**TUOLUMNE PARK AND RECREATION DISTRICT**

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

**March 13, 2023 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, March 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 was one member of the public present.

**Open Regular Meeting:** Board member **Mark Ferreira** 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**: 5 **Nays:** 0

1. **Opportunities for members of the Public to address the Board: Ferreira** stated he and **Bunnell** reached out to the office of Emergency Services Assistant Director **Dore Bietz, Bietz** gave information regarding OES/Hazard Mitigation**:**

**Bietz** informed the board a Hazard mitigation Plan is required from local jurisdictions if we request funding from FEMA or a Hazard mitigation grant. The plan must be completed every 5 years. TPRD was not part of the previous plan and the county has asked us to participate. Because the county has an existing plan, TPRD as a special District can join as an annex. Key changes; we must have our own public engagement process. Mitigation actions are anything we can do to lessen the impact of a disaster. Actions can be broad or specific and there is a 75/25% cost share with FEMA.

1. **Consent Agenda:**
   1. **Approval of the February Minutes:**

**Motion to Approve with changes: Sullivan Second: Rasmussen**

**Aye:** 5 **Nays:** 0

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

**Motion to Approve Routine Bills: Rasmussen** **Second: Feriani** **Ayes:** 5 Nays**:** 0

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

**Motion to Approve:**  **Rasmussen** **Second: Feriani**  **Ayes:** 5 Nays**:** 0

1. **Correspondence:**

* Sonora Area Foundation email stating general terms for grant.
* Lions Club newsletter with excerpt about our presentation.
* River Ranch email with information on their financials and rentals.

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:**

* Met with deputy county Administrator.
* District Office building will need a new roof this summer, will be meeting with contractors for bids.
* Little League is starting April 1st.
  1. **Maintenance Report:**
* Cleaning after winter storms
* Mowing and blowing
  1. **Office/Events:**
* Getting ready for Community Center Open House
* Accepting garden applications
* Preparing for Concert in the Park and Movies in the Park.
* Furnishing Community Center
  1. **Finance:**
* We received $50,000 grant from Sonora Area Foundation
* Tri-tip fundraiser made $3,000 profit
* Received a $5,000 grant
* Still working on Radio-a-thon
* We have spent approx. $30,000 on Community Center renovation as of date
* All current projects are financially stable
* We cannot give bonuses for hours already worked. We can give employees retention/safety bonuses, as long as they benefit the community.
  1. **Projects:**
* Community Center has been our primary focus as opening date is April 27. Electrician has donated services installing new lights, circuits and junction boxes. After drywall is finished, we can finish painting interior and tiling floors. Laminate has been delivered. We will start painting exterior.
* Began footings on outdoor stage, will continue.
* Bike Park has a detailed time plan, starting April 1.
* **Feriani** asked about adopting rental rates for Community Center, **Wood** agreed to put it on agenda for next meeting.

**8. DISCUSSION/ACTION ITEMS**

**8.1 Consideration of Presentation on changes made to Employee Handbook.**

**Bunnell** stated changes went to CAPRI and they requested more specifics, while they are still reviewing our Drug Policy.  **Feriani** asked if we should have them review the entire handbook.

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

**Wood** stated we did a calculation on staff time and supplies used to determine an analysis on percentage increase from the County. **Wood** stated it was a simple meeting, even though we requested more funding. Wood stated we asked for a 4% increase citing wage increases. We will be meeting again in April. **Wood** stated he was told the County is looking to spend more on local Parks and Recreation. **Feriani** asked if 4% was enough, stated we should be increasing every year. **Wood** stated this last contract has been the best for the district as our increases were a fixed amount and this new contract allows for a possible increase.

* 1. **Consideration of Date changes for June, July and August 2024 Meetings.**

Wood stated our Concert Series is starting in June and going through August on Wednesday nights and we would like to move the Board Meetings for June, July & august to the second Tuesday of the month.

**Motion to Approve:**  Sullivan **Second: Anderson** **Ayes:** 5 **Nays:** 0

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

* 1. Presentation and Consideration of implementing a Pickleball program
  2. Presentation and Consideration of adopting rates for Community Center
  3. Consideration of River Ranch Campground vouchers, Discussion of Contract

**10. ADJOURNMENT** 7:54 pm **Motion**: Feriani **Second:** Sullivan **Aye:** 5 **Nay**: 0