

ARBUCKLE PARKS AND RECREATION DISTRICT

PO BOX 1376, ARBUCKLE, CA 95912

*Meeting Minutes*

*March 20, 2023*

**I. Call to order:**

Susie Lytal called to order the Regular Meeting of the ARBUCKLE PARKS AND RECREATION DISTRICT at 7:09 p.m. on 3/20/23 at 309 5<sup>th</sup> street, Arbuckle.

**Roll call of officers / Members**

PRESENT	Andrew Pina, Treasurer Jody Ehrke, Secretary Susie Lytal, Vice Chair Diana Anderson, Member Mary Grimmer, Program Director
Absent	Ellen Voorhees, Chair
Public	none

II. **Approval of Agenda:** Jody Ehrke and Diana Anderson motioned to approve the agenda for the Regular Meeting March Meeting with the addition to New Business #5 -updating park rental agreement-motion passed

**1. Approval of Minutes:**

- i. February 20, 2023 Minutes-motioned by Diana Anderson and Jody Ehrke for approval with corrections typos on Old Business ii (Season went great and would go smoother if coaches would follow rules) and iii.-Tot Tumbling -motion passed

II. **Treasurer's Report**

1. Account Balances (County & Umpqua) -January Balances- \$303,718.88
2. Approve Monthly Bills –Diana Anderson and Jody Ehrke motioned to approve March 2023 standing bills -motion passed. \$7,710.52  
Request for addition park equipment-no comment

III. **Public Comments:** No comment

IV. **New Business:**

1. Resolution 23-02-SCI-preparation of the Annual Report-Diana Anderson and Jody Ehrke motioned, motion carried
2. Arbuckle Triangle Park (north end of town)-checking with PUD (ownership?) to determine who is responsible for maintenance
3. Discontinuation of Audit Services-tabled -researching independent audit companies.
4. Oath of Office for Members-tabled
5. Park Rental Agreements-motioned and seconded by Diana Anderson and Susie Lytal to approve changes on Sacred Heart Agreement- changes to #3 and #15

**Old Business:**

1. Park Impact Fee Nexus Study-report
2. Website accessibility requirements-researching requirements-we believe to be compliant, currently
3. PGE Gates-we are maintaining weeds around gates. We are photographing all the maintenance we do.

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4. Wage Report for Manager-Per C.V. at KCOE Isom our program director must be switched from salary to hourly (\$31/hour to 20/week x 52 weeks to keep compliant with state laws).
5. Events-Movie in the Park Dates-dates to be released soon-  
2 dates in June, 1 in July, and 1 in August.
6. Parks/Properties-
  - a. Prop 68
    - i. Little League-waiting on weather to continue project
    - ii. Basketball project
      1. Fence Height-height is okay per Greg with the Col. Co. Building Department. He will also file permit.
  - b. Memorial Park & Depot update-no comment or update
  - c. College City-No comment or update
7. Programs
  - a. Fitness Classes-yoga is going well
  - b. Tot Tumbling-going well
  - c. Tball Clinic-going well
  - d. Adult Softball-will begin the end of June and run through beginning of August  
-Hiring an **Adult Softball Coordinator-responsibilities** will include; prepping field, training and scheduling umpires, making sure fields are cleaned up after games, and staying during games to ensure appropriate behaviors
8. Pool
  - a. Pool Facility update-approved drawings on PJUSD website

Susie Lytal adjourned the meeting at 8:33p.m.

Minutes submitted by Jody Ehrke