

ARBUCKLE PARKS AND RECREATION DISTRICT

PO BOX 1376

ARBUCKLE, CA 95912

Meeting Minutes

February 11, 2019

I. **Call to order**

Chuck Wayman called to order the regular monthly meeting of the ARBUCKLE PARKS AND RECREATION DISTRICT at 7:03 p.m. on 2/11/19 at 309 5th street, Arbuckle.

Roll call of officers / Members

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

II. **Approval of Agenda:** Andrew Pina and Ellen Voorhees moved to approve the agenda with the addition of 11/28/18 minute approvals.

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

- a. November 2018 minutes passed, Jody Ehrke and Andrew Pina seconded
- b. January 2019 minutes passed, Andrew Pina motioned and Ellen Voorhees seconded.

IV. **Treasurer's Report**

- a. Bills were submitted for February 2019, Ellen Voorhees motions and Jody Ehrke seconds to approve the bills, motion carries.
- b. Account Balances (County & Umpqua) – Ellen Voorhees and Jody Ehrke motion to accept balances, motions carries

V. **Public Comments:** no comment

VI. **New Business:**

- a. Prop 68 Grant Program-looking at workshop dates
- b. SCI Timeline-approved timeline
- c. Donations-Natalie Corona, discussed memorial ideas
- d. Parent Review Meeting-Colusa/Maxwell/Arbuckle representatives and program manager feedback was given

VII. **Old Business:**

- a. Programs: Spring Tball begin in March
- b. Parks-park maintenance is still an issue with current landscaping contract.
 - i. Arana's to be terminated
 - ii. Reaching out to Spyer's to take over old maintenance contract per previous submitted bid
 - iii. LL contract to be revisited with new maintenance agreement

- iv. Park Improvements – motioned by Ellen Voorhees & Jody Ehrke, motion carried
 - 1. Bark – up to \$3,000
 - 2. Bernardo Arambula to trim trees
 - 3. Washburn spraying up to \$2,000
- c. Cameras-ongoing
- d. Frontier-Cell phone for Program Manager – ongoing
- e. Biennial Notice-conflict of Interest-no report
- f. Pool-lifeguard training in March/April-countywide trainings
- g. Minimum wage – no update
- h. Development Impact Fees- no report
- i. Warrant signatures-signed and approved
- j. JJH scoreboard-discussed(no action)

Chuck Wayman 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

March 18, 2019

I. **Call to order**

Chuck Wayman called to order the regular monthly meeting of the ARBUCKLE PARKS AND RECREATION DISTRICT at 7:02 p.m. on 3/18/19 at 309 5th street, Arbuckle.

Roll call of officers / Members

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

II. **Approval of Agenda:** Andrew Pina and Ellen Voorhees moved to approve the agenda with the addition to New Business; SCI Timeline , Resolution 19-1 directing preparation of the annual report, and change of Prop 68. Motioned by Ellen Voorhees and seconded by Andrew Pina. Passed

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

a. February 2019 minutes passed, Ellen Voorhees and Andrew Pina seconded

IV. **Treasurer's Report**

- a. Bills were submitted for March 2019, Ellen Voorhees motions and Jody Ehrke seconds to approve the bills, motion carries. (note-scoreboard JJH facility)
- b. Account Balances (County & Umpqua) – Andrew Pina and Jody Ehrke motion to accept balances, motions carries.

V. **Public Comments:** no comment

VI. **New Business:**

- a. Park-
 - i. Arana released from contract
 - ii. Spyers's contracts yet to be signed
 - iii. Washburn to spray for weeds then bark
 - iv. Amrambula finished trees
- b. Pool-
 - i. Update on meeting at D.O..
 - ii. Pool Use Agreement approval, motioned by Jody Ehrke & Andrew Pina passed
- c. Conflict-all board or employees must sign conflict form, motioned by Andrew Pina & Ellen Voorhees, passed

- d. Little League-approve contract and charge (for maintenance) LL \$3,500.00/6 months. Andrew Pina motioned and Ellen Voorhees seconded, passed
 - e. Park MOU/rental –table discussion (working with CO. Rep to get a more equal contract)
 - f. LaVanche & Memorial Park Agreements – table
 - g. Prop 68-andrew attended workshop-we will apply for both, new park in Col. Co. and upgrades to existing Balfour park grants. Due in September
 - h. SCI timeline-approved Resolution 19-1 on 3/18/19 directing preparation of annual report.
- VII. Old Business-
- a. No report

Chuck Wayman the meeting at 8:22 p.m.

