

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

**February 10, 2025, 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 January 13, 2025**
Present: Directors Steve Baxman, Jean Sasso, David Gatlin, Brooke Maury, Administrator Marina McTaggart, Brian Grant, Praxis Architects. Absent – Allison Baumhefner

David moved, second by Brooke, approval of this agenda and minutes from January 13. All were in favor.

- 3. Public Comment** – None

- 4. Old Business** – None

- 5. New Business-**
 - A.** Summer 2025 Beach Operations – consideration is being given to discontinuing food concessions in 2025. Anthony Marchitiello (Mondo Shaved Ice Truck) spoke in support of continuing the food concessions but with a more streamlined approach to the menu, inventory and hours of operation. He will submit a proposal for consideration at the next Facilities Committee meeting in March.
 - B.** Recommendation from Budget Committee to approve inter budgetary transfers to balance Payroll, Beach Maintenance and Garbage/Refuse expenses. See Exhibit A. Motion to approve by Jean Sasso, second by Brooke Maury. All in favor.

- 6. Reports and Information**
 - A. Board Reports-** none
 - B. Staff Reports**
 - Marina reported that Form 700 filing requests have been sent out by the County. She requested that board members file as soon as possible.
 - Ethics and sexual harassment training is coming due for all board members. Brooke Maury and David Gatlin are due to complete the training within their first year serving on the board. Marina will be sending out the link to access the training modules once CSDA updates the district’s roster.

- New board member training was offered by CARPD (California Association of Recreation and Park Districts) Brooke Maury attended the initial training session and Marina stated a recording is now available if any other board member wishes to take part.
- Marina attended the Brown Act training session offered by the District's insurance company CAPRI. She also attended the "recognizing fraud before it happens to you" training also offered by CAPRI
- Employee Nick Thayer is now working the afternoon shift while Leslie continues to work the morning shift. This allows Nick to be able to lock up the gates at the end of the day.
- The per capita grant invoice (\$118,656.0000) for solar installation at Creekside and Skatepark improvements has been submitted for payment.
- The \$3000 check for the purchase of the beach wheelchair has been received from Orange County Coastkeeper. There was an article in the Orange County newsletter acknowledging MRRPD as a recipient of the grant.
- Leslie has requested estimates for repairs and improvements to the Koret Park Playground and the Amphitheater playhouse.

C. Budget Committee – see above section 5 b

D. Facilities/Safety Committee –

- See attached draft minutes from 2-5-2025
- Steve reported that the Fire Dept removed a propane tank that washed up at the bottom of the steps near the boat ramp. It most likely came from the house on Westside Rd., that slid into the river during the rains.

E. Personnel Committee – none

F. Marketing and Public Outreach – meeting to be scheduled

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 January expenses of \$44,015.38

10. Next Meeting/Adjournment – Meeting was adjourned at 5:43 pm. Next meeting is scheduled for March 10, 2025 at 5:00 pm.

Exhibit A

Budget Transfers

Approved by MRRPD Board of Directors on 2-10-25

Move \$6000 from Maintenance Contractors as follows

\$4000 > Payroll Maintenance

\$2000 > Payroll Seasonal Employees

Move \$6000 from Recreational Supplies as follows:

\$4000 > Beach Maintenance

\$2000 > Garbage/Refuse

Other changes-

\$1000 from July 4th > Water

\$2000 from Maintenance General > Water

\$1000 from Repair Maintenance YC > Water

FACILITIES AND SAFETY COMMITTEE MEETING (in person)
Wednesday February 5, 2025 @ 8:30am

1. Call to Order – 8:30am

2. Roll Call and Approval of Today's Agenda and Minutes of January 9, 2025

Present: Board members Steve Baxman (arrived late and left early due to rain event) and Jean Sasso; Administrator Marina McTaggart; Park Supv., Leslie Hofelich, Maintenance and Landscape Asst., Nick Thayer PRAXIS Architects consultants Brian Grant and Stephanie Felch

Approval of agenda and minutes of January 9th (no quorum at start of meeting)

3. Public Comment – None

4. Reports and Information

Leslie and Nick

- 12 cubic yards of chips for the playground at Koret Park are being delivered today and will be spread by Nick and a helper.
- There was general discussion regarding the 2025 summer beach operations and whether or not MRRPD will be operating the Snack Shack concessions this year. District concerns are staffing and set up expenses vs actual income and time expended by the Administrator and Park District Supv on training, ordering supplies, troubleshooting and supervision. Instead, a food concessions agreement could be offered to local, licensed and permitted food truck vendors. Further discussion to take place at the next board meeting on February 10, 2025.
- There was general discussion regarding signage at the beach stating no loud or amplified music, no alcohol etc. and how to enforce the rules. Marina will reach out to Sonoma County Sheriff's office for advice and possible assistance

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Marina

- The site visit from a CAPRI Insurance representative originally scheduled for today (2-5-25) has been postponed due the rain event, flooding and road closures. A new date will be proposed.
- There has been interest in renting the Community Center kitchen by 2 new businesses. Marina is working on finalizing details.
- All grant documentation for the purchase of a floating beach wheelchair has been submitted to Orange County Coastkeeper. MRRPD is awaiting payment.
- For the next few months Leslie will work in the morning and Nick will work in the afternoon. This will help reduce hours during the winter months and also allow a staff presence throughout our facilities during the day.
- Installing a railing at Creekside was briefly discussed. This will be revisited after the logs have been moved in front of Lightwave Café to reconfigure the parking area to parallel parking only.
- Conservation Corp of North Bay has contacted the District regarding a Tire Amnesty Program. This event has been held in the middle parking lot in the past and has been successful. Marina is in touch with them about possible dates
- A member of Valley of the Moon Park Riders Union is interested in giving a presentation to the Board regarding Creekside Skate Park. Marina will contact him about availability.

- The situation with dogs ‘pooping’ on the tennis courts has improved after the posting of additional signage.
- MRRPD will contact a contractor to review the state of the tennis courts

5. New Business – None

6. Old Business

A. Grant Updates

- The additional pictures requested by OGALS to complete the processing of the final payment for the Per Capita grant have been submitted

B. Emergency Preparedness-None

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

- John and Shanti from Sonoma Land Trust would like to present options and other possible funding sources for the Starrett Hill acquisition at the March board meeting.

7. Safety Committee Report

- ‘Parallel Parking Only’ signs have been installed at Creekside Skatepark and the street parking area will be reconfigured once the rain has stopped. The reconfiguration will eliminate the need for cars to back out of parking spaces onto Main Street

8. Adjourn/Next Meeting – Adjourned at 9:26am; next meeting date March 5.