

ARBUCKLE PARKS AND RECREATION DISTRICT

PO BOX 1376

ARBUCKLE, CA 95912

*Meeting Minutes*

*January 18, 2021*

**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 1/18/21 at 309 5<sup>th</sup> street, Arbuckle.

**Roll call of officers / Members**

PRESENT	Ellen Voorhees, Chair
	Andrew Pina, Treasurer
	Jody Ehrke, Secretary
	Mary Grimmer, Program Director
	Susie Lytal– Member
	Chuck Wayman , Vice Chair

Absent

**II.**

- a. **Approval of Agenda:** Jody Ehrke and Chuck Wayman motioned to approve the agenda as submitted, motion passed.
- b. **Approval of Minutes:** Andrew Pina and Susie Lytal motioned to approve the November Minutes as submitted, motion passed.

**III. Treasurer's Report**

- a. Bills were submitted for January of 2021, Jody Ehrke motions and Susie Lytal seconds to approve the bills, motion carried.
  - i. Bills - \$2,209.15 (still haven't received PUD bill)
- b. Account Balances (County & Umpqua) – \$221,137.38 Jody Ehrke and Susie Lytal motion to accept balances, motions carries.

**IV. Public Comments:** no comment

**V. New Business:**

- a. Skate Park Request – a resident inquired about having a skate park in town. Mary Grimmer responded that is has been entertained in the past but proved to come at a very high price and liability. The resident was invited to attend a meeting to discuss further.
- b. Wage increase for employees-due to minimum wage increase per 25 employees we are obligated to increase our wages to \$14.00 per hour. Jody Ehrke and Chuck Wayman motioned to approve, motion carried.

**VI. Old Business-**

- a. Programs – Tball will be dependent upon Arbuckle Little League's decision to pursue a season based on COVID tiers
- b. Grant 68 project-monies may only be used on property owned by APRD. This insures that the monies are a long-term investment.

ARBUCKLE PARKS AND RECREATION DISTRICT

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*Meeting Minutes*

*January 18, 2021*

- i. Grant 68 funds to be used for fencing at new ball field per ALL's approval, motioned and seconded by Susie Lytal and Andrew Pina, motion carried.
- c. Park Rental Fees
  - i. Junior Bears-\$700.00 (1/2 of season costs) flag football plus equipment storage fees)
  - ii. Arbuckle Little League-table usage fees until season is determined (APRD continues to incur field maintenance costs)
- d. Park Improvements-
  - i. New set of soccer goals (structure and nets) will be ordered for Balfor Park.

Ellen Voorhees adjourned the meeting at 7:51 p.m.

Minutes submitted by Jody Ehrke

**Arbuckle Parks and Recreation District**  
PO Box 1376 ~ 309 5<sup>th</sup> Street, Arbuckle, CA 95912  
**February 15, 2021**  
**7 p.m.**

**Regular Meeting Minutes**

**I. CALL TO ORDER- ROLL CALL OF OFFICERS / MEMBERS**

Absent -Ellen Voorhees – Chairperson & Jody Ehrke – Secretary

Present - Andrew Pina – Treasurer, Chuck Wayman – Vice Chairperson, Susie Lytal-Member & Mary Grimmer – Manager

**II. AGENDA & MINUTES**

1. Approval of posted agenda -Motioned by Susie Lytal, 2nd Andrew Pina - 3 ayes, 0 noes
2. Approval of January minutes –Tabled to next meeting for quorum

**III. TREASURER'S REPORT**

- a. Account Balances through January 2021-County - \$234,610.96, Umpqua \$57,771.49, Total Assets \$292,382.45
- b. Approve Monthly Bills- Total of \$3755.49 and future approval for payment for Grow West pending bill. Motioned by Andrew Pina, 2nd Susie Lytal - 3 ayes, 0 noes

**IV. PUBLIC COMMENTS**

*None.*

**V. NEW BUSINESS**

1. Hiring cycle for new employees- Mary to put a notice in the PHS bulletin and on the APRD Facebook and Instagram pages. Will include summer positions so that we do not need to do hiring again. Andrew will help with the interviews.
2. Resolution 21-02 - Consolidation of Future General District Elections
  - a. Motioned by Andrew Pina, 2nd Susie Lytal - 3 ayes, 0 noes

