**Ladera Recreation District**

**Board Meeting Minutes**

**August 16th, 2021**

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

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

**LRD Team:** Di Gow, Anna Plume

**Public**: Bruce Beron

**Public Discussion**

* No discussion.

**Minutes From Prior Meeting Approval**

* Motion made to approve meeting minutes from July 12th 2021; seconded; 5-0 approved.

**Financial Report - Discussion of Anna’s report**

* Activity against our Sterling loan was minimal in July
	+ First semi-annual payment is due November 1st
	+ Plan to add to next year’s budget
		- It is not on this year’s budget, with no budget revision planned
	+ No online banking system with Sterling is a constraint on ease of use
* Pool fundraising / financial reports review
	+ $21k more came in from fundraising in July (thank you!!)
	+ Roughly ~$75k in pledges outstanding
	+ Raised roughly $2.5 M; $300k over target.
	+ With the loan we have $4.12 M to spend
* Re: general finances, more money has been spent this year than budgeted as a result of additional programming that has been added through the year
* Anticipating a decent “net income” (positive cash) at the end of the fiscal year
* Memberships - we have taken in just shy of $400k of memberships; we had budgeted $241k; we continue to add new members
* In progress on optimizing the financial reporting process.
	+ Discussed a couple updates to make to documents; e.g. adding budgeted amount for MTD and YTD sections
	+ Brian/Anna to sync up as needed

**Managers Report**

* 2 resident families, 5 non-resident families, and 2 more tennis memberships have joined since July
	+ For a period we did stop taking memberships, but we opened it back up once the summer season started to wind down
* BBQs going well on Sundays with nice turnouts
* Food trucks are still popular; a steady stream planned
* Swim lessons have been consistently booked
* Had demand for more summer camp in August but did not add additional sessions as many counselors were no longer available
* Pandemic mask rules - we continue to follow county government guidelines.
	+ We are holding no indoor events and require masks inside.
	+ Some correspondence with members on the rules.
	+ No masks are required to enter the LRD
* Chlorine shortage impacting us slightly
* Lap swimmers continue to be happy to have the reservation system
* Trees are having trouble
	+ Several trees are headed towards the end of their life, with the drought not helping
	+ Have been removing trees when needed
* Our staff is thin, but the need is less. Thanks to the lifeguard and extended teams for covering!

**Pool Committee Update**

*Fundraising - Leslie*

* Financial metrics mentioned above
* Initial leadership donor party is coming together well
* “All Donor” party; currently thinking is to hold around the pool groundbreaking date

*Architecture / Planning / Other - Jen*

* Working through updates to the overall, water-efficient landscape, and drainage plans
* On July 16, we received an updated OPC (estimate on projected costs) from Terracon;
	+ The additional construction of wading pool is around ~$500k, significantly more than anticipated
* Discussion on approach
	+ We have construction estimates from the architect (via the OPC), but not from builders yet.
	+ Believe that instead of “value engineering” with the architect, a push to get a “bottoms up” estimate from builders/contractors would be a good approach.
	+ Some optimistic/best-case views on process from Terracon have snagged us a bit with additional time and costs
		- e.g. civil engineering and MWELO process
	+ Recommendation to start a formal RFP / bid process
		- Alternative approach - would be after approval from Health
		- To manage, we can add to the RFP “add alternatives” for items that may come through as we finalize with the county health department or wading pool details
		- But...believe that we have the bulk of information set (e.g. size, surfaces, equipment, etc.) that should suffice for contractors to bid
		- View this as best path at this point to keep things moving as close to original schedule as possible
		- Drafting RFP over next couple days, with an outline that will include main pool and likely multiple add-ons; e.g. drainage project and wading pool.
		- The Highlands Recreation District has been very helpful sharing some information on their bidding process (e.g. how best to construct language in RFP).
* General Discussion
	+ Priority - main pool
		- As much as possible, to avoid delays on the main pool ground-breaking, see if wading baby pool details can come later
		- Pushing as effectively as as possible to break ground before Halloween
	+ Board team should be ready to review the RFP when it comes out
		- Likely to schedule a board special session in next ~week to get a board approval on the RFP

**Staffing Discussion**

* Alignment to hire the General Manager position first, with Assistant to follow
* Draft job descriptions available for review/comment
* Exploring adding additional benefits (e.g. Health and 401k)
* Bob/Marsha in communication
* Working towards bringing our new lead in within the next couple / few months
* Targeting posting job details over the next week or two

**Public Meeting adjourned at 8:58 PM**

**Next meeting:**

Planned for 7:00 pm on Monday, September 13th, 2021

Respectfully submitted: Brian Wall