

**Ladera Recreation District**  
**Board Meeting Minutes**  
**May 11, 2020**

**Meeting called to order at 7:05 pm via Zoom conference**

**Board Roll Call:** Bob Felderman, Brian Wall, Randy Cook, Jen Coleman, Calin Thomas

**Also attending:** Di Gow, Steve Marra, Chris Ruben, Bruce Beron

**Public Comment**

- No comments.

**Minutes From Prior Meeting Approval**

- Motion made to approve meeting minutes with minor edits from April 13th, 2020; seconded; 5-0 approved.

**Covid19 Issues as it Pertains to the LRD Operation Discussion**

- Management team has been researching and discussing with other organizations similar to the LRD what steps are being considered to help minimize virus spread.
  - Have learned that several districts are of the current belief that they will not be opening this season (e.g. Highlands Ranch has drained their pool and furloughed staff).
  - Also have been staying in tune with what industry associations have been publishing on the topic (e.g. USA Swimming, Swimming Magazine, etc).
  - Have received significant amounts of suggestions and ideas from the community
- The team is taking this input to pull together what the LRDs approach will be to opening, assuming some sort of green light is given from the appropriate state and county governments
- Have been in active pursuit and procuring items that we believe will be needed as part of a re-open. For instance:
  - Masks, hand sanitizer, wipes, gloves
  - Kits for lifeguards that include necessary items for their shift (e.g. whistles, wipes, etc.).
- Mgmt team and board will continue to regroup and discuss as needed
- Current view is that we will need about 1 week to re-open the pool after a green light is given
- Optimistic views on reopening include the fact that
  - Social distancing can be more easily achieved outside than inside
  - General understanding is that chlorine has positive effects in combating the virus in the water
- Discussion of some items that will likely be impacted assuming we reopen; e.g.
  - Use of bathrooms
  - The community / workout / social room

- The barbecue / kitchen / sink area
  - The amount of members that will be allowed at one time
  - Appropriate signage
  - Facility cleaning during the day
  - The baby pool area, with it's more constrained space
- Di to handle community communication
- Insurance discussion
  - CAPRI in progress on some sort of guideline waiver that can potentially be of use
  - Mgmt team to sync up with LRD legal team on next steps
- Camp Discussion
  - Several local summer camps have announced that they will NOT be open this summer (e.g. Decathlon, Gallileo, Panther)
  - Discussion about ways to open up to support essential workers
    - Definition of essential discussion
- Swim team
  - Dolphins are part of the West Bay Swim league, of which 6 teams have recently been involved.
    - Menlo Park Burgess and Redwood Sharks have announced they have dropped out for the summer
  - Team leadership is working through possibilities; e.g. practices in some sort of capacity?
    - Current thinking is that likelihood of swim meets is low, remains TBD

## **Financial Report / Discussion**

- Membership discussion
  - We continued to get members signing up in April
  - 1 refund to date; we are applying a 5% processing fee to handle the fixed costs that the LRD incurs when processing transactions
  - Agreement to extend the early registration discount for the rest of the 2020 season
  - Open ended discussion on prorating membership fees - TBD on any kind of decision
- General discussion on our plan to handle cash flow needs if current operating environment continues; e.g.
  - Not transferring 2019 net income from to reserves
  - Use of appropriate reserves as necessary
- CD Expiring in June; Mgmt team to work through details on next steps

## **Managers Report**

- Food truck
  - Overall a success
  - 2nd hour - got a bit busy; will continue to work to improve process with truck(s) going forward
  - Guestimate of 60-70 orders; so a win-win for all
  - Will continue to explore for future opportunities
    - Navigating different trucks rules (e.g. minimum amounts required, etc).
- Tennis Court
  - Re-opened; expected a mad rush but has not been that

- Masks are required for members coming into the court area
    - Minimal complaints received to date
  - Bryan Richter who leads the tennis camps has been a great partner
- Parking lot
  - Drain hole had become a full-fledged sinkhole; was an expensive repair
- Wires / Branches / PG&E Review completed
- Water leak repaired

## **Pool Committee Update**

### Financing

- Recommendation from Brandis/Tallman was best to wait before active pursuit of financing.
- Regroup/touch base meeting planned in the short term

### In active pursuit of:

- Feasibility study - have a signed agreement with an architectural firm (Terracon); to close the loop on
  - Next steps for the bathrooms; we will likely need an update with a pool remodel
  - This could be a significant impact on cost
  - Assuming new showers/stalls required, exploring options on where to put and to confirm understanding of rules with the San Mateo Building and Health county administration
  - Meeting to be held in the short term to work through next steps
- A Topographical Study - e.g to formalize boundaries, elevations, etc; this is input used for architects in their drawings
- A GeoTechnical/Soils survey; working through quotes and contractor references
- Also working with our legal team to understand bidding requirements for public agencies.

### Fundraising Update

- Have learned that some companies (e.g. Apple) are (or were at least at some point) matching 2x the donation amount
- No active donation / fundraising going on given:
  - Desire to build up firmer information and estimates with our studies and surveys mentioned above
  - The pandemic

**Public Meeting adjourned at 8:30**

### **Next meeting:**

Planned for 7:00 pm on Monday, June 8th, 2020

Respectfully submitted: Brian Wall