

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

**January 12, 2026, 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 November 10, 2025** *(no meeting was held in December)*
Present: Directors Steve Baxman, David Gatlin, Brooke Maury, Jean Sasso, Administrator Marina McTaggart. Absent Allison Baumhefner

Brooke moved, second by David, approval of this agenda and minutes from November 10. All were in favor.

- 3. Public Comment - None**

- 4. Old Business – None**

- 5. New Business-**
 - A. Declaration of Food Concessions Trailer as surplus equipment.** After board discussion it was agreed to table this item until the February meeting to allow more time to research future implications of discontinuing food concessions. Brian will contact LACO regarding any changes to the permitting process if a decision is made to allow food trucks to operate on the beach.
 - B. Approval of recommendation from Personnel Committee to increase hourly wages for non-seasonal employees - \$1.00/hr merit increase plus 2.2% COLA.** Motion to approve recommendation by Brooke, second by Jean. Roll call vote – Steve Baxman-aye, Jean Sasso-aye, David Gatlin-aye, Brooke Maury-aye.
 - C. Nominations for 2026 Board Chair and Officers.** The Board agreed that the Board Chair, Officers and committee members would remain the same for 2026. Steve Baxman – Board Chair, Jean Sasso – Vice Chair, Facilities Committee – Steve and Jean, Personnel Committee – Steve and Jean, Marketing Committee- Allison and Brooke, Budget Committee – Allison and David. Motion to approve by Brooke, second by David. Roll Call vote- Steve Baxman- aye, Jean Sasso- aye, David Gatlin – aye, Brooke Maury – aye.
 - D. Resolution 484 approving transfer of funds from West America operating account to Sonoma County pooled investment fund account.** Marina stated that the District has received the December tax revenue payment from the county and there are funds available to transfer to the investment account. *(action item)*

6. Reports and Information

A. Board Reports – None

B. Staff Reports

- Marina reported that she received inquiries from the community regarding why PGE did not open the Monte Rio Community Center as a public resource center during the recent prolonged power outage that took place over the Christmas holiday. She contacted the District 5 office who referred the matter to PGE. A response from PGE stated that the decision to open the Guerneville Senior Center and not the Community Center was made by Sonoma County Office of Emergency Services. Marina will continue to follow up with the County. Steve stated that PGE dropped off 100 kits containing a blanket, phone charger, candy bar and water at the Monte Rio Fire Station during the power outage.
- Marina reported on the passing of AB 827 which requires an additional 2 hours of fiscal and financial training on the part of board members in addition to biennial ethics training. Marina will report back on the deadline for board members to complete the new training.
- Marina received an email that Solar Works has been sold to the person who had previously been the operations manager for the organization. According to the email received there will not be an impact on qualified warranty claims. *(MRRPD has two existing warranties with Solar Works)*
- Marina advised the board that the County will be holding a Council of Governments meeting on April 18 at the Community Center. Board members are encouraged to attend.
- The kitchen is in need of steam cleaning to degrease the areas above the stove. Estimated cost is \$1400.
- Nick Thayer's return to work status report still states no use of left hand. Until that changes the District is unable to accommodate that restriction with the number of work hours that are required to be provided.

C. Budget Committee – Meeting to be scheduled

D. Facilities/Safety Committee –

- Draft minutes from 1-7-26

E. Personnel Committee – Meeting to be scheduled.

F. Marketing and Public Outreach – None

7. Correspondence – None

8. Action Items – Resolution 484 approving transfer of \$50,000 from West America Operating account to Sonoma County Investment fund account.

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.

Motion to approve transfer by Brooke, second by David. Roll call vote – Steve Baxman-aye, Jean Sasso-aye, David Gatlin- aye, Brooke Maury- aye.

9. Review Monthly Accounts Payable: The P&L report reflected December expenses of \$15,912.78

10. Next Meeting/Adjournment – Meeting was adjourned at 5:27 pm. Next meeting date will be February 9, 2026.

**FACILITIES AND SAFETY COMMITTEE MEETING (in person)
January 7, 2026 @ 8:30am**

1. Call to Order – 8:30am

2. Roll Call and Approval of Today's Agenda and Minutes of November 5, 2025

Present: Board members Steve Baxman, Jean Sasso , Administrator Marina McTaggart; Park Supv., Leslie Hofelich, Brian Grant and Stephanie Felch, Praxis Architects.

