**TUOLUMNE PARK AND RECREATION DISTRICT**

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

**Wednesday, November 8, 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, November 8, 2023. Board Members Mark Ferreira, Jake Feriani, and Aaron Rasmussen were present. Board Member Marty Anderson was absent. Board Member Gretchen Sullivan arrived at 6:08 pm. Also present were employees James Wood, Kelly Bunnell, and Jenn Taylor.

**Open Regular Meeting:** Chairman Mark **Ferreira** opened the meeting at 6:05 pm.

1. **Pledge of Allegiance:** Led by Aaron Rasmussen.
2. **Approval of Agenda:**
3. **Members of the Public to Address the Board:** There were no comments from the Public.
4. **Consent Agenda:** 
   1. **Approval of the October Minutes**
   2. **Approval of Routine Bills**
   3. **Approval of October 2023 Warrant**

**Motion to Approve Consent Agenda:** Feriani **Second:** Rasmussen **Aye:** 4 **Nays:** 0

1. **Correspondence:** No Correspondence submitted this month.
2. **Safety Meeting:**

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

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

* Ben Cover has been incredibly helpful removing debris, concrete, and dirt from the Outdoor Theater area.
* Forms will begin to be placed for laying concrete tomorrow.
* Storm drains have been cleaned out.
* Tractor has had a much needed tune up and repair.

**7.2** **Maintenance Report:** In addition to the written report:

* Leaves are being raked every day
* Park water systems have been turned off
* Preparations are underway for Christmas events

**7.3 Office/Events:**

* There was an explanation and discussion about the OES Mitigation Plan.

**7.4 Financial Report:** There were no questions on the written report.

1. **DISCUSSION/ACTION ITEMS**
   1. **Consideration of Approval of Terzich-Wilson Building Purchase Lease Agreement-**

**Discussion/Action**

* The Lease Agreement was sent to Brad Young. James met with Brad, who stated that it was well-written, and suggested one change. The Wilsons signed that Agreement. At this point Board Member signatures are needed.

Board discussion ensued reviewing the financial implications of the purchase.

**Motion to Make the Necessary Budget Amendment to Sign the Lease Agreement to Move Forward with this Project: Motion:** Sullivan **Second:** Rasmussen

**Amended Motion to Approve the Lease Agreement to Purchase the Terzich-Wilson Building and Make Budget Adjustment to Move from Our Contingency Line Item $25,000 to the Building Improvement Line Item**

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

* 1. **Presentation and Consideration of Staff Personnel Hire-Discussion/Action**

Jenn will work on events leaving the front Office position open.

One applicant stood and was offered the position. Tania will begin November 27.

A financial statement was submitted detailing the staff changes.

**Motion to Move Monies from the Contingency Line in our Budget to our Personal**

**Expense Line for $3,500 and Approve Creating a New Staff New Position to be**

**Filled by the Candidate Chosen By TPRD General Manager**

**Motion:** Feriani **Second:** Rasmussen **Aye:** 4 **Nays**: 0

* 1. **Presentation and Consideration of Obtaining Memorial Hall Lights Through the Lighting District-Discussion/Action**
* Putting lights around Memorial Hall will cost about $640
* Wood will request funding from the Lighting District

1. **Items to Discuss for Next Meeting:** 
   1. Mid-Year Budget Review
   2. Projects Progress and Status
   3. Employee Handbook Update
   4. Board Member Office Appointments

1. **ADJOURNMENT** - **Motion to Adjourn**: Feriani **Second**: Sullivan **Ayes:** 4 **Nays**: 0

Meeting Adjourned at 7:26 pm