

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

**April 8, 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 Board Chair Steve Baxman.
  
2. **Roll Call and Approval of Today’s Agenda and Minutes from March 11, 2024**  
Present: Directors Steve Baxman, Allison Baumhefner, David Gatlin and Administrator Marina McTaggart. Absent: Jean Sasso, Justin Copeland  
  
Allison moved, second by David, approval of this agenda and minutes from March 11. All were in favor.
  
3. **Public Comment** – None
  
4. **Old Business** – None
  
5. **New Business** –
  - A. Resolution 472- Approval of updated Illness and Injury Prevention Program (IIPP) policy (*action item*)
  - B. Approval of recommendation from FSC that MRRPD sponsor the twice-yearly Citizens Advisory Committee (CAG) meetings. Motion to approve by Allison Baumhefner, second by David Gatlin. Passed by roll call vote: Steve Baxman-aye, Allison Baumhefner-aye, David Gatlin-aye.
  
6. **Reports & Information**
  - A. **Board Reports** – Steve reported that a church in Santa Rosa conducted a multi person baptism event at Monte Rio Beach on Sunday April 7. There were complaints received from community members who thought the music was loud and disruptive and that it started too early. Monte Rio Beach is a public beach and MRRPD was not required to be given advance notification for this event. Steve will attempt to contact the church to discuss the situation.
  
  - B. **Staff Reports**  
Marina reported on the following:
    - Alhambra water service is now on autopay and the dispensing machine has been switched out so that the water bottle is enclosed in the bottom rather than sitting on top of the dispenser.
    - The District has signed a contract with Cary Ostrofe to assist with beach trash removal this summer. He will empty the trash weekly on Saturdays, Sundays and Mondays.

- Marina reported MRRPD now has a DocuSign account to facilitate the signing of event contracts and an Envato account for the licensing of stock images to our organization for print and social media purposes.
- The new oven has been received. The old oven is in the process of being removed by Jim Lewis and the new oven is anticipated to be installed by April 10.
- MRRPD has purchased a 2003 Ford Ranger for use by Leslie and Jim at a price of \$5100. The vehicle will be parked at the Community Center in front of the security camera.
- Marina reported that she responded to the 22/23 yearly audit findings which were mostly clean up items. Auditor Larry Bain provides bound copies to each board member and Marina will distribute them upon receipt.
- Marina contacted Samuel Baumgardner-Kranz regarding the Press Democrat article stating that the Main Street Bridge would be repaired next year although the County had previously stated that repairs would begin this summer. Samuel confirmed that the County still intends to begin repairs this summer as long as environmental permits allow. *(Bridge is not on MRRPD property)*
- MRRPD signed a letter of support for Safer West County to use in their pursuit of a grant to support the Bohemian Collaborative initiative.
- Marina is working on a Facilities Use rate increase to present at the next Facilities & Safety Committee meeting. Our rates have not increased in 5 years.
- Marina will be on vacation until April 29. Leslie and Jim will handle facilities and events and Marina will be checking email and also checking in with the office periodically.

**C. Budget Committee** – none

**D. Facilities/Safety Committee** – See attached draft minutes from April 3, 2024 FSC meeting.

**E. Personnel Committee** – none

**F. Marketing Public Outreach** –

- Design was submitted for Sonoma County Tourism 24/25 printed map ad

**7. Correspondence** – None

**8. Action Items** –

*A motion will be made and seconded for each item followed by Board discussion. The item will then be opened for public discussion. Public comment will then close. Final discussion of the item by the Board will take place with no public interruption. The Board will then vote.*

Resolution 472 – approving updated Illness and Injury Prevention Program (IIPP) policy.

Moved by Allison, second by David. Roll call vote- Steve Baxman, aye; Allison Baumhefner, aye; David Gatlin, aye.

**9. Review Monthly Accounts Payable:** The P&L report reflected March expenses of \$15,732.08

**10. Next Meeting/Adjournment** – Meeting was adjourned at 5:21 pm. Next meeting is scheduled for May 13, 2024, at 5:00 pm.

## **FACILITIES AND SAFETY COMMITTEE MEETING (in person)**

**Wednesday April 3, 2024 @ 8:30am**

### **1. Call to Order – 8:30am**

### **2. Roll Call and Approval of Today's Agenda and Minutes of March 6, 2024**

Present: Board members Steve Baxman and Jean Sasso; Administrator Marina McTaggart; Maintenance Mgr., Jim Lewis; PRAXIS Architects consultants Brian Grant and Stephanie Felch, Absent – Park Supv. Leslie Hofelich

Approval of agenda and minutes of March 6, 2024; moved by Jean; second by Leslie. All in favor.