Approval of agenda and minutes of November 5, 2025. Leslie moved to approve both the agenda and minutes, second by Jean- all in favor

3. Public Comment- None

4. Reports and Information

Leslie

- There have been ongoing issues with the lock being cut on the lower beach parking lot gate in order to access the beach with cars to do 'donuts'. Possible solutions are a new lock with more difficult access or moving the gate so that it is visible and not hidden underneath the bridge.
- No Parking from dusk to dawn signs are needed at Koret Park to discourage late night parties
- There have been ongoing issues with dirt bike and electric bike riders utilizing the skatepark. Signage stating 'for skateboard use only' is needed.
- Russian Riverkeeper is taking care of garbage pickup at Koret Park, the Amphitheater and Creekside on Mondays and Fridays.
- Fascia and upper trim on the west side of the building needs painting. Leslie will make arrangements with Sonoma Coast Builders.
- The deck at Creekside will need to be power washed and sealed in the spring
- Red and white signs stating 'no overnight parking, no garbage dumping and no BBQ's need to be posted on the fir tree in middle parking lot.

Marina

- The area received a lot of rain recently and there are issues with culverts and sinkholes in some of the park district areas which are being addressed by staff and the Fire Dept.
- Skybreaker Racing will not be renting the Christmas Tree lot for their May event due to permitting issues with Regional Parks.
- The Community Center kitchen is scheduled for a Health Dept inspection on January 15 at 10:00am.
- The Gold Ridge Fire Dept will be conducting two days of training at the Community Center on January 27th and 28th.
- MRRPD will sponsor the Citizens Advisory Group (CAG) meeting on February 19.
- The yearly financial audit will take place on March 12th and 13th.

- The WCCS Empowerment Center contract has been renewed through June 30, 2026 with the option to terminate early. (dependent on new building construction and occupancy timeline)
- California Office of Emergency Services (Cal OES) has contacted the District regarding closeout of 4 Project Worksheets related to the 2019 flood (damage to the teen center, slide damage at Creekside, loss of the concession trailer and eligible management costs) for which reimbursement has been received. The requested information has been provided.
- In August of 2024 PGE contracted with MRRPD to open the Community Center as a Public Resource Center in the event of prolonged power outages such as the one over the Christmas holidays where most of Monte Rio was without power for several days or more. MRRPD was not contacted by anyone from PGE regarding opening and staffing the Community Center during this recent event, but the Senior Center in Guerneville was opened and staffed. An inquiry asking why the Community Center was not utilized was sent to the District 5 office and also directly to the PGE employee who initiated the contact that led to the contract. No response has been received from either party so far.
- Marina attended several zoom meetings with Eliot Whitehurst, Energy and Sustainability Analyst for the County of Sonoma to determine if there were any programs, incentives or rebates being offered that would be of benefit to MRRPD. There are none that MRRPD would qualify for at this time, but the District is on the list to receive periodic updates regarding future opportunities.
- Marina sent an inquiry to Sonoma County Public Infrastructure and District 5 regarding the status of the retrofit plans for the Monte Rio Bridge and asking that consideration be given to holding a townhall meeting to update the community on progress and timelines. No response has been received. There was also an article in the Press Democrat recently regarding County plans for road and bridge repairs and there was no mention of the Monte Rio Bridge (*the bridge is not on MRPPD property, but any repairs will affect our summer beach operations, local businesses, the Monte Rio community and traffic routes*). Marina will follow up.
- Estimates will be solicited from at least 3 companies with regard to updating the Master Plan. Brian and Stephanie will assist with contacting the company that did the original Master Plan as well as language for the solicitation request.
- Brian reported that there are a number of large holes in the parking lot at Creekside Skatepark due to the recent rains. The Fire Dept has extra gravel that it will provide to help fill the holes.
- There are a number of signs at the Skatepark that need to be replaced due to weather wear, vandalism and theft. Brian and Stephanie will obtain estimates from one of the original sign makers, and Leslie and Marina will follow up with ordering replacement signage.
- Brian reported that Regional Parks has expressed an interest in putting up informational maps at Creekside and the committee had no objections. Brian, Stephanie and Leslie will follow up.
- A second bulletin board has been installed at Creekside for the purpose of advertising and promoting community events.
- The Monterey Pine tree at Creekside is dying and needs to be removed. Leslie and Brian will follow up.

5. New Business – None

6. Old Business

A. Grant Updates-None

- B. Emergency Preparedness- Policy is in the process of being updated.
- 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. A presentation to the MRRPD Board will take place in early 2026.
- 7. **Safety Committee Report-** The Administrator will review standard operating procedures for various maintenance and landscaping tasks with Park staff and implement safety training sessions as needed.
- 8. **Adjourn/Next Meeting** – Adjourned at 9:19 am.