

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

**Monday, August 14, 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 6:00 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, Korie Shokmalli, and Marina McTaggart;
Administrator Sherry Pimsler. Absent: Chuck Ramsey

Motion made by Jean Sasso and seconded by Korie Shokmalli to approve the meeting's agenda and minutes of July 10, 2017. All approved.

3. **Public Comment** – None

4. **Old Business** - None

5. **New Business**

A. Fiscal Year 2017-2018 Budget: The Budget Committee recommended approval of the proposed budget, which was reviewed by Accountant Craig Collins as well. Steve communicated some of Craig's explanatory information: The \$50,000 capital improvement reserve should not be considered income, as it was rolled over from the previous year. It should be considered a "financing source", as would any income used to finance this year's budget. Also, the year-to-year comparison disparity in payroll costs was partly due to the fact that actual figures ran only through June 21, after which some additional payroll costs for year-end accrual were added (including two payroll periods). In any case, room was left for some increase.

6. **Reports & Information**

A. **Board Reports** - None

B. **Staff Reports**

- Sweetwater surplus property: A public meeting was held on July 14th with Lynda Hopkins. Steve Mack, GM of SWSWD, would like the two districts to meet on a staff level before taking a proposal for a possible easement or acquisition to the Sweetwater board. A meeting has been set for August 21st and Lynda Hopkins expressed interest in attending.
- Sherry reported that she had been in contact with Cynthia Olson, Clerk of the Sonoma Local Agency Formation Commission (LAFCO), to say that the MRRPD is interested in reviving the discussion on expansion of its boundaries. This process was initiated a few years ago, but then stopped for a number of reasons, including lack of funds. Cynthia proposed a meeting with Commission member Mark Landman. MRRPD Director Jean Sasso volunteered to attend with Sherry.
- The latest blue-green algae tests came back clear.
- Staff is reviewing the Friends of Monte Rio contract, which will now contain an indemnity clause because they will be covered by MRRPD's insurance as of January.
- Jason Gaddis of the County's Community Development Commission (CDC) informed the District that funding for the CRLP forgivable loan program will be decreased. MRRPD is already in line to receive a CRLP loan for the Amphitheater.

- Doble Thomas informed the District that the Army Corps Beach permit will remain in good standing until next year, when all other agency permits are due, so they will track together.
 - Staff is still working with the IRS to resolve unpaid or overdue 2016 payroll taxes.
 - Leslie supervised children from the Youth Ecology Corps who did some trail maintenance at Creekside Park. Lynda Hopkins attended their day of recognition and Leslie spoke to the group.
- C. **Budget Committee** –
- See 5.A New Business.
- D. **Facilities/Grant Committee** – Steve Baxman reported the following:
- The Open Space District’s environmental easement at Creekside Park: SCOSD performed their annual site visit on August 1st. A large tire, which was removed from the creek, has been included in their report.
 - Regional Parks’ River Trail feasibility study application didn’t make the cut this year, but they were encouraged to re-apply. MRRPD has committed support of \$2500 if/when they receive funding.
 - CAPRI said that Leah Standley of Cutty-Muggs at Creekside Park could rent bikes, scooters, skate boards if covered by her own business insurance. She would also like to see an EV charging station at the Park. Sherry will check it out.
 - Maintenance items:
 - The Meadow septic was pumped.
 - We will keep the History Room piano for now. It needs tuning and wheels.
 - The roll-up door to the MRCC kitchen pass-through has been repaired.
 - A new faucet was installed in the kitchen.
 - An irrigation leak at Creekside caused a \$400+ increase in the monthly Sweetwater bill.
 - Beach signage: “Life vests required for non-swimmers. Available free of charge at Boat Shack” will now be posted in Spanish too.
 - Installation of fans in the Redwood Ballroom was tabled.
 - A kayak was stolen
 - No election will be necessary since no prospective candidates came forward.
- E. **Personnel Committee** – Steve reported that the committee has recommended a \$1/hour raise for administrative and supervisory staff, including Administrator Sherry Pimsler, Events Director Jean Marquardt, Park Supervisor Leslie Hofelich and Bookkeeper Fran Levy. The item will be placed on the Board’s September agenda, retroactive to September 1st.
- F. **Marketing/Public Outreach Committee** – None
- G. **CWA (Creekside Waste Authority)** –
- In investigating the low-level alarm at the Creekside septic system, McCollum Engineering attempted to put a camera into the line to locate the damage, but they could not get through gravel and standing water. They’ve recommended power jetting in an attempt to move the gravel along so they can gain access. If that doesn’t work, they may have to replace the line.

7. **Correspondence** - None

8. **Action Items**

- A. Resolution 000417 Approving the Fiscal Year 2017-2018 Budget: The resolution was unanimously passed by those present.

9. **Review Monthly Accounts Payable** – The P&L report on July reflected \$13,343.95 in expenses.

10. **Next Meeting** is scheduled for Monday, September 11th.

11. **Meeting adjournment** – 6:35 pm.