



TUOLUMNE PARK AND RECREATION DISTRICT
MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
WEDNESDAY NOVEMBER 13, 2019 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, 2019. Director's Jake Feriani, Darrin Evans, Aaron Rasmussen, TY Atkins, and Cliff Marchetti were present. Also present were employees James Wood and Kathleen Nielsen.

Open Regular Meeting: Chairman Jake Feriani opened meeting at 6:00 pm

1. Pledge of Allegiance: Led by Aaron Rasmussen

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

Motion: Marchetti **Second:** Evans **Ayes:** 5 **Nay:** 0

3. Oral Communications: None at this meeting

4. Consent Calendar:

4.1 - Approval of the Minutes from October 16, 2019 & Special Meeting October 25, 2019

4.2 – Approval of Routine Bills

Motion: Atkins **Second:** Rasmussen **Ayes:** 5 **Nay:** 0

5. Correspondence (Nielsen): Included in the correspondence was an email Nielsen sent to David Keller regarding the changes in policy to the Aerobics class. Nielsen will follow up with David Keller.

6. Safety Meeting (Nielsen): No liability incidents or employee accidents. No new or unfinished business. We had our fire inspections and we had to fix a few things. The Big Dreams playground is having some issues with the swings and we have reached out to the installer for spare parts.

7. Reports

7.1 District Manager (Wood): Wood spoke with Christina at the County and he has an appointment with Eric Erhardt next Wednesday, November 20, 2019 at 8:30 am and he invited the board to attend if they choose. The board discussed the issues with the Big Dreams sand the maintenance crew will handle things as they occur and will continue to talk to the county about any issues that arise.

7.2 Maintenance Report (Peterson): No questions from the board.

7.3 Office/Events (Nielsen): Nielsen discussed the office report. We had over 750 children participate in the parade. The Craft Fair has 15 signed up and 3 participants for the Christmas parade. The magazine is done and should be delivered to everyone over the next day or so. We reached out to David Keller and will be having a meeting with him to discuss the Counties requirements and will update the board at the next meeting. The Website will have additional requirements as of January 1, 2020 and Tony had spoke with Jesse and stated he was unable to make the website ADA compliant or stay up on the laws. Either we need to attend meetings to make sure we are compliant or change over to a company that does that automatically. The board would like us to provide proposals at the next meeting. We had an issue with a renter at the hall not cleaning properly and causing issues for another party utilizing the kitchen. The situation was addressed, and the group was charged appropriately for not cleaning.

7.4 Finance (Krieg): Feriani had a question about why we are over on office and maintenance expense and would like Krieg to write a letter anytime we are over explaining why. The Board would also like to see a more detailed report that is easier to follow instead of having to go back and forth to figure things out. We will keep developing the report and from now on all reports will be given to Nielsen by Wednesday before the board meeting instead of the Friday before. They suggested having an equipment section in the budget instead of adding those purchases to maintenance.

7.5 Library/Youth Center (Sorensen): No questions from the Board

7.6 Community Garden (Wood): Nothing to report

7.7 Horseshoe Club (Persson): Nothing to report

7.8 Veterans (Pauly): Nothing to report

8 Discussion/Action Items:

- 8.1 Grant Options:** The board went over some options for the grant project which included a labyrinth, splash pad, possibly doing something at River Ranch, an amphitheater, purchasing the property that is being used by Summerville Parent Nursery School, a pull barn, or a bike park. The minimum is \$200,000 and can be used to do more than one project. There is a 20% match. Per Krieg the county would be approved for \$300,000 and we would be approved at \$200,000 for a new project. The question is whether the district can afford to spend the 20% to match. The board decided to move forward because we can always decline later. The Staff will continue to research ideas but whatever we look at needs to be something that draws people to the community.
- 8.2 Policies and Procedures:** The board discussed the recent raises that were given to all TPRD employees. The employee handbook stated that raises are based solely on employee evaluations and have to be approved by the board and manager. Approval of the budget was not an immediate approval of raises to the employees across the board. Krieg should have spoken with the general manager before acting on his own. Nielsen is going to update the employee handbook and give it to the Board in sections until it is complete. The board decided in future budget approvals we will reference the employee handbook policy so that it is not open to interpretation.
- 8.3 Evaluations for 2019/2020:** Board would like Wood to proceed with 2019/2020 employee evaluations.

Items to Discuss for Next Meeting:

- 9.1 David Keller's Aerobics Class
- 9.2 Grant Options
- 9.3 Company Evaluation & organization
- 9.4 Website

- 9.5 Generator
- 9.6 Employee Handbook

ADJOURNMENT to Close Session: 7:40 pm

Motion: Atkins Second: Rasmussen
Ayes: 4 Nay: 0