**VI. OLD BUSINESS**

1. Programs
  - i. Aerobics- Still in Purple, waiting to be in Red. Can do one on one classes only
  - ii. T Ball Clinic- Program to run with 4 year to 7 year olds. Only players that were signed up for last years' program will be able to do the 4 year old program and if live out of the district will still be able to sign up. All other levels will be APRD boundaries so that we can maintain cohorts. Will be splitting each age group into two separate groups with Kathy Corona and Mary Grimmer being in charge of one group. Employees will be assigned to either Kathy or Mary and remain with that leader for the entire season. Basing the fee \$35 on Little League. Shirt is \$15 extra. All players must have a signed Health Declaration form on file with APRD. Masks will be required.
2. Grant 68 project- Will be ordering garbage cans. Working with ALL on plans.
3. Park Rental Fees
  - i. Junior Bears - Jr Bears to pay \$700for 2020-2021 year- will revisit next year.
  - ii. Arbuckle Little League - Arbuckle to pay \$1750 for 2020-2021 year- will revisit next year.

ARBUCKLE PARKS AND RECREATION DISTRICT

PO BOX 1376

ARBUCKLE, CA 95912

*Meeting Minutes*

*March 15, 2021*

I. **Call to order**

Ellen Voorhees called to order the regular monthly meeting of the ARBUCKLE PARKS AND RECREATION DISTRICT at 7:07 p.m. on 3/15/21 at 309 5<sup>th</sup> street, Arbuckle.

**Roll call of officers / Members**

PRESENT	Ellen Voorhees, Chair Andrew Pina, Treasurer Jody Ehrke, Secretary Mary Grimmer, Program Director Susie Lytal– Member
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Absent	Chuck Wayman , Vice Chair
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II.

- a. **Approval of Agenda:** Jody Ehrke and Andrew Pina motioned to approve the agenda as submitted, motion passed.
- b. **Approval of Minutes:**
  - i. Andrew Pina and Susie Lytal motioned to approve the January Minutes as submitted, motion passed.
  - ii. February minutes-tabled

III. **Treasurer's Report**

- a. Bills (standard) approved for March of 2021 with the addition of SCI, KCOE, Mary Grimmer (garbage cans), Andrew Pina motioned and Susie Lytal seconds to approve the bills, motion carried.
- b. Account Balances (County & Umpqua) –March 2021 balances tabled

IV. **Public Comments:** no comment

V. **New Business:**

- a. Resolution 21-01- A resolution directing preparation of the 2021-2022 engineer's report for the continuation of the parks and recreation maintenance assessment district. Motion to approve by Jody Ehrke and Susie Lytal, motioned passed.
- b. Park Improvements funds to be moved from fund 03175 to 03177 in the amount of \$76,261.00 set aside for park improvements (from general to Improvements) per prop 68. Motioned by Andrew Pina and Ellen Voorhees, motioned carried.
  - i. Soccer goals to be purchased with Prop 68 money. Motioned by Susie Lytal and Andrew Pina to approve up to \$9,000.00. Motion carried.
- c. Fencing addition to Balfour Park on the North side of Little League field to be constructed with Prop 68 funds. Motioned by Susie Lytal and Andrew Pina, motion carried.

ARBUCKLE PARKS AND RECREATION DISTRICT

PO BOX 1376

ARBUCKLE, CA 95912

*Meeting Minutes*

*March 15, 2021*

**VI. Old Business-**

- a. Programs-
  - i. Aerobics –allowed per red tier following COVID guidelines.
  - ii. Tball Clinic – started 6-week season on 3/13/21
- b. Grant 68 Projects-updated in New Business
- c. Park Rental Fees-
  - i. Junior Bears-paid for 2020-21 and 2021-2022 seasons
  - ii. Arbuckle Little League-paid half (prorated) season per agreement

Ellen Voorhees adjourned the meeting at 7:57 p.m.

Minutes submitted by Jody Ehrke

ARBUCKLE PARKS AND RECREATION DISTRICT

PO BOX 1376

ARBUCKLE, CA 95912

*Meeting Minutes*

*April 19, 2021*

**I. Call to order**

Ellen Voorhees called to order the regular monthly meeting of the ARBUCKLE PARKS AND RECREATION DISTRICT at 7:12 p.m. on 4/19/21 at 309 5<sup>th</sup> street, Arbuckle.

