

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

**June 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 4:37 pm by Board Chair Steve Baxman.

2. **Roll Call and Approval of Today’s Agenda and Minutes from May 13, 2024**
Present: Directors Steve Baxman, Jean Sasso, Allison Baumhefner, Justin Copeland, David Gatlin and Administrator Marina McTaggart, Brian Grant & Stephanie Felch (Praxis Architects) and Olivia Fiori, Acquisition Specialist (Ag + Open Space)

Jean moved, second by Justin, approval of this agenda and minutes from May 13. All were in favor.

3. **Public Comment** – None

4. **Closed Session** 4:40

5. **Return to Open Session** 5:31
 - A. No decision made

6. **Old Business** – None

7. **New Business** –
 - A. Resolution 474 – Approval of FY 24/25 Appropriations Limit
 - B. Resolution 475 – Approval of FY 24/25 Final Budget

6. **Reports & Information**
 - A. **Board Reports** – None

 - B. **Staff Reports**
Marina reported on the following:
 - The contract agreement for the \$2000 trash grant from the County has been signed.
 - Marina worked with accountant Craig Collins on cleaning up old QB transactions that were noted in the FY 22/23 audit findings. (*audit conducted on March 5, 2024*)
 - Redwood Empire Food bank will be moving to the Monte Rio School location for the duration of the summer (*until August 30*)

- Marina attended an online seminar offered by Recology/ Zero Waste Sonoma. Marina is working with Leslie regarding the possibility of acquiring a green compost dumpster for Monte Rio Beach
 - Marina is working on the Beach & Coast Accessibility Grant application to fund the purchase of a beach wheelchair and a small storage shed.
 - The first Locals Day of the season will take place on Wednesday June 12. The Snack Shack menu will feature special menu items and lower prices. Boat rentals will also be open.
 - There have been some issues with Sysco food deliveries to the beach. Jim, Leslie and Marina are looking into other possibilities for food delivery companies.
- C. Budget Committee** – a budget meeting was held on May 24 with Justin Copeland, Allison Baumhefner, Administrator Marina McTaggart and account Craig Collins to draft a recommended FY 24/25 budget
- D. Facilities/Safety Committee** –
- See attached draft minutes from June 5, 2024 FSC meeting
 - Steve reported that there have been two water rescue situations so far this season.
- E. Personnel Committee** – none
- F. Marketing Public Outreach** – Marina reported that the remaining funds for the marketing budget will be spent on radio ads promoting the beach and Locals Day.

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 474 – approving FY 24/25 Appropriations Limit. Moved by Allison, second by Jean. Roll call vote- Steve Baxman, aye; Jean Sasso, aye; Allison Baumhefner, aye; Justin Copeland, aye; David Gatlin, aye.

Resolution 475- approving FY 24/25 Final Budget. Moved by David, second by Jean. Roll call vote- Steve Baxman, aye; Jean Sasso, aye; Allison Baumhefner, aye; Justin Copeland, aye; David Gatlin, aye.

9. Review Monthly Accounts Payable: The P&L report reflected May expenses of \$36,134.79

10. Next Meeting/Adjournment – Meeting was adjourned at 5:42 pm. Next meeting is scheduled for July 8, 2024, at 5:00 pm.

FACILITIES AND SAFETY COMMITTEE MEETING (in person)

Wednesday June 5, 2024 @ 8:30am

1. Call to Order – 8:30am

2. Roll Call and Approval of Today's Agenda and Minutes of May 8, 2024

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

Approval of agenda and minutes of May 8, 2024; moved by Leslie; second by Jim. All in favor.

3. Public Comment – None

4. Reports and Information

Jim & Leslie

- Seasonal mowing and weed abatement continues.
- The beach had a soft opening on May 18-19 and opened for the season on May 25.
- Leslie and Jim will have more time to attend to Park Facilities now that the beach staff is trained.
- An 'OPEN' banner was purchased for the beach and enables people driving or walking on the bridge to see that the beach concessions are open.
- Leslie reported that a hot dog vendor (Damn Dogs) set up in the middle parking lot on Memorial Day Weekend without MRRPD's prior knowledge or permission. The vendor has since submitted his paperwork and Certificate of Insurance and will be allowed to continue to operate.

Marina

- 2 inquiries were received regarding rental of the kitchen space. Marina is reviewing the requests to determine if either or both parties can be accommodated. Due to the fact that we are an event center and also hold meetings and classes it may be difficult to work more kitchen rentals into the existing schedule.
- The County will be extending the rental of the History Room for the Ombudsman drop-in sessions another 4 months from July through October.
- The County has scheduled a second Wastewater Solutions meeting to be held at the Community Center on June 29 from 10am – 12pm.
- The Tuesday evening yoga class is no longer taking place. A new Friday morning yoga class begins on June 7.
- Leslie will purchase new picnic tables and BBQs for the beach
- Notification has been received from the County that MRRPD has been awarded a grant to help pay for summer weekend trash pickup services. The amount of the grant is not yet known. (*notification was subsequently received that the grant amount is \$2000*)
- 4 weddings and a party are scheduled in August
- RioFest at the Amphitheater is on June 15.

- An email notification was received from Orange County Coastkeeper stating that grant applications are being accepted for the Beach and Coast Accessibility Grant Program. Marina will request funding for a beach wheelchair that floats and a non-permanent storage structure.
- MRRPD was contacted by the County of Sonoma DHS to see if there was any interest in having a Free Covid Test Vending Machine installed in our facility. Our facility is not open on a regular basis, and we do not have the space for a vending machine.
- Marina was contacted by Nick from Valley of the Moon Park Riders who stated that their organization had concerns regarding Creekside skate park and the construction company that was doing the improvement work. He was asked to put his specific concerns in an email and send it to the Administrator. No email has been received. Valley of the Moon Park Riders is a City of Sonoma based organization and it's not clear what their interest in the Monte Rio Skatepark is.
- There was a discussion about having a ribbon cutting grand reopening ceremony at the Skatepark once the improvements are complete. Brian stated that is the 10-year anniversary of the Skatepark and Ori from Lightwave Café is interested in holding a special event there, possibly with a band. A Skate Jam with judges is also a possibility. The event will take some time to plan and will most likely take place after Labor Day.
- Brain gave a breakdown of work on the skatepark that Gillis Construction has performed at no charge.

5. **New Business – None**

6. **Old Business**

A. Bridge Replacement Update- **None**

B. Grant Updates

- Parker T. Stewart replaces Rosalind Rowe as the MRRPD contact person in OGALS (Office of Grants and Local Services) for the per capita grant reimbursement process.

C. Emergency Preparedness-**None**

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

- Marina confirmed that Ag + Open Space will be giving a power point presentation at the June 10 board meeting regarding the SWS/Starrett Hill acquisition. The presentation will take place in closed session.

7. **Safety Committee Report**

- A PG&E and ADA review of the Community Center was conducted on May 28 as the first step in ascertaining whether the Community Center can be utilized as a Community Resource Center in the event of Public Safety Power Shutoffs. We will be contacted as to next steps.

8. **Adjourn/Next Meeting** – Adjourned at 9:10 am; next meeting July 3, 2024