Minutes submitted by Jody Ehrke

ARBUCKLE PARKS AND RECREATION DISTRICT

PO BOX 1376

ARBUCKLE, CA 95912

Meeting Minutes

May 20, 2019

I. **Call to order**

Chuck Wayman called to order the regular monthly meeting of the ARBUCKLE PARKS AND RECREATION DISTRICT at 7:05 p.m. on 5/20/19 at 309 5th street, Arbuckle.

Roll call of officers / Members

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

- II. **Approval of Agenda:** Jody Ehrke moved and Andrew Pina seconds to approve the agenda with the addition of Approval of March minutes and Resolution 19-1 were added for approval -motion passes.

Approval of minutes from last meeting: April '19 –tabled
March 2019 minutes moved and seconded by Andrew Pina and Chuck Wayman, motioned passed

III. **Treasurer's Report:**

- a. Account balances for April '19 (county & Umpqua) were submitted. Jody Ehrke and Ailed Garcia motions and seconds, motion carries.
- b. Additional bill from AlSCO Geyer to come for sprinkler repair
 - i. Pre-approval motioned by Andrew Pina & Jody Ehrke –passed
 1. Pre-approval for play structure parts not to exceed \$300.00
 2. Pool freezer not to exceed \$300.00
 3. Jackets for on duty life guards x 3 not to exceed \$300.00
 4. 2 game cameras for park not to exceed \$200.00

- IV. **Public Comments:** no comment

V. **Old Business:**

- a. Programs-
 - i. Swim lessons & Jr. Guard will begin in June.
 - ii. T Ball ended
 - iii. Adult Softball-still signing up (2 teams so far)
- b. Parks-
 - i. broken pipe-Paco

- ii. Placement of Memorial Park Bench in honor of Natalie Corona motioned by Andrew Pina and Ailed Garcia-passed
- iii. Movie in Park schedule set for summer movies
- iv. Pools- Saturday Free swim has been sponsored by local businesses and individuals for the summer
- c. SCI meeting scheduled for 6/17/19-changed to 6/24/19 at 5:00
- d. Resolution 19-1 -review

VI. New Business:

- a. Passage of Resolution 19-2 to continue to levy the assessments for fiscal year 2019-2020, 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. Jr. Bears rental agreements – Tuesday & Thursday 6:30-7:30 see memo per existing contract
- c. Little League agreement signed by Jason Gibbons (in secretary binder)

Chuck Wayman adjourned the meeting at 8:25 p.m.

Minutes submitted by Jody Ehrke

ARBUCKLE PARKS AND RECREATION DISTRICT

PO BOX 1376

ARBUCKLE, CA 95912

Meeting Minutes

July 29, 2019

I. **Call to order**

Chuck Wayman called to order the regular monthly meeting of the ARBUCKLE PARKS AND RECREATION DISTRICT at 6:08 p.m. on 7/29/19 at 309 5th street, Arbuckle.