**Roll call of officers / Members**

PRESENT	Ellen Voorhees, Chair Jody Ehrke, Secretary Mary Grimmer, Program Director Susie Lytal– Member
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Absent	Chuck Wayman , Vice Chair Andrew Pina, Treasurer
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**II.**

a. **Approval of Agenda:** Jody Ehrke and Susie Lytal motioned to approve the agenda as submitted, motion passed.

b. **Approval of Minutes:**

i. Susie Lytal and Ellen Voorhees motioned to approve the March 15, 2021 Minutes as submitted, motion passed.

**III. Treasurer's Report**

a. Bills (standard) approved for April of 2021, Jody Ehrke motioned and Ellen Voorhees seconds to approve the bills, motion carried.

b. Account Balances (County & Umpqua) –March/April 2021 balances Motioned for approval by Jody Ehrke and Ellen Voorhees, motion passed.

i. \$267,559.17 (April balance)

**IV. Public Comments:** no comment

**V. New Business:**

a.

i. Arbuckle Swimming Pool-Jr Guard/summer school program (new 2021).

ii. Training of all guards will be together (trainees from other towns in county may join our class for cost of materials and certificate).

iii. PJUSD school class parties are still undecided

b. Train Depot and Memorial Park-a letter from ARC about the Depot states that they will dismantle and store the Depot to preserve it for a future time.

c. PG&E-checking lines and billing

d. Adult Softball-yes to 2021 Summer Season. All teams and players must agree to a code of conduct. Past behaviors/attitudes/poor sportsmanship will not be allowed.

e. Life Guard Classes-Life Guards from county may train and certify with APRD for the cost of materials and certificate.

f. Park-move trash can to Post Office area to help with litter

ARBUCKLE PARKS AND RECREATION DISTRICT

PO BOX 1376

ARBUCKLE, CA 95912

*Meeting Minutes*

*April 19, 2021*

**VI. Old Business:**

- a. Programs
  - i. Aerobics-Melissa Chesini's class has great attendance
  - ii. TBall – Going well
- b. Project – Grant 68
  - i. Colusa County request letter-grant money pending with county
- c. Park Rental Fees-
  - i. Arbuckle Little League 2021/2022 -9/30/21 end of contract (paid through)
  - ii. Jr. Bears-paid in full for 2021 season

Ellen Voorhees adjourned the meeting at 7:57 p.m.

Minutes submitted by Jody Ehrke

ARBUCKLE PARKS AND RECREATION DISTRICT

PO BOX 1376, ARBUCKLE, CA 95912

*Meeting Minutes*

*May 17, 2021*

**I. Call to order**

Chuck Wayman called to order the regular monthly meeting of the ARBUCKLE PARKS AND RECREATION DISTRICT at 7:07 p.m. on 5/17/21 at 309 5<sup>th</sup> street, Arbuckle.

**Roll call of officers / Members**

PRESENT	Chuck Wayman, Vice Chair Jody Ehrke, Secretary Mary Grimmer, Program Director Susie Lytal- Member Andrew Pina, Treasurer
Absent	Ellen Voorhees, Chair

**II.**

1. **Approval of Agenda:** Jody Ehrke and Chuck Wayman motioned to approve the agenda as submitted, motion passed.

2. **Approval of Minutes:**

Susie Lytal and Andrew Pina motioned to approve the April 2021 minutes with the correction of VI. c. i. Arbuckle Little League paid through the 2021 Season.  
Motion passed

**III. Treasurer's Report**

1. Bills (standard) approved for May of 2021, Andrew Pina and Susie Lytal move to approve the bills, motion carried.
2. Account Balances (County & Umpqua)- April/May 2021 balances motioned for approval by Susie Lytal and Andrew Pina, motion passed.
  1. \$270,037.03 (May balance)
3. SCI Budget Review- Budget pending- waiting for contact from Sonia Ortega

**IV. Public Comments:** no comment

**V. New Business:**

1. Movie in the Park – TBA- Andrew Pina will coordinate Movies on chosen Fridays.
2. Updated Bios for Website – check
3. Updated Health Declaration form- check

**VI. Old Business:**

1. Train Depot & Memorial Park – received a letter from ARC stating that they are checking the fragility of demolition before they proceed.
2. PG&E- no comment
3. Adult Softball – review new code of conduct and rules
4. Grant 68 Project-
  - i. improvements and projects at park are pending additional funds through county. (Potential basketball courts at Balfour and snack bar/bathrooms at LL park.)



