

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

**Monday, March 13, 2017, 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, Jean Sasso, Chuck Ramsey and Administrator Sherry Pimsler. Korie Shokmalli arrived after Reports and Information. Absent: Marina McTaggart.

Motion made by Jean Sasso and seconded by Chuck Ramsey to approve the meeting’s agenda and minutes of February 13, 2017. All in favor.

3. **Public Comment** – None

4. **Old Business** - None

5. **New Business** –

A. Mid-Year Budget Adjustments: Sherry presented the suggested amendments to the FY 16/17 budget as reviewed by the District’s accountant Craig Collins, with no change in the bottom line.

Decrease Repairs & Maintenance	\$20,000	
Decrease Professional Services	10,000	
Decrease Independent Contractors	2,000	
Decrease Reserve	5,000	_____
		\$36,000
Increase Payroll	20,000	
Increase Utilities	10,000	
Increase Office Expense	1,000	
Increase Marketing	5,000	_____
		\$36,000

She informed the Board that at Chuck Ramsey’s request, she had asked Craig Collins about the necessity of approving mid-year adjustments. Craig confirmed that although the Board is not required by law to approve them, it is considered standard practice for the sake of transparency and is useful in setting the following year’s budget. Chuck objected to going forward with the resolution, saying that, based on this new information, the Budget Committee could not recommend the need for it. Sherry said she had understood the Committee had concluded with a recommendation, regardless of Craig’s answer. Board Chair said a vote on the resolution would go forward. *(Addendum to minutes agreed upon at April 10th Board meeting: Chuck Ramsey then asked that his recollection of the outcome of the March 7th Budget Committee meeting be included in Item 5 of the March 13th Board minutes to say that the committee did not recommend the proposed mid-year budget adjustment until accountant Craig Collins confirmed that it was necessary. Marina, who is also on the Budget Committee said that she remembered the outcome as was stated in the minutes. However, it was agreed that Chuck’s recollection would be recorded.)*

6. **Reports & Information**

A. **Board Reports** – None

B. **Staff Reports** –

- Park Supervisor Leslie Hofelich reported that the Beach set-up is going smoothly.
- This year’s Stumptown Brewery’s fundraiser for the Guerneville Senior Center will have to be moved from their venue because their beach washed away. They are reserving the MRRPD Beach and adjacent grounds and will reimburse the District for any lost revenue on that weekend of August 19,

including rental of the Community Center itself and the Beach concession. Organizers are planning for an environmentally green event.

- Copies of final audit reports were placed in Board members' ring binders, along with Management Reports from the auditor to the Board.
 - The District is donating two full-day kayak/canoe rentals to the Variety Show.
 - Board members have completed ethics training. Sherry is looking into sexual harassment training next. There are some free options available.
- C. **Budget Committee** – Chuck Ramsey reported on the Budget Committee's meeting of March 7th.
- Sherry is engaging Holly Robinson Bookkeeping for services to augment Craig Collins'. She will submit quarterly EDD reports and reconcile the Westamerica operating account. Holly comes with a stellar recommendation from Vesta Copestakes of the Sonoma County Gazette.
 - Craig Collins reported that tax increments received in the first half of the year vs. the budget are on track, with a slight positive variance.
 - The committee discussed the proposed mid-year budget adjustments as stated above.
- D. **Facilities/Grant Committee** – None; committee will not meet until March 15th.
- E. **Personnel Committee** – None
- F. **Marketing/Public Outreach Committee** –
- Logo contest: Committee received about 15 interesting submissions from Santa Rosa artist Pat Power. They have decided to forego the contest for now and focus on the proposed logos they've received. Pat will be compensated if one of her submissions is chosen.
- G. **CWA (Creekside Waste Authority)** – Steve reported on a phone conference between Dan Fein, Ken Wikle and attorney Bill Arnone. The CWA Board was advised that although an operating agreement between the MRFPD and MRRPD might save costs, it would leave some exposure for either agency. A CWA meeting is scheduled in the next few days, and options will be discussed.

7. Correspondence - None

8. Action Items

- A. Resolution 000410 Resolution Approving Amendment to Monte Rio Recreation and Park District's FY 16/17 Budget: The resolution was passed with three ayes (Baxman, Sasso, Shokmalli); one no (Ramsey) and one absence (McTaggart) .

9. Review Monthly Accounts Payable – Including payroll, February expenses amounted to \$13,539.52.

10. Next Meeting is scheduled for Monday, April 10th. A policy regarding the use of herbicides on MRRPD grounds is to be placed on the agenda.

11. Meeting adjournment – 6:45 pm.