

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

**Monday, March 14, 2022, at 6:00 pm  
Virtual Meeting**

1. **Call to Order** – The meeting was called to order at 6:00 pm by Director Jean Sasso, stepping in for Board Chair Steve Baxman, who was on a call.
2. **Roll Call and Approval of Agenda and Minutes from Previous Meeting**  
Present: Directors Jean Sasso, Paul DuBray and Allison Baumhefner;  
Administrator/Board Clerk Sherry Pimsler.

Paul moved and Allison seconded approval of this evening's agenda and minutes of February 14, 2022.

(Steve Baxman joined virtually at this point.)

3. **Public Comment** – None
4. **Old Business** – None
5. **New Business** –
  - A. Resolution 449: Authorizing Remote Teleconference Meetings until the April 11<sup>th</sup> meeting (discussion/action)  
Since Jean Sasso will be out of town on April 11<sup>th</sup>, the directors agreed to continue with virtual meetings at this time.
6. **Reports & Information**
  - A. **Board Reports** –
    - Steve reported that the picnic tables in Koret Park are in terrible shape and need replacing. Paul and Jean suggested some vendors that Sherry will pass along to Leslie.
    - Steve said the District will also need to replace some boats.
    - Allison added that there is dog poop on the tennis courts, and Steve said he'd have them hosed off. A doggy bag station installed there was suggested.
  - B. **Staff Reports**
    - Sherry learned from Leo Chyi in Lynda Hopkins' office that Sonoma County didn't distribute any ARPA funds to special districts in the first round. More ARPA funds will be coming in May. He informed her that the largest portion of the funds are being administered through an equity-oriented process (described at <https://sonomacounty.ca.gov/CAO/ARPA/>  
The Board of Supervisors allocated for:
      1. COVID-19 pandemic response and a few departmental priorities, and
      2. Combined Funding for Strategic Investments in Sonoma County  
Departmental Services and Funding for Direct Community Support,  
all of which are in the current process now.

A press release at <https://sonomacounty.ca.gov/CAO/Press-Releases/initial-ARPA-allocations-for-county-and-community/> details where the ARPA dollars have gone overall and the timeline moving forward.

At a recent CSDA webinar, special districts were encouraged to apply anyway and advocate for lost revenue during the pandemic and extra pay for essential employees.

- Sherry will be distributing a report on the Creekside OSWTS to both MRRPD and MRFPD.
- Steve recommended that fireworks not take place this year because of dry conditions due to the drought; all were in general agreement.
- Sherry also took a webinar on the Infrastructure Investment & Jobs Act (IIJA) on 2/23/22. There is a category for “Resilience” worth keeping an eye on. (Possible flood mitigation measures for the Teen Center and Old School wing.) Funds will be available for 5 years.

**C. Budget Committee –**

- Sales Tax and 1099s were filed. W-2’s distributed.
- Sherry is working with Craig on pay raises. (She will look into the need for picnic tables and boats mentioned by Steve earlier.)
- Received draft of 20/21 audit – sent to Budget Cttee - and will distribute soon.

**D. Facilities/Safety Committee –** Meeting was without a quorum and general conversation was brief. Sherry had the following updates on some of the committee’s Old Business:

Per Capita

- Deed Restriction documents to be completed. Progress reports in process.
- Waiting on new SolarWorks contracts.
- Enrique Sanchez contract has been signed and 10% deposit in process for partial re-roofing of Community Center for solar panel installation.
- A/V upgrade: Contractor has received partial payment and will schedule once equipment has been received.

Skatepark Project (no longer part of Per Capita Grant)

- Brian met with skateboarders regarding a decision on how to spend funds raised so far. They would like to continue raising funds.

Emergency Preparedness

- Sherry will work with Brian to see if she can assist with Presray fabrication of flood gate parts.

**E. Personnel Committee –** Met on Thursday, Feb. 17<sup>th</sup>.

- District Administrator Position
  - Steve plans to bring former Board member Marina McTaggart on board to replace Sherry by July 1st.
  - Going forward, Sherry has permission to raise her rate of pay to align with the budgeted amount planned for Marina - as soon as rate for the rest of staff is adjusted (see item 6.C.) and budget adjustments are certain.
- Search for Administrative Assistant to assist Sherry on hold for now.
- Beach Staffing for 2022 Season
  - Pamela Johnson will be managing both concessions; a new position of Beach Supervisor will be created, equivalent in pay to the other MRRPD managers (Park Supervisor, Events Director). Leslie Hofelich will continue to oversee set-up, take-down and Beach maintenance, including boats. A Lead (or Leads) will still

be needed to take on duties when Pamela is occupied with Events. In light of her approved rate of pay, that for staff must be aligned accordingly, within operating budget.

**F. Marketing & Public Outreach Committee –**

- New rates are being added to the Fee Scheduled to include parking lots and Creekside Park

**G. Creekside OWTS (Onsite Wastewater Treatment System) –** Shared use agreement is still pending.

**7. Correspondence –** None

**8. Action Items –**

**A. Resolution 449: Authorizing Remote Teleconference Meetings Until April 11, 2022**

Jean Sasso introduced the resolution, Paul DuBray moved its adoption, and Allison Baumhefner seconded the motion. Vote: Baxman aye, Sasso aye, DuBray aye, and Baumhefner aye.

**9. Review Monthly Accounts Payable:** The P&L report for February reflected expenses of \$11,112.88.

**10. Next Meeting/Adjournment –** Meeting was adjourned at 6:31 pm. Next meeting is scheduled for April 6, 2022 at 6:00 pm (virtual) (subsequently rescheduled for April 8).