Roll call of officers / Members

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

II. **Approval of Agenda:** Jody Ehrke and Ellen Voorhees moved to approve the agenda with the addition of June Minutes, and the addition (New Business) of Mary Grimmer to be added to the signature list, and approval of pay raises. Motion passed

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

a. May and June minutes-tabled

IV. **Treasurer's Report**

- a. Bills were submitted for June & July 2019, Ellen Voorhees motions and Jody Ehrke seconds to approve the bills, motion carries.
- b. Account Balances (County & Umpqua) – Ellen Voorhees and Jody Ehrke motion to accept balances, motions carries.
- c. Year End Fiscal totals were submitted for information

V. **Public Comments:** no comment

VI. **New Business:**

- a. SCI date set for August 20, 2019
- b. Phone for Program Manager-no report
- c. Election forms were submitted in July to the County Clerk's Office
- d. Bank signature-Mary Grimmer to be added as a signature (excluding family & self). Jody Ehrke and Ellen Voorhees motioned, carried.
- e. Pay raises-pay raises to be approved for qualified employees. Jody Ehrke and Ellen Voorhees motion, carried.

VII. Old Business-

- a. Parks/Programs-
 - i. Adult softball is going well
 - ii. Adult swim lessons have been very successful- great program.
- b. Cameras-working fine
- c. Pool-to stay open until 8/24 for PHS P.E. program
- d. JH scoreboard-no report

Chuck Wayman the meeting at 6:50 p.m.

Minutes submitted by Jody Ehrke

ARBUCKLE PARKS AND RECREATION DISTRICT

PO BOX 1376

ARBUCKLE, CA 95912

Meeting Minutes

August 19, 2019

I. **Call to order**

Chuck Wayman called to order the regular monthly meeting of the ARBUCKLE PARKS AND RECREATION DISTRICT at 7:06 p.m. on 8/19/19 at 309 5th street, Arbuckle.

Roll call of officers / Members

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

II. **Approval of Agenda:** Jody Ehrke moved and Andrew Pina seconds to approve the agenda with the addition of Approval of May minutes

Approval of minutes from last meeting: June '19 minutes –tabled
May 2019 minutes moved and seconded by Andrew Pina and Ellen Voorhees, motioned passed. July minutes motioned and passed by Ellen Voorhees & Chuck Wayman.

III. **Treasurer's Report:**

- a. Account balances for August '19 (county & Umpqua) to be tabled
- b. Bills from August 19 motioned and passed by Andrew Pina & Ellen Voorhees

IV. **Public Comments:** no comment

V. **New Business**

- a. SCI Meeting Date – no report
- b. Approve 2019-2020 Budget-tabled
- c. Travel Baseball Field request-Park MOU/rental – Coaches will be asking players to help with clean up at park to help offset costs.
- d. Little League field maintenance – Paco is maintaining/fixing major problems
- e. Elections – discussion

VI. **Old Business:**

- a. Park security/alarm – Paco added additional cameras
- b. Manager phone- complete 530-723-2705
- c. Programs –
 - i. Adult swim is a great program, very well attended and necessary
 - ii. Basketball sign-ups will be in early fall

ARBUCKLE PARKS AND RECREATION DISTRICT

PO BOX 1376

ARBUCKLE, CA 95912

Meeting Minutes

August 19, 2019

- d. Parks
 - i. Memorial In progress for Natalie Corona in the South East corner of Balfour
 - ii. There is a group playing soccer in the park and causing damage to sprinklers and garbage. It is not an approved group, so we don't know who it is.
- e. LaVanche & Memorial park Agreement – We continue to care and maintain park
- f. Prop 84 - Grant possibility–initial interest expressed.

Chuck Wayman adjourned the meeting at 8:08 p.m.

Minutes submitted by Jody Ehrke

ARBUCKLE PARKS AND RECREATION DISTRICT
PO BOX 1376
ARBUCKLE, CA 95912
Meeting Minutes
September 16, 2019

I. **Call to order**

Chuck Wayman called to order the regular monthly meeting of the ARBUCKLE PARKS AND RECREATION DISTRICT at 7:04 p.m. on 9/16/19 at 309 5th street, Arbuckle.

Roll call of officers / Members

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

In attendance; Xochi Dudley –AYSO, Catherine Shahan –ALL, Paco Mendoza -Maintenance

II. **Approval of Agenda:** Jody Ehrke and Andrew Pina motioned to approve the agenda as submitted. Motion passed

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

a. August 2019 minutes motioned for approval by Andrew Pina and Chuck Wayman, motioned carried.

