

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

**Monday, August 14, 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 August 14, 2023

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

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

3. Public Comment – None

4. Old Business – None

5. New Business –

A. Resolution approving FY 23/24 Final Budget

Due to some requested last-minute changes Accountant Craig Collins was still working on completing the final budget. Marina recapped the changes to the Preliminary Budget. Budget to Actuals was brought up to date to the end of the fiscal year. Small adjustments were requested to the property tax revenue now that the actual numbers have been received from the County. The maintenance contract budget was increased from \$10,000 to \$16,000. Projected income for beach revenue and events was reduced by \$10,000 in each category. Projected expenses for the Community Center were increased by \$9,000 due to the recently received estimate from Presray regarding the flood gates purchase. Projected expenses for replacement of the restroom doors were reduced by \$7,000. \$1,000 in projected July 4th income was recategorized as a \$1,000 expense. It was requested that \$4,619 be moved out of the MRRPD operating account and be given its own line item as that money belongs to the Skatepark Fundraising group.

6. Reports & Information

A. Board Reports

- Steve reported receiving a call regarding an abandoned car on blocks next to Creekside Skate Park. The car is not on MRRPD Property.
- Steve reported that he had a conversation regarding the repair of the Main Street Bridge with a county contractor. Debris removal and cleanup is scheduled to begin in a few weeks, but the actual repairs will not start until Spring of 2024. There is a bridge needing repair in Sonoma that takes precedence over ours. In the interim the County will install a traffic signal so that one lane of the Main Street Bridge can be reopened. (*Bridge not on MRRPD property.*)
- Repairs have begun on the Moscow Road slip outs – repairs are expected to be completed within 90 days. (*Moscow Road not on MRRPD property.*)

B. Staff Reports

Marina reported on the following:

- An inquiry into the vacant MRRPD board position has been received from Starrett Hill resident Justin Copeland. Marina will follow up.
- An email was received from a Monte Vista Terrace resident complimenting MRRPD on the planned improvements to Creekside Skate Park.
- MRRPD has received inquiries on whether Monte Rio Redwoods Regional Park is open to the Public. Sonoma County Regional Parks Director Bert Whittaker provided the following information: The park is “not officially open and not officially closed. There is more work to be done on trails before a grand opening date is scheduled.” (*Monte Rio Redwoods Park not on MRRPD property.*)
- No update from the Russian River Alliance on the status of installing public wi-fi ports on the Community Center building.
- Deli fridge was delivered and installed at Lightwave Café.

C. Budget Committee – None

D. Facilities/Safety Committee – See attached minutes from August FSC meeting.

E. Personnel Committee – None

F. Marketing Public Outreach – None

7. Correspondence – None

8. Action Items –

- A. Resolution 000469 Approving FY 23/24 Final Budget. Motion to approve by Jean, second by Allison. Steve Baxman-aye, Jean Sasso-aye, Allison Baumhefner-aye, Paul Dubray-absent

9. Review Monthly Accounts Payable: The P&L report reflected July expenses of \$68,952.29.

10. Next Meeting/Adjournment – Meeting was adjourned at 5:20 pm. Next meeting is scheduled for September 11, 2023, at 5:00 pm.

FACILITIES AND SAFETY COMMITTEE MEETING (in person)
Wednesday August 9, 2023 @ 8:30 am

1. Call to Order

2. Roll Call and Approval of Today's Agenda and Minutes of July 5, 2023

Present: Board members Steve Baxman and Jean Sasso; Administrator Marina McTaggart and Asst. Administrator Sherry Pimsler (by phone); Park Supervisor Leslie Hofelich; PRAXIS consultants Brian Grant and Stephanie Felch.

Approval of July 5th minutes moved by Jean; seconded by Leslie.

3. Public Comment – None

4. Reports and Information

Leslie

- The Creekside Café deli case has been ordered and is due for delivery; cost \$4,100. (*subsequently delivered on Thursday, August 10.*)
- There was low attendance at Forestville's Skate Jam fundraiser at Creekside Park. It was orderly and the organizers were very appreciative.
- The Beach is doing well. However, the District is losing half the staff who are returning to school, so the schedule will be cut back to Saturday and Sunday only. Labor Day (Monday September 4th) will most likely be our last open day. Johnson's Beach in Guerneville closes August 23rd.
- The new maintenance assistant Jim Lewis is doing exceptionally well. He will be addressing more deferred repair and maintenance as we head into Fall.
- Steve and his FD crew helped with a water line repair at the bottom of the Community Center drive. Leslie is in communication with Sweetwater Springs Water District with a request to move the buried meter to a location where it will not be jarred by constant overhead traffic.
- Leslie and Jim are focusing on catching up now that the summer is winding down.
- Teardown will begin the week of September 11th.

