

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

**August 12, 2024, 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 July 8, 2024**
Present: Directors Steve Baxman, Jean Sasso, Justin Copeland, David Gatlin and Administrator Marina McTaggart, Brian Grant & Stephanie Felch (Praxis Architects). Absent – Allsion Baumhefner.

Jean moved, second by Justin, approval of this agenda and minutes from July 8. All were in favor.

- 3. Public Comment** – None

- 4. Old Business** – None

- 5. New Business** –
 - A.** Approval to reconfigure front parking lot at Lightwave Café for parallel parking only. The board was in favor of this action. It will reduce the likelihood of an accident from cars backing up blindly into traffic coming from around the blind curve. The reconfiguration will take place once Marina notifies Ori and signage is in place.

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

 - B. Staff Reports**
Marina reported on the following:
 - The Community Center parking lot was re striped on Monday August 12, 2024
 - No update on the Beach & Coast Accessibility Grant application to fund the purchase of a beach wheelchair.
 - The lighting in the gym has been replaced. Thank you to Monte Rio Fire Foundation for the financial assistance.
 - A copy of the MRRPD procurement policy was included in this month’s board packet. Administrator approves budgeted expenses up to \$500. The Board Chair approves expenses up to \$5000. The Board approves expenses over \$5000. Any purchase over \$10,000 requires competitive bid solicitations.

- There are 3 weddings scheduled at the Amphitheater in August. The Amphitheater is becoming more widely known as an MRRPD event venue.
- The subject of beach safety will be reviewed for next year's summer season. Not allowing BBQ's may be a way of reducing trash and increasing our food concession sales but enforcement is an issue. The possibility of having District 5 help with messaging was brought up.

C. Budget Committee – meeting to be scheduled with accountant Craig Collins for October to review FY 24-25 first quarter performance.

D. Facilities/Safety Committee –

- See attached minutes from August 7, 2024 FSC meeting
- Steve reported that there have been no emergency incidents.

E. Personnel Committee – meeting to be scheduled once concessions have closed to review summer operations and plan for next year.

F. Marketing Public Outreach – radio ads are currently running to promote MRRPD event venues. Marina presented a professional booklet (still in process) to the board that contains pertinent information on event and facilities rentals for prospective clients. Once completed – the goal is to produce an electronic version that can be sent out when event inquiries are received.

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 July expenses of \$77,934.78

10. Next Meeting/Adjournment – Meeting was adjourned at 5:21 pm. Next meeting is scheduled for September 9, 2024, at 5:00 pm.

FACILITIES AND SAFETY COMMITTEE MEETING (in person)
Wednesday August 7, 2024 @ 8:30am

1. Call to Order – 8:30am

2. Roll Call and Approval of Today's Agenda and Minutes of July 3, 2024

Present: Board members Steve Baxman (called away at 8:53) and Jean Sasso; Administrator Marina McTaggart; Park Supervisor Leslie Hofelich, PRAXIS Architects consultants Brian Grant and Stephanie Felch,

Approval of agenda and minutes of July 3, 2024; moved by Jean, second by Leslie. All in favor.

3. Public Comment – None

4. Reports and Information

Leslie

- The District is soliciting bids for the replacement of the 2nd half of the roof (the portion that was not replaced when the solar panels were installed)
- The parking lot at the Community center will be re striped next week at a cost of approximately \$400.
- The new lights at the gym have been installed at the expense of Monte Rio Fire Foundation
- The doors at the Amphitheater Youth Center (Empowerment Center) will need to be replaced soon. Leslie will obtain estimates.
- Hardware Tech Inc will be out to look at some loose pulls on the inside of the outside restroom doors at the Community Center.
- Additional cameras have been installed at the outside restrooms at the Community Center to deter misuse of the facilities.
- Leslie's Assistant Nick Thayer will be away for 3 weeks starting August 10.
- Beach staff will be returning to school next week and our beach operations will be reduced to weekends only.
- Leslie suggested obtaining a 20-yard dumpster for Labor Day weekend to deal with the anticipated excessive amounts of trash.
- There were some minor plumbing issues at Lightwave Café.
- Storage of items in the gym was discussed.

Marina

- Marina received a request from community member Michele McDonell regarding the possibility of contacting the District 5 office to help with official messaging regarding beach trash for the upcoming Labor Day weekend. There was a massive amount of trash left behind after the 4th of July holiday. Messaging would encourage the 'bring it in – take it out' concept.
- \$20,000.00 in funding approved by District 5 for additional skatepark improvements has been received. The possibility of having a ribbon cutting or grand re-opening is being considered. The response to the skatepark improvements has been positive. There will be a sign posted acknowledging the funding sources.
- August 7 is the last 'locals day' of the season.

- Labor Day is expected to be the last day of beach operations for the season
- Leslie received notification that there will be a Health Dept inspection of the Snack Shack next week.
- There is interest in using the Amphitheater for a music festival next year. Marina and Leslie are working with the producer. There are also two wedding ceremonies taking place there in August.
- State Senator Bill Dodd conducted an interview for ABC news from the Community Center on July 25.
- The sign at the skatepark that outlines the rules and regulations for use has been stolen. MRRPD will order another sign.
- There was a discussion regarding parking at Creekside/Lightwave Café. Currently cars are parked in a perpendicular manner. This creates a dangerous situation when cars have to back up to pull out directly in front of other cars coming around the blind curve. The committee is in favor of parallel parking only. MRRPD will communicate with Ori at Lightwave Café. There is ample parking behind the building.
- Brian suggested the possibility of posting a ‘no idling’ sign at the bus turnaround at Creekside. Some drivers are currently letting the buses run for 20 minutes or more while parked.

5. New Business – None

6. Old Business

A. Bridge Replacement Update-

- Marina received a communication from the County that repairs for the Main Street Bridge are scheduled to begin on August 12. (*Main Street Bridge is not on MRRPD property*)
- The County is in the process of onboarding a new consultant for the retrofit of the Monte Rio Bridge (Bohemian Hwy Bridge) Coordination of public outreach will begin in early 2025

B. Grant Updates

- Marina is assembling the documents for the payment request package for the Creekside solar and skatepark improvements per Capita grant reimbursement

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. Brian and Stephanie will coordinate with Sonoma Land Trust personnel on possible dates for September.

7. Safety Committee Report

- There were two drownings in July - one at Patterson Point in Villa Grande and one at Monte Rio Beach. There are concerns regarding beach safety in general with the large amounts of visitors, pop up tents, BBQ's and alcohol consumption. MRRPD will request a meeting with District 5 personnel and the Sheriff's office to discuss possible solutions.

8. Adjourn/Next Meeting – Adjourned at 9:30am; next meeting September 4, 2024