ARBUCKLE PARKS AND RECREATION DISTRICT

PO BOX 1376, ARBUCKLE, CA 95912

*Meeting Minutes*

*May 17, 2021*

- ii. Discussion of bids for Memorial picnic structure. Susie Lytal and Andrew Pina motioned to accept bid from Weston Building, motion passed.
- 5. Summer School with PJUSD-
  - i. Johnson Jr. High- June 14-25 (Mary will manage)
  - ii. Arbuckle Elementary – July 12-23 (Mary will manage)
  - iii. Programs- Jr Guard – all employees will be Red Cross and 1<sup>st</sup> aid/CPR certified
  - iv. Letters- sent out to potential donors
- 6. Programs- Aerobics-no comment, Tball Clinic- season complete. It went very well.

Chuck Wayman adjourned the meeting at 8:16 p.m.

Minutes submitted by Jody Ehrke

ARBUCKLE PARKS AND RECREATION DISTRICT

PO BOX 1376

ARBUCKLE, CA 95912

*Meeting Minutes*

*June 6, 2021*

I. **Call to order**

Ellen Voorhees called to order the regular monthly meeting of the ARBUCKLE PARKS AND RECREATION DISTRICT at 6:10 p.m. on 6/6/21 at 309 5<sup>th</sup> street, Arbuckle.

**Roll call of officers / Members**

PRESENT	Ellen Voorhees, Chair Jody Ehrke, Secretary Mary Grimmer, Program Director Susie Lytal– Member Andrew Pina, Treasurer
Absent	Chuck Wayman , Vice Chair

II.

- a. **Approval of Agenda:** Jody Ehrke and Ellen Voorhees motioned to approve the agenda as submitted, motion passed.
- b. **Approval of Minutes:**
  - i. Susie Lytal and Andrew Pina motioned to approve the May 2021 Minutes as submitted -motion passed

III. **Treasurer's Report**

- a. Bills (standard) approved for June of 2021, Jody Ehrke and Ellen Voorhees move to approve the bills (\$50,059.76) motion carried.
- b. Account Balances (County & Umpqua) –Tabled
- c. SCI Budget Review-
- d. Passage of Resolution 21-2, adopting the fiscal year 2021-2022 final budget for special district operation funds #03175, #03177 & #03178. Motioned and seconded by Jody Ehrke and Susie Lytal to approve resolution 21-2, motion passed

IV. **Public Comments:** no comment

V. **New Business:**

- a. College City Land -Discussion

VI. **Old Business:**

- a. Train Depot & Memorial Park-waiting to hear from ARC
- b. PG&E-no comment
- c. Updated Bios for Website-discussion
- d. Grant 68 Project-waiting for follow up from county –guidance on bidding, prevailing wage, etc.
- e. Movie in the Park-beginning on 6/11
- f. Swimming Pool
  - i. Summer School with PJUSD-discussed new hires and life guarding duties and positions

ARBUCKLE PARKS AND RECREATION DISTRICT

PO BOX 1376

ARBUCKLE, CA 95912

*Meeting Minutes*

*June 6, 2021*

- ii. Programs-swim club
- iii. Public Swim-Free Swim Donations (letters sent out to potential donors)
- g. Programs-
  - i. Aerobics is going well
  - ii. Softball-end of June start date

Ellen Voorhees adjourned the meeting at 7:05 p.m.

Minutes submitted by Jody Ehrke

ARBUCKLE PARKS AND RECREATION DISTRICT

PO BOX 1376

ARBUCKLE, CA 95912

*Meeting Minutes*

*June 21, 2021*

I. **Call to order**

Ellen Voorhees called to order the regular monthly meeting of the ARBUCKLE PARKS AND RECREATION DISTRICT at 7:06 p.m. on 6/21/21 at 309 5<sup>th</sup> street, Arbuckle.

**Roll call of officers / Members**

PRESENT	Ellen Voorhees, Chair Jody Ehrke, Secretary Susie Lytal– Member Andrew Pina, Treasurer
Absent	Chuck Wayman , Vice Chair Mary Grimmer, Program Director

II.

- a. **Approval of Agenda:** Jody Ehrke and Susie Lytal motioned to approve the agenda as submitted, motion passed.
- b. **Approval of Minutes:**
  - i. Susie Lytal and Andrew Pina motioned to approve the June 6' 2021 Minutes as submitted -motion passed

III. **Treasurer's Report**

- a. Account Balances (County & Umpqua) Susie Lytal and Jody Ehrke motion to approve account balances-motion passed
  - i. Total assets \$270,161.71
- b. Approve Monthly Bills/SCI Budget review-Jody Ehrke and Andrew Pina motion to approve bills and budget review-motion passed.

