



**Regular Meeting Minutes**  
**Monday, May 8, 2023**  
**101 Meadowbrook Loop, Chester**  
**Email: arpd01@frontier.com**

<b>Agenda Item</b>	<b>Discussion Item</b>	<b>Action</b>
Director Roll Call/Quorum Est	The following Directors were present: <input checked="" type="checkbox"/> Director, Terra Ayers <input checked="" type="checkbox"/> Director, Bob Burton- via Telephone 6:00pm to 7:36 pm <input checked="" type="checkbox"/> Treasurer, Susan Espana <input type="checkbox"/> Safety Coordinator, Josh Herman <input checked="" type="checkbox"/> 2 <sup>nd</sup> Vice President, Charlie Plopper	
Additional Roll Call:	<input checked="" type="checkbox"/> Secretary/ Office Manager, Heather Patchen <input checked="" type="checkbox"/> Field Maintenance, Dan Smith	
1. Start meeting time	6:00 pm	
2. Guests	Gage Wade- Chester Little League	
3., 4. Corrections, Deletions, Additions Agenda	Terra makes motion to approve agenda, Charlie seconded, Bob and Susan aye.	All Approve
5. Public Comment on non-agenda items	None	No Action Required
6. Public Comment for agenda items	None	No Action Required
7. Review and approval of Minutes	Bob makes motion to approve minutes from April 17 <sup>th</sup> , Terra seconded Susan and Charlie aye.	All Approve
8. Treasurer's Report	Susan presented, total cash on hand \$104,998.64 , restricted grant funds \$56,121 operating funds \$66,878 total revenue YTD \$20,406.17 total office expense \$22,462.75, total program expense \$22,764.53 revenue over under expenses	All Approve

	\$-24,821.11 Bob makes motion to approve treasurer report, Terra seconded Susan and Charlie aye.	
	<b>New Business</b>	
9. Cancellation of D. Smith Construction Contract	Susan presented; the office received a call from Richard Marks from the Construction Industry Force Account Council (CIFAC) who questioned the bid process for the Per Capita Grant Park project shade structure that was granted to Dan Smith Construction. It was discovered that the Board did not follow public works projects guidelines when awarding the contract to Dan Smith Construction; therefore, the contract must be cancelled. Charlie makes motion to cancel the Dan Smith Construction contract for the Per Capita Grant Park project shade structures Terra seconded, Bob and Susan aye.	All Approve
10. Per Capita Update	Susan presented; both ping pong tables have cracks in them on one side. There is a three year warranty on the equipment and Stone Age will deliver two new table ends for replacement. Susan is meeting with Jordan, the community garden coordinator to set a day for drilling holes in the garden containers. Susan contacted Turner Excavating and they will be providing soil and gravel for the containers. The community garden users will need to attend two meetings, one for the opening of the season and one for the closing of the season. Users will have to provide their own plants, keep their garden beds maintained and will be asked to use organic materials only. It was decided by the Board to have a random drawing of community garden applications submitted for the users this year.	No Action Required
11. Upstate Creative Grant for Murals	Susan presented, submitted the grant and she feels there is a 50/50 chance of getting the funds. Hillary Edwards stated she will do the mural work even if ARPD does not get the grant funds for the supplies.	No Action Required
12. Chester LL All Star Contract	Susan makes a motion to amend the current 2023 Chester Little League contract for use of the field during 2023 All Stars at no charge, Terra seconded Charlie and Bob aye.	All Approve
13. Mile High 100 Update	Susan presented; she made a presentation to Westwood Chamber of Commerce (WCC) regarding the route change to the MH100, which now takes the ride through Westwood and the rest stop which will be staged at the Walker Mansion. The WCC is very excited about being included in the event. Bodfish is on board to be a rest stop again and Craving's is willing to do the end of ride lunch for \$16.50 per rider with a \$200 delivery fee. As of meeting time 60 registered.	No Action Required
14. Fun Run Update	Bob presented as of meeting time 44 people have registered and most of the sign ups come in the weeks before event. Bidwell House has agreed to let the event end at their property and Collins Pine is on board to let ARPD start the event on their	No Action Required

	lawn. Under the Sun event company has agreed to let ARPD borrow the clock and blow-up finish line for event. Continuing promotion of event and will be getting posters out soon. Received support letters from the Plumas County Sheriff and the CHP still waiting on a support letter from the Plumas County Board of Supervisors and then he can submit the encroachment permit applications to Plumas County and the California Department of Transportation.	
15. Poker Paddle Update	Susan presented, not a lot of information to share at this point. Will be meeting with Mary Austin event coordinator to discuss event and needed items. Would like to get something else to give away for event instead of t-shirts this year. Still working on the payment part of the website in order to have individuals register for the event online and pay through the website.	No Action Required
16. 2023 Sponsorship Opportunities	Bob presented, so far \$7200 in event sponsorships have commitments for \$13,900.	No Action Required
17. Trails Update	Charlie presented, just trying to get final details together to finalize the donation agreement. Still needed the surveyor to come out and confirm access points on trail. If details can be addressed then funding from Sierra Nevada Conservancy should be granted for further planning of the trail system.	No Action Required
18. Sierra Nevada Conservancy Update	Nothing more to report.	No Action Required
19. Terra Ayers-Board Member Role Discussion	Terra Ayers addressed Board wishing to apologize for her lack of attendance. Feel that she may not be of value since she has no specific job duties here at ARPD. She is not a financially minded individual, so would not be a good choice for Treasurer. The Board assured Terra that her continued presence is desired.	No Action Required
	<b>Old Business</b>	
20. Field Maintenance	Little League field is prepared for the season and concession shed is finished. The valve for irrigation of Almanor Park is repaired. Cabinet for park has been found and Dan will purchase.	No Action Required
21. Building Maintenance	Nothing to report.	No Action Required
22. Adjournment	7:36 pm adjournment	All Approve

**The next regular meeting of the Almanor Recreation and Park District will be June 12, 2023, at 6pm**

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 ARPD Board Secretary

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 ARPD Board Member/Title

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 ARPD Board Member/Title