**TUOLUMNE PARK AND RECREATION DISTRICT**

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

**NOVEMBER 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, November 13, 2024. Directors Mark Ferreira, Jake Feriani, Aaron Rasmussen, Gretchen Sullivan and Marty Anderson were present. Employees James Wood, Kelly Bunnell, and Jenn Taylor were present. Also present was Beth Hall.

**Open Regular Meeting:** Chairman Mark Ferreira opened the meeting at 6:00 pm.

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

**Motion to Approve the Agenda:** Feriani **Second:** Sullivan  **Aye:** 5  **Nay:** 0

1. **Opportunities for members of the Public to address the Board:**

Beth Hall introduced herself and mentioned she will be helping write grants for TPRD.

1. **Consent Agenda:**

**Motion to Approve Consent Agenda: Motion:** Sullivan  **Second:** Ferreira **Ayes**: 5 **Nay**: 0

1. **Correspondence:**

* Notice of a $5,000 Grant will be awarded to TPRD from Tuolumne County Public Health.

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.
* Had CAPRI inspection and they will send a final report with their findings.

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

* The flag pole/flag is re-installed.
* Wood mentioned the desire of TPRD to acquire County Property during the CAPRI visit, and Kirk did not see any issues, other than checking out all ADA compliances.
* Fire Inspections all passed.
* Meeting scheduled with Rob Hawks, CPA, to discuss a few minor procedural changes and the health of our budget, also to get advice on our plan to change banks.
* New Office roof installed; labor provided by Community Service.
  1. **Maintenance Report:**
* Focus now is on clean-up up of weeds, grass, and rocks; cleaning the grills; caring for the mowers and blowers; trimming trees; mainly cleaning up leaves.
  1. **Office/Events:**
* We have had Halloween, Kinder Pumpkin Patch, and Bingo coming up this week.
* Planning for Christmas activities; Knitting class is beginning this week.
* Pickleball is going well, with consistent participants.

Public Comment: Beth Hall introduced herself as being available to help writing grants.

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* 1. **Finance:**
* Financial reports, worksheets, and details were submitted.

Everything looks good; all bank accounts are on point for this time of year.

* Community Center is doing fine.

Board discussion ensued about what will be included in the meeting with Hawks. They will discuss the status of our accounts, clarifying new accounts, and what can and cannot be done in accounts.

* The Community Center finances will be tracked on the Calendar year rather than a fiscal year, as it is easier, clearer and more logical that way.

**7.5 Projects**

* Scheduling concrete pouring for the Outdoor Theater stage footing; laid conduit to prepare for wiring; laid rebar; next will be stacking block, weather permitting.
* Pump Track is on hold.

Board discussion ensued about enlisting those looking for a Senior Project to help with TPRD Projects.

* Working on painting our new logo on the Office wall.
* Nothing new to report on the Frontier lot.

**8. DISCUSSION/ACTION ITEMS**

**8.1 Consideration and Update of Amended County Contract**

The Amended Contract was sent by the County to sign, however the dates are incorrect, so we returned it, but have not heard back, certainly hoping it will be available to sign nest month.

Board discussion ensued clarifying the Contract wording.

The Board was clear that they wanted a 5 year contract at 3% interest.

**8.2 Consideration of TPRD Changing Bank Accounts**

TPRD holds four accounts at Oak Valley Bank:

Main Account, Trust Account, ESC Account, Outdoor Theater Account

Our credit card is with Bank of America.

It would be prudent if we held our accounts where a money market was available, so Kelly

and James looked into banking with PNC. Some of the benefits are low interest cards, with

various credit limits, lower interest loans to account holders, and scanned deposits.

Board discussion ensued.

**Motion to Give Staff the Authorization Make the Change to PNC Bank as Soon**

**as Possible, with the Authorization of our CPA**

**Motion**: Sullivan **Second:** Ferreira **Aye:** 5 **Nays**: 0

**8.3 Consideration of Purchasing New District Vehicle**

Wood is requesting purchasing a little truck for TPRD business. James has been driving his

own truck all these years for errands and going to town. $15,000 was put in the budget

for the office roof, but that expense was put into Maintenance, so the $15,000 remains.

Board discussion ensued regarding insurance costs, leasing, county fleet options,

online surplus auctions, donated.

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**8.4 Consideration of Employee Retention Bonus**

Request to show appreciation to employees with a bonus.

Best means of handling this is through a taxed Employee Retention Bonus.

Board discussion ensued.

**Motion to Approve $500.00 Employee Retention Bonus This Year**

**Motion:** Rasmussen  **Second:** Feriani  **Aye:** 5 **Nay** 0

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

* 1. Installation of New Board Member, Offices, and Committees
  2. Amended County Contract
  3. New District Vehicle Purchase Status
  4. Bank Change Update

**10. ADJOURNMENT** 7:21 pm **Motion**: Feriani **Second:** Sullivan **Aye:** 5 **Nay**: 0