IV. **Public Comments:** no comment

V. **New Business:**

- a. **Passage of Resolution 21-3**

Jody Ehrke and Andrew Pina motion to approve the Passage of Resolution 21-3, a resolution of intention to continue to levy the assessments for fiscal year 2021-2022, preliminarily approving engineer's report, and providing for notice of public hearing.  
Motion Passed

VI. **Old Business:**

- a. Review Resolution 21-1, passed on March 15, 2021, directing preparation of the engineer's report for the continuation of the parks and recreation maintenance assessment district.
- b. College City land –discussion of dry-space ideas

Ellen Voorhees adjourned the meeting at 7:25p.m.

Minutes submitted by Jody Ehrke

ARBUCKLE PARKS AND RECREATION DISTRICT

PO BOX 1376

ARBUCKLE, CA 95912

*Meeting Minutes*

*July 19, 2021*

**I. Call to order**

Ellen Voorhees called to order the Annual meeting of the ARBUCKLE PARKS AND RECREATION DISTRICT at 7:01 p.m. on 7/19/21 at 309 5<sup>th</sup> street, Arbuckle.

**Roll call of officers / Members**

PRESENT	Ellen Voorhees, Chair Jody Ehrke, Secretary Andrew Pina, Treasurer
Absent	Susie Lytal– Member Chuck Wayman , Vice Chair Mary Grimmer, Program Director
In Attendance	Rod Bradford ARC Anna Lauwerijsen ARC

- II. **Approval of Agenda:** Jody Ehrke and Andrew Pina motioned to approve the agenda with the addition of Annual Meeting as well as Regular Meeting Agenda, the deletion of June 6<sup>th</sup> meeting (previously approved), and the addition to Old Business 7. Review of Resolution 21-3 and 21-1 - motion passed

1. **Approval of Minutes:**

- i. Ellen Voorhees and Andrew Pina motioned to approve the June 21, 2021 Minutes as submitted -motion passed

III. **Treasurer's Report**

1. Account Balances (County & Umpqua) -July account balances tabled due to corrupted format/file.
2. Approve Monthly Bills -Jody Ehrke and Andrew Pina motion to approve bills -motion passed.

IV. **Public Comments:** no comment

Annual Meeting Adjourned at 7:06 by Ellen Voorhees

Regular Meeting Called to order at 7:07 by Ellen Voorhees

V. **New Business:**

1. ARC agreement for the building rent
  - i. ARC is Moving forward with Depot restoration
  - ii. ARC is Restructuring their financing
  - iii. ARC does not need building per current contract. It is currently a 50/50 commitment with ARC and APRD. We will renegotiate contract to a 75 APRD/25 ARC.
  - iv. APRD to assume payment of power bill

ARBUCKLE PARKS AND RECREATION DISTRICT

PO BOX 1376

ARBUCKLE, CA 95912

*Meeting Minutes*

*July 19, 2021*

- v. ARC will use building for annual car show event plus 2 days prior for setup.
- vi. Rent will continue to be paid monthly as is (a check will still be written from APRD and ARC for respective portion of contract).
- vii. Sprinklers need to be checked at LaVanche Park. Reported that there are big holes causing a tripping hazard due to missing valve covers.
- viii. Please make sure ARC storage stays organized and clear of APRD storage. If ARC items are used by APRD please make sure they are properly returned and stored.

2. **Passage of Resolution 21-4**

Jody Ehrke and Andrew Pina motion to approve the Passage of Resolution 21-4, approving the engineer's report, confirming diagram and assessment, and ordering the continuation of the levy of assessment for fiscal year 2021/2022.

VI. **Old Business:**

- 1. College City Land-ideas discussed for Dry land park usage; sand volleyball court, gazebo, disc golf, basketball court, track with circuit stations.
- 2. Review Resolution 21-3, a resolution of intention to continue to levy the assessments for fiscal year 2021/2022, preliminarily approving engineer's report, and providing for notice of public hearing.
- 3. Pool-discussed potential closing date and pool integrity
- 4. Programs-
  - i. softball is going well
  - ii. Pool programs did very well
- 5. Park-Prop 68 -no report
- 6. Parks
  - i. LVH ownership -No Report
- 7. Review of Resolution 21-1 and 21-3

Ellen Voorhees adjourned the meeting at 8:16 p.m.-

Minutes submitted by Jody Ehrke

ARBUCKLE PARKS AND RECREATION DISTRICT

PO BOX 1376 ARBUCKLE, CA 95912

*Meeting Minutes*

*August 16, 2021*

**I. Call to order**

Jody Ehrke called to order the Regular Meeting of the ARBUCKLE PARKS AND RECREATION DISTRICT at 7:20 p.m. on 8/16/21 at 309 5<sup>th</sup> street, Arbuckle.

