

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

**Monday, June 10, 2019, at 6:00 pm  
Monte Rio Community Center  
20488 Hwy 116, Monte Rio, CA 95462**

**A. Call to Order** – The meeting was called to order at 6:05 pm by Board Chair Steve Baxman.

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

Present: Board members Steve Baxman, Jean Sasso, Marina McTaggart and Paul Dubray;  
Administrator Sherry Pimsler. Absent: Board member Chuck Ramsey.

Paul DuBray moved and Jean Sasso seconded approval of this evening's agenda and minutes of May 13, 2019.

**C. Public Comment** –

1. Resident Zelda Michaels, who lives next to the Community Center, asked that the Monte Rio Triathlon, which took place on June 9<sup>th</sup>, be agendized for the next Board meeting. She would like to know how much the District made from the event and what the average income is from the Beach. She was upset that Main St., Moscow Rd. at Casini, a section of Bohemian Hwy. and Hwy. 116 to the Coast were allowed to be closed, blocking egress from Monte Rio. Chairman agreed to put the subject on the next meeting's agenda, and referred her to the organizer and County for further information about the road closures.
2. Homeless resident Bijan offered to volunteer his services to the Board.

**D. Old Business** – None

**E. New Business** –

1. Appropriation Limit Calculations for 2019-2020 Fiscal Year: Sherry said that calculation of the Appropriations Limit the District has chosen to use is based on increase in the California Per Capita Income as its cost of living factor and decrease in population in Sonoma County as a whole as the population change factor. Using these factors as they appear in the May 2018 Department of Finance Letter, the Appropriation Limit for this fiscal year will increase to \$344,716.46.
2. Review of Cal OES Application for Public Assistance and Designation of Agent: The District has been informed that it is eligible for federal financial assistance for the January/February 2019 flood damage. This resolution is to designate Chair Steve Baxman as agent to execute any assurances and agreements on behalf of the District.
3. Review and Discussion of Draft MRRPD Financial Procedures Policy: Sherry introduced a draft of the Financial Procedures Policy. She asked the Board to review and provide feedback over the next month before she brings it back to the Board for final approval. Her hope is that the document will not only serve as a roadmap for anyone succeeding her, but also a source of information for the Board.

## **F. Reports & Information**

### **1. Board Reports –**

- Marina said that the Monte Rio Chamber has been unable to find volunteers for the Big Rocky Games on July 5<sup>th</sup> and 6th. She needs 6 volunteers each day from 12:00-4:00. It was suggested that she might want to cut it down to one day, and Sherry will contact Friends of Monte Rio to see if they can find anyone willing to come forward. Also, Jean Marquardt could put it on the District's Next Door and Facebook pages. Marina said they will provide ice cream, cookies and watermelon for around 200 children.
- Jean Sasso asked if the Studio (former Teen Center) will be ready for the Variety Show. Sherry said staff is working on it.

### **2. Staff Reports –**

- Sherry reminded everyone that the Registrar of Voters' window for the upcoming election opens on July 15 and closes August 9. If any incumbent fails to file during the nomination period, there will be a five day extension through 5:00 pm on August 14 for anyone other than the incumbent officer to file. If anyone plans to submit a Candidate's Statement of Qualifications (for which he/she pays), it must be filed at the same time as the other nomination documents. Please see Sherry if that's the case.
- Also, she reminded anyone who hasn't stopped by Westamerica Bank to sign a signature card to do so.

### **3. Budget Committee – No meeting**

### **4. Facilities/Safety Committee –**

- Steve reported that the Friends of Monte Rio contract is under review. Committee would like to see it kept in place.
- CAPRI will perform an on-site visit on August 1.
- The last payment on the District's loan with RCAC will be on July 1.
- The District received a \$2,000 Tourist Impact Fund (TIF) grant. Staff will continue to pursue next year's available funds.
- Committee reviewed the District's rental facilities. Sherry anticipates the revenue will come in below expectations this year. She will be meeting with Lightwave to see if they can begin paying for their utilities; the fate of the Studio (Teen Center) is under review; and rental rates for other facilities will also be reviewed.
- Flood recovery update: Preliminary costs were submitted to the adjuster; waiting to hear back. PRAXIS is in process with the County regarding permitting the new kitchen trailer. The 8x20 boat rental trailer is too small, so staff will look for a larger unit to purchase this winter. Demolition of the old trailer is being researched.
- Trails projects: There were two public meetings for the Lower Russian River Trail Project.
- Beach Permit update: The process is complete and all invoices have been submitted.
- Safety Committee report:
  - i. Staff will locate boxes and proper signage for defibrillators.
  - ii. Steve gave a training in use of the defibrillators to the new Beach crew.
  - iii. The MR Fire Foundation donated life vests for visitors to use, free of charge, upon request.
  - iv. Friends of Monte Rio have scheduled YMCA-sponsored swim lessons to begin around mid-July.

### **5. Personnel Committee – No meeting**

### **6. Marketing & Public Outreach Committee – No meeting.**

**7. CWA (Creekside Wastewater Authority at Creekside Park) –**

- Annual renewal of the operational permit has been submitted to the PRMD; also routine maintenance was performed by McCollum Engineering.

**G. Correspondence – None**

**H. Action Items –**

1. Resolution 426 - Approving the Appropriations Limit Calculations, 2019-2020 Fiscal Year: passed unanimously on a roll call vote.
2. Resolution of State of California Governor's Office of Emergency Services Designating an Authorized Agent for MRRPD: passed unanimously on a roll call vote.

**I. Review Monthly Accounts Payable –** The P&L report for May reflected \$44,862.91 in expenditures, including \$19,825 in flood expenses that have been submitted for reimbursement.

**J. Next Meeting –** will be on July 8<sup>th</sup> at 6 pm.

**K. Meeting adjournment –** 7:00 pm.