

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

**July 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 5:00pm by Board Chair Steve Baxman.
  
2. **Roll Call and Approval of Today’s Agenda and Minutes from June 10, 2024**  
Present: Directors Steve Baxman, Jean Sasso, Allison Baumhefner, Justin Copeland, David Gatlin and Administrator Marina McTaggart, Brian Grant & Stephanie Felch (Praxis Architects)  
  
Jean moved, second by Justin, approval of this agenda and minutes from June 10. All were in favor.
  
3. **Public Comment** – Concerns were raised regarding music noise from the beach drifting up to Starrett Hill and the record crowds at the beach on July 4<sup>th</sup> generating massive amounts of trash.
  
4. **Old Business – None**
  
5. **New Business –**
  - A. Approval of proposal from Sonoma Coast Builders to replace existing ceiling lighting in the old school gym at Creekside with LED’s. (*tabled – pending review of procurement policy*)
  
6. **Reports & Information**
  - A. **Board Reports – None**
  
  - B. **Staff Reports**  
Marina reported on the following:
    - Complaints were received following July 4<sup>th</sup> weekend ranging from the amount of trash to the parking lot chaos to dirty port a potties. MRRPD was prepared with extra staffing, extra trash receptacles, dumpsters and the port a potties were cleaned daily. Our ‘Lot Full’ sign was stolen. The amount of people was overwhelming and unprecedented.
    - MRRPD will seek solutions and communicate with Regional Parks and District 5 regarding the above. The overwhelming amount of people and the trash situation was not exclusive to Monte Rio Beach. We will continue to work on messaging.
    - No update on the Beach & Coast Accessibility Grant application.
    - Marina will order ID lanyards and T shirts to make it easier for the public to identify Park District Staff.

- Several complaints were received regarding the inconsistency of the Snack Shack hours. During the prolonged heat spell the snack shack employees had to either close for the day or close for an extended break due to the excessive heat in the trailer. Our main concern is for the safety of our employees and once this was explained most people were understanding.

**C. Budget Committee – None**

**D. Facilities/Safety Committee –**

- See attached minutes from July 3, 2024 FSC meeting
- Steve reported that there have been two drownings. Our messaging to the news media and the public remains the same – wear a life vest, do not swim alone, do not swim if you have been drinking and be aware of drop offs and debris in the river. Our boat rental shack provides life vests free of charge and if we are out of life vests boat rentals are discontinued until some are returned.

**E. Personnel Committee – none**

**F. Marketing Public Outreach – none**

**7. Correspondence – None**

**8. Action Items – None**

*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.*

**9. Review Monthly Accounts Payable:** The P&L report reflected June expenses of \$76,665.33

**10. Next Meeting/Adjournment –** Meeting was adjourned at 5:42 pm. Next meeting is scheduled for August 12, 2024, at 5:00 pm.

**FACILITIES AND SAFETY COMMITTEE MEETING (in person)  
Wednesday July 3, 2024 @ 8:30am**

**1. Call to Order – 8:30am**

**2. Roll Call and Approval of Today's Agenda and Minutes of June 5, 2024**

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

Approval of agenda and minutes of June 5, 2024; moved by Jean, second by Leslie. All in favor.

**3. Public Comment – None**

**4. Reports and Information**

Leslie

- Jim Lewis resigned on 6-17-24. There was no advance notice given.
- We have contracted garbage services and landscape/maintenance assistance with Sonoma Coast Builders. The previous contract with Cary Ostrofe was terminated due to non adherence to the contract terms and lack of reasonable access. Leslie was unable to contact Cary by phone and he did not respond to emails.
- A job notice was posted for the open Landscape/Maintenance Assistant. 2 applications were received and Nick Thayer who has previous Park District experience was selected. Nick is scheduled to meet with Leslie to arrange a 'start work' date.
- An estimate has been received for the replacement of the lights in the gym. Work will begin once the Board has approved the expenditure and will finish before all the canoes and kayaks are returned to the gym for winter storage.
- Weed whacking of the berms has taken place.
- There have been late returns of boat rentals from non-English speaking renters. The District will post more signs in Spanish and is also in the process of hiring a bilingual boat runner.
- We have additional staff, port a potties and garbage receptacles in place in anticipation of the July 4<sup>th</sup> holiday crowds.

Steve

- A request was received to have dedicated restroom facilities for beach staff in order for them to avoid waiting in long lines. While that is not possible, beach staff are welcome to use the restrooms located at the top of the middle parking lot and also those inside the Community Center if there is someone at the facility.

Marina

- A request was received from West County Community Services (WCCS) to install an 18" x 18" sign with their logo on the building where the Empowerment Center meets in order to assist with finding the location. The committee agreed to the request provided there will not be any permanent damage to the building once the sign is removed. Marina will respond to WCCS.
- The final invoice from Gillis Construction for work done on the Skatepark has been received.

It contains a section of charges that will be sent to Sonoma County Public Infrastructure for reimbursement (\$20,000) and the remaining charges will be reimbursed by Office of Grants and Local Services as part of the Per Capita grant.

- Marina shared a copy of the new Sonoma County Visitor's Guide that includes the ad that was placed by MRRPD promoting our wedding venues.
- Marina is reviewing the current facilities rentals rates and is drafting a new rate structure proposal to bring to the committee
- The District received a Safety Award plaque from CAPRI in Recognition of Outstanding Performance. Marina also participated in a CAPRI sponsored webinar on Contract and Use Agreement Insurance Requirements.
- Sweetwater Springs Water District will no longer be holding their Board Meetings at the Community Center.
- The first Locals Day Pop Up at Monte Rio Beach was a big success. Food sales were almost \$500 and Boat Rentals were \$300. This is the first time food sales have outperformed boat rentals. The next Locals Day is July 3.
- Snack Shack operations will be reviewed at the end of the summer. Hiring a dedicated Beach Manager was discussed as a possibility for next year.
- Beach Concessions will conclude on Labor Day.
- Marina has submitted an application to The Beach and Coast Accessibility Grant Program to fund a beach wheelchair that floats and a non-permanent storage structure. The determination time period will be approximately 6 months.

## 5. **New Business – None**

## 6. **Old Business**

### A. Bridge Replacement Update-

- Steve reported being notified by the County that work on the Main Street Bridge is scheduled to begin the week after 4<sup>th</sup> of July. (*Main Street Bridge not on MRRPD Property*)

### B. Grant Updates

- Marina has started assembling the payment package for reimbursement of the solar panels at Creekside and the work on the Skatepark.

### C. Emergency Preparedness-None

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

- Communication will continue with Ag + Open Space, Sonoma Land Trust and Regional Parks. Sonoma Land Trust is interested in making a presentation to the Board. The Board will consider calling a special closed session meeting.

## 7. **Safety Committee Report**

- Steve reported that there has been one near drowning.

8. **Adjourn/Next Meeting** – Adjourned at 9:12 am; next meeting August 7, 2024