



TUOLUMNE PARK AND RECREATION DISTRICT
MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
WEDNESDAY JANUARY 8, 2020 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 January 8, 2019. Director's Jake Feriani, Darrin Evans, Aaron Rasmussen, and TY Atkins were present. Also present were employees James Wood and Kathleen Nielsen. Cliff Marchetti was absent.

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 with the following changes; change Krieg to Nielsen on 7.4 Finance.

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

3. **Oral Communications:** None at this meeting

4. **Consent Calendar:**

4.1 - **Approval of the Minutes from December 11, 2019**

Approval of Special Meeting Minutes from December 27, 2019

4.2 – **Approval of Routine Bills**

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

5. **Correspondence (Nielsen):** Included in the correspondence were 2 emails. One from Tony Krieg and the other from Robert Hawks JR, CPA

6. **Safety Meeting (Nielsen):** No liability incidents or employee accidents. No new or unfinished business. The Big dreams playground is still waiting for new equipment.

7. **Reports**

7.1 **District Manager (Wood):** Atkins asked when the Reid Park fence will be finished, and the neighbors would like to have it scattered. Wood will speak with the neighbors before he starts the project. The board would like us to speak with the county and Sarah about the safety issues with the sand on the playground.

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

7.3 **Office/Events (Nielsen):** No questions from the board.

7.4 **Finance (Nielsen):** No questions from the board.

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 **Finalize job descriptions w/salaries (Wood):** Wood went over the job descriptions for the Office/Finance Manager and Office/Finance Assistance positions. He then went over his recommendation of wages. Board decided to hold off on the approval of wage increases for the maintenance crew and the office assistant until after a meeting with the financial committee. The Board approved Nielsen's wage and benefit increase with her current title.

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

8.2 **David Keller's Aerobics Class (Wood):** Wood presented the board with a copy of the independent contractors agreement that the attorney approved and explained that David Keller came in at the beginning of the month and stated he wanted to change the contract but did not have those changes to present to us. The Board stated that we need to give David a due date to respond and then move forward with the contract or look for a new instructor. Wood will decide a due date and we will write a letter to David Keller stating his deadline.

8.3 Bank Authorization Letter Approval (Nielsen): Board approved the letter for Bank of America and Oak Valley Bank removing Tony Krieg and adding James Wood and Kathleen Nielsen as authorized persons on the accounts.

8.4 LAFCO (Feriani): Feriani presented a letter and the LAFCO election ballot to the board to vote on the special district representative and alternate. Feriani asked for a motion to approve Rasmussen as the representative and Feriani as the alternate.

Motion: Atkins **Second:** Evans **Ayes:** 3 **Nay:** 1

The subject was then open to discussion and the board decided they needed more time to review the other candidates before making a decision and amended the motion to table the vote until a special meeting on January 29th at 6pm.

Motion: Atkins **Second:** Feriani **Ayes:** 4 **Nay:** 0

Items to Discuss for Next Meeting:

9.1 Robert Hawks Jr., CPA

9.2 David Keller

9.3 Employee Handbook Update

9.4 Employee Titles, Benefits, and Salaries

9.5 Generator Backup Update

9.6 6 Month Budget Review

Adjournment: 7:35pm

Motion: Evans **Second:** Rasmussen

Ayes: 4 **Nay:** 0