

**Ladera Recreation District  
Board Meeting Minutes  
November 9, 2020**

**Meeting called to order at 7:05 pm via Google Meet**

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

**Also attending:** Di Gow, Hilda Friedman, Bruce Beron, Leslie Anglada

**Public Comment**

- No public discussion

**Previous Board Minutes**

- Motion made to approve October 9th 2020 board meeting minutes with amendments; seconded, approved 4-0

**Financial Report**

- Budgeting plan for the remaining months of 2020 will be off a bit due to significant additions/changes to programming as a result of the pandemic
  - Agreement to leverage data as much as possible from November and December for 2021 budget planning purposes
- Work to be done at financial institutions
  - Agreement it's important to work \$243k money market funds at Chase and \$260k in money market funds at Morgan Stanley; discussion:
    - Need to navigate FDIC limits
    - Explore with Chase and Fidelity
    - Other options?
  - Chase - new pool fund - any options there for increased interest?
- Cash Flow Income discussion
  - Significant revenue from new winter swim program
  - Took in a few prorated memberships in October
- Cash flow expenses
  - PG&E - gas bill expenses under research
- Jen to sync up with Hilda re: lining up numbers on the pool spreadsheet vs main cash reserve document
- Invoice process discussion - re: tracking pool expenses
  - Di / Sue - to CC Jen so she is aware of dollars being spent
  - Build up document repository to include reports and invoices
  - Consider electronic/digital repository as well

## Managers Report - Di

- Winter swim program
  - 70+ people signed up
  - Almost no difference in terms of activity in the pool from end of regular season
  - With recent weather temperature drops - did see a slight decrease in numbers
  - So far all good!
- Food Trucks going great, more coming
- Held two more sessions of after school camp
  - Pretty well subscribed but not enough to keep going so will hold on scheduling more sessions
- Science Saturdays had a great run and will also put a pause on planning more sessions
- Kids Arts and Crafts Friday - going well and will continue to do
- Dolphins Swimming with Instruction / Jim Lobdell - going great
- Swim Lessons - still going as demand is there
- Pumpkin Carving was great; ~75-100 people attended and had a blast.
- Ladera Kindness Day - first ever - coffee/donuts truck. Windy and chilly but was well attended and went over well
- Lifeguard certification - held a recent session and 6 folks were certified for 2 years (Di and Sue included)
- Woodside Fire Department came for a surprise inspection - passed - no issues, all good
- Tennis Court cracks
  - Reported by Bob and our Tennis pro Brian recently
  - Saviano came out to look at cracks - said they are normal, and they aren't interfering with play on courts - shouldn't expect to have to repave for 15 to 20 years.
  - Slightly disappointing but assured we would see similar cracking at other courts.
- Tree work
  - Reviewed all trees
  - A tree that was dropping sap on Court 1 was tuned up
  - Eucalyptus tree by Laderaland - was dangling some branches, tuned up
- New California Law requiring Retirement Planning Programs
  - A new mandate requiring all employers who have 5 or more employees (regardless of part time of full time) - by June 2022 - to participate in a retirement planning program
    - Employees then have an option to deduct monies from their paycheck to their retirement account
    - Participants will have a choice in how to invest their funds contributed
    - Financial penalties will be assessed if not in place
    - There is a state program (CalSavers) offered as well as private companies that offer this service
    - Paychex - does our payroll - we have been with them ~4 years - and offers a solution
  - IRS is giving a 50% rebate of set up fees to employers who sign up now.
  - After initial analysis...the CalSavers program would be administratively complex and time intensive; leaning towards using Paychex
- Election Results
  - Congratulations to Jen Coleman and Leslie Anglada and thanks to Ada Braun for running for the two LRD Board positions in the November election
  - Leslie to be official in December
- Harassment Training for all board members - must be complete by January

## New Pool Discussion - Jen

- Contract in place with Terracon as of October 18th, 2020 to work through designs (including landscaping) and agency approval process.
- Landscaping discussion
  - Goal is to minimize impact on area closest to Woodland
  - 3 different plans in progress
  - To include areas for a donor tile wall and office shed
  - Hill levelling under consideration
  - Working through options to add additional covered seating areas, space for pool covers and lane lines, and improved electrical
- Key phase will be working through the Construction Documents Phase
  - Will enable approval process with San Mateo Health Department
- The “office on the hill” will likely be impacted - options being explored
- Meetings with Pool Architect (Terracon) - going well
  - Aligned on diving board placement to maximize simultaneous use of the pool (diving, two lap lanes, and large rec area); see diagram below
  - Confirmed that the required depth for a diving board is 11.5 ft; for our design we are planning on 12 ft.
- Key dates in the timeline:
  - March 1, 2021 - necessary documents in for final San Mateo County Health Department Approval
  - July 1, 2021 - Plans published for bids
  - September 1, 2021 - construction start
  - May 15th 2022 - new pool operational
- Revised schematic
  - Note: disregard landscaping / deck below - separate process in place working that



- Funding Discussion
  - Need to firm up date to have confirmed funds in the bank - sometime between March 1 and July 1
  - July 2021 - likely timing for payment of permits
  - Key fundraising track now is exploring significant dollar contributions
  - Important to stay in touch with investment banking company that we had

conversations with several months back

- Scheduling
  - Is tight and important that we minimize bottlenecks as a team
- Bathroom work
  - Need to firm up timing of this
  - Bruce available to help out...thank you!!

**Motion to adjourn public meeting at 8:43, seconded, approved.**

**Next meeting:**

Planned for 7:00 pm on Monday, December 14th, 2020

Respectfully submitted: Brian Wall