019, Regular Meeting

New Resolutions and Motions Passed:

The Board approved by general consent to reduce the petty cash fund from \$300 to \$100.

Motion: The Board accepts the bid of \$10,971.00 from Selden and Son for construction maintenance.

Motion: The Board accepts the bid of Shelton Roofing of \$3,560.00 for minor roof repair work.

1.0 MEETING AND ORGANIZATION

1.1 Establish Quorum & Roll Call

Called to order at 7:05 p.m. by Ashley Winn.

Directors in attendance: Chair Ashley Winn, Finance Director Greg Bailey, Secretary Jim Rhodes, Rentals Director Broc Carroll, Maintenance Director Tony Young

District Manager Kelli Sebastian

Quorum established.

Tony Young sworn in as LSBRD Director by Chair Winn.

2.0 PUBLIC FORUM

2.1 Public comment

Cindy Jackson of Friends of the Library announced that that group received a matching grant of \$100,000 that will go toward the patio portion of the library renovation, and seeks help to reach the matching funds. Topic will be mentioned in the Beachcomber.

2.2 Committees:

Howard Waage of the Robin's Park Committee discussed the need for tree trimming in the Park to meet Fire Department requirements, sufficient to last beyond one year but not done more severely than necessary. He brought up questions on the recent weeding regarding cost and effectiveness.

2.3 Landscaper Report:

Jeff Powers expressed concerns on adding Robin's Park duties to his annual contract, citing the ambiguity of the job description and the area's uncertain plant growth. Residents have been contacting him directly to make complaints while others are dumping their yard waste in the Park.

A contract proposal for the rest of the properties was sent to Winn; he will evaluate and present to the Board next month. It was agreed to hold off on any Florido lawn upgrade until after the Library renovation.

Sebastian will contact Rich Beale about the moving of redwood logs to spots along the border of Asta Drive and the Park, previously approved by the Board.

2.4 District Manager Report

The District Manager reported the following items that came up after her monthly report was filed with the Board:

The District Manager believes that her recent attendance at the CAPRI Special District conference showed it is worth a yearly visit.

Chair Winn stated that dedicated District email for the Directors would aid in following the requirement to preserve Board communications for 2 years.

The budget need not be delivered to the County until August. Directors Bailey and Rhodes will meet with the DM and former Treasurer Rick Starr in two weeks to work up a draft.

The recent audit recommends an improved depreciation policy. The DM will work with the county for guidance on this procedure. Also, auditors deemed necessary a decrease in petty cash from \$300 to \$100. **The Board approved by general consent to reduce the petty cash fund from \$300 to \$100.**

The volunteer who has been handling flag duties in Triangle Park is no longer doing so. Rhodes will talk to him about returning the extra key, crank, and flag to the District. Director Young will look into a more functional pulley apparatus for the flagpole.

The District's partnership in the new Adult Recreation Association raises liability concerns on off-site trips such as the one upcoming on June 19. The District is not sponsoring the event, and will inform the Association that waivers for riders and drivers will be necessary.

A resident was seen tearing out plants from Triangle park and replacing with native varieties. It was suggested signage announcing that this was LSBRD property might discourage such practices.

3.0 REGULAR BUSINESS

The draft minutes of the May meeting were reviewed. **Minutes approved by general consent.**

The financial report for May was presented. **The Board approved by general consent these figures for May:**

G/L : 315,419 Revenues : 3,891 Expenses : 16,818.

The Board will further research a reasonable increase of the rent for the after school and summer programs. Sebastian will notify ACE that they can expect a rate increase later this summer.

4.0 CONTINUING BUSINESS

Personnel review:

Former Director Rick Starr explained the personnel review process used by the Board last year, talking of the reorganization of staff duties two years ago, breakdown of the Board into evaluation teams, and the discussions between Board and District Manager involved in the process. It was felt that the evaluation should begin soon, and new Directors may seek a preliminary meeting with the DM to familiarize themselves with the District's workings. The beginning of the evaluation is set for next month.

Bluff trees:

No word from the I.A. on the landscaping repair project, but a bill from the arborist evaluating the eucalyptus trees was presented, which the District previously agreed to share. Three trees will need to be taken down, and multiple limbs cut. The I.A. and arborist have a preferred tree company in mind, but while the District will respect that, an attempt at getting further bids will be encouraged.

Clubhouse Maintenance; contractors and advisors:

Three bids for general construction maintenance were reviewed. **Motion: The Board accepts the bid of \$10,971.00 from Selden and Son for construction maintenance. Rhodes, Carroll, 5-0.**

Three bids for minor roof repair work were reviewed. **Motion: The Board accepts the bid of Shelton Roofing of \$3,560.00 for minor roof repair work. Rhodes, Carroll, 5-0.**

New names for construction and architectural expertise to deal with the clubhouse structural repair were brought forward and will be contacted.

Training:

New directors are working on completing the online training.

Road Association:

The Asta-Arbolado Road Association refused the District's proposal to provide for wattles every year. The District will not pursue further action on the drainage issue.

5.0 NEW BUSINESS

Proof of insurance for alcoholic sales for upcoming I.A. events need to be provided. Rhodes will contact I.A. President Doug Green.

Director Bailey will cover for the DM during time off in October.

6.0 DIRECTORS' REPORT

7.0 RECAP AND ACTION ITEMS

8.0 FUTURE MEETINGS.

8.3 Next regular meeting, July 10, 2019.

9.0 ADJOURN REGULAR MEETING

The meeting was adjourned at 9:26 p.m.

Minutes submitted by Secretary Jim Rhodes

Minutes approved July 10, 2019



Jim Rhodes, Secretary