**TUOLUMNE PARK AND RECREATION DISTRICT**

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS**

**February 13, 2024 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, February 13, 2024. Directors Mark Ferreira, Jake Feriani, Aaron, Rasmussen, Gretchen Sullivan, and Marty Anderson were present. Employees James Wood, Jenn Taylor and Kelly Bunnell were present. There were a number of the public present.

**Open Regular Meeting:** Board member Jake Feriani opened the meeting at 6:00 pm.

1. **Pledge of Allegiance:** Led by Aaron Rasmussen
2. **Approval of Agenda: Feriani** called for a motion to approve the Agenda.

**Motion:** Sullivan **Second:** Rasmussen **Ayes**: 4 **Nays:** 0

1. **Opportunities for members of the Public to address the Board:** None
2. **Consent Agenda:**
   1. **Approval of the February Minutes:**

**Motion to Table Consent Agenda until Next meeting:** Sullivan **Second:** Feriani

**Aye:** 4 **Nays:** 0

* 1. **Approval of Routine Bills:**

**Motion to Approve Routine Bills:** Feriani **Second:** Rasmussen **Ayes:** 4 **Nays:** 0

* 1. **Approval of January 2024 Warrant**

**Motion to Approve:**  Rasmussen **Second:**  **Ayes:** 4 **Nays:** 0

1. **Correspondence:**

* Letter from CSDA looking for Public Board Members to Nominate for Board seat

1. **Safety Meeting:**

* There were no employee accidents or liabilities.
* There is no new business or unfinished old business
* The playgrounds have been maintained for safety.

1. **Reports**
   1. **District Manager:**

* Attended Tuolumne City focus group for Economic Development, one will be held in Jamestown, Twain Harte & Groveland.
* Little League has begun practicing
* We will hold Tri-Tip fundraiser at the Hall on Feb. 23
* Remodeled office for events staff
  1. **Maintenance Report:**
* Working on Community Center
* Getting Little League field ready
* No issues, just regular maintenance
  1. **Office/Events:**
* Received quotes for outdoor theater package
* Selling fundraiser tickets
* Event staff prepared for fundraising presentation at Sonora Area Foundation
* Moved into new office

Feriani Stated he received positive feedback regarding newsletter and a request for Pickleball Court, Sullivan then brought up a sign in the neighborhood asking for a dog park.

* 1. **Finance:**
* Construction of Bike Park has been paused until spring.
* Planning to show first movie in new theater June 7
* Community Center is $7,000 into budget, with an opening date scheduled for April 27, with our first scheduled event, Bingo/Game Night scheduled for May 30
* Sonora Area Foundation meeting went well, awaiting final decision.
* Meeting tomorrow with Sonora Lions Club for fundraising presentation.
* Still working on Radio-a-thon details.
* Working on QuickBooks change and looking into other software options
* County Council responded and stated bonuses would be allowed as long as they were paid and taxed as wages, Still researching further legalities

**8. DISCUSSION/ACTION ITEMS**

**8.1 Consideration of Presentation on Plan for community Center – Status update-Discussion/Action**

**Wood** stated that progress is advancing and that occupancy will be 81 people. The Center will be compliant for ADA restroom requirements. Wood then stated formula used to calculate for requirements. Paneling was removed, had drywall textured and painted. Termites were found, framing was repair and treated, as was foundation. HVAC was inspected, needed fitting and thermostat replaced. Hallway has a leak, drywall removed, will be replaced when leak is found and fixed. Main entrance door will be replaced and made ADA compliant. Probation volunteer has installed lighting and will rewire restroom. We will install 25-gallon propane tank next to building for wolf range.

Wood Stated original laminate bid was approx. $19,000 and he has gotten it down to $12,000, doing some work in-house. A local member of the community has offered to prep the floor and order materials at a discount making material cost $7,437 for approx. 2200 Square feet of flooring. Bid for Polished Concrete was $21,560 from Jenco, with all work performed by contractor. The laminate option would be main floor with laminate and kitchen and restroom areas would have tile, done in-house. Polished would be entire floor surface. Wood presented a sample of the laminate option. Sullivan asked about how easy it would be to repair and about longevity. Wood then stated the benefits of the laminate and feedback from current Hall users. Feriani asked about alternatives to laminate. Wood stated vinyl was an option but it is thinner and prone to separating. Feriani then asked what the main purpose of the building would be, and Wood stated it would be multi-purpose. Feriani stated he preferred polished, Rasmussen stated he prefers laminate, Anderson stated he preferred laminate on main floor and tile in kitchen and restrooms.

**Motion to approve installing Laminate on main floor with tile in Kitchen and Restrooms by: Rasmussen Second: Sullivan Ayes:** 3  **Nays:** 1 **Abstain:** 0

* 1. **Presentation and Consideration of on changes made to Employee Handbook-Discussion**

Bunnell stated she made changes that came from CAPRI regarding employee drug use. Bunnell stated we cannot do pre-employment test for marijuana and can only test with reasonable suspicion. Employers can no longer ask about legal drug use, and only ask for test if employee is out of character with reasonable suspicion, with reasonable suspicion spelled out. Sullivan then stated that the changes made were an improvement on previous handbook. Feriani asked if we could send a copy to CAPRI for review and adopt it at next Board Meeting.

* 1. **Consideration of Review of County Maintenance Contract-Discussion**

Wood Stated we are in the last year of contract with the county to maintain the Memorial Hall and Park, which expires June 30 of this year. The County reached out for a meeting, which is scheduled for March. Wood stated he will be asking for 2% over current contract which would go to June 2029, with a 2% increase each year. Wood stated the terms have been good and mutually beneficial to both parties. Wood then stated he would not like any other changes to the contract, Feriani agreed.

* 1. **Consideration of Report on Presentations for Fundraising- Discussion**
* Wood Stated we have had two individuals donate $10,000 each to the district.
* The district asked Sonora Area Foundation for $130,000, $12,000 for remodel and $60,000 for down-payment assistance. SAF seemed excited about our projects, asked the district to follow up with prioritization of projects.
* We continue to reach to other organizations for donations, we sent 60 letters to local businesses with advertising options during Concert in the Park and Movie Nights.

**9. Items to Discuss for Next Meeting:**

* 1. Presentation and Consideration of changes made to Employee Handbook
  2. Presentation and consideration of County Maintenace Contract
  3. Presentation and Consideration of date changes for this year’s Board Meetings

**10. ADJOURNMENT** 7:47 pm **Motion**: Sullivan **Second:** Rasmussen **Aye:** 4 **Nay**: 0