IV. **Treasurer's Report**

- a. Bills were submitted for September 2019, Ailed Garcia motions and Andrew Pina seconds to approve the bills, motion carries.
- b. Account Balances (County & Umpqua) Andrew Pina and Jody Ehrke motion to accept July final balance and September projected balance, motions carries.
- c. Year End Final Annual Budget Submitted

V. **Public Comments:** Catherine Shahan was in attendance representing Arbuckle Little League. She read a letter asking about Agenda notices to be posted. She also discussed a potential conflict of interest of Board Member between Arbuckle Little League and Arbuckle Parks and Recreation Department.

VI. **New Business:**

- a. SCI –Sonia and John attended unofficial meeting to answer questions regarding Budgeting and Assessment dollars. Between 5 and 18 percent of our total revenue must be generated by our programs. Also SCI will change our Engineer's report to accurately reflect our green space (removing schools from APRD green space).
- b. Little League Development –
 - a) Shahan reported that Engineer's will file a Lien on job (Standard Protocol).
 - b) ALL's 2-year agreement for Land development expires in January of 2020. ALL will need to get an extension on development plan.
 - c) Mary and Ellen will work on Committee with ALL to discuss progress on project.
- c. Little League Field Maintenance-
 - a) Paco reported that Home dugout water issue due to a leaky pipe has been resolved.

- b) Sprinkler heads for all parks will be purchased in bulk. Jody Ehrke and Andrew Pina motioned to purchase sprinkler heads not to exceed \$1000.00. motion carried.

VII. Old Business-

- a. Parks –security/alarm- installed-no report
- b. Manager Phone – working fine
- c. Travel Baseball Field request-Park MOU/rental- Joint use/in-kind agreement to help clean up park and facilities for use of park. Motioned by Andrew Pina and Jody Ehrke. Motion passed.
- d. Programs –
 - i. 18/19 Program Budget Report was submitted.
 - ii. JH scoreboard-not installed – work order with PJUSD is needed.
 - iii. End of year program meeting to be scheduled for February of 2020.
 - iv. Santa is tentatively scheduled for December 15, 2019.
- e. Parks –
 - i. Xochi Dudley with AYSO proposed a free clinic put on by AYSO and park cleanup to offset costs of field use. This in-kind agreement was motioned by Jody Ehrke and Andrew Pina, motioned passed.
 - ii. LaVanche Hurst Park to be in Joint Use Agreement with ARC. Motioned by Andrew Pina and Ailed Garcia, motion passed.

Chuck Wayman the meeting at 8:45 p.m.

Minutes submitted by Jody Ehrke

ARBUCKLE PARKS AND RECREATION DISTRICT
PO BOX 1376
ARBUCKLE, CA 95912
Meeting Minutes
October 7, 2019

I. **Call to order**

Ellen Voorhees called to order the regular monthly meeting of the ARBUCKLE PARKS AND RECREATION DISTRICT at 7:02 p.m. on 10/7/19 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 Andrew Pina, Treasurer
ABSENT	Chuck Wayman, Chair

II. **Approval of Agenda:** Jody Ehrke and Andrew Pina motioned to approve the agenda as submitted. Motion passed

III. **Public Comments** No Comment

IV. **Confirmation of Board Members**

- a. Chuck Wayman submitted a letter to request another 4 year term- Ellen Voorhees and Jody Ehrke Motioned to accept his letter for another term on the board. Motioned passed
- b. Susie Lytal wrote a letter expressing interest for a board position for APRD. Ellen Voorhees and Andrew Pina motioned to accept her letter and approve her for a 4 year term. Motioned passed

Ellen Voorhees adjourned the meeting at 7:15 p.m.

Minutes submitted by Jody Ehrke

ARBUCKLE PARKS AND RECREATION DISTRICT
PO BOX 1376
ARBUCKLE, CA 95912
Meeting Minutes
October 21, 2019

I. **Call to order**

Chuck Wayman called to order the regular monthly meeting of the ARBUCKLE PARKS AND RECREATION DISTRICT at 7:25p.m. on 10/21/19 at 309 5th street, Arbutle.

