

ARBUCKLE PARKS AND RECREATION DISTRICT

PO BOX 1376

ARBUCKLE, CA 95912

Meeting Minutes

January 22, 2018

I. **Call to order**

Chuck Wayman called to order the regular monthly meeting of the ARBUCKLE PARKS AND RECREATION DISTRICT at 7:01 p.m. on 1/22/18 at 309 5th street, Arbuckle.

Roll call of officers / Members

PRESENT	Chuck Wayman, Chair
	Ellen Voorhees, Vice Chair
	Andrew Pina, Treasurer
	Jody Ehrke, Secretary
	Mary Grimmer, Program Director
ABSENT	Ailed Garcia-Saavedra - Member

II. **Approval of Agenda:** Jody Ehrke moved and Ellen Voorhees seconds to approve the agenda.

III. **Approval of minutes from last meeting:** Minutes were read and approved for October 17, 2017 meeting, motioned and seconded by Ellen Voorhees and Andrew Pina. November 20, 2017 minutes were approved, motioned and seconded by Andrew Pina and Ellen Voorhees.

IV. **Treasurer's Report:**

- a. Account balances for December '17 & January '18 (county & Umpqua) were submitted. Jody Ehrke and Ellen Voorhees motions and seconds, motion carries.
- b. Bills were submitted for December '17 & January '18, Ellen Voorhees motioned and Chuck Wayman seconds to approve the bills, motion carries.
 - i. \$5,500.00 was approved in November for pool guard chairs. Actual cost was \$4,068.75.
- c. Pool Fee- no report

V. **Public Comments:** no comment

VI. **Old Business:**

- a. Programs-
 - i. Santa parade was a hit. Next year we will organize a stop at the Catholic Church to coincide with church event (Guadalupe celebration)
 - ii. Basketball is wrapping up. Next year we will hold coach and referee training to discuss rules and expectations of coaches and parents. This was discussed at length to improve our program and meet the needs of all involved.
 - iii. TBall signups took place in January
 - iv. Tot-tumbling is planned for spring
- b. Property on Holliday Court – meeting with Little League and ARC to discuss details of new property.
- c. Parks
 - i. Cameras-no report
 - ii. Update park contract –

1. Sprinklers to be checked by AlSCO Geyer before bids are sent out.
2. Mary presented a new contract to put out for bid. Ellen Voorhees and Chuck Wayman motioned for approval of said contract.
Motion carried.

VII. New Business:

- a. New Program presentation – Kourtney Scott pitched a tumbling program. We are researching insurance, coach requirements and possible options for this program.

Chuck Wayman adjourned the meeting at 8:59 p.m.

Minutes submitted by Jody Ehrke

ARBUCKLE PARKS AND RECREATION DISTRICT

PO BOX 1376

ARBUCKLE, CA 95912

Meeting Minutes

February 19, 2018

I. **Call to order**

Ellen Voorhees called to order the regular monthly meeting of the ARBUCKLE PARKS AND RECREATION DISTRICT at 7:05 p.m. on 2/19/18 at 309 5th street, Arbuckle.

Roll call of officers / Members

PRESENT

Ellen Voorhees, Vice Chair

Jody Ehrke, Secretary

Mary Grimmer, Program Director

Ailed Garcia-Saavedra – Member

ABSENT

Chuck Wayman –Chair

Andrew Pina, Treasurer

Public

Jason Bremmer

II. **Approval of Agenda:** Jody Ehrke moved and Ailed Garcia seconds to approve the agenda-motion passes.

III. **Approval of minutes from last meeting:** January minutes tabled until March meeting

IV. **Treasurer's Report:**

- a. Account balances for January and February '18 (county & Umpqua) were submitted. Jody Ehrke and Ailed Garcia motions and seconds, motion carries.
- b. Bills were submitted for February '18, Ailed Garcia motions and Jody Ehrke seconds to approve the bills, motion carries.
- c. Transfer of funds from Count to Umpqua for \$50,000 to be made.

