

**MINUTES
REGULAR MEETING OF THE
MONTE RIO RECREATION AND PARK DISTRICT
BOARD OF DIRECTORS**

**Monday, June 8, 2015, at 6:00 pm
Monte Rio Community Center
20488 Hwy 116, Monte Rio, CA 95462**

1. **Call to Order** – The meeting was called to order at 6:04 pm by Board Chair Steve Baxman.

2. **Roll Call and Approval of Agenda and Minutes from Previous Meeting**

Present: Board members Steve Baxman, Cathy LaPlante, Jean Sasso, Korie Shokmalli, and Administrator Sherry Pimsler.

Motion by Jean Sasso to approve the June 8, 2015 agenda; seconded by Korie Shokmalli. Unanimously approved.

Motion by Cathy LaPlante to approve the minutes of the May 11, 2015 regular Board meeting with one correction to the spelling of Efred Carrillo's name; seconded by Korie Shokmalli. Unanimously approved.

3. **Public Comment** - None

4. **Old Business** - None

5. **New Business** –

A. Appropriation Limit Calculations for FY 2015/2016. No discussion.

6. **Reports & Information**

A. **Board Reports**

- o Cathy LaPlante had an opportunity to visit with Evelyn Green, widow of former Superintendent-Principal of the Monte Rio School District over the weekend. Changes to his memorial plaque were discussed and will be followed up by Sherry Pimsler.

B. **Staff Reports**

- o Maintenance Supervisor Leslie Hofelich requested assistance from the Board in opening and closing park gates on Tuesdays on a rotating basis.
- o Leslie gave a full report of the beach setup and opening, which included:
 - a) coordinating grading and moving/installing concession stand (including new tires); installing skirting; cleaning and organizing;
 - b) installing grease trap and greywater tank under concession stand;
 - c) transporting picnic tables, boats, tubes, trash bins, drums, hardwood pallets and subrails for boardwalk from gym to beach and setting up;
 - d) replacing shutters and ledges on concession shack windows, including sealing and painting; lock repair;
 - e) replacing two barbeques; air compressor;
 - f) repair of wifi signal;
 - g) re-alignment and repair of Ansul system in food shack;
 - h) new contracts for port-a-potties; dumpsters; CCC service;
 - i) phone and utility reactivation; water line hookup; propane tank installation; card reader service;
 - j) cleaning of vent over grill; new filters; cleaning and tune-up of fridge; purchase of coffin freezer; A/C service/repair;
 - k) purchase of 25 additional vests and two kayaks;
 - l) purchase of new tent material and installation;
 - m) signage;
 - n) ordering food for concession;
 - o) printing rental rate cards, menus and agreements;
 - p) purchasing receipt books, office/janitorial supplies;
 - q) interviewing and hiring workers.

- Leslie will be opening the Amphitheater bathrooms as soon as the locksmith reprograms the locks. They will be closely monitored since it costs \$400 to pump the septic system. Also at the Amphitheater, the wire leading from kitchen to bathroom has been checked and tennis gate replaced.
 - Leslie has been using Boat Lead Matt Muholland for various landscaping tasks.
 - Carolyn Henry has been hired to clean the Fish & Game, Beach, Amphitheater, and Creekside bathrooms.
- C. Independent Contractor Reports**
- Events Director Dawn Bell thanked everyone who helped with the rainwater catchment tank dedication at Creekside Park on June 5th.
 - The Supper Club will resume on the first Mondays of August, September, October and November.
 - A Facilities Use Agreement will be issued to the Monte Rio Chamber of Commerce for the July 4th celebration.
 - Dawn will review a spring cleaning list with Leslie and Sherry.
 - The Amphitheater facilities will need a thorough cleaning before the Variety Show event.
- D. Budget Committee**
- Jean Sasso reported that the Committee recommended partial reimbursement to Leslie Hofelich for use of her phone and truck for District business. They also suggested reimbursement to Steve Baxman for gas for his ride-on mower.
 - Committee agreed to reimburse Boat Lead Kevin Combes for the loss of his cell phone when he dove in to assist Matt when a cable hook caught on his shirt. A letter of thanks has been written on behalf of the Board.
 - Committee agreed to allow beach employees half off on purchase of Snack Shack food while they are working.
 - The Committee will begin exploring options for leasing the Farm Stand Café. More consistent café hours are being established.
 - The next Budget Committee meeting will take place at 10:00 am on Tuesday, July 7th.
- E. Facilities/Grant Committee**
- Praxis Architects will look at fixture options for an exterior light to be installed outside of the MRCC office.
 - Costs will be gathered on placing a garbage can, port-a-potty, picnic table, signage and gate at the Dutch Bill Creek beach.
 - Staff will respond to a citizen who requested that the light at the concession shack be removed or diminished. Board agreed that it will not be possible for reasons of safety and liability.
- F. Personnel Committee**
- The Committee recommended hiring a part-time worker to assist Leslie. Board approved.
 - Also, the Committee recommended hiring Sherry Pimsler as a permanent part-time employee at an hourly rate of \$20, effective July 1. Board approved.
- G. Marketing/Public Outreach Committee**
- The Board discussed use of webmaster David DeFries to redesign the District's website.
 - The June issue of the Sonoma County Gazette prominently featured the first of a series of three MRRPD ads in their centerfold. It ran in time for Memorial Day weekend.
 - Postcards promoting the Monte Rio beach are in design. They include a \$5 coupon for boat rental.
- H. CWA (Creekside Waste Authority)**
- The last meeting was very productive. Brian Grant of Praxis Architects will manage the pipeline project. Bids will be opened July 7th, with project commencing on July 23rd and expecting to complete the end of August.
- 7. Correspondence – None**
- 8. Action Items –**
- A. Resolution 000399 Approving the Appropriation Limit Calculations for FY 2015/2016 was unanimously approved.
- 9. Review Monthly Accounts Payable –** Including payroll, April expenses amounted to \$20,826.99.
- 10. Next Meeting** is scheduled for Monday, July 13, 2015 at 6:00 pm.
- 11. Meeting adjournment –** 7:25 pm.