



**ARBUCKLE PARKS AND RECREATION DISTRICT
PO BOX 1376
ARBUCKLE, CA 95912**

Meeting Minutes
JANUARY 12, 2012

I. Call to order

Ellen Voorhees called to order the regular meeting of the **ARBUCKLE PARKS AND RECREATION DISTRICT** at 7:06pm on 01/12/12 at 309 5TH STREET, ARBUCKLE

Roll call of officers / Members

Ellen Voorhees – President conducted roll call. The following persons were present:
Jody Ehrke - Vice President / Andrew Pina - Secretary /Shanna O’Sullivan- Treasurer / Amy Washburn – Member

In attendance were Mary Grimmer

II. Approval of Agenda

Andrew Motions to approve agenda 2nd by Shanna – Motion Carried

III. Approval of Minutes from 12/06/11 :

Shelly Motions to approve minutes from 11/10/2011 with correction to Old Business C. to read as “Arbuckle Recreation Field Community Group did not meet”. Also add “ARPD did not receive Grant, board members to look into other avenues/ideas for other possible Grants/loans and or present ideas for needs of the community of Arbuckle” - 2nd by Jody Ehrke – Motion Carried

IV. Treasurers Report

- a) Shanna Presents current Bills
- b) Amy motions to approve bills to be paid - 2nd by Jody, Motion Carried

V. Public Comments – None

VI. Old Business:

- A. Mary Grimmer advises board members that Enrollment up in aerobics, no payments have been received from the Folklorico group, only 3 kids have signed up Andrew advises board that practice did take place in Williams and there were an estimated 15 kids. Board members discuss protocol for parents picking up kids in a timely manner. Mary also advises the board that Santa went well, tot tumbling to take place in the spring for ages 2-4 years old, Judy Wilson may take over janitorial duties. Lap top has not been purchased.

- B. Forms have been turned in. Ellen to advise school district for possibilities of APRD receiving bills on a consistent basis, perhaps quarterly.
- C. The Arbuckle Recreation Field Community Group did not meet
- D. Ellen has spoken with Tom Parker of County Counsel and advises board that since we are a Special District, enforcement of Park Ordinances can be enforced from penalty/penalties ranging from an Infraction to a Misdemeanor. Said enforcements know as Wobblers.
- E. Ellen asks that all board members take a deeper look into other avenues/ideas for other possible Grants/loans and or present ideas for needs of the community of Arbuckle. Andrew to look into Possible Business Loan for purchase of land near Ballfour park or land in College City. Board members to also present ideas for a budget.
- F. Next Board Meeting scheduled for February 9, 2012

Ellen Voorhees adjourns the monthly meeting at 8:30

Minutes submitted by: Andrew Pina

Minutes approved by:



**ARBUCKLE PARKS AND RECREATION DISTRICT
PO BOX 1376
ARBUCKLE, CA 95912**

Special Meeting Minutes
JANUARY 26, 2012

I. Call to order

Ellen Voorhees called to order the Special meeting of the **ARBUCKLE PARKS AND RECREATION DISTRICT** at 7:40pm on 01/26/12 at 309 5TH STREET, ARBUCKLE

Roll call of officers / Members

Ellen Voorhees – President conducted roll call. The following persons were present:
Jody Ehrke - Vice President / Andrew Pina - Secretary / Shanna O’Sullivan- Treasurer / Amy Washburn – Member

II. Approval of Agenda

Andrew Motions to approve agenda 2nd by Shanna – Motion Carried

III. Closed Session – Andrew Motions to change the Salary for Meghan Miller from Salary to hourly.
New Hourly Rate to be \$14 an hour - 2nd Shanna

Shanna to advise Meghan to see if Meghan accepts.

