

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

**Monday, July 11, 2022, at 6:00 pm
20488 Hwy 116, Monte Rio, CA 95462
Virtual**

1. Call to Order – The meeting was called to order at 6:00 pm by Chair Steve Baxman.

2. Roll Call and Approval of Agenda and Minutes from Previous Meeting

Present: Directors Steve Baxman, Jean Sasso, Paul DuBray and Allison Baumhefner.
Administrator Marina McTaggart, Asst. Administrator Sherry Pimsler; Brian Grant and Stephanie Felch of PRAXIS.

Paul moved, Allison seconded approval of this agenda and minutes of June 6, 2022.

3. Public Comment – None

4. Old Business – None

5. New Business –

A. Resolution 454: Authorizing Remote Teleconference Meetings until August 8, 2022.

All members agreed with remote meetings until the next meeting. Allison’s request for an earlier meeting time was also agreed upon. Next meeting will begin at 5:00 pm.

B. Resolution 455: Approving a Preliminary Budget for the 2022-2023 Fiscal Year. Sherry thanked accounting consultant Craig Collins for his great help in forecasting the FY 22/23 budget.

6. Reports & Information

A. Board Reports – None

B. Staff Reports

- Sherry reported that Marina has come on board as Administrator and Sherry will step back as Assistant Administrator. Between the two, they will be working an average of 20 hours per week, with Marina working 15 and Sherry picking up the rest. David is training Marina and her new title is now reflected on the website.
- Sherry presented a comparison of net sales with last year’s 4th of July weekend.

	Boats		Snack Shack	Totals	
2021	\$	6,474.00	\$	2,234.00	\$ 8,708.00
2022	\$	5,200.00	\$	2,276.00	\$ 7,476.00

It rained this year, which accounts for the lower revenue.

- Supervisor Hopkins announced free disaster-resilient WiFi coming to downtown Forestville, Bodega, Bodega Bay, Rio Nido, Cazadero, and Jenner, funded by ARPA. *(Per subsequent information Marina received from Bryan Hughes, future funding is anticipated to include Monte Rio.)*
- Sherry announced that the District has received a Workers Comp claim.

C. Budget Committee – Refer to 5B.

D. Facilities/Safety Committee –

Bohemian Highway Bridge Replacement Project - Brian reported on the following:

- The Facilities & Safety Committee recommends the District's concurrence with Caltrans' Final 4(f) Evaluation (refer to July 6th minutes of the Facilities and Safety Committee, attached). The Department of Public Works (DPW) has accepted all of MRRPD's comments. Once Caltrans accepts the District's concurrence on this document, and review of the Environmental Impact Report (EIR) is complete, the County will be able to move on to right-of-way negotiations.
- Brian also reported on a June 29th meeting with the County, which was scheduled to discuss the economic impact of the Bridge Replacement Project on MRRPD. Present from MRRPD were Steve, Marina, Sherry, Brian and Stephanie. Present from the County were Supervisor Hopkins and her Administrative Aide Elise Weiland; Janice Thompson and Samuel Baumgardner-Kranz from the DPW; and John Mack from PRMD (Permit Sonoma). Material shared prior to the meeting included the BAE report on the economic impact the project would have on MR businesses and MRRPD specifically. Brian opened the June 29th meeting by stating that since the EIR does not address economic impacts, BAE was engaged to canvass Monte Rio businesses and issue a report on anticipated losses that could be ascribed to the project. Supv. Hopkins acknowledged the potential losses and expressed a need to be creative, such as the suggestion to use the Community Center as office space during construction, or TOT funding, which may be available. Steve expressed concern about liability and questioned whether the District would be able to stay open at all. Samuel replied that DPW has gone out of its way in planning to allow the Beach to safely remain open, but the District is much more aware of potential liability.

