

**MINUTES
REGULAR MEETING OF THE BOARD OF DIRECTORS
MONTE RIO RECREATION AND PARK DISTRICT
MONDAY, FEBRUARY 1, 2010, 6:00 P.M.
MONTE RIO COMMUNITY CENTER
20488 HWY 116, MONTE RIO, CA 95462**

1. Call to Order: The meeting was called to order at 6:00 p.m. by Chair Suzi Schaffert.

2. Roll Call and Approval of February Agenda and Minutes of Regular Meeting of January 12, 2010. Present: Steve Baxman, Gretchen Mino, Ron Moore, Peter Andrews, Suzi Schaffert, Roberta Pollard and Dawn Bell.

Approval of Agenda: Motion by Steve Baxman, second by Gretchen Mino to approve the agenda of February 1, 2010. Unanimous Consent.

Approval of Minutes: Motion by Steve Baxman, second by Gretchen Mino to approve the minutes of the January 12, 2010 meeting. Unanimous consent.

3. Public Comment: None

4. New Business:

A. Monte Rio Watch – Rent Discussion – Dawn Bell presented an overview of the Monte Rio Watch committee – which is a group of concerned citizens, businesses and local government (County Officials and Supervisor Efren Carrillo), who are interested in keeping the Monte Rio community free of drugs and alcohol abuse. The committee would like to use the Monte Rio Community Center for a meeting on March 29, 2010, at 6:30 p.m., and requested that the space be donated by **MRRPD**. After Board discussion it was decided to approve the Monte Rio Watch request, while directing the Facilities Committee to draft some type of scholarship criteria which outlines eligibility requirements that can be used the next time we have such a request. It was also suggested to include the rental amount that is being donated. The Board Chair, Suzi Schaffert spoke in favor of supporting this request, as it is helping the community. Motion by Ron Moore, second by Gretchen Mino to approve the Monte Rio Watch Committee’s request for a rent free meeting on March 29, 2010 at 6:30 p.m. Unanimous consent.

B. LAFCO – Department of Transportation Revised Letter: Suzi Schaffert, LAFCO Committee Chair reported some changes in the wording included in the fourth paragraph in the previously approved letter to the Department of Transportation. The new language to be included is as follows: *“We won’t draw any of the loan until the County Administrator agrees to the property tax transfer as a result of the annexation”*.

Motion by Steve Baxman second by Gretchen Mino to approve the letter with above changes. Unanimous consent.

C. Youth Center Roof – Discussion: We have a bid for a “cold patch” on the Youth Center Roof from Mike Dahle of Russian River Maintenance for around \$450.00, and we are awaiting a quote from Matlock Roofing on the “cold patch” solution. Motion by Ron Moore, second by Steve Baxman to award the contract to the low bid for \$1,000.00 or less on the repair of the Youth Center roof. The Facilities Committee will approve the low bid. Unanimous Consent.

D. Prop 84 Grant Presentation – Stephanie Felch reported on a meeting of the AdHoc Grant Committee on January 28 at 6:00 p.m., at the Monte Rio Community Center. There were about 10 people in attendance. Stephanie invited the members in attendance a chance to throw out ideas on potential new recreation sites within our community. There are four components within the grant. 1) Dutch Bill Creek, 2) Amphitheater Area, 3) Creekside Trail, 4) Hiking/Biking Trail which is a conceptualization of the Monte Rio to Occidental trail that follows Dutch Bill Creek. The AdHoc Grant Committee set up another public meeting for Thursday, February 11, 2010 6:00-8:00 pm, Monte Rio Community Center.

The Board of Directors, Staff, Independent Contractors and Public viewed the visual aids (maps, legends, etc) located around the community center. All provided input and suggestions for new recreation sites for camping, hiking and biking trails, sports fields, horse trails and other public recreation.

5. Old Business: None

6. Reports & Information:

A. Board Reports – None

B. Staff Reports: Roberta Pollard reported on the following: **1)** Roberta spoke with Dennis Layden our concessionaire last summer (09) to see if he would be willing in running the concession stand and possibly the boat rental business for the upcoming season. He said that he would talk to his partner and wife, Alvina and get back to us; **2)** Our audit for 2008/09 Fiscal Year has been scheduled for Wednesday, February 24, 2010, 9:00 a.m.; **3)** Our District has not had any verbal or written communication from KAT Construction regarding the work to be done on our property, which they used as a staging area, for their job this past spring and summer. Roberta will write a letter regarding the work that still needs to be completed in order to fulfill their side of the agreement; **4)** The State Controller’s office has contacted us regarding the reimplementation of the State Mandated Costs as they relate to Open Meetings Act/Brown Act Reform. Roberta will get in touch with Steve Shields regarding his contract. This will be an agenda item for the March Regular Meeting; **5)** Roberta will write letters to Fish and Game regarding the transfer of ownership to MRRPD of the large parking lot, restrooms and boat launch. She will also try to get in touch with Don McEnhill, Russian Riverkeeper regarding the

Ludwigia plant that is consuming the Russian River with its thick carpet-like growth; **6)** Roberta suggested that we have a Personnel Committee Meeting as soon as possible to go over her annual review, as well as reviewing our Independent Contractors, Dawn Bell, Events; Mike Dahle, Maintenance; and Sean Dotson, Landscaping. The date of Wednesday, February 10, 2010 at 5:30 p.m. was chosen for the Personnel Meeting.

C. Independent Contractors' Report: Dawn Bell reported the following: **1) New office hours** - Tuesdays 10:30 a.m.-2:30 p.m.; Thursdays and Fridays 10:30a.m.-4:30 p.m. **2) Wedding Planning Services for Bridal Parties** – Dawn would like to include this as a service and charge \$50.00 an hour. This is a “Day Of” type wedding planner. It was suggested that Dawn do this work independently – however, details will be worked out at the Personnel Committee meeting; **3) EcoRing Eco Adventure Off-Season Promotion** – LA Times Adventure & Travel Show – Feb. 13-June 13, 2010. For a cost of \$100 it covers the cost of booth space and printed material. This will be held at the LA Convention Center. We will be advertised in Horizon Airline’s magazine in March and May. Motion by Gretchen Mino, second by Peter Andrews to accept the Off-Season Promotion at the LA Convention Center with Eco-Ring for \$100. Unanimous consent. **4) Outword Magazine**, we had a one-half page ad and an article last year – we did not receive any bookings from it in 2009. It was the decision of the Board not to renew our subscription.