**Roll call of officers / Members**

PRESENT	Jody Ehrke, Secretary Andrew Pina, Treasurer Susie Lytal– Member
Absent	Ellen Voorhees, Chair Chuck Wayman , Vice Chair Mary Grimmer, Program Director

**II. Approval of Agenda:** Susie Lytal and Andrew Pina motioned to approve the agenda for the Regular Meeting August 16, 2021 - motion passed

**1. Approval of Minutes:**

- i. Susie Lytal and Andrew Pina motioned to approve the July 19, 2021 Minutes as submitted -motion passed

**III. Treasurer's Report**

1. Account Balances (County & Umpqua) Total Assets \$232,986.67
2. Approve Monthly Bills -Susie Lytal and Andrew Pina motion to approve bills -motion passed.

**IV. Public Comments:** no comment

1. Diana Lytal brought up idea to have a memorial rose for Susie Vann. We voted that we reiterate guidelines for memorials -Must be a part of ARC or APRD.
2. Yoga Instruction Proposal has been brought to APRD. We are considering.

**V. New Business:**

1. Pool Closure – to be discussed with PJUSD in Fall

**VI. Old Business:**

1. College City Land- Discussion for future time when Prop 68 has been finalized.
2. Pool – Closed for summer
  - i. End of Season totals – n/a
  - ii. Training class for Mary – Andrew Pina and Susie Lytal moved to approve the cost of APRD training, travel and expenses for Mary, Motion passed.
3. Programs
  - i. Youth basketball – use form submitted and approved
  - ii. Men's Basketball – began August 2021
  - iii. Tot Tumbling – not for fall, to be revisited in spring
4. Park
  - i. Prop 68 – In process of finalization
  - ii. LVH ownership – no report or information

Jody Ehrke adjourned the meeting at 7:56 p.m.-

Minutes submitted by Jody Ehrke

ARBUCKLE PARKS AND RECREATION DISTRICT

PO BOX 1376, ARBUCKLE, CA 95912

*Meeting Minutes*

*September 20, 2021*

**I. Call to order**

Ellen Voorhees called to order the Regular Meeting of the ARBUCKLE PARKS AND RECREATION DISTRICT at 7:03 p.m. on 9/20/21 at 309 5<sup>th</sup> street, Arbuckle.

**Roll call of officers / Members**

PRESENT	Jody Ehrke, Secretary Andrew Pina, Treasurer Ellen Voorhees, Chair Chuck Wayman, Vice Chair Mary Grimmer, Program Director
ABSENT	Susie Lytal

**II. Approval of Agenda:** Jody Ehrke and Chuck Wayman motioned to approve the agenda for the Regular Meeting August 19, 2021 - motion passed

**1. Approval of Minutes:**

- i. Chuck Wayman and Andrew Pina motioned to approve the August 19, 2021 Minutes as submitted -motion passed

**III. Treasurer's Report**

1. Account Balances (County & Umpqua) Total Assets \$217,049.34
2. Approve Monthly Bills -Jody Ehrke and Andrew Pina motioned to approve September bills -motion passed.

**IV. Public Comments:** no comment

**V. New Business:**

1. Pool Closure – PJUSD is working on the future of the pool.
2. Building repairs – Will contact Building owners to address store front windows and door repair.
3. Adobe Suite Software for website – Ellen Voorhees and Andrew Pina motion to purchase program to continue current website and applications. Not to exceed \$1,000.
4. Resolution 21-05-Authorizing the signing of APRD warrants by Mary Grimmer. Motioned by Ellen Voorhees and Chuck Wayman, motion passes.