Janice Thompson, who is DPW's Deputy Director overseeing bridge design and construction added that if the loss is identifiable, the Highway Fund may be another avenue for reimbursement via R/W negotiations. The District was informed that there will be plenty of time for those talks since construction is not scheduled to take place until 2025-2028.

Samuel reminded everyone that the DPW has accepted all of MRRPD's comments on the 4(f) document and will continue to negotiate in good faith; they are aware of the burden the project is placing on the District. He added that Caltrans can only appraise the property for market value, so the business loss remains a grey area for now. As for loss of recognition, the County will assist in keeping MRRPD a presence in the public eye during and post-project.

- **Vote on concurrence with the Final 4(f) Document:** Chair Baxman called for a roll call vote to approve concurrence. Jean Sasso moved the motion and Allison Baumhefner seconded it. All members voted in favor as follows: Steve Baxman aye, Jean Sasso aye, Paul DuBray aye, Allison Baumhefner aye.

(Refer to Facilities & Safety Committee minutes, attached, for more information.)

Safety Report:

- Steve reported on an incident at the beach with a woman making racist remarks to surrounding visitors.
- There is another sink hole in the middle parking lot.

E. Personnel Committee – None

F. Marketing & Public Outreach Committee – None.

G. Creekside OWTS (Onsite Wastewater Treatment System) – No update.

7. Correspondence – None

8. Action Items –

A. Resolution 454: Authorizing Remote Teleconference Meetings Until August 8, 2022.

Resolution was introduced by Chair Steve Baxman; Director Jean Sasso moved the item; Director Paul DuBray seconded. The resolution was passed on a roll call vote as follows: Baxman Aye, Sasso Aye, DuBray Aye, Baumhefner Aye.

B. Resolution 455: Approving a Preliminary Budget for the 2022-2023 Fiscal Year

Resolution was introduced by Chair Steve Baxman; Director Allison Baumhefner moved the item; Director Jean Sasso seconded. The resolution was passed on a roll call vote as follows: Baxman Aye, Sasso Aye, DuBray Aye, Baumhefner Aye.

9. Review Monthly Accounts Payable: The P&L report for June reflected expenses of - \$47,327.74.

10. Next Meeting/Adjournment – Meeting was adjourned at 6:49 pm. Next meeting is scheduled for August 8, 2022 at 5:00 pm (virtual).

DRAFT MINUTES
FACILITIES & SAFETY COMMITTEE MEETING
Wednesday, July 6, 2022, @ 8:30 am
Monte Rio Community Center, Monte Rio, CA 95462

1. **Call to Order** - The meeting was called to order at 8:36 am by Chair Steve Baxman (who stepped out for a call and returned at 8:46, in time to join the Bridge replacement discussion).

2. **Roll Call** -

Present: Directors Steve Baxman and Jean Sasso; Administrator Marina McTaggart and Sherry Pimsler; Brian Grant and Stephanie Felch of PRAXIS Architects. Also joining the meeting were Samuel Baumgardner-Kranz, Senior Engineer from the Department of Transportation & Public Works and Deborah Waller, Senior Environmental Specialist, Planning Division, Natural Resources at Permit Sonoma.

Approval of Minutes/Agenda

Tabled because of Steve's absence. Item 6.A was discussed first to accommodate Samuel and Deborah.

3. **Public Comment** – None

4. **Reports & Information** - None

5. **New Business** –

Review of 4th of July Weekend: Due to rain, concessions brought in slightly less than the previous year. The crowds were manageable. Two crew members were stationed at each parking lot from 8:45 to 3:00, which was a great improvement, and netted more than enough to pay for their time. The Fire Foundation saw a large crowd for their BBQ, which netted \$8400.

6. **Old Business** -

- **Bridge Replacement Impact** - Final 4(f) Evaluation Recommendation to MRRPD Board:
The County received comments from PRAXIS, on behalf of MRRPD, and agreed to incorporate the majority, including some changes to the exhibits, access around the work area (portage), and beach parking. Brian said they would work with Deborah on a few remaining minor issues. The committee indicated to Deborah that the next step for them will be to make a positive recommendation to the Board, which meets on July 11th.

