

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

**Monday, July 13, 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 6:01 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 July 13, 2015 agenda; seconded by Cathy LaPlante. Unanimously approved.

Motion by Cathy LaPlante to approve the minutes of the June 8, 2015 regular Board meeting with one correction to change the Marketing/Public Outreach Committee’s report on Webhelper.com to *discussion* of the proposed contract, rather than *approval*; seconded by Korie Shokmalli. Unanimously approved.

3. **Public Comment** - None

4. **Old Business** - None

5. **New Business** –

A. Re-Cap of July 4th Weekend Event:

- Maintenance Supervisor Leslie Hofelich, who oversaw the two-day event, led the discussion with Monte Rio Chamber of Commerce President Mary Cowen-Baker and games supervisor Jynx Lopez, also present. The attached report was discussed, and it was agreed that the items would be considered when next year’s MOU between the District and the Chamber is executed.

B. The Board had no further input regarding the proposed contract between the District and David DeFries of Webhelper.com for redesign of the MRRPD website.

6. **Reports & Information**

A. **Board Reports**

- Steve Baxman reminded the Board that the nomination period to file a Declaration of Candidacy with the Registrar of Voters is open until August 7th. Each Board member wishing to do so must appear in person to file before that date.

B. **Staff Reports**

- Administrator Sherry Pimsler reported that as of July 1, the Beach staff will receive a 50-cent-per-hour raise.
- Carolyn Henry, who was employed to assist Leslie in cleaning bathrooms, has resigned, and Boat Lead Matt Muholland is no longer employed by the District.
- Sherry has been in conversation with Evelyn Greene, widow of former Monte Rio School District Administrator/Principal Bob Greene to finalize wording on a memorial plaque that will be installed at Creekside Park. Costs are being gathered.
- The weekend’s revenues from boat rentals, food concession and Farm Stand Café were placed in Board binders.
- In response to the July 4th drowning:
 - a) The Monte Rio Fire District has offered to pay for three new signs (at a cost of \$705) to augment existing “Danger/Peligro” signage along the river.
 - b) Staff is gathering information on programs or services the District might be able to offer, which they will take to the next Safety Committee meeting.
- The Supper Club will take place on the first Monday of August, September, October and November.

C. **Independent Contractor Reports** - None

D. Budget Committee

- Cathy LaPlante reported that Accountant Paige Allen has requested a proposed budget from all Board committees.
- Paige gave a report to the committee on the progress of the 2013/14 audit, which is awaiting the auditor's sign-off. She expects to have the 2014/15 audit completed by September.
- Final distribution of Redevelopment funds in the amount of \$22,847.83 is being transferred into the District's treasury account with the County.

E. Facilities/Grant Committee

- Permanent signage of beach usage (hours, fires, dogs, etc.) has been installed.

F. Personnel Committee - None

G. Marketing/Public Outreach Committee

- Cathy LaPlante reported that the committee met at the Farm Stand Café, where café employee Sara Gonzalez gave a presentation, supported by POS rep Richard Dorsey of Harbor Touch. Sara shared a number of ideas, such the possibility of Monte Rio and Salmon Creek School District buses picking up and dropping off at the Creekside bus stop, use of social media marketing, selling bus passes at the café, and attracting skate boarding events or birthday parties. Richard pointed out the POS system's ability to support the café's online presence.

H. CWA (Creekside Waste Authority)

- Director Steve Baxman said that three bids were received for the CWA wastewater pipeline from the Fire Station to Creekside Park. The project was awarded to Von Renner, who came in at \$76,000.

7. Correspondence – None

8. Action Items –

- A. Motion was made by Jean Sasso to approve the contract between the District and Webhelper.com; motion was seconded by Korie Shokmalli. All were in favor

9. Review Monthly Accounts Payable – Including payroll, June expenses amounted to \$26,269.

10. Next Meeting is scheduled for Monday, August 10, 2015 at 6:00 pm.

11. Meeting adjournment – 6:46 pm.