V. **Public Comments:** no comment

VI. **New Business:**

- a. Park Security/alarm-Jason Bremmer is working on a new system for APR
- b. Basketball Program Meeting=
 - i. Ellen Voorhees, Mary Grimmer, Jason Bremmer, Ailed Garcia were present.
 1. Jason Bremmer will train coaches and referees next year. High conflict games will have appropriate officials.
- c. Sale of APRD building-Still unsure of what to expect. We have not been contacted by owner about sale.
- d. PJUSD pool agreement/bill-Carol Geyer and Diana Maeris are currently working on it

- e. Contracts between ARC & APRD are also being discussed. ARC bought deed on Rail Road Depot to be transferred to APRDs name. County owned – need agreement with APRD to maintain and insure.
- f. Little League land transfer. APRD (Chuck Wayman or Ellen Voorhees) may need to sign deed. Contracts between APRD & Arbuckle Little League are being discussed to assign responsibility for maintenance of new park. APRD will cover insurance on park.
- g. Park maintenance and review of bids-
 - i. Representative Jason Bremmer will negotiate contract (not to exceed \$2500 per month) with Arana. Ellen Voorhees and Ailed Garcia motioned, motion passed.
 - ii. In future will not use Newspapers to advertise bids needed. Social media and word of mouth is how the businesses heard about the offer.
 - iii. Phil Washburn will spray weeds in parks not to exceed \$1200. Motioned by Jody Ehrke and Ellen Voorhees, motion passed.
 - iv. Arana will lay black week block at LaVanche park not to exceed \$600. Jody Ehrke and Ellen Voorhees motioned, motion passed.
 - v. Motion to order bark was made by Ellen Voorhees and Jody Ehrke, motion passed.

VII. Old Business:

- a. Tree Trimming-
 - i. Arambula is looking into insurance and disposal of chips
 - ii. Richard's Tree Service is approved to begin Tier 1 of the bid for trimming. Ellen Voorhees and Ailed Garcia motioned, motion passed.
- b. Cheerleading Program Proposal- instructor would need to follow High School coaching classes and certification. As of now, with potential sale of building we will hold off on approving such a program to commence.

Ellen Voorhees adjourned the meeting at 8:45 p.m.

Minutes submitted by Jody Ehrke



Arbuckle Parks and Recreation District

PO Box 1376 ~ 309 5th Street, Arbuckle, CA 95912

Meeting Minutes

March 19, 2018

Roll Call of Officers:

Present: Ellen Voorhees, Chuck Wayman, Andrew Pina

Absent: Jody Ehrke and Ailed Garcia-Saavedra

1. CALL TO ORDER by Chair Chuck Wayman at 7:00 p.m. ROLL CALL OF OFFICERS / MEMBERS

Present:

Ellen Voorhees, Chuck Wayman & Andrew Pina

Absent:

Jody Ehrke and Ailed Garcia-Saavedra

Also present: Mary Grimmer & Jason Bremmer

2. AGENDA & MINUTES

Ellen Voorhees motioned to approve the agenda with the correction of the minutes' dates to January 22, 2018 and February 17, 2018. Andrew Pina seconded and the motion passed.

The February 17, 2018 and January 22, 2018 minutes were tabled until the April 23, 2018 meeting.

3. TREASURER'S REPORT

- a. Account Balances (County & Umpqua:) Ellen moved to accept the account balances at Umpqua and the County, Andrew seconded
- b. Approve Monthly Bills: Ellen moved to accept the monthly bills, Andrew seconded

4. PUBLIC COMMENTS

There was no public comment

5. NEW BUSINESS

- a. Programs: tot tumbling and T ball are going well. A basketball program has been proposed by Scott Burnum. Mary and or Chuck will talk with Scott about timelines, equipment, and having only PJUSD students attend. There will interviews for new employee hiring on April 16th and 17th
- b. Park: Park looks great with all the hard work. Discussing purchase of a new pool sweep and pump repairs with PJUSD.
- c. SCI Timeline: April 23rd, May 21st, and June 18th for the annual meeting

6. OLD BUSINESS

- a. Tree trimming: Both Richard's tree service and then Arambula's will be working On the Balfour Park trees

- b. Cheerleading program: no update
- c. Park/Security Alarm: Jason is working on it
- d. Sale of APRD building: ARC believes the building has been sold and MaryAnn

Boles contacted Ellen about a new lease. There has been nothing completed formally. Mary also stated that APRD will not be at Carnitas this year.