Ellen Voorhees adjourns the monthly meeting at 8:25pm

Minutes submitted by: Andrew Pina

Minutes approved by:

Addendum to December minutes:

The December minutes:

The minutes reflect that fact that board position have changed. It should be stated that Jason Bremmer and Shelly Murphy and finished their terms and Amy Washburn and Jody Ehrke were sworn in, each for a four year term. As is our practice, the signees for our checking account are our President, Vice President and Treasurer. These offices are held by Ellen Voorhees-President, Jody Ehrke-Vice President and Shanna O'Sullivan-Treasurer. These offices were approved in the December minutes and the December minutes were approved in January.

Respectfully submitted,
Ellen Voorhees

Jan. 18, 2012



**ARBUCKLE PARKS AND RECREATION DISTRICT
PO BOX 1376
ARBUCKLE, CA 95912**

Meeting Minutes
FEBRUARY 9, 2012

Call to order

Ellen Voorhees called to order the regular meeting of the **ARBUCKLE PARKS AND RECREATION DISTRICT** at 8:05pm on 02/09/12 at 309 5TH STREET, ARBUCKLE

Roll call of officers / Members

Ellen Voorhees – President conducted roll call. The following persons were present:
Jody Ehrke - Vice President / Andrew Pina - Secretary / Amy Washburn – Member

The following were absent - Shanna O’Sullivan- Treasurer

In attendance were Mary Grimmer and Meghan Miller

I. Approval of Agenda

Jody Motions to approve agenda 2nd by Amy – Motion Carried

II. Approval of Minutes from 01/12/12 :

Amy motions to approve minutes from 01/12/12 – 2nd By Jody – Motion Carried
Amy motions to approve minutes from 01/26/12 – 2nd By Jody – Motion Carried

III. Treasurers Report

- a) Amy Presents current Bills
- b) Andrew motions to approve bills to be paid with the bills currently noted as Estimated not to exceed \$300 each. 2nd by Jody, Motion Carried

IV. Public Comments – None

V. Old Business:

- A. Mary advises board the Debbie of ARC would like a flyer of our programs. Andrew motions for the following programs to take place this season, Swim team, football, youth and adult volleyball, youth and adult tennis, adult softball and water fitness 2nd by Amy – Motions carried.
- B. Board waiting to receive bill from school for Facility usage/usage agreement.

- C. The Arbuckle Recreation Field Community Group did not meet
- D. Meghan to look into and update the board on the next meeting as to where we are at with the Park Ordinances/Signage.
- E. Website is currently being updated.
- F. Shanna and Ellen have est. our intake of monies to be around \$104K with yearling spending at around \$101K estimated \$45K is all we have to use for suggested projects that all board members are to consider. Andrew mentions updating Balfour Park. Mary would like to look into possible purchase of available property near Balfour Park.

Meghan goes over with board member two programs:

1. Explorer Program currently taking place with the William Police Department.
2. G.O.T. (Gang Operation Team) Working on keeping keeps out of Gangs by proving various outlets to keep the youth busy and out of Gangs.

Jody motions that the APRD continue to be a part of the Carnitas feed put on by ARC - on 5/6/12 Amy 2nd
– Motion Carried.

Ellen Voorhees adjourns the monthly meeting at 9:25pm

Minutes submitted by: Andrew Pina

Minutes approved by:



ARBUCKLE PARKS AND RECREATION DISTRICT
PO BOX 1376
ARBUCKLE, CA 95912

Meeting Minutes

MARCH 8, 2012

I. Call to order

Ellen Voorhees called to order the regular meeting of the **ARBUCKLE PARKS AND RECREATION DISTRICT** at 7:05pm on 03/08/12 at 309 5TH STREET, ARBUCKLE

Roll call of officers / Members

Ellen Voorhees – President conducted roll call. The following persons were present:

Jody Ehrke - Vice President / Andrew Pina - Secretary /Shanna O’Sullivan- Treasurer / Amy Washburn – Member

In attendance were Mary Grimmer, Meghan Miller and Karye Benton

II. Approval of Agenda

Amy Motions to approve agenda 2nd by Shanna – Motion Carried

Approval of Minutes from 02/09/12:

Amy Motions to approve minutes from 02/09/12 with correction to show Shanna as Absent (Roll Call) and Amy presents bills (III a.) - 2nd by Shanna – Motion Carried

III. Treasurers Report

- a) Shanna Presents current Bills
- b) Andrew motions to approve bills to be paid with removal of the Colusa County Chamber of Commerce - 2nd by Jody, Motion Carried
- c) Jody motions to approve account balance 2nd by Amy – Motion Carried

IV. Public Comments – None

V. Old Business:

- A. Programs: Swim team will be divided by 3 groups. 1. Beginner 2. Intermediate 3. Advance This will be evaluated by Christabel Delgadillo. Tentative programs include Basketball Clinic and Volleyball Clinic, Mary Grimmer to oversee possibility. Mary presents Itemizations for Facility Fees, Low Impact Fitness Class, Folklorico Dance 2011-2012, Men’s Basketball and Karye’s Aerobic Class 2011-2012. Umpqua credit card has been received by Shana. Sweatshirts have not been ordered, Mary suggests that this not be ordered till summer. Meghan to oversee the Carnitas Feed put on by ARC

- B. Shanna asks board for ideas on how to better support Employees of APRD Perhaps sending Manager or Supervisor to conferences held in appropriate field.
- C. Invoice received From PJUSD. Mary Grimmer to provide board with a Monthly Facility Fees on a month basis and present to board.
- D. The Arbuckle Recreation Field Community Group did not meet
- E. Andrew motions to approve spending up to \$800 for Park Ordinance Signage
- F. Andrew reminds board that the Agenda must be posted on the web site to be in compliance with the Brown Act.
- G. Purchase of property next to balfour little league field – Property to be sold no less than \$100,000.00 / College City will mandate a lot of money to upkeep the land / Board currently leaning toward focusing on Balfour Park. Shanna to contact Valerie and see if she can put together a schematic/plan for board member to view. Board members are encouraged to create their own plan and ideas on how they feel would be in the best interest of the Park and Community as a whole.

Ellen Voorhees adjourns the monthly meeting at 8:52

Minutes submitted by: Andrew Pina

Minutes approved by:



**ARBUCKLE PARKS AND RECREATION DISTRICT
PO BOX 1376
ARBUCKLE, CA 95912**

Meeting Minutes

APRIL 5, 2012

I. Call to order

Ellen Voorhees called to order the regular meeting of the **ARBUCKLE PARKS AND RECREATION DISTRICT** at 7:06pm on 04/05/12 at 309 5TH STREET, ARBUCKLE

Roll call of officers / Members

Ellen Voorhees – President conducted roll call. The following persons were present:
Andrew Pina - Secretary /Shanna O’Sullivan- Treasurer / Amy Washburn – Member

The Following were absent: Jody Ehrke - Vice President

In attendance were Mary Grimmer and Meghan Miller

II. Approval of Agenda

Amy Motions to approve agenda 2nd by Shanna – Motion Carried

III. Approval of Minutes from 03/08/12 :

Shanna Motions to approve minutes from 03/08/12 – Amy 2nd, Motion Carried

IV. Treasurers Report

a) Shanna Presents current Bills

Andrew motions to approve bills to be paid - 2nd by Amy, Motion Carried

V. Public Comments – None

VI. New Business:

A. Mothers day at the park has been moved as the group getting the event together needs more time to gather all needed information that is required by the APRD board.

B. Resolution 12-1 is discussed in regards to the assessment of the Fiscal year 2012-2013

VII. Old Business

- A. Programs- Amy working on Flyer, Possible addition to flyer may include Lego Camp.
- B. Rental Agreement with school has been moved to next month's meeting
- C. Arbuckle Recreation/Field/Community Group did not meet.
- D. Meghan still working on the Park Ordinances / Signage
- E. Web Site- Meghan working on getting web site up and running. Andrew concurs with Meghan on how difficult it is to keep web site up to date. Instruction from Go Daddy can be very confusing. Meghan has also created a Facebook website for the benefit of APRD.
- F. Future plans may include having morning star more involved with their attempt at a community outreach with APRD. Shanna to contact ADT to inquire about security cameras at BalFour Park. A subcommittee to be formed for the purpose of Upgrades to BalFour Park. This is to include moving of current playground structure closer to the Baseball field as well as moving Soccer field and maybe purchase new Playground equipment. Subcommittee to include Mary Grimmer, Amy Washburn and Jody, Ellen or Andrew.

Next Board Meeting scheduled for May 10, 2012

Ellen Voorhees adjourns the monthly meeting at 9:50pm

Minutes submitted by: Andrew Pina

Minutes approved by:



**ARBUCKLE PARKS AND RECREATION DISTRICT
PO BOX 1376
ARBUCKLE, CA 95912**

Meeting Minutes

05/10/12

I. Call to order

Jody Ehrke called to order the regular meeting of the **ARBUCKLE PARKS AND RECREATION DISTRICT** at 7:37pm on 05/10/12 at 309 5TH STREET, ARBUCKLE

Roll call of officers / Members

Jody Ehrke – Vice President conducted roll call. The following persons were present:
Andrew Pina - Secretary /Shanna O’Sullivan- Treasurer / Amy Washburn – Member

The Following were absent: Ellen Voorhees - President

In attendance were Mary Grimmer and Meghan Miller

II. Approval of Agenda

Shanna Motions to approve agenda 2nd by Amy – Motion Carried

III. Approval of Minutes from 04/05/12 :

Amy Motions to approve minutes from 04/05/12 - Shanna 2nd, Motion Carried

IV. Treasurers Report

a) Shanna Presents current Bills

Andrew motions to approve bills to be paid - 2nd by Amy, Motion Carried

V. Public Comments – None

VI. New Business:

A. June 13th Annual Meeting to be moved to July 12th along with the Preliminary Budget Worksheet

B. WSI Class for Sarah - Amy motions to pay up to \$150.00 to pay for Sarah’s Class Certification for WSI

C. Meghan Miller has turned in her Letter of Resignation.

D. Old Business

- A. Programs- Mary to Hire New Employees age 14 years and up. Mary also advises board Members that all Flyers have been getting out from the School. Day of caritas proved too windy for the Bounce House and we ran out of Prizes for the games. Biggest complaint was that we did not have Gold Fish. All programs doing well.
- B. Jody to look into getting the signs put up. To also inquire about Bilingual signs.

Shanna motions to purchase up to 2 signs with Spanish verbiage. Amy 2nds Motion Carried.
- C. Meghan to oversee and continue to update APRD website and Facebook
- D. Sheriff sub-station at Balfour to be relocated. Board to look into other areas in Arbuckle or include moving of Sub-station in the future plans for Balfour Park.
- E. Credit Cards have a limit of \$15,000.00 Currently issued for Jody, Ellen and Shanna – Need to inquire further to see about possibly getting one issued to Mary Grimmer.

Jody Ehrke adjourns the monthly meeting at 9:14pm

Minutes submitted by: Andrew Pina

Minutes approved by:



**ARBUCKLE PARKS AND RECREATION DISTRICT
PO BOX 1376
ARBUCKLE, CA 95912**

Meeting Minutes

06/13/12

I. Call to order

Ellen Voorhees called to order the regular meeting of the **ARBUCKLE PARKS AND RECREATION DISTRICT** at 7:08pm on 06/13/12 at 309 5TH STREET, ARBUCKLE

Roll call of officers / Members

Ellen Voorhees – President conducted roll call. The following persons were present:
Andrew Pina - Secretary /Shanna O’Sullivan- Treasurer / Amy Washburn – Member

The Following were absent: N/A

In attendance: Mary Grimmer

II. Approval of Agenda

Andrew Motions to approve agenda with the addition of F. Programs to Old Business 2nd by Jody –
Motion Carried

III. Approval of Minutes from 05/10/12 :

Jody Motions to approve minutes from 05/10/12 - Amy 2nd, Motion Carried

IV. Treasurers Report

a) Shanna Presents current Bills

Andrew motions to approve bills to be paid - 2nd by Jody, Motion Carried

V. Public Comments – None

VI. New Business:

A. Shanna motions to approve Resolution 12-1 / 2nd by Jody – Motion Carried

Jody Motions to approve engineer’s report with the addition of 5% increase for fiscal year
2012-2013 – 2nd by Amy Motion Carried

B. Annual public meeting to be held on July 12 at 7:00pm

Old Business

- A. Jody to look into getting the signs put up. To also inquire about one Bilingual sign.
- B. Meghan not updating website. Other avenues being pursued on finding someone who has time to update website. Mary to inquire about getting Andrew the password as Andrew will update as needed till a more experienced web designer can be found. Mary has been updating the Facebook page.
- C. Andrew has been speaking with Sean at ADT for possible security camera at Balfour Park. Camera to be at or near the bleacher seating. Advises Board that monthly cost is anywhere from \$50-\$150 depending on type of camera/system. Andrew to continue talks with ADT with a price range from \$70-100
- D. Sheriff sub-station at Balfour cannot just be up and moved as it is hooked up to plumbing and electricity. Board to look into other areas in Arbuckle or include moving of Sub-station as part of the future plans for Balfour Park. Ellen to speak with Duffy about the school area that currently has a trailer in place.
- E. Shanna to see about possibly getting a credit card issued to Mary Grimmer.
- F. Mary reports that programs are going great. T-Ball Clinic was a huge success. The 3 on 3 basketball tournament had 5 teams compete.

Ellen adjourns the monthly meeting at 8:58pm

Minutes submitted by: Andrew Pina

Minutes approved by:



**ARBUCKLE PARKS AND RECREATION DISTRICT
OCTOBER 11, 2012
MEETING MINUTES**

- 1. Call to order-** Ellen Voorhees called the regular meeting of the Arbuckle Parks and Recreation District at 7:32 pm on 10-11-12 at 309 5th St Arbuckle California.
Roll Call of Officers/Members- Ellen Voorhees, President conducted roll call. The following persons were present: Jody Ehrke- Vice President, Shanna O'Sullivan—Treasurer. Amy Washburn- member arrived at 7:33. Also in attendance- Mary Grimmer.
- 2. APPROVE AGENDA-** Shanna motions to approve agenda/ 2nd by Jody- Motion
- 3. APPROVAL OF MINUTES OF THE PREVIOUS MEETINGS-** Held over for next month
- 4. TREASURERS REPORT**
 - a. Account Balances (County & Umpqua)- Shanna presents current bills
 - b. Approve monthly bills- Amy motions to approve bills to be paid. 2nd by Jody. Motion carries.
 - c. Additional motion to paid two additional bills 1- Facility Use Form to PJUSD of value no more than \$600 and 2- AES printing no more than \$200. Jody made motion Amy seconded. Motion passed.
- 5. PUBLIC COMMENTS-** None
- 6. NEW BUSINESS**
 - a. 2012-2013 Budget approval with the additional of Tyco security system at \$1000/year. Amy made motion and Jody seconded. Motion passed.
- 7. OLD BUSINESS**
 - a. Programs- Basketball is currently in sign ups and planning stage. Tot tumbling to do another session at the end of the month, all aerobic programs and Men's Basketball are running smoothly. Zumba attendance is low but it is a new program.
 - b. ADT security – will check with Andrew on third camera.
 - c. Credit Cards- Mary Grimmer received a business credit card for APRD purchases.
 - d. Balfour Park Plans – Amy Washburn reported on the Balfour Park Plans Meeting- committee is having a hard time trying to fix everything that is being requested in the park. Next meeting is 10-24.
 - e. Web-Site- Steve Saunders to take over the website. Still needs passwords.
 - f. Skate Ramp- Shanna looked into issues with insurance and it depends of the value of the item.
 - g. Car Show- Carnival and Parade is ready to go
 - h. Santa Event – Will be Dec 16th

Ellen Voorhees adjourned the meeting at 9:00pm
Minutes submitted by: Mary Grimmer