**VI. Old Business:**

1. Park Use Agreement (fee schedule matrix to be set in place)
  - i. AYSO – to be charged \$700 for 2021 season
  - ii. Junior Bears – remainder of full rental agreement to be paid due to no COVID restrictions
  - iii. Adult League Soccer -
2. Parks 68
  - i. Little League addition - on LL agenda to discuss progress on property
    1. Little League Joint Venture Agreement-to be discussed and signed by both parties at LL meeting on 9/28/21
  - ii. Basketball project – progress still pending (hall and 10<sup>th</sup> streets)
  - iii. LVH Ownership – owned by Southern Pacific Railroad
  - iv. Memorial Park (and east) owned by County



ARBUCKLE PARKS AND RECREATION DISTRICT

PO BOX 1376, ARBUCKLE, CA 95912

*Meeting Minutes*

*September 20, 2021*

- v. Depot owned by ARC
- vi. Wee Park ownership unknown between County and Caltrans
- vii. College City – owned by APRD
- viii. New equipment -trimmer to be purchased for maintenance – Jody Ehrke and Ellen Voorhees motioned to approve purchase of Trimmer. Motion passed.
- 3. Programs
  - i. Yoga-New Yoga instructor to begin classes October 2, 2021.
  - ii. Youth Basketball-sign ups and scheduling to continue.
    - 1. Colusa, Maxwell and Arbuckle met to discuss new rules
- 4. Pool
  - i. End of season totals -no report

Jody Ehrke adjourned the meeting at 8:20 p.m.

Minutes submitted by Jody Ehrke

ARBUCKLE PARKS AND RECREATION DISTRICT

PO BOX 1376, ARBUCKLE, CA 95912

*Meeting Minutes*

*October 25, 2021*

**I. Call to order**

Chuck Wayman called to order the regular monthly meeting of the ARBUCKLE PARKS AND RECREATION DISTRICT at 7:07 p.m. on 10-25/21 at 309 5<sup>th</sup> street, Arbuckle.

**Roll call of officers / Members**

PRESENT	Chuck Wayman, Vice Chair Jody Ehrke, Secretary Mary Grimmer, Program Director Susie Lytal- Member Andrew Pina, Treasurer
Absent	Ellen Voorhees, Chair

**II.**

1. **Approval of Agenda:** Susie Lytal and Chuck Wayman motioned to approve the agenda for the Regular meeting October 25, 2021 with the striking of 2b, motion passed.

2. **Approval of Minutes:**

Chuck Wayman and Jody Ehrke motioned to approve the September 20, 2021 minutes as submitted- motion passed.

**III.**

**Treasurer's Report**

1. Account Balances (County & Umpqua)- Total Assets \$278,451.12
2. Approve Monthly Bills- Jody Ehrke and Andrew Pina motioned to approve September bills – motion passed
3. Protocols for bill warrants seem to be ever-changing and difficult to comply with (the County).

**IV.**

**Public Comments:** no comment

**V.**

**New Business:**

1. New Hires- 16 new hires for programs

**VI.**

**Old Business:**

1. Park Use Agreement (fee schedule matrix to be set in place)
  - a. AYSO- paid in full for fall of 2021 (\$700)
  - b. Junior Bears – paid in full for fall 2021 (\$700)
  - c. Adult League Soccer – not yet paid
2. Parks
  - a. Memorial Park & Depot update- waiting for information from ARC
  - b. Wee Park – to be Adopted by APRD from Cal Trans which will allow us maintenance custodianship
  - c. College City – County Clean Up project organized by County Supervisors
  - d. Prop 68  
Little League addition  
Discussion of bids for fencing and decision to go with Crusade bill.  
Manager to sign fence contract with Crusade with start date first week of November to be finished within the month Motioned by Jody Ehrke and Andrew Pina – motion passed PG&E- no comment

ARBUCKLE PARKS AND RECREATION DISTRICT

PO BOX 1376, ARBUCKLE, CA 95912

*Meeting Minutes*

*October 25, 2021*

- e. Basketball project to continue after above construction
- f. Little League Joint Venture Agreement – To be billed as normal with possibility of in-kind

3. Programs

- i. fitness Classes - ongoing
- ii. Youth Basketball – full teams have been drafted, games to begin 12/3/21

4. Pool

- i. Pool End of Year totals TBA
- ii. Facility meeting held at PJUSD to determine future of pool due to repairs

Jody Ehrke adjourned the meeting at 8:21 p.m.

Minutes submitted by Jody Ehrke

ARBUCKLE PARKS AND RECREATION DISTRICT

PO BOX 1376, ARBUCKLE, CA 95912

*Meeting Minutes*

*November 15, 2021*

**I. Call to order**

Ellen Voorhees called to order the Regular Meeting of the ARBUCKLE PARKS AND RECREATION DISTRICT at 5:10 p.m. on 11/15/21 at 309 5<sup>th</sup> street, Arbuckle.

