

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