

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

**Monday, April 10, 2023, at 5:00 pm
20488 Hwy 116, Monte Rio, CA 95462
In Person**

1. Call to Order – The meeting was called to order at 5:00 pm by Chair Steve Baxman.

2. Roll Call and Approval of Today's Agenda and Minutes from March 13, 2023

Present: Directors Steve Baxman, Jean Sasso, Paul DuBray, Allison Baumhefner;
Administrator Marina McTaggart, Asst. Administrator Sherry Pimsler (by phone)

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

3. Public Comment – None

4. Old Business – None

5. New Business – None

6. Reports & Information

A. Board Reports –

- Jean reported that she would be away from May 5 – May 27.

B. Staff Reports

Marina reported on the following:

- Instructions and access links for Ethics and Sexual Harassment Training have been sent out to board members and staff that are required to complete the training.
- District office hours are Monday and Wednesday from 11am – 4pm (may expand).
- Employee Dave Young (bathroom cleaner) has resigned effective April 30th due to moving out of the area. (*Since rescinded; Dave will now be staying.*)
- On April 10, Emily (well known homeless person) parked and set up in front of the playground area and proceeded to unload her vehicle and spread her belongings out along the grass. Leslie asked her to move and suggested to the Board that signage stating the parking area is for playground and BBQ's only might be effective.
- Leslie also suggested either speed limit signs or speed bumps to control parking lot traffic. Steve said the County could supply signs; to contact the Roads Division.
- The Welcome to Monte Rio sign stored in the gym needs to be re-hung.
- Gazette contributor Chuck Ramsey's April column contained inaccurate information regarding security cameras and MRRPD property. Steve stated he would contact Chuck regarding the incorrect information.
- There are 9 beach staff returning from last year. Leslie will hire 1-2 more if needed.
- There was a problem with the ATT line at the Empowerment Center. It was time consuming to work with Michael Martin to arrange for a tech to come out and assess the situation. Separation of utilities will be included as part of their next rental agreement
- Inquiries regarding facilities rentals continue to come in. A recent inquiry was for a wedding space for 350 guests.
- Marina reported that she and Sherry are researching if another resolution is required to rescind AB 361, the remote meeting resolution MRRPD Board adopted in March of

2020. Also, it appears that a policy regarding new remote meeting requirements will need to be adopted. (Will continue to pursue.)

- Sherry reported that MRRPD's property schedule has been updated and submitted to CAPRI. Outdoor signage, paid with CRLP loans, has been added.

C. Budget Committee – None

D. Facilities/Safety Committee - Steve reported on the FSC meeting of April 5th. Refer to the draft minutes, attached.

E. Personnel Committee – None

F. Marketing Public Outreach – None

7. Correspondence – None

8. Action Items – None

9. Review Monthly Accounts Payable: The P&L report reflected March expenses of \$33,255.75.

10. Next Meeting/Adjournment – Meeting was adjourned at 5:35 pm. Next meeting is scheduled for May 1, 2023 at 5:00 pm. (Meeting was moved up a week due to Director Jean Sasso being unavailable for the regularly scheduled meeting on May 8.)

MINUTES

FACILITIES & SAFETY COMMITTEE MEETING (in person)

Wednesday, April 5, 2023 @ 8:30 am

1. **Call to Order** - The meeting was called to order at 8:32 am by Chair Steve Baxman

2. **Roll Call** -

Present: Directors Steve Baxman and Jean Sasso; Administrator Marina McTaggart, Assistant Administrator Sherry Pimsler (by phone), Park Supv. Leslie Hofelich; Stephanie Felch and Brian Grant, PRAXIS Architects.

Approval of Minutes/Agenda

Jean moved to approve the minutes of March 8, 2023, and agenda for this morning's meeting; Leslie seconded; all approved.

3. **Public Comment** – None

4. **Reports & Information** –

- Leslie gave the following reports:
 - The dishwasher/sanitizer has been installed.
 - The hot water heater is not working. Chris from Noel's and a plumber will take a look.
 - Speed limit signs or speed bumps may be needed for the Community Center parking lot. The District will connect with the County about installation.
 - The F&W septic needs to be pumped out before the beach opens.
 - Ice machine delivery is scheduled for April 5th or 6th (*subsequently delivered and installed*)
 - The faded benches in the backyard were sanded and re-stained and power washing was done around the building. The fascia will be checked for any rot.
 - Monte Rio Fire Protection District cleaned up the Meadow.
 - Leslie could use some of the sand left over from the rains under the holding tank at the beach.
 - Beach setup is scheduled for the first week of May.
 - The Welcome to Monte Rio sign is in the gym and Leslie will coordinate re-installing it.
 - The Vacation Wonderland sign at the triangle needs posts and poles replaced. Steve suggested putting a top on it and making it higher. (*Sign is maintained by Monte Rio Chamber, not MRRPD.*)
 - F&W restroom doors need replacing- cost is approx. \$14,000. Brian is contacting contractor.
- Marina reported on the following:
 - Office hours are Monday and Wednesday from 11-4 (*may expand*).
 - Sherry is checking with Kirk from CAPRI on whether any additional language needs to be inserted into the Alliance Redwoods contract for storing their canoes at Monte Rio Beach from June – August.
 - Due to a mishap in the scheduling of an event for Friends of Villa Grande, the subject of the District purchasing a dance floor came up. Marina will research pricing and storage possibilities.
- Sherry reported on the following:
 - Regarding the District's asset schedule, the Community Center is flood protected and the Creekside building is partially protected. The Teen Center, Meadow bathrooms, F&W bathrooms and Amphitheater are all in the flood zone,.
 - The beach parking lot needs to be treated by Brocco's, preferably between May 12 -17
 - There will not be any fireworks taking place during the summer season – winter only

5. **New Business** – None

6. Old Business -

A. Monte Rio Bridge Replacement Impact – No update.

B. Grant Updates

Per Capita Grant

- The appliance purchases for dishwasher/sanitizer and ice making machine have been completed.
- Leslie and Brian will schedule themselves for solar panel orientation with Solar Works.
- Brian is compiling estimates for the remainder of the Skatepark project.
- Brian and Stephanie have received an estimate of \$435 for the sign replacement at Creekside and the bond signs – all signs are on order.
- Brian will revise the project scope to remove the camera and security gate.
- June 30, 2024 is the project deadline for the Creekside Project Performance
- The Deed Restriction documents still need to be recorded so that invoices for reimbursement can be submitted.

C. 2019 Flood Impact: No update from FEMA regarding the 2019 flood.

D. Flood/Emergency Preparedness

- We are still awaiting an estimate for the flood gates.

E. Trails Projects Update – *(neither on MRRPD property)*

- Trail work on Monte Rio Redwoods Regional Park is progressing.
- The Park is scheduled to open to the public later this year.

7. Safety Committee Report –

- Replacement signage for the signs that were tagged at Creekside is on order.
- A mountain lion was sighted at the Monte Rio Redwoods Regional Park. Regional Parks will be notified if it is sighted again *(not on MRRPD property)*
- Homeless have been congregating at the parking lot in town *(not on MRRPD property)*

8. Next Meeting Date: May 3, 2023

9. Adjournment: 9:31