

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

**Monday, August 8, 2022, at 5:00 pm
20488 Hwy 116, Monte Rio, CA 95462
Virtual**

1. Call to Order – The meeting was called to order at 5:02 pm by Chair Steve Baxman.

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

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

Allison moved, Jean seconded approval of this agenda and minutes of July 11, 2022. All were in favor.

3. Public Comment – None

4. Old Business – None

5. New Business –

A. Resolution 456: Authorizing Remote Teleconference Meetings until September 12, 2022.
Allison proposed continuing with virtual meetings.

B. Resolution 457: Approving a Final Budget for the 2022-2023 Fiscal Year. No discussion.
No changes from Preliminary Budget.

C. MRRPD Conflict of Interest Code Biennial Notice.

No amendments were recommended to MRRPD's existing Conflict of Interest Code so the 2022 Local Agency Biennial Notice will be returned to the Board of Supervisors, the code reviewing body, stating that no amendment is required. Steve called for a roll call vote to approve this action, as follows: Steve Baxman aye, Jean Sasso aye, Allison Baumhefner aye; Paul DuBray absent.

6. Reports & Information

A. Board Reports – None

B. Staff Reports

- Sherry will research information on the CSDA listserv stating that all public employees are to take the Oath of Office.
- PG&E activated the solar panels at the Community Center on July 21, 2022.
- As of August 11th, the Beach concessions will cut back their schedule to Fridays, Saturdays and Sundays, except for Labor Day (a Monday), when they will remain open. Previously, they were also open on Thursdays and Mondays. Many of the crew, as well as visitors, are returning to school, so business is slowing.
- The A/V equipment has been installed at the Community Center. Training on setting up a hybrid meeting is to be scheduled. The dishwasher and ice machine have not yet been purchased.
- Marina and Sherry met with a Paychex representative about the state mandated CalSavers Program for all employees. It turns out that Paychex only oversees 401K programs. Sherry and Marina are looking into the best way forward for the District.

C. Budget Committee – Refer to 5B.

- *Omitted from report: As of July 25th, the District received the Final FY 21/22 property tax remittance of \$74,568.61. This includes the RDA residual payment, as well as the year end property tax allocation.*

D. Facilities/Safety Committee – (Refer also to attached FSC draft minutes from 8/3/22.)

- Per Capita Grant Update (Brian Grant gave the following report to the Board.)

Solar Installations:

- The Notice of Exemption documents (part of the CEQA process) are to be signed by Marina, recorded at the County Clerk's office, after which the process will be complete within 30 days.
- The approved documents will be sent to the Per Capita Grant Project Manager (which we understand has been reassigned).
- Technically, the solar installations require a permit from the PRMD and PRAXIS is working on a solution for the installation on the Creekside Park Gym. Because of the County's (outdated) low valuation of the building itself, PRMD is holding up issuance. (They are unwilling to accept CAPRI's valuation and the building is difficult to appraise because nothing comparable exists in the area.)
- It is PRAXIS' understanding that even if a permit were not required, the State will still require a CEQA exemption to be filed.

Progress Reports:

- Reports will be submitted for 75% of work done during August and September. (Remainder will be released once project completion is approved.)

Safety Report:

- Steve reported on youngsters jumping off the Bridge.
- Brian reported the Creekside gardeners put up game cameras to track deer encroachment, but discovered human activity as well.

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 456: Authorizing Remote Teleconference Meetings Until September 12, 2022. Resolution was introduced by Chair Steve Baxman; Director Jean Sasso moved the item; Director Allison Baumhefner seconded. The resolution was passed on a roll call vote as follows: Baxman Aye, Sasso Aye, Baumhefner Aye, DuBray Absent.

B. Resolution 457: Approving a Final 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, Baumhefner Aye, DuBray Absent.

9. Review Monthly Accounts Payable: The P&L report for July reflected expenses of \$61,165.07.

10. Next Meeting/Adjournment – Meeting was adjourned at 5:45 pm. Next meeting is scheduled for September 12, 2022 at 5:00 pm (virtual).

DRAFT MINUTES

FACILITIES & SAFETY COMMITTEE MEETING (Virtual)

Wednesday, August 3, 2022, @ 8:30 am

Monte Rio Community Center, Monte Rio, CA 95462

1. Call to Order - The meeting was called to order at 8:35 am by Chair Steve Baxman

2. Roll Call -

Present: Directors Steve Baxman and Jean Sasso; Administrator Marina McTaggart and Assistant Administrator Sherry Pimslar; Brian Grant and Stephanie Felch of PRAXIS Architects.

Approval of Minutes/Agenda

Jean moved to approve the minutes of July 6th and agenda for this morning's meeting; Brian seconded; all approved.

3. Public Comment – None

4. Reports & Information –

- The District gave Sonoma Land Works permission to drive a small mini-excavator over our the School House Creek trail at Creekside in order to access the Torr property.
- Staff took part in a Leave No Trace Workshop sponsored by Regional Parks.
- Steve and Brian will see to installation of a donated basketball hoop at Parkside.
- The Variety Show went well and Michele McDonnell brought in a kitchen trailer rather than installing a sink.
- Update of the Master Plan is a couple of years out and will be budgeted at that time.
- Brian and Steve discussed the realignment of School House Creek, which happens periodically, particularly after a flood. Currently, it has moved off MRRPD property. There is plenty of water in the creek at this time. The idea of capturing some of it for the garden was proposed, but Brian said he had had a discussion with one of the salmonid monitors who said they are trying to use the water to create ponds along the creek that can serve as refuge for migrating fish.
- In regard to the OSWTS at Creekside, the line to the Fire House is still not working. Currently, there are three crewmembers there full time. It is still possible for McCollum to monitor the amount of water flowing through the system, so a report can be issued.

5. New Business – None

6. Old Business -

A. Bridge Replacement Impact –

- MRRPD's part of the 4(f) process is complete.
- Once the EIR is complete, more talks can take place about impact reimbursement. The District would be open to the possibility of renting the Community Center out as office space during construction.

B. Grant Updates – (Per Capita Grant)

- Progress Reports for August/September will be submitted soon (due October 3) to the new Per Capita Project Manager, along with Deed Restriction documents.
- The Notice of Exemption documents are being processed.
- The solar installations require a permit from the PRMD. PRAXIS is still trying to figure a work-around for the Creekside project, due to the County Assessor's low valuation.
- Even if a permit is not required, a CEQA exemption must be filed.

C. 2019 Flood Impact: No update.

D. Flood/Emergency Preparedness: No update.

E. Trails Projects Update –

- We have not heard who the new SCAOSD project manager is on the Starrett Hill Trail Installation.
- Trail work has been taking place on the old Torr property.

7. Safety Committee Report - None

8. Next Meeting Date: September 7, 2022

9. Adjournment: 9:21 am