### **3. Public Comment – None**

### **4. Reports and Information**

#### Jim

- Skatepark work is progressing despite some rainy days.
- Creekside Park sign is still being repaired. It will be ready to be reinstalled soon.
- Seasonal weeding and mowing of Park properties has begun.
- The restrooms at the Meadow have been power washed in preparation for beach opening.
- The District has purchased a 2003 Ford Ranger for use by Jim and Leslie. The Vehicle will be identified as belonging to MRRPD and will be parked at the Community Center in front of the security camera.
- The Concessions trailer will be brought to the beach by next week. Both the boat rental trailer and concessions trailer and the boardwalk will begin being installed the 1<sup>st</sup> week of May.
- The new oven has been shipped. Anticipated delivery is 1-2 weeks. (*subsequently the oven was delivered on April 4*)
- Jim and Leslie will clean the solar panels this year.
- The water filling station provided by Zero Waste Sonoma has been installed at the Amphitheater. A wall mounted system was also shipped to us and will be installed at Creekside by Lightwave Café.

#### Marina

- Employment applications for 2024 seasonal workers have been mailed out to everyone who worked last year plus a few others who have inquired about working at the beach this year. Application deadline is April 15<sup>th</sup>, after which applications will be reviewed by Leslie and Jim. Once the decision is made on who will be hired, the hiring packets will be assembled, and training and orientation will be scheduled.
- A new yoga class will be starting at the Community on Fridays beginning June 7. There is a possibility the Empowerment Center will be vacating the Teen Center after the first of the year which would enable that building to be used for yoga and other classes.
- A farmer's market vendor will begin using the kitchen in May to make freeze dried ice cream.
- The County has inquired about the use of the Community Center to have a second Wastewater Solutions Community Meeting either on June 1 or June 29. (*subsequently the date of June 29 was requested*)

- For safety reasons the Alhambra water station will be replaced with a different model that has the bottle enclosed on the bottom of the stand instead of sitting on the top.
- The Citizens Advisory Group (CAG) has requested that MRRPD sponsor their twice yearly in-person meetings. They are an all-volunteer group and Brian Grant (Praxis Architects) is one of the Committee members and he is also a consultant to MRRPD. The Committee will recommend to the board that MRRPD sponsor the meetings.
- Marina presented a copy of the ad that will run in the Sonoma County Tourism printed map ad for 2024 promoting the District's wedding and event venues.
- Marina reported that notification was received from the County that they are awarding MRRPD \$20,000 for skatepark improvements based on a request submitted by Brian Grant in late 2023. Since work is already in progress Brian and Jim will solicit input from the skaters and coordinate with Contractor Greg Gillis on what options there are for other improvements that can be made within the additional \$20,000 budget. The County has transferred the \$20,000 to the Sonoma County Public Infrastructure Dept (SoCoPI) and Brian will coordinate with Johannes Hoevertsz regarding receipt of funds.
- A request was received from Jason Cool (skatepark fundraiser and Musical Instrument Library) asking to use the old school gym for indoor skating and a musical instrument lending library. The District is currently using the gym for storage so any other use of the premises is not possible. Jason also requested that the Musical Instrument Library be acknowledged as a contributor of funds for skatepark improvements on signage posted at Creekside. The Committee agreed to look into signage possibilities that would include the Musical Instrument Library. Marina will follow up with Jason.

## 5. New Business – None

## 6. Old Business

### A. Bridge Replacement Update.

- Steve brought up a recent article in the Press Democrat that stated the County would repair the Main Street Bridge next year. We had previously been told that the bridge would be repaired this summer. Marina will follow up with Samuel Baumgardner-Kranz, Senior Engineer of SoCoPI for clarification.

### B. Grant Updates- none

### C. Emergency Preparedness-none

### D. Update on Trails Projects and SWS/Starrett Hill Acquisition

- Brian hiked the area with Olivia Fiori of Ag + Open Space to review use possibilities such as day use, ranger station and camping/campground options. Olivia is scheduled to make a presentation regarding the acquisition at the Board Meeting on Monday April 8 (*subsequently postponed until the June meeting*) Ag + Open Space is also working on an appraisal of the property. Brian and Stephanie continue to attend monthly meetings with Ag + Open Space and Sonoma Land Trust.

## 7. Safety Committee Report

- Steve reported a large sinkhole near the beach between the berm and the trees possibly caused by the flushing of the Sweetwater Springs system. The Fire Dept has addressed the issue. Steve also noticed the formation of another sinkhole at the Amphitheater. MRRPD will investigate resurfacing options including possible assistance from the County.

**8. Adjourn/Next Meeting** – Adjourned at 9:24 am; next meeting May 8, 2024