Discussion moved to the June 29th meeting between MRRPD (Steve, Marina, Sherry, Brian and Stephanie) and the County (Supervisor Hopkins and her Administrative Aide Elise Weiland; Janice Thompson and Samuel Baumgardner-Kranz from the Department of Transportation & Public Works; and John Mack from Permit Sonoma). (Refer also to the MRRPD Board minutes for further discussion of the June 29th meeting.) Samuel said they would bring to the contractor's attention the idea of renting the Community Center as office space during construction. The decision would be up to them (contractor); the County might be able to rent the space on their behalf.

Samuel and Deborah left the meeting and the committee followed with a brief discussion on the logistics of renting out the Community Center space. The question remains whether the Beach or Community Center will be able to stay open.

- **Grant Updates:** - No update.

- **2019 Flood Impact:** No update.
- **Flood/Emergency Preparedness:** No update.
- **Trails Projects Update** – None.

7. **Safety Committee Report** - None

8. **Next Meeting Date:** August 3, 2022

9. **Adjournment:** 9:07 am

**DRAFT MINUTES
FACILITIES & SAFETY COMMITTEE MEETING
Wednesday, June 1, 2022, @ 8:30 am
Monte Rio Community Center, Monte Rio, CA 95462**

7. Call to Order - The meeting was called to order at 8:30 am by Chair Steve Baxman.

8. Roll Call

Present: Directors Steve Baxman and Paul DuBray (sitting in for Jean Sasso); Administrator Sherry Pimsler; Brian Grant and Stephanie Felch of PRAXIS Architects.

Approval of Minutes/Agenda

Paul moved and Steve seconded approval of this meeting's agenda and the minutes of May 4, 2022; unanimously approved.

9. Public Comment – None

10. Reports & Information

- Sherry asked the committee if they had anything to add to the list of unbudgeted items, including the new shed, equipment for hybrid board meetings and equipment at Creekside Café and the Beach (Mazzer grinder - \$1,390; refurbished espresso machine - \$2,983.75; and ice cream machine - \$790.97).
- Sherry also announced that the Redwood Empire Mountain Bike Assoc. (REMBA) has been awarded a \$30,000 grant by the County Administrator's Office. They have been focused on trail building for Regional Parks on the newly acquired Torr property.

11. New Business –

- Comments on Caltrans' Intent to Make a Net Benefit Finding on the Bohemian Highway over the Russian River Bridge Replacement Project (*discussion/recommendation*)

Before MRRPD can concur with the 4(f) document declaring a Net Benefit Impact Determination for the Bohemian Highway Bridge over the Russian River Replacement Project, Brian proposed a number of additions/changes, which the committee will submit, per the attached, before the County's June 6th deadline for such comments. Caltrans requires concurrence with the 4(f) document from any public agency that has jurisdiction over land involved in the project.

12. Old Business -

- **Bridge Replacement Impact:**

- Refer to 5.A above.

- **Grant Updates:**

- Per Capita Grant:

Now that a water well has been removed from the Creekside project, the \$25,000 which was allocated for it will be used on skate park improvements. Brian and Stephanie will contact the original designer for proposals.

- SolarWorks has agreed to keep records of prevailing wages for the two projects.
- Also, Permit Sonoma has an old valuation of the Creekside property at \$90,000, which would put the solar panel installation project at 75% of the value on record. If this were the case, the County would require that the building be elevated or flood proofed before improvements could be made. District records show that CAPRI puts the current property at over \$2M, but

before the permit will be approved, Permit Sonoma requires a professional appraisal. Sherry and Brian are looking for an appraiser.