- e. PJUSD Pool agreement/bill: Mary and Ellen will meet with the District
- f. Contract between APRD and ARC and APRD and ALL will be around \$500 apiece
- g. The property adjacent to the park has been deed transferred from ARC to APRD

Respectfully submitted by Ellen Voorhees for Jody Ehrke

ARBUCKLE PARKS AND RECREATION DISTRICT

PO BOX 1376

ARBUCKLE, CA 95912

Meeting Minutes

April 23, 2018

I. **Call to order**

Ellen Voorhees called to order the regular monthly meeting of the ARBUCKLE PARKS AND RECREATION DISTRICT at 7:05 p.m. on 4/23/18 at 309 5th street, Arbuckle.

Roll call of officers / Members

PRESENT

Ellen Voorhees, Vice Chair

Jody Ehrke, Secretary

Andrew Pina, Treasurer

Mary Grimmer, Program Director

ABSENT

Chuck Wayman –Chair

Ailed Garcia-Saavedra – Member

II. **Approval of Agenda:** Jody Ehrke moved and Andrew Pina seconds to approve the agenda-motion passes.

III. **Approval of minutes from last meeting:**

- a. Date added to March minutes (3/19/18)
- b. January minutes passed, Jody Ehrke motioned and Andrew Pina seconded.
- c. February and March minutes tabled until May meeting

IV. **Treasurer's Report:**

- a. Account balances for March are tabled until April
- b. Bills were submitted for March 2018, Ellen Voorhees motions and Jody Ehrke seconds to approve the bills, motion carries.
- c. Pool expenses approved up to \$10,500, Jody Ehrke motions and Ellen Voorhees seconds

V. **Public Comments:** no comment

VI. **Old Business:**

- a. Programs:
 - i. Pool – interviews are complete for summer jobs, lifeguard training 5/19/18, weekly scenarios at staff meetings are part of ongoing training,
 - ii. Swim team is in the planning and sign-up stages
 - iii. Tot-tumbling is going well
 - iv. World's largest swim lesson is 6/21/18 11 a.m. and 6 p.m.

- v. Movie in the park will run for 5 weeks of summer. June 15 & 29, July 13 & 27, August 10
- b. Parks:
 - i. Maintenance will take place next week for approved work
 - ii. Porta potty-homeless man was dealt with by Sherriff's department
 - iii. Mary had clean up day in parks and trimmed roses
 - iv. Curtis Pyle approached employees about pruning and mistletoe (board discussed how to proceed)
 - v. Internet at park for security cameras – Mary is currently researching options
- c. SCI resolution dates – to be set

VII. New Business:

- a. Ellen Voorhees motions and Jody Ehrke seconds, motion carries - Passage of Resolution 18-1, a resolution directing preparation of the 2018-2019 Engineer's report for the continuation of the parks and recreation maintenance assessment district.

Ellen Voorhees adjourned the meeting at 8:05 p.m.

Minutes submitted by Jody Ehrke

ARBUCKLE PARKS AND RECREATION DISTRICT

PO BOX 1376

ARBUCKLE, CA 95912

Meeting Minutes

May 21, 2018

I. **Call to order**

Ellen Voorhees called to order the regular monthly meeting of the ARBUCKLE PARKS AND RECREATION DISTRICT at 7:10 p.m. on 5/21/18 at 309 5th street, Arbuckle.

