

MINUTES

REGULAR MEETING OF THE BOARD OF DIRECTORS

MONTE RIO RECREATION AND PARK DISTRICT

MONDAY, SEPTEMBER 19, 2011 AT 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 Steve Baxman.

2. Roll Call & Approval of September Agenda and Minutes of the Regular Meeting of August 1, 2011.

Present: Steve Baxman, Suzi Schaffert, Gretchen Mino and Peter Andrews. **Absent:** Ron Moore.

Motion by Suzi Schaffert, second by Gretchen Mino to approve the September Agenda and Minutes of the Regular Meeting of August 1, 2011. Unanimous consent.

3. Public Comment: Cathy LaPlante of the Monte Rio Chamber of Commerce presented the Monte Rio Recreation and Park District with a check in the amount of \$1,800.00, which represents 100% of the parking proceeds from the Fourth of July event.

4. Old Business:

A. Final Budget Update - Suzi Schaffert –

Suzi reported that the Final Budget for 2011/2012 Fiscal Year has not had any changes since August 4, 2011. The total income is **\$184,250.00**, with total expenditures in the amount of **\$174,111.00**. Suzi also discussed the CDC's payment system regarding the 1.3 Million Dollar Grant for the Creekside Park Phase I Project. The CDC is only able to pay entities for which they have contracts (*Monte Rio Recreation and Park District*). The State of California has an "Enforceable Obligation Payment Schedule" which the CDC must abide by. In order to make this work the **CDC** is suggesting that **MRRPD** pay the vendors directly. The steps are: Claims Request Form and all back-up invoices to the **CDC**. They (**CDC**) will J.V. the amounts listed on the Claims form from our grant funds, and we pay vendors. This system is troubling for **MRRPD** as our Operational Budget is not set up to account for these grant funds. Suzi proposed that **CDC**, **MRRPD** and the **County** get together to discuss this process, and make sure we are all on the same page. Public Comment: Stephanie Felch suggested that we set up a separate account to run the money through. Peter Andrews and Gretchen Mino were also in favor of running the CDC funds through a separate account.

A motion by Suzi Schaffert that we approve the Final Budget as presented on August 4, 2011, knowing that it may come back for changes based on the above information. Second by Peter Andrews. Unanimous consent.

5. New Business:

A. Casino Night/Adventure Package/Donation of Canoe/Kayak – Discussion

Motion by Suzi Schaffert, second by Gretchen Mino to approve the donation of canoe(s), kayak(s) for the Adventure Package on Casino Night. Second by Gretchen Mino. Unanimous consent.

6. Reports & Information:

A. Board Reports:

Suzi Schaffert reported that she and Roberta met with a consultant that was a former county employee by the name of Mark Walsh. Suzi would like to have him back to meet with the Budget Committee, and convey the information from that meeting back to the entire Board.

Steve Baxman met with some representatives of Fish and Game regarding the eroding hillside next to the stairway leading to the boat launch. MRRPD will contact the right division within F&G to take care of this potential safety hazard.

B. Staff Reports:

Roberta Pollard reported the following:

Beach breakdown will begin the week of October 3. She will contact Steve Canelis of Austin Creek Materials to coordinate the remediation work.

Beach rental rates; we might want to look into raising our prices next year. We have the cheapest rates on the River. It would be a good idea to invest in additional life vests, canoes, kayaks and beach umbrellas in order to keep up with demand on holidays and busy weekends throughout the summer. Suzi Schaffert said that some money has been put into the budget for this purpose.

C. Independent Contractor's Reports:

Dawn Bell reported that the Car Show took in approximately the same amount of money as last year. She tried to cut expenses wherever she could. She hopes the "Friends of Monte Rio" will take over the car show as they have some great "Car People" who might be very interested. She reported that we had more sign-ups "*on the day of*" than in past years.

We received a permit complaint regarding the car show. Dawn explained that the Community Center building is fully permitted and we thought that we were in compliance. We also received complaints about excessive noise from wedding receptions. All of the complaints were from the same person. We will look into getting a copy of our permit to double check the above issues.

Discussion regarding the 4:20 Club on the corner of Bohemian Hwy and Hwy 116. Dawn will write a letter of concern and forward it to the Monte Rio Watch.

D. Monthly Correspondence: See Board Packets

E. Budget Committee: Discussed under Old Business above.

F. Facilities/Grant Committee: Stephanie discussed the following:

1. Letter from Amy Wingfield (PRMD) regarding our request for zoning permit to legalize our grading for the beach grooming. This will be a Board agenda item in the very near future. In the meantime, Brian Grant will contact Amy Wingfield or Reg Cullen.
2. Concession Stand Update: The top piece on one side of the concession stand has been replaced. The bid deadline for the \$15,000 grant from the CDC has been extended.
3. Brian Grant and Stephanie Felch attended a seminar in San Francisco regarding the San Francisco Recreation and Park District's finances where ideas were discussed on how that district could remain in the black throughout the upcoming years. It included different strategies such as partnering with other entities like Regional Parks, non-profits, etc. Brian and Stephanie hope to use this information as a way to benefit MRRPD.
4. Our District received a \$5,000.00 grant from the Tony Hawk Foundation. We will be setting up a meeting with skating enthusiasts from Monte Rio, Guerneville, Salmon Creek and Cazadero schools, as well as Friends of Russian River Skate Park, established in Guerneville.

G. Personnel Committee: No report at this time.

H. Marketing/Public Outreach: Peter Andrews handed out a flyer regarding a monthly dinner provided by rotating (monthly) local chefs in the Camp Meeker community. The cost was \$10.00 a plate and was attended by approximately 150 people. He asked the question – “Why wouldn't it work here?”

Suzi Schaffert inquired about the Candidate's Night date that was scheduled for October 3, 2011. Dawn Bell said that she wanted to hold it closer to the November 8 election date. Candidate's Night will now be held on Monday, October 24, 2011. More information to follow.

I. LAFCO Committee: No report at this time.

7. Action Items: None

8. Review Monthly Warrants:

Warrants in the amount of \$5,793.22 were approved during the month of September, 2011.

9. Adjournment:

The meeting adjourned at 6:42 p.m.

Roberta Pollard