- **2019 Flood Impact:** No update.
- **Flood/Emergency Preparedness:** No update.
- **Trails Projects Update –**
 - Crawford Gulch and Starrett Hill Properties (Sweetwater Springs Water District excess property across from Creekside Park): The Sonoma County Open + Space project manager assigned to the Starrett Hill Trail installation has taken another position. We do not yet know who will replace her.

10. Safety Committee Report:

- Memorial Day weekend parking: A teenage girl had a seizure while swimming and responders had a difficult time getting through the crowded parking lot. Extra staff will be scheduled to monitor parking during the 4th of July weekend.
- Also, some 11-month old twins were locked in a pickup. Steve helped parents get into it.

11. Next Meeting Date: July 6, 2022

12. Adjournment: 9:30 am

The following comments to the [draft 4\(f\) Evaluation](#) were submitted on letterhead:

June 2, 2022

Sonoma County Permit & Resource Management Department

Natural Resources Division

2550 Ventura Avenue

Santa Rosa, CA 95403

Attn: Deborah Waller, Senior Environmental Specialist Deborah.Waller@sonoma-county.org

Project: Draft Bohemian Highway over the Russian River Replacement Project
Programmatic Section 4(f) Evaluation

Dear Ms. Waller

The Monte Rio Recreation and Parks District (MRRPD) Board of Directors has requested that PRAXIS Architects of Monte Rio review the draft 4(f) related to impacts that directly affect the MRRPD's maintenance, operations and properties.

The following list indicates recommendations by PRAXIS Architects which the MRRPD would like to see implemented: (organized by page and category)

Page 3 - Section 4(f) Resources

Second paragraph - revise ownership description:

A public fishing access area known as the Monte Rio Fishing Access supports a boat ramp, restrooms and a parking area adjacent to the existing bridge and is included in this evaluation. The improvements comprising the public fishing access are located on two parcels, one parcel owned by the MRRPD and one owned by the CDFW. The MRRPD provides maintenance and operation services for both parcels.

Page 5 - Measures to minimize harm

Bullet point 1

“Although portions of the Big Rocky beach parking area may be limited at times”.

Revise to read: It is anticipated that portions of the Big Rocky Beach parking area may be limited at times and the contractor will provide the MRRPD with a description and estimated schedule of temporary closure(s) at the commencement of each season of building.

Bullet point 7

“Weekend work may be allowed on a limited basis, with prior approval from the County of Sonoma, Department of Transportation and Public Works during the hours of 9:00 a.m. and 5:00 p.m.”

Add this sentence:

In the event of weekend work approval, the County or Contractor will notify the MRRPD 14 days in advance of the projected weekend work schedule to allow the MRRPD to notify local beach users of upcoming impacts to the weekend schedule.

Bullet point 8

“A portage route will be established for small boats, kayaks and canoes to access areas up and downstream of the construction work area in the second and third year of construction when construction work pads are installed in the river.”

Revised to read:

A portage route will be established for small boats, kayaks and canoes to access areas up and downstream of the construction work area throughout the duration of all three years of seasonal construction.

Page 14 paragraph 6

“Decorative streetlights would be provided on the proposed bridge, a style similar to those on the existing bridge”

As discussed, the existing fixtures are neither shrouded nor do they meet dark sky compliance requirements.

Revise language to read:

Decorative streetlights will be provided on the bridge complying with dark sky and CDFW river surface reflection requirements.

Page 15 3. Description of Section 4(f) Properties paragraph 2

Replace (jointly owned by MRRPD and CDFW) with:

The improvements comprising the public fishing access are located on two parcels, one parcel owned by the MRRPD and one owned by the CDFW. The MRRPD provides maintenance and operation services for both parcels.

Page 16 second paragraph

“The MRRPD encompasses an area of approximately 3.5 square miles and extends approximately along a two mile reach of the Russian River.”

Change to:

The MRRPD district boundaries encompass an area of approximately 3.5 square miles and extend along a two mile stretch of the Russian River.

