



**Regular Meeting Minutes**  
**Monday March 11, 2024**  
**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 type="checkbox"/> Director, Terra Ayers <input checked="" type="checkbox"/> Director, Wally Bird <input checked="" type="checkbox"/> Treasurer, Susan Espana <input checked="" type="checkbox"/> Director, Anne Kassebaum <input checked="" type="checkbox"/> 2 <sup>nd</sup> Vice President, Charlie Plopper	
Additional Roll Call:	<input checked="" type="checkbox"/> Secretary/ Office Manager, Chelsea Harrison	
1. Start meeting time	6:01 pm	
2. Guests	Don Ramsey	
3. & 4. Corrections, Deletions, Additions Agenda	Move minutes approval under agenda  15. MOU payroll to be added  Espana Motion to approve, Plopper seconded	All Approve
5. Public Comment on non-agenda items	Don Ramsey mentioned a couple of public comments of the playground looks not very colorful. He is suggesting covering over the picnic tables. Storage area has some pavers that should be picked up and is willing help clean up and load up. Espana commented that it is planned for after the snow melt Ed Bishop is taking them. The off road vehicles have been seen on the natural trail. Kassebaum will contact Collins to let them know about the OHV.	No Action Required
6. Public Comment for agenda items	None	No Action Required

7. Review and approval of Minutes	Kassebaum noted a couple of name mis spelling. Harrison will correct. España moved to approve minutes of February 12 meeting; Bird seconded.	All Approve
8. Treasurer's Report	España reported out on the reports presented. Kassebaum asked who uses the field regularly. Soccer, HS softball, Chester Little League. The estimated yearly cost is over \$4000 a year to maintain the field. The adult softball tourney in 2023 was not charged due to it was a fundraiser for little league. España reported that the \$69K grant payout is being tracked separately. Bird Moved to approved; Plopper seconded	All Approve
<b>New Business</b>		
9. Per Capita Update	Bird Pavers update – prebid meeting Thursday, 3.14.24 at 10am. ARPD is buying materials from Builder Supply , asking bids for labor to install. Bids are due March 28 <sup>th</sup> . Bird would like to pay for the supplies soon to ensure in stock. Paver material will be a staggered pattern, grey/brown color.	No Action Required
10. SNC Update	There have been two grants. Final report has been submitted and approved for the first grant. A check will be sent with the remaining \$7K. We were \$12K over budget and is covered in the second grant. Plopper submitted a 6 month report for the second grant.	No Action Required
11. Trails Update	Plopper reported on a meeting with the contractor. He attached a report for the file. Main points were bridge planning, trailheads, amenities, and other features. Everyone agrees and appreciates the report. España wants to make sure there is a liability waiver for the bridge.	
12. Facility Inspection forms	España reported that the CAPRