

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

**Monday, October 10, 2016, 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 6:02 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, Chuck Ramsey and Administrator Sherry Pimsler. Absent: Korie Shokmalli

Motion made by Jean Sasso and seconded by Cathy LaPlante to approve the meeting's agenda and minutes of September 12, 2016. All in favor.

3. **Public Comment** – None
4. **Old Business** - None
5. **New Business** –
 - A. Jean Marquardt presented the proposed facilities rate increases, as recommended by the Facilities Committee. The Board was in general agreement.
 - B. The Board reviewed the procedure outlined in the Bylaws for filling the vacancy left by Cathy LaPlante's resignation. Sherry agreed to set up a Personnel Committee meeting to interview interested candidates and make a recommendation at the next Board meeting.
 - C. Sherry Pimsler explained that Board Resolution 000407 approving the MRRPD Bylaws, as amended on October 10, 2016, came about because she could not locate a previous resolution approving either the initial bylaws or any of the subsequent amendments, and auditor Larry Baines had requested a signed copy. A revision to Section 7 Contracts was proposed, since the County no longer processes the District's accounts payable through vouchers and approval of contract limits has changed since the last revision.
6. **Reports & Information**
 - A. **Board Reports** –
 - o Cathy LaPlante was presented with a card and plant to thank her for her devoted service to the District.
 - o Jean Sasso expressed dismay over a Facebook comment made by fellow Board member Chuck Ramsey regarding the Creekside Wastewater Authority (CWA), which implied that both MRRPD and MRFPD received special treatment from the County when installing the septic system at Creekside. It was suggested that Chuck inform himself on the history behind the project.
 - B. **Staff Reports** –
 - o A memorial service for former Beach employee Arlene McNamara, who was killed on a car wreck in September, will be held at the Community Center on Sunday, October 23, from 2:00-6:00 pm.
 - o The Monte Rio Beach closed on Monday, October 3rd and breakdown proceeded ahead of schedule, thanks to thorough advance preparations by Park Supervisor Leslie Hofelich and Board Chair Steve Baxman.
 - o Board member Kori Shokmalli is in Germany until the end of October.
 - o The FY 15/16 audit is complete. It was learned that the CWA audit can be performed every other year, but no more infrequently than that according to Government Code Section 6505. However, that option must be approved unanimously by the MRRPD Board and Board of Supervisors. Sherry is looking into it.
 - o Board members will be asked to sign up for a series of self-directed webinars, the first one on ethics. Sherry will send information to members.
 - o Training for downloading Paychex payroll into QuickBooks will take place next week.

- Susan Upchurch has indicated that progress is being made on placement of a speed device on Main Street at Creekside.
- C. **Budget Committee** – No meeting was held this month.
- D. **Facilities/Grant Committee** –
 - Stephanie Felch and Sherry continue to work on a response to the Fish Flow EIR. Chuck Ramsey asked for a copy of the next iteration.
 - Stephanie Felch is looking into the due date for renewal of the five-year use permit for the Beach. Estimated cost will be \$15,000.
 - A \$56,000 estimate was received from Carr’s Construction to remodel the Beach Meadow bathrooms for ADA compliance. A revised estimate will be requested to bring it more in line with the budget.
- E. **Personnel Committee** – No meeting was held this month.
- F. **Marketing/Public Outreach Committee** –
 - Cathy LaPlante attended her last MPOC meeting in order to encourage the committee to continue to market the Community Center to businesses, events and meetings, and to put out a consistent message.
- G. **CWA (Creekside Waste Authority)** – No meeting was held this month.

7. **Correspondence** - None

8. **Action Items** –

- A. Resolution 000407 Approving Bylaws for the Monte Rio Recreation & Park District: The resolution was passed unanimously.

9. **Review Monthly Accounts Payable** – Including payroll, September expenses amounted to \$25,072.84.

10. **Next Meeting** is scheduled for Monday, November 14, 2016 at 6:00 pm.

11. **Meeting adjournment** – 6:40 pm.