Roll call of officers / Members

PRESENT

Ellen Voorhees, Vice Chair

Jody Ehrke, Secretary

Ailed Garcia-Saavedra – Member

ABSENT

Chuck Wayman –Chair

Andrew Pina, Treasurer

Program manager Mary Grimmer - present

- II. **Approval of Agenda:** Jody Ehrke moved and Ailed Garcia seconds to approve the agenda with the addition of VI c. Annual meeting, and February & March minutes were added for approval -motion passes.

Approval of minutes from last meeting: April '18 –tabled, March '18-tabled.

February '18 minutes were approved & motioned by Jody Ehrke & Ailed Garcia

III. **Treasurer's Report:**

- a. Account balances for March & May '18 (county & Umpqua) were submitted. Jody Ehrke and Ailed Garcia motions and seconds, motion carries.
- b. Bills were submitted for March '18, Ailed Garcia motions and Jody Ehrke seconds to approve the bills, motion carries.

IV. **Public Comments:** no comment

V. **Old Business:**

- a. Programs-swim lessons & Jr. Guard will begin in June. Pool will close this summer on July 28.
- b. Parks-broken pipe-Alsco Geyer fixed pipe. APRD is considering whether or not to cap pipe to substation.
- c. Pool-improvements being made at pool by PJUSD
- d. Resolution 18-1 was passed on April 23, 2018

VI. New Business:

- a. Passage of Resolution 18-2 to continue to levy the assessments for fiscal year 2018-2019, preliminarily approving engineer's report, and providing for notice of public hearing was motioned and seconded by Jody Ehrke and Ailed Garcia, motion passed
- b. Rental agreement-a priority list of maintenance issues (termites, wall, door) was put together for landlord
- c. Annual meeting was scheduled for June 11, 2018 at 5:00 p.m.

Ellen Voorhees adjourned the meeting at 7:45 p.m.

Minutes submitted by Jody Ehrke

ARBUCKLE PARKS AND RECREATION DISTRICT

PO BOX 1376

ARBUCKLE, CA 95912

Meeting Minutes

June 11, 2018

I. **Call to order**

Chuck Wayman called to order the regular monthly meeting of the ARBUCKLE PARKS AND RECREATION DISTRICT at 5:16 p.m. on 6/11/18 at 309 5th street, Arbuttle.

Roll call of officers / Members

PRESENT Ellen Voorhees, Vice Chair
 Jody Ehrke, Secretary
 Ailed Garcia-Saavedra – Member
 Chuck Wayman –Chair
 Andrew Pina, Treasurer

Program manager Mary Grimmer - present

II. **Approval of Agenda:** Jody Ehrke moved and Ellen Voorhees seconds to approve the agenda with the addition of April and March minutes added for approval -motion passes.

Approval of minutes from last meeting:

April '18 –motioned by Ellen Voorhees and Andrew Pina- approved.
March '18- motioned by Ellen Voorhees and Andrew Pina-approved.
May '18-motioned by Ailed Garcia and Ellen Voorhees-approved.

III. **Treasurer's Report:**

- a. Account balances for May were not submitted
- b. Bills were submitted for June '18, Ellen Voorhees motions and Jody Ehrke seconds to approve the bills, motion carries.

IV. **Public Comments:** no comment

V. **Old Business:**

- a. Programs-
 - i. swim lessons & Jr. Guard, and swim team have begun
 - ii. Softball – may not be enough teams to have a league(pending more sign-ups)
- b. Review of Resolution 18-1 passed on 4/23/18
- c. Review of Resolution 18-2 passed on 5/21/18
- d. Parks – major sprinkler (solenoid problem)-working with AlSCO to find problems
- e. Pool – negotiating fees/maintenance with PJUSD

Chuck Wayman adjourned the meeting at 6:00 p.m.

Minutes submitted by Jody Ehrke

ARBUCKLE PARKS AND RECREATION DISTRICT

PO BOX 1376

ARBUCKLE, CA 95912

Meeting Minutes

July 16, 2018

I. **Call to order**

Chuck Wayman called to order the regular monthly meeting of the ARBUCKLE PARKS AND RECREATION DISTRICT at 6:10 p.m. on 7/16/18 at 309 5th street, Arbuckle.

