

**Ladera Recreation District
Board Meeting Minutes
December 12th, 2022**

Meeting called to order at 7:04 pm at the LRD

Board Roll Call: Bob Felderman, Brian Wall, Jen Coleman, Leslie Anglada, Calin Thomas

LRD Team: Di Gow, Sue Suesser, Anna Plume

Public: Bruce Beron

Public Discussion

- No discussion

Minutes From Prior Meeting Approval

- Review of November 14th, 2022 Regular Meeting Notes with slight amendments
 - Motion to Approve with date update, Seconded, Approved 4-0
- Review of November 28th, 2022 Special Session Notes as written
 - Motion to Approve with date update, Seconded, Approved 4-0

Finance Review

- Treasury Bill Discussion
 - Multiple T-Bill options available (e.g. 1, 3, 6 or 12 month, etc)
 - Timing coordination discussion - need to stay in tune when construction payments are due and available cash on hand
 - Payments for invoices come out in order of 1) Sterling account; 2) Checking xx85; 3) Money Market, 4) Pool Donor fund
 - Recommend pulling from donors account to put into T-Bill; that is last money we would touch
 - Input into Moving funds to T-Bill(s) or not:
 - As of Nov 30, ~\$2.7 M left to pay; not including change orders.
 - Payments are not a fixed schedule; e.g. it's based off work completed in a given time period
 - Tricon expects payment within 28 days
 - \$300k is reasonable amount for a T-Bill investment (e.g. given cash flow needs); this could generate ~a couple/few thousand in gains (e.g. Amount invested x ~5% / 4)
 - Chase is useful due to proximity to LRD
 - Perhaps split up; \$200k for a shorter time period; \$100k longer?
 - Decision: hold for now
 - One more try with Chase: possible to open an investment account or a Money Market account?
- Budget Discussion

- Discussion of budgeting approach using Ladera Camp as an example:
 - From 2017 - 2021; revenue on average was \$77k.
 - 2021 and 2022 were high/bump years
- Reworked some of the numbers after last month's discussion
 - Discussion of membership fee increases for the new year
 - County taxes
 - Usually get decent updates from San Mateo on funds expected to the LRD from the county
 - Di to ping County to see if 1) what next year looks like 2) what was 2022 supposed to look like and 3) compare what #2 is with our actual
 - From the county we've received of total \$215k; historically we don't see much in the last 2 weeks of December. We budgeted \$269k for all of 2022
 - We need to include year round in budget work; for instance:
 - Expense is there for guards; but there is no income associated to pool being open year round
 - Discussion topic - winter swim
 - Idea of creating a "winter swim membership" for residents and non-residents who don't want a year round membership
 - Gravitating towards a year-round membership fee; everyone who is a member can winter swim
 - Activities (e.g. possibilities like winter swim team, lessons, Waterpolo, Masters would be extra)
 - Add more expense and revenue for management salary; another \$100k on both sides
 - Audit Discussion
 - To line up special meeting with Auditor to get to next step
 - We have items due Jan 31 associated to audit
 - Agree to make payment to auditor
 - Confirm auditor for 2022 fiscal year
 - Budget - Next steps
 - Anna to send updates; review and work towards approval at next meeting

Managers Report

- Tennis Court Resurfacing - 3 estimates range from ~\$20k to \$35k; going to hold on any work for now due to average minimum temperature requirements to update the courts.
 - Estimates likely vary in scope; to firm up
- Credit card fees continue to be paid from operating budget; roughly 3% processing fee
- Parking lot had significant water build up (~6") during recent storm
- An individual was hurt after a damaged part of the fence fell over
 - Working with CAPRI to cover medical costs
 - Researching estimates on a fence rebuild where applicable
- Paths to be cleaned up in the upcoming week
- Alignment that 120 non-resident memberships is ok (within range of recent past years)

- Skating party was fantastic, nicely done Dariuz and team!
- Kindness Day had a great turnout and was fun
- Election of officers for the upcoming year:
 - Motion for Bob as President; seconded, approved 5-0
 - Motion for Brian as Secretary; seconded, approved 5-0
- Tennis court drainage flow research continues
- Preparing for Jane's start date on January 9th!
 - Nice feedback came in after the announcement
 - Working through schedule/preparation items
 - Di can help support as needed likely into May
 - Sue looking forward to working at least through the construction process
 - Suggestion is to build up handover documentation to facilitate Jane's ramp up

Pool Committee Update - Jen

- Overall
 - Things going well - thankful the pool shell was able to get in place prior to the storms
- Cost Discussion
 - Various miscellaneous "little things", tracking these closely
 - Some of the larger change orders:
 - Slab of concrete had to take out - wouldn't connect with drain and deck; roughly \$20+k
 - With chemicals out in the shed, we need a wash and chemical station - plumbing for that is another \$10k+
 - ADA ramp - quote in progress; likely 10s of thousands
 - To research if various materials could be used and what would cost impact be (e.g. wood?)
- Timing/Schedule
 - Some impacts, working through:
 - Chemical enclosure - working through details of appropriate footings; property line confirmation, and minimizing impact to the trash enclosure; possible building permit required
 - Contractor and Architect in discussions to come up with best plan
 - Wading pool
 - One comment outstanding regarding the drain in the support building before submitting for final permits, working through approach
 - Steady communication ongoing with the contractor to get the bid updated
 - Main pool pretty much on schedule; so far tracking ok
 - Current big picture timing plan - finish the pool, then wading pool, then bioswale
 - Working through details on getting some sort of temporary approval to open the main pool (assuming that wraps up first) while other items are being worked on
- Woodland School Access Discussion
 - Current hours we have arranged for LRD members to use the Woodland gym are:
 - Sunday 3-9 and Monday 6-9
 - Discussion on setting up a lock box to hold key(s) to the gym with a code that is

changed every week

- Only supervisors would have access
- To sync up with Jane on next steps
- Big acknowledgement of **thanks** to Leslie, Di, Linda Forniciari, Jen, Diana Sunshine, and others for all of their fundraising efforts for the wading pool; and to the Bazucki family for their super generous contribution, and the broader LRD Community for the amazing support!

Motion to adjourn meeting at 9:49 pm. Seconded, all approved

Next meeting:

Planned for 7:00 pm on Monday, January 9th, 2023

Respectfully submitted: Brian Wall