**Soledad-Mission Recreation District**

Regular Board Meeting

October 22, 2024- 6 PM

The Windmill

**Agenda**

1. **CALL TO ORDER:** *Chairperson Pete Meza called the regular meeting of the Soledad-Mission Recreation District board of directors to order at 6:20 PM. Board members in attendance were Jack Kesecker and Ryan Hunzie. Board Members absent Karina Bravo, Board Member on Leave Veronica Fernandez. Also in attendance Frances Bengtson, Executive Director, and Andres Sarabia Operations Manager.*
2. **PUBLIC COMMENT & CORRESPONDENCE:**

*There were no members of public available for comment. 3 Items of Correspondence were received and are as an attachment to these minutes. Board has directed staff to research best practices for association and membership voting for board, authority or practice.*

1. **CONSENT AGENDA- (5 Minutes) ACTION**
   1. **Approval of Minutes- August 27th**
   2. **Approval of Checklists August 27th to Date**
   3. **Approval of amendment to SCI Agreement as recommended by the Executive Committee.**
   4. **August & September Operations Report**
   5. **Items Tabled are May 28th Minutes, and Special Meeting October 2nd Minutes.**

*Items on the consent agenda are given to the Board Members prior to the meeting. These items represent routine organizational and operational matters. They are not voted upon separately unless decided on by the board. The Board requested creating separate PDFs for supporting documents for each section of the agenda for future meetings.*

*After reviewing the consent agenda items J. Kesecker motioned to approve the consent agenda items. Board member R. Hunzie seconded the motion. Motion passed with the following vote.*

|  |  |
| --- | --- |
| Motion made by | Jack Kesecker |
| Motion Seconded by | Ryan Hunzie |
| Yeses | P.Meza, J. Kesecker, R. Hunzie |
| Noes |  |
| Abstain |  |
| Absent | K. Bravo & V. Fernandez (Leave until January 2025) |

1. **STRATEGIC PLANNING and INFRASTRUCTURE ACTION**
   1. **Survey of Future Funding Efforts and Priorities**
      1. **Board Retreat to analyze results** *Board requested a weeknight meeting and later in the meeting requested this item and Board workshop on personnel review of selected positions.*
      2. **Update on Funding Efforts**
   2. **Update on Deferred Maintenance Project**
2. **FINANCIAL REPORTS Information & ACTION**
   1. **June, Year End, July, August, September 2024 Financial Report** *The monthly financial June, July, August, September 2024 Profit and Loss Statement and Budget Comparison were reviewed with the following notes included for Board consideration. The Board took no action on this item. The Board provided the following direction to staff:*
   2. **Quarter 1 Financial Reports ACTION**

*Upon reviewing the District quarterly financials. R. Hunzie motioned to approve the quarterly Financial Reports. Board member J. Kesecker seconded the motion. Motion passed with the following vote.*

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| --- | --- |
| Motion made by | Ryan Hunzie |
| Motion Seconded by | Jack Kesecker |
| Yeses | P. Meza, R. Hunzie, J, Kesecker |
| Noes |  |
| Abstain |  |
| Absent | K. Bravo, V. Fernandez (Leave) |

* 1. **Audit Review and Acceptance Tabled**

*Awaiting Final Document from Auditor.*

* 1. **Board Consideration of Draft 2024-2025 Budget ACTION**

*J. Kesecker motioned to approve the Proposed 2024-2025 Budget. Board member R. Hunzie seconded the motion. Motion passed with the following vote.*

|  |  |
| --- | --- |
| Motion made by | Jack Kesecker |
| Motion Seconded by | Ryan Hunzie |
| Yeses | P.Meza, J. Kesecker, R. Hunzie |
| Noes |  |
| Abstain |  |
| Absent | K. Bravo & V. Fernandez (Leave until January 2025) |

1. **BUSINESS ITEMS Information & Action**
   1. **Board Member Reports** *No Board member acted as a representative of the District since the last regular board meeting so there were no board reports. Staff did include a Board development item on Representing the District in the public.*
   2. **Executive Report-**
   3. **Approval of proposed SUSD proposals for SHS Swim Team Season, and Gabilan Swim Lessons.**

*Staff presented potential calculations for the SHS Swim Team usage fees for 2025 pointing out the increase in cost due to insurance requirement of two certified SMRD LG for liability and emergency response, as well as increases to price of utilities and Board consideration of subsidy of the program, and potential Administrative costs associated with the rental posing a significant increase from the prior year price. Board directed staff use standard calculation methods to determine administrative fees, and to offer a 10% Board approved discount. J. Kesecker motioned to approve the Proposed Fees for the 2025 SHS Swim Season. Board member R. Hunzie seconded the motion. Motion passed with the following vote.*

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| --- | --- |
| Motion made by | Jack Kesecker |
| Motion Seconded by | Ryan Hunzie |
| Yeses | P.Meza, J. Kesecker, R. Hunzie |
| Noes |  |
| Abstain |  |
| Absent | K. Bravo & V. Fernandez (Leave until January 2025) |

* 1. **Closed Session: Public Employee Performance Evaluation Pursuant to Government code section 54957 Title Executive Director.** The Board will convene in a closed session in accordance with the **California Government Code Section 54957 (b)(1)** to conduct a performance evaluation of the Executive Director. This section permits closed sessions for the evaluation of the performance of a public employee to ensure privacy and confidentiality in personnel matters. No reportable action is expected following the closed session. Any decisions or actions resulting from this session will be reported in open session, if necessary.

*Reportable action taken during the closed session:*

*The Board determined a 2.5% cost of living increase effective immediately for the Executive Director position, and requested a personnel workshop to review job description, review comparable packages, and establish a formalized process for Executive Director review by the board in December 2024.*

* 1. **Miscellaneous INFORMATION**

*Staff Reminded the Board to Sell their Holly Jolly Christmas Tree Raffle tickets prior to November 22, 2024.*

1. **Items to be added to November Regular Meeting**
   1. **2025 Annual Operations Plan**
   2. **Cost Analysis of programs**
   3. **Fee Schedule Adoption**
2. **Adjournment**

*Meeting adjourned at 8:45 J. Kesecker Motioned to adjourn the meeting. R. Hunzie the motion. The motion passed with the following VOTE:*

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| --- | --- |
| Motion made by | Jack Kesecker |
| Motion Seconded by | Ryan Hunzie |
| Yeses | P.Meza, J. Kesecker, R. Hunzie |
| Noes |  |
| Abstain |  |
| Absent | K. Bravo & V. Fernandez (Leave until January 2025) |

*Chairman of the Board Date*

*Deputy Chair of the Board Date*