Roll call of officers / Members

PRESENT	Chuck Wayman, Chair Jody Ehrke, Secretary Mary Grimmer, Program Director Andrew Pina, Treasurer
ABSENT	Chuck Wayman, Chair

II. **Approval of Agenda:** Jody Ehrke and Andrew Pina motioned to approve the agenda as submitted- Motion passed

Approval of Minutes: September minutes motioned by Andrew Pina and Chuck Wayman with addition of Andrew Pina assuming maintenance of Verizon Account-motion passed

III. **Treasurer's Report** –

- a. August Balances to be tabled
- b. Bills for October totaling \$5,011.65. Motioned by Chuck Wayman and Jody Ehrke – motioned passed

IV. **Public Comments** No Comment

V. **New Business** –

- a. Jr. Bears-concerns shared about program driving on Park. Have been given warnings due to broken pipes. Fence being proposed by board.
- b. Little League development-no report – ALL meeting 11/4/19
- c. Appointment of new board members-tabled
- d. Officer appointments-tabled
- e. Car Show-10/28/19

VI. Old Business

- a. Travel Baseball field request –Mark MOU/rental-reflected in September minutes
- b. SCI Meeting Recap-reflected on September minutes
- c. Programs-
 - i. Basketball draft 10/21/19 – games to start on 12/6/19
 - ii. Email to PJUSD requesting reimbursement for portable bathroom at North Gym due to remodeling.
 - iii. Tot Tumbling being led by Volunteer, Susie Lytal
- d. Parks-no report
- e. LaVanche Hurst & Memorial Park agreement-no report
- f. Prop 84-no report

Chuck Wayman adjourned the meeting at 8:02 p.m.

Minutes submitted by Jody Ehrke

ARBUCKLE PARKS AND RECREATION DISTRICT
PO BOX 1376
ARBUCKLE, CA 95912
Meeting Minutes
November 18, 2019

I. **Call to order**

Chuck Wayman called to order the regular monthly meeting of the ARBUCKLE PARKS AND RECREATION DISTRICT at 7:08 p.m. on 11/18/19 at 309 5th street, Arbuckle.

Roll call of officers / Members

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

- II. **Approval of Agenda:** Jody Ehrke & Ellen Voorhees motioned to approve the agenda as submitted. Motion passed

Approval of Minutes:

- a. October 7, 2019 minutes motioned for approval by Chuck Wayman and Jody Ehrke, motion passed
- b. October 21, 2019 minutes motioned for approval with changes by Chuck Wayman & passes. Change of Wording: ***Andrew Pina to oversee Jet Pack not maintenance of Verizon account.***

III. Treasurer's Report

- a. Account Balances motioned and approved for August and September by Jody Ehrke & Andrew Pina
- b. Approval of Monthly bills for November motioned & approved by Jody Ehrke & Ellen Voorhees.

IV. **Public Comments** No Comment

V. **New Business**

- a. Jr. Bears usage – final usage hours submitted for year
- b. Little League development – Extension on new land for improvement granted
- c. Appointment of new board member-Susie Lytal
- d. Officer appointments- new slate motioned and approved by Ellen Voorhees & Chuck Wayman
 1. Chair- Ellen Voorhees
 2. Vice Chair – Chuck Wayman
 3. Secretary – Jody Ehrke
 4. Treasurer – Andrew Pina
 5. Member – Susie Lytal

VI. Old Business

- a. Scoreboard –JJH – Ellen talked with George Parker about progress of scoreboard installation
- b. Programs – Basketball is starting, and the program seems to be going well
- c. Parks – no report
- d. LaVanche Hursh & Memorial Park agreement-signed final agreement for maintenance

No December Meeting

Next meeting 1/21/2020

Chuck Voorhees adjourned the meeting at 8:15 p.m.

Minutes submitted by Jody Ehrke