

**TUOLUMNE PARK AND RECREATION DISTRICT
MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
WEDNESDAY, OCTOBER 10, 2018 REGULAR MEETING 6:00 P.M.
18603 PINE STREET, TUOLUMNE, CA 95379 209-928-1214**

The Board of Directors of the Tuolumne Park and Recreation District met in regular session on Wednesday October 10, 2018. Director's Donnie Wright, Jake Feriani, Michelle Hightower and Board Member Darrin Evans were present. Also present were employees James Wood and Kathleen Nielsen. Steve Artzer was absent.

Open Regular Meeting: Chairman Donnie Wright opened meeting at 6:00 pm

1. **Pledge of Allegiance:** Led by Michelle Hightower

2. **Approval of Agenda:** Wright called for motion to approve agenda.

Motion: HIGHTOWER **Second:** FERIANI **Ayes:** 4 **Nay:** 0

3. **Oral Communications:** Donnie addressed the public asking if they have anything to add that was not part of the agenda. They said that everything was fantastic and had nothing to add.

4. **Consent Calendar:**

4.1 - Approval of the Minutes from September 12, 2018

Changes to Minutes Second page. (Change date from June to September).

Motion: FERIANI **Second:** HIGHTOWER **Ayes:** 4 **Nay:** 0

5. **Correspondence (Wood):** No issues with Correspondence. **Wright** questioned the Ameri-Funds letter and Woods explained it was for the employee IRA and had been distributed to the employees. **Hightower** questioned the letter from Sacramento Parks and Recreation creative financing and Wood explained that we are not participating. **Board** would like to continue to have the additional correspondence but organized by events/topics instead of by date.

6. **Safety Meeting (Wood):** No employee accidents or liabilities. No new or unfinished business. Playgrounds are all in fine shape. The Big Dreams playground is continuing to be worked on; all the flat concrete work is formed up, they're digging footings for a ramp out of concrete to bring children up to different levels of the play structure, and Sheriffs inmate crew has been helping.

7. **Reports**

7.1 District Manager (Wood): Purchased and installed three new doggie bag dispensaries and placed throughout the park and horseshoe pits to replace those that had been vandalized. Continued working on the Tour of Tuolumne Sign that should be up in a couple of weeks. Reconditioned the white board to reflect the current agenda. Planned and hosted the Candidates Nights. Purchased the LED lights for the Veterans to light the cross. Salvaged 45 railroad ties from the lot that we can use on the trail or at the garden. Changed the locks to the gate at the garden and handed out new keys due theft (fruits and vegetables). Would like to eventually have a fully time garden manager. **Hightower** suggested talking with Elizabeth. Pumpkin Patch field trip in the garden will be on 10/29/18.

7.2 Maintenance Report (Peterson): New broken pipes on the lawn at the Memorial Hall and ball field. **Board** suggested contacting the county to see if maybe all the pipes should be redone. We are going to keep an eye on things and respond accordingly. **Board** approved the new maintenance report form and would like to see the same for the other departments.

7.3 Office/Events (Nielsen): Notified and updated board on new grant opportunity that we received on 10/3/18. We need to start looking into what we want to submit as the project. Memorial Hall has no Issues. Candidates Night went well. Halloween Parade/Pumpkin Patch Events are ready to go with 19 participants so far. Coloring projects will be dropped off to schools on 10/19/18 and picked up on 10/26/18. No carnival this year but with the help of Deena Soto of Summerville ASB hopefully next year. Christmas Event/Craft Fair is on tract and we have reached out to the Principle at Summerville to get the school involved in the parade. Notified Board of the upcoming training course for AB 1234. Discussed

new calendar and call log that were added to the office report. The call log will be monthly from the Friday before each meeting.

7.4 Finance (Krieg): Hightower questioned if the Community Service Unit was still interested in keeping their office in our building and **Wood** confirmed.

7.5 Library/Youth Center (Wood): The parking lot is basically finished and will be open 10/11/18 but will barricade the light standards so that the electrical contractor will have access to them when they are ready to install the lights. They are scheduled to be installed 10/16/18.

7.6 Community Garden (Wood): Reiterated that we changed the lock on the gate and handed out new keys to the garden members. The Pumpkin Patch event is scheduled for 10/29/18 and we are going to put up the coloring project from the schools on stakes throughout the garden, pass out little pumpkins, and hand out juice and cookies purchased from Covers. The groups are coming in at 9am and 10am.

7.7 Horseshoe Club (Persson): No report given.

7.8 Veterans (Rasmussen): Asked that nobody be using the Memorial Hall on November 8th & 11th 2018 as well as May 4th 2019. **Nielsen** will notify the basketball teams that there will be no practice. The lights for the cross are in and will be picked up by the Veterans who will install them. They will be on a timer from Dusk until 2am and the cross will also be painted with reflective white paint to help with the brightness.

8. Discussion/Action Items:

8.1 Review Candidates Night (Wood): The event went smoothly with 60 to 70 people attending the 2 hour event. Ten questions were asked: 4 from the Board and other Districts (submitted earlier) and 6 from the audience. Pictures were taken but no video and no one from the media showed up. The Summerville Speech and Debate Class volunteered 3 ladies to help with the debate. Marie asked the questions, one kept time, and one filtered the audience questions. In the future we would like to keep the questions to 2 minutes and responses to 1 minute to allow for more questions and to avoid duplication request questions from the public before the debates. **Hightower** suggested using Summerville Film Class to film future Debates. **Rasmussen** suggested podiums with mics for future debates and sound drapes to help with the acoustics. They are going to look into the cost of getting and installing the drapes.

8.2 Approval of New Hall Rental Forms (Nielsen/Wood): Went over the changes and additional forms with the board. **Board** approved the forms with the following corrections; change sept to swept on page 2 of the Hall form, add "Approved by Board of Directors at the 10/10/18 Regular Meeting" at the bottom of each page, and add our email and website at the top of each page. The county may be discontinuing the use of bouncy houses so we need to watch out for that change and adjust the forms if/when it does.

Motion: Hightower **Second:** Evans **Ayes:** 4 **Nay:** 0 **Recuse:** 0

8.3 Review and Approval of Routine Bills for Payment (Wright): No routine bills to approve.

9. Items to Discuss for Next Meeting:

9.1 Review Economics Board "Bylaws"

9.2 Review the Halloween Events

9.3 Discuss the progress of the Christmas Events

9.4 Discuss New Phone System and Frontier phone plans to cut costs.

9.5 Discuss the progress of our new website

9.6 Discuss our participation with River Ranch

ADJOURNED to CLOSED SESSION: 6:54 pm

CLOSED SESSION:

1.1 PERSONEL: No action taken

10. ADJOURNMENT: 7:20 pm