



Regular Meeting Minutes
Monday, February 13, 2023
101 Meadowbrook Loop, Chester
Email: arpd01@frontier.com

Agenda Item	Discussion Item	Action
Director Roll Call/Quorum Est	The following Directors were present: <input checked="" type="checkbox"/> Director, Terra Ayers <input checked="" type="checkbox"/> Director, Bob Burton <input checked="" type="checkbox"/> Treasurer, Susan Espana <input checked="" type="checkbox"/> Safety Coordinator, Josh Herman <input checked="" type="checkbox"/> 2 nd Vice President, Charlie Plopper-via Telephone	
Additional Roll Call:	<input checked="" type="checkbox"/> Secretary/ Office Manager, Heather Patchen <input checked="" type="checkbox"/> Field Maintenance, Dan Smith	
1. Start meeting time	6:05 pm	
2. Guests	Chris Dean- Chester LL President, Patricia Gallagher-Chester LL Concession Manager Anne Kassebaum- Lake Almanor Chamber of Commerce	
3., 4. Corrections, Deletions, Additions Agenda	All approve agenda with no changes needed.	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 January 12 th minutes, Terra seconded Josh, Susan and Charlie aye.	All Approve
8. Treasurer's Report	Susan presented, YTD through January 31, 2023 total revenue \$19,731.17, total office expense \$16,842.85 and total program expense \$20,100.81 with revenue	All Approve

	over/under expense \$-17,212.49. Balance to County records 1/31/23 operating cash account \$55,224.53, cash prudent reserve \$1,078.74, imprest account \$500.00 and reserve fund \$11,157.90 for total cash on hand of \$67,961.71. Bob makes motion to approve financial transaction report through 1/31/23 Josh seconded Terra, Charlie and Susan aye.	
	New Business	
9. Chester Little League	Chris Dean-President of Chester Little League (CLL) presented to the Board income and expense numbers for CLL 2023 season and stated to the Board that he was authorized by the CLL Board for only \$500 (\$300 for field use/\$200 for cleaning deposit) for the contract this season and if ARPD Board requested more in fees he would have to take the requested amount back to his Board for approval. Josh states he wants kids to play and supports all efforts to make the contract affordable for CLL. Bob feels maybe more money for the cleaning deposit to incentivize CLL parents to keep the field, dugouts, and bleachers clean. Susan feels after reviewing CLL revenue and expenses from the prior season that the request of \$800 last season does not leave the CLL with much revenue to work with for any additional expenses or equipment needs. Terra feels supporting CLL is so important for potential employees of Chester who may have children who enjoy sport activities. Susan makes motion to approve the CLL 2023 season contract amount \$600 (\$300 for field use/\$300 for cleaning fee) Josh seconded, Bob, Charlie and Terra aye. Chris will get back in touch with ARPD after the next CLL meeting on 2/20/23.	All Approve
10. Grand Opening of Almanor Park	Susan presented, would like to try and have grand opening on the opening day of Little League on April 22 nd , but Dan Smith suggests waiting for the closing ceremonies in June as more of the project will be completed and does not think the snow will be melted off the field or park in time for the projected opening day of Little League. Will revisit in March/April.	No Action Required
11. Almanor Recreation Center	Table for this meeting as no response has been received from the County on what if any plans they have to turn over ownership of the Almanor Recreation Center to ARPD.	No Action Required
12. Per Capita Update	Susan presented, still have a list of items to complete for the park and will need to examine funds available and items costs before proceeding. Hillary Edwards from the Chester High School (CHS) is interested in having some of the students do artwork for the shipping containers. Susan is looking into a grant which could fund the painting project possibly even providing left over funds back to CHS. Anne Kassebaum stated that this project could help a high school student complete the 21 hours needed for the community service credit needed for graduation. Susan	No Action Required

	reached out to Jordan Russell about being the community garden coordinator and she has agreed to meet with Susan to discuss the program on 3/8. Susan is working on a pamphlet for the community garden for potential users.	
13. Mile High Route	Susan presented, after speaking with Bob and Randy it has been decided to change the century route which is the 100-mile section of the race. The century route will now go up Hwy 147 and through Westwood to cross at Hwy 36 to A21 and head out to Hwy 44 where the century riders will turn around and head back. The metric and century riders will now go to Domingo Springs to turn around instead of Warner Valley due to the fire damage in the Warner Valley area. Metric riders will follow the century riders through Westwood onto A21 and will turn around at Swain Mountain snowmobile park. Two counties will now be involved in the race permitting process and Randy states he has some contacts with the Lassen County Sheriff which should help in getting approval from all the other necessary entities, Lassen CHP and the Lassen Board of Supervisors which will be needed for Cal Trans to approve permit.	No Action Required
14. Trails Update	Charlie presented looking to establish partnerships within the community to create funding for a full time position to manage trail development. Cal trans is moving ahead with the development of the trail section along Hwy 89 which would connect the Lake Almanor Recreation Trail to the Superditch area.	No Action Required
15. Sierra Nevada Conservancy Update	Charlie presented the title transfer for the Almanor Rail Trail donation needs to be completed before the next Sierra Nevada Conservancy board meeting in June for ARPD to be eligible for approval of grant funding, which would fund detail planning needed for development of the rail trail. Dundas Geomatics, Inc. is working on a vicinity map of the trail and will need to physically visit the trail system to confirm the crossings when the snow melts off enough for access.	No Action Required
16. Board Member Roles	Bob presented, asks Board members to give some thought for the roles and Susan is open to changes in the roles. Bob states that he feels the Bylaws need to be revised.	No Action Required
	Old Business	
17. Field Maintenance	Dan presented valve and other equipment will need to be replaced on the irrigation system for the Almanor Park and a structure will need to be built to protect it in the winter from the snow. States that cameras need to be installed for security of the park. Clay for the softball field cost is \$250 and the benches for the picnic tables are almost completed, suggests finding a way to cover them for the winter season to extend the life of the wood.	No Action Required
18. Building Maintenance	Dan presented the roof will need to be cleaned and more roof seal applied in some sections in the spring.	No Action Required
	Next Month Agenda Items	

19. Adjournment	7:35 pm All approve adjournment.	All Approve

The next regular meeting of the Almanor Recreation and Park District will be March 13, 2023, at 6pm

_____ ARPD Board Secretary

_____ ARPD Board Member/Title

_____ ARPD Board Member/Title