Marina

- Redwood Empire Food Bank will move its distribution back to the Community Center parking lot after Labor Day (Wednesday Sept 6). *Subsequently, we received notification that the Food Bank would return to the Community Center on August 23.*
- CAPRI's site visit went well. The District received a score of 91%, so we can expect another 'outstanding performance' plaque.
- The new Beach schedule has been posted at the concessions, on the MRRPD website, and on FaceBook. Will be updated if hours change.
- Beach Revenue summary – revenue is approximately \$3000 less than same period last year. The weather was against us in May and most of June (cold and rainy).
- Keary Sorenson passed away last week. His wife Sally plans to continue Everclean North's trash pickup operations with a helper. Their contract with MRRPD will expire September 10th.
- On August 17th, from 5:30-6:30 pm, there will be a town hall meeting at the Monte Rio Community Center with Sheriff Eddie Engram.

- On August 24th at the Guerneville School, there will be a combination MAC meeting and town hall with Mike McGuire to discuss such topics as homeowners' insurance issues, State Parks, broadband access and Caltrans.

Steve

- Sherry inquired about the Fire District's check to MRRPD for \$10,000 instead of the \$5,000 due in yearly OSWTS maintenance dues. Steve said to keep the overage in the CWA account, as there will be a sizeable bill from McCollum due to some drainage problems at the fire house. (Possible charges - \$1500 to drain, \$4,200 for repairs and \$1,400 to replace the damaged circuit board.)
- Steve said the Rio Theater people are looking for a new buyer. They offered to donate the projector equipment to the District for possible use at the Amphitheater (community movie nights were suggested). Steve declined the offer.
- A conversation ensued about the Welcome to Monte Rio Sign (*not on MRRPD property*). Recology assisted the Fire District in removing the sign, damaged by one of their trucks. The theater people have allowed it to be stored there until it can be re-installed, which Recology will help with as well. Steve said it needs to be repaired and re-installed within the next two months to avoid permit complications (as long as it is down for maintenance only). It needs a new power supply (replacement of the electrical panel), which the Fire District can take care of because the MR Chamber does not have funds to pay for it. It weighs about 800 lbs and is about 18 ft long. A proper post hole digger will also be required to re-set one of the leaning poles. It's possible the Russian River Historical Society has data on the origin of the sign.

Brian

- A landscape architect toured Creekside skate park and has made some recommendations.

5. New Business

- A.** Request from Friends of Monte Rio for \$5000 donation and waiver of facilities use fees.

(discussion/possible action)

Marina explained that FoMR is required to have an insurance policy in effect to cover the events that they hold at the Community Center. They are not covered under MRRPD insurance as previously believed because their events are a benefit for the community not the District. Because MRRPD is a government entity, it will not be possible to make a donation to the organization with public funds. However, the District is willing to waive rental fees on a year-to-year basis.

- B.** Review/approval of change orders to original F&W restroom door repair quote. *(discussion)*

After a discussion, it was agreed that there is no need to replace the door frames, but that the hinges should be replaced. This will add an additional amount of \$2,382 to their original quote of \$14,100.

6. Old Business

- A.** Bridge Replacement Update

A press release was received that stated Caltrans will not be able to fund the full replacement of the Monte Rio Bridge due to cost and scope changes and is instead planning to invest approximately \$25 million to bring the bridge up to current seismic standards. The County will continue to work with Caltrans to identify alternative funding options for a full bridge replacement.

- B.** Grant Updates - none

- C.** Flood Impact Progress Report - none

- D.** Emergency Preparedness - none

E. Update on Trails Projects

A request was received to use MRRPD's middle parking lot to shuttle people to the Monte Rio Redwoods Regional Park (*not on MRRPD property*) on July 28 for a soft opening. The request was approved but there was no follow up from Regional Parks.

7. Safety Committee Report

A. Estimate received and work proceeding on F&W ADA restroom door replacement.

B. Drowning on July 16, 2023- Additional signage was posted at the boat rental shacks advising people not to swim alone, wear a life vest, not consume alcohol, beware of sudden drop offs in the river etc.

8. Next Meeting – September 6, 2023

9. New Business

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(discussion/possible action)

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F. Bridge Replacement Update

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G. Grant Updates-none

H. Flood Impact Progress Report-none

I. Emergency Preparedness-none

J. Update on Trails Projects

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12. Next Meeting – September 6, 2023