

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

**May 12, 2025, at 5:00 pm
20488 Hwy 116, Monte Rio, CA 95462**

- 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 April 14, 2025**
Present: Directors Steve Baxman, David Gatlin, Brooke Maury, Administrator Marina McTaggart, Brian Grant- Praxis Architects. Absent Jean Sasso and Allison Baumhefner

Brooke moved, second by David, approval of this agenda and minutes from April 14. All were in favor.

- 3. Public Comment – None**

- 4. Old Business – None**

- 5. New Business-**
 - A.** Resolution 479 -Requesting consolidation with the November 4, 2025 Uniform General Election.
 - B.** Resolution 480 – approving transfer of \$200,000.00 from Westamerica operating account to Sonoma County Investment Pool account.

- 6. Reports and Information**
 - A. Board Reports - none**

 - B. Staff Reports**
 - Marina reported that the 2nd property tax installment of \$65,844.47 has been received. The last installment for FY 24/25 will be received around mid-July.
 - The Community First Credit Union savings and checking accounts have been closed out and funds totaling 23,084.39 have been deposited into the Westamerica operating account.
 - Marina explained that once the approved election resolution has been returned to the County, board members whose seats are up for election will be notified and provided instructions on filing in person at the County Registrars office.
 - Beach concessions will be open Friday – Sunday and Monday holidays. Hours for boat rentals will be from 10-6 and operate in 2 four-hour shifts. Food concession hours to be determined. The soft opening will take place May 17-18 (Saturday and Sunday only).

- A sample food concession menu was provided to the board.
- A Cyber Security policy is being drafted, and the Anti-Harassment policy is being reviewed. Once completed both policies will be brought to the board for approval.
- Ethics training has been completed by Supervisors and board members.
- The CAPRI site visit report has been received and the District earned a rating of ‘excellent’. The score was 81/88.
- There has been increased vandalism to District facilities. The lock at the lower beach gate was cut and the red trash trailer was stolen and a sink at the Fish and Game restrooms was ripped from the wall.
- A company called Vacation Races has received permission from MRRPD to stage buses in the upper parking lot on May 15 and 16 from 6:30am – 1:00pm. They will be shuttling people to Armstrong Woods in Guerneville. There will be minimal impact on beach parking as the days are Wednesday and Thursday and the buses will be gone by early afternoon.
- The water heater at the Community Center is malfunctioning. The unit is approximately 20 years old. MRRPD is in the process of soliciting 3 bids for a replacement unit.

C. Budget Committee – None

D. Facilities/Safety Committee –

- Minutes not yet available – meeting was postponed to 5-9-25
- Monte Rio Fire Dept conducted First Aid training for 8 seasonal employees on May 10, 2025. 6 members of the public were also in attendance. CPR instruction flyers are posted at the Admin office and both of the concession trailers.
- Steve reported that someone built a fire at the beach by Noel’s Automotive and then walked away. MRFD was called and put it out. There are ongoing issues with cars blocking the fire lanes on busy weekends at the beach.

E. Personnel Committee – none

F. Marketing and Public Outreach – none

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 479 – approving consolidation with November 4, 2025 General Election.

Motion to approve by Brooke, second by David. Roll call vote – Steve Baxman; aye, David Gatlin; aye, Brooke Maury; aye.

Resolution 480 – approving transfer of \$200,000.00 from West America operating account to Sonoma County Investment Pool Account.

Motion to approve by David, second by Brooke. Roll call vote- Steve Baxman; aye, David Gatlin; aye, Brooke Maury; aye

9. Review Monthly Accounts Payable: The P&L report reflected April expenses of \$35,084.79

10. Next Meeting/Adjournment – Meeting was adjourned at 5:28pm. Next meeting is scheduled for June 9, 2025 at 5:00 pm.

FACILITIES AND SAFETY COMMITTEE MEETING (in person)
Friday May 9, 2025 @ 8:30am

1. Call to Order – 8:30am

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

Present: Board members Steve Baxman, Brooke Maury (for 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 April 9, 2025. Leslie moved to approve both the agenda and minutes, second by Brooke- all in favor

3. Public Comment

- Tony and Natalie gave an update on the beach snack shack concessions. They will not be operating their own business out of the shack during the week. The food menu has been condensed and the prices have increased slightly. They will be available for shift opening and closing and will also purchase supplies. The transition to selling canned beverages is under consideration so that the soda fountain machine can be removed in order to free up more space. Tentative operating days/hours will be Fri-Sun from 11-4 and Monday holidays.

4. Reports and Information

Leslie and Nick

- The lock at the lower beach gate was cut and a 50-gallon blue recycle bin was stolen. *(later in the day it was discovered that the red trash trailer was also stolen).*
- Rotting deck boards at Lightwave Café were replaced.
- Leslie, Brian and Stephanie will move forward with plans for installing a railing at Lightwave Café.
- There have been several attempts to break into the recently installed barn doors on the back of the playhouse at the Amphitheater.
- Repairs, painting and new lighting at the playhouse have been completed. A security camera has been installed.
- Permission has been given to Redwood Empire Food Bank to install a bench with a plaque at Koret Park in honor of one of their long-time volunteers who passed away unexpectedly. REFB will purchase both the bench and the plaque and coordinate with Leslie on placement.
- There are cracks in the septic riser lids at the Community Center. Leslie will look into replacements
- Nick reported that the MRRPD Newsletter will be published sometime in late June and will include a recap of the first Community Volunteer Day. The second volunteer day will take place sometime in July (after the 4th). There are also plans to include a botany and wildlife column. The broken website link to sign up for the newsletter has been reactivated and there are new signups.
- Nick asked if MRRPD has ever considered expanding its borders in order to have a larger tax base and increase revenue. Past studies indicated that expansion was determined to not be feasible due to expense, lack of county support and LACFO's position that Special District's should be consolidated rather than expanded.

Marina

- A request was received from a Community Gardens manager that the District weed the gardens and pay the water expenses for Parkside Garden. MRRPD allows the use of its property for the gardens at no cost. Maintenance, weeding and paying for water use is the responsibility of the gardeners. Fees for water use in the amount of \$750 have been collected from both garden managers. Fees had not been collected since 2021.
- Jason Cool (one of the skaters) had previously asked to use the old gym as a space for a musical instrument library. MRRPD declined the request due to safety issues, and he has recently found a space at the Monte Rio Theater.
- Signs indicating ‘angle parking only’ have been ordered to prevent parallel parking under the trees at Koret Park and maximize parking availability for events at the Community Center.
- No word has been received on the grant that Blue Point Planning submitted in partnership with the District. Marina will follow up with Mindy Craig.

5. New Business – None

6. Old Business

A. Grant Updates-None

B. Emergency Preparedness- None

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

- Brian and Stephanie continue to attend monthly meetings with Olivia Fiore of Sonoma County Ag + Open Space. There is a possibility of funding through Ag + Open Space to offset the cost of the property transfer from SWS to MRRPD. MRRPD will assist in transporting staff from various agencies that wish to tour the property up the hill. MRRPD board members may also be interested in going.

7. Safety Committee Report

- Steve reported that the Fire Dept was called to put out a fire caused by an unknown party that built a fire at the beach and walked away.

8. Adjourn/Next Meeting – Adjourned at 9:25am; next meeting date June 4, 2025.