Page 16 fourth paragraph

“MRRPD Beaches (Big Rocky, Sandy and Dutch Bill Beaches)”

Revise Dutch Bill Beach to Dutch Bill Creek Beach throughout document for consistency.

Page 17 third bullet point

“The River Boulevard and Main Street site is composed of two parcels on the south end of the bridge, one on the east side (APN 095-170-020) and one on the west (APN 095-160-007).”

Correction:

The River Boulevard and Main Street site is comprised of three parcels on the south end of the bridge, two on the east side (APNs 095-170-020 and 095-170-021) and one on the west (APN 095-160-007).

Page 18 first paragraph

“Access to Dutch Bill Beach on the south side of the bridge is through an unimproved footpath next to Noel’s automotive on Main Street. This access has bollards at the entrance, which may be removed for emergency vehicles to reach the beach.”

Add this sentence:

Historically fisherman interested in vehicular boat trailer access to the upstream side of the riffle have been provided with seasonal access through the bollards to the beach.

Page 20 4.2.2 River Access

“River users wishing to pass downstream through the construction area during construction seasons two and three (when the gravel access pads would be installed in the river) would detour around the access pads by exiting the river”

Revise to include:

River users wishing to pass downstream through the construction area during all three construction seasons would detour around the access pads by exiting the river.

Page 21 4.2.3 Monte Rio Fishing Access

“River users wishing to pass downstream through the construction area during construction seasons two and three (when the gravel access pads would be installed in the river) would detour around the access pads by exiting the river.”

Revise to include:

River users wishing to pass downstream through the construction area during all three construction seasons would detour around the access pads by exiting the river.

Page 22 Paragraph 1

“... proposed project includes plans for a retaining wall along the south side of the parking area to enlarge the available parking area and relocate parking spaces lost due to the proposed bridge”

Revise to include:

... proposed project includes plans for a retaining wall along the south side of the parking area to enlarge the available parking area and relocate parking spaces lost due to the proposed bridge. The county will consider providing bench seating and picnic table areas in front of the new parking area adjacent to and as part of the new retaining wall.

Page 23 consider adding an additional bullet point

- The county will develop and publish to the MRRPD and CDFW an annual seasonal inundation plan with respect to the condition of the beach and Fishing Access properties throughout the flooding seasons between October 1 and May 1. Included in the plan will be a description of all equipment and materials to be left on site and how those items will be handled in the event of high water potentially to a depth of approximately 8 vertical feet above the Monte Rio Fishing Access parking surface.

Page 23 MRRPD Portion of the Monte Rio Fishing Access Property.

“The Big Rocky parking area would be left in the same condition it was prior to construction with at least as many parking stalls as available as pre-construction.”

Add this sentence:

The scour holes at the locations of the existing bridge piers not in the low flow river channel will be filled with appropriate materials and the finished surface will be graded to an elevation in alignment with adjacent existing grade.

Page 23 4.3 Visual

Last sentence first paragraph

“Therefore, the visual character of the area would be otherwise largely unchanged.”

Regardless of whether the proposed bridge is more or less attractive than the existing bridge the premise that the visual impact on the area would be “largely unchanged” does not seem to reflect the impact of the loss and replacement of the largest structure in the immediate area would have on the location. Consider revising or eliminating the final sentence in the first paragraph.

Page 24 Noise Bullet point 2

Weekend work may be allowed, on a limited basis, with prior approval from the Department of Transportation and Public Works, during the hours of 9:00 a.m. and 5:00 p.m.

Add this sentence:

In the event of weekend work approval the County or Contractor will notify the MRRPD 14 days in advance of the projected weekend work schedule to allow the MRRPD to notify local beach users of upcoming impacts to the weekend schedule.

Add bullet point:

- The beach users as a group are sensitive noise receptors located immediately adjacent to the construction area. As much as is feasible, the contractor will limit the noisiest activities to the times

when the beach occupation is at its lowest intensity. Avoid work on the weekends and limit the loudest activities to before noon.

Page 24 4.4 Vegetation

Add this sentence:

Should the mitigation for tree removal take the course of a 2:1 replacement on site for the loss of the five trees being removed from the Monte Rio Fishing Access parking area the MRRPD & CDFW will be provided with a planting plan to review prior to final determination.

Page 60 Construction Staging Year One

On Legend – Change Parking from year round to April 15 – October 15.

On Legend – Change Public Access Path from year round to Pedestrian year round and vehicular to April 15 – October 15.

On Drawing make same changes to notes.

Confirm “maintain river access” (adjacent to existing bridge south abutment) is accurate or eliminate that note.

Page 61 Construction Staging Year Two

On Legend – Change Parking from year round to April 15 – October 15.

On Legend – Change Public Access Path from year round to Pedestrian year round and vehicular to April 15 – October 15.

On Drawing make same changes to notes.

Confirm “maintain river access” (adjacent to existing bridge south abutment) is accurate or eliminate that note.

Page 62 Construction Staging Year Three

On Legend – Change Parking from year round to April 15 – October 15.

On Legend – Change Public Access Path from year round to Pedestrian year round and vehicular to April 15 – October 15.

On Drawing make same changes to notes.

Confirm “maintain river access” (adjacent to existing bridge south abutment) is accurate or eliminate that note.

Page 64 Parcel Map Year One

On Legend – Change Monte Rio Recreational District to Monte Rio Recreation and Park District (3 APNs total).

On Drawing - Change notes to reflect the change to the Legend.

Change note for Dutch Bill Beach to Dutch Bill Creek Beach.

Page 65 Parcel Map Year Two

On Legend – Change Monte Rio Recreational District to Monte Rio Recreation and Park District (3 APNs total).

On Drawing - Change notes to reflect the change to the Legend.

Change note for Dutch Bill Beach to Dutch Bill Creek Beach.

Deborah Waller, Senior Environmental Specialist

June 2, 2022

Page 7

Page 66 Parcel Map Year Three

On Legend – Change Monte Rio Recreational District to Monte Rio Recreation and Park District (3 APNs total).

On Drawing - Change notes to reflect the change to the Legend.

Change note for Dutch Bill Beach to Dutch Bill Creek Beach.

Page 68 Right of Way & Maintenance Easement Matrix

On Right of Way & Maintenance Easement Legend - Change ROW Easement 2 & 3 from Monte Rio Recreation District to Monte Rio Recreation and Park District.

On Temporary Construction Easement Legend – Change TCE 2, 3, 4, 6, 9, 10 & 11 from Monte Rio Recreation District to Monte Rio Recreation and Park District.

On Drawing – Change Monte Rio Recreation District to Monte Rio Recreation and Park District and change Dutch Bill Beach to Dutch Bill Creek Beach.

Page 70 Right of Way Impact

On Proposed Bridge Right of Way Impact Matrix – Change ROW-2 and ROW-3 from Monte Rio Recreation District to Monte Rio Recreation and Park District.

On Drawing – Change Monte Rio Recreation District to Monte Rio Recreation and Park District and change Dutch Bill Beach to Dutch Bill Creek Beach.

Page 75 Access – Construction Season 1

On Drawing – Eliminate “Boat Passage” upstream from the existing boat launch and indicate “Portage Passage” same as Season 2 & 3.

Please confirm that you are in receipt of this correspondence.

Thank you for your time and attention to this matter.

Regards,



Stephen K. Baxman, Chair
MRRPD Board of Directors

cc: Supervisor Lynda Hopkins, district5@sonoma-county.org
Leo Chyi, Leo.Chyi@sonoma-county.org
Samuel.Baumgardner-Kranz, Samuel.Baumgardner-Kranz@sonoma-county.org
John Mack, John.Mack@sonoma-county.org
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