**Roll call of officers / Members**

PRESENT	Jody Ehrke, Secretary
	Susie Lytal, member
	Andrew Pina, Treasurer
	Chuck Wayman, Vice Chair
	Mary Grimmer, Program Director
	Ellen Voorhees, Chair

**II. Approval of Agenda:** Chuck Wayman and Andrew Pina motioned to approve the agenda for the Regular Meeting November 15, 2021 motion passed

**1. Approval of Minutes:**

- i. Susie Lytal and Andrew Pina motioned to approve the October 25, 2021 Minutes as submitted -motion passed

**III. Treasurer's Report**

- 1. Account Balances (County & Umpqua) Total Assets \$224,485.19 Motioned by Jody Ehrke and Andrew Pina to accept November balances - approved
- 2. Approve Monthly Bills -Chuck Wayman and Susie Lytal motioned to approve October bills including a \$50,000 transfer of Payroll, and an additional purchase of CPR rescue baby mannequin (Set of 4) not to exceed \$600 -motion passed.

**IV. Public Comments:** no comment

**V. New Business:**

- 1. Santa Event- December 12, 2021
- 2. Review of SCI report
  - i. waiting on answer regarding green space with PJUSD properties
  - ii. COLA 2% increase for assessment fees

**VI. Old Business:**

- 1. Park Use Agreement
  - i. New Matrix for usage -Ellen and Mary will develop a usage matrix
  - ii. Adult League – Soccer -not yet paid
  - iii. A Town Nutz -paid
  - iv. Little League- invoiced (not yet paid-may be in-kind payment)
- 2. Parks
  - i. Prop 68
    - 1. Little League addition -fencing to be complete by year end
    - 2. Basketball project -on hold
  - ii. Memorial Park & Depot owned by County
  - iii. Wee Park -APRD will be assuming ownership from CalTrans

ARBUCKLE PARKS AND RECREATION DISTRICT

PO BOX 1376, ARBUCKLE, CA 95912

*Meeting Minutes*

*November 15, 2021*

- iv. College City -we have invited public to attend APRD board meetings with suggestions and ideas
- 3. Programs
  - i. Fitness Classes- ongoing
    - 1. Additional classes to begin in January
  - ii. Youth Basketball
    - 1. Coaches and Players will follow COVID mask protocols during all practice and games, home and away.
    - 2. Issues with Bathroom at Girl's gym
    - 3. Age of equipment – baskets -looking at replacement
- 4. Pool
  - i. Pool End of Year totals
  - ii. Repairs--meeting with PJUSD on 11/22/21

Jody Ehrke adjourned the meeting at 6:17 p.m.

Minutes submitted by Jody Ehrke

**Arbuckle Parks and Recreation District**  
PO Box 1376 ~ 309 5<sup>th</sup> Street, Arbuckle, CA 95912  
**December 22, 2021**  
**6 p.m.**

**Regular Meeting Minutes**

**I. CALL TO ORDER** 6:06 by Ellen Voorhees, Chair

**ROLL CALL OF OFFICERS / MEMBERS**

Present : Ellen Voorhees – Chairperson, Susie Lytal-Member & Mary Grimmer – Manager

Present by phone: Jody Ehrke – Secretary, Andrew Pina – Treasurer

Absent: Chuck Wayman – Vice Chairperson

**II. AGENDA & MINUTES**

**APPROVE AGENDA AND ADDING ITEMS TO THE POSTED AGENDA**

Motion to Approve agenda by Jody Ehrke, seconded Susie Lytal, 4 ayes, 0 noes.

**III. PUBLIC COMMENT**

*None*

**V. NEW BUSINESS**

1. Motion to pass Resolution 21-5 Authorizing the Prop 68 Grant Fund Allocation from California Drought, Water, Parks, Climate, Coastal Protection and Outdoor Access for All Act of 2018 made by Ellen Voorhees, Jody Ehrke seconded - 4 ayes, 0 noes
2. Motion to apply COVID Relief Funds allocations \$25,000 to Fund 456- programs, \$12,000 to fund 458 parks & facilities, \$5.059 to fund 459 pool made by Ellen Voorhees, seconded by Susie Lytal, ayes 4 noes 0.
  - a. Funds were assigned to funds based upon the impact that COVID made to each of the funds.

Meeting adjourned 6:16 pm

Submitted by Mary Grimmer, Manager