Roll call of officers / Members

PRESENT	Jody Ehrke, Secretary
	Ailed Garcia-Saavedra – Member
	Chuck Wayman –Chair
	Andrew Pina, Treasurer
ABSENT	Ellen Voorhees- Co Chair
	Program manager Mary Grimmer – present
	Arbuckle Little league President – Jason Gibbons-present

- II. **Approval of Agenda:** Ailed Saavedra moved and Andrew Pina seconds to approve the agenda with the change of minute approval from June 18 to June 11, and the addition of the June 11 Annual meeting minutes. -motion passes.

Approval of minutes from last meeting:

June 11, 2018 –motioned by Ailed Saavedra and Andrew Pina- approved.

June 11, 2018 Annual Meeting- motioned by Ailed Saavedra and Andrew Pina-approved.

III. **Treasurer’s Report:**

- a. Account balances- June balances to be tabled
- b. Bills were submitted for July ‘18, Ailed Saavedra motions and Jody Ehrke seconds to approve the bills, motion carries.

IV. **Public Comments:** no comment

- V. **New Business:** Little League –reviewed Arana’s contract for park maintenance and clarified duties of contract.

VI. **Old Business:**

- a. Lease – signed and logged in Secretary Binder
- b. Programs –Swim lessons, swim team, life guards and Adult softball are all underway.
- c. Parks-no report of new issues
- d. Pool-maintenance issues need to be addressed at pool (ie..bathrooms/steps/fencing)

Chuck Wayman adjourned the meeting at 6:55 p.m.

Minutes submitted by Jody Ehrke

ARBUCKLE PARKS AND RECREATION DISTRICT

PO BOX 1376

ARBUCKLE, CA 95912

Meeting Minutes

October 15, 2018

I. **Call to order**

Chuck Wayman called to order the regular monthly meeting of the ARBUCKLE PARKS AND RECREATION DISTRICT at 7:11 p.m. on 10/15/18 at 309 5th street, Arbuckle.

Roll call of officers / Members

PRESENT	Chuck Wayman, Chair
	Ailed Garcia-Saavedra -member
	Jody Ehrke, Secretary
ABSENT	Ellen Voorhees-Vice Chair
	Andrew Pina, Treasurer
Present	Mary Grimmer, Program Director

II. **Approval of Agenda:** Jody Ehrke moved and Ailed Garcia seconds to approve the agenda. Motion passed

III. **Approval of minutes from last meeting:** Minutes of the 9/24/18 were read and approved, moved and seconded by Ailed Garcia and Chuck Wayman.

IV. **Treasurer's Report:**

- a. Bills were submitted for September/October and approved, Jody Ehrke motioned and Ailed Garcia seconds to approve the bills, motion carries.
- b. Account Balances for September were moved and seconded by Jody Ehrke and Chuck Wayman, motion carried

V. **Public Comments:** no comment

VI. **New Business:**

- a. Cell Phone for Mary – no report

VII. Old Business

- a. Parks/Programs-
 - i. Santa is scheduled for December 16, 2018
 - ii. Halloween Parade is scheduled for 10/28
 - iii. Basketball Draft is 10/22/18
 - iv. Practice to begin end of October
 - v. Games to begin 12/1/18
 - vi. 5/6 boys coaches are light in numbers
 - vii. 3 referees at all times for training purposes

- b. Cameras-still working on a package (leaning toward Verizon) for cameras & internet
- c. Frontier-phone not working so we Mary cancelled lines
- d. Little League Contract-no report
- e. Pool-
 - i. Ellen to meet with Carol, Diana, & George about annual flat cost, past bills and pool parties.
 - ii. Mary attended lifeguard training teacher course

Meeting Adjourned 8:00 p.m.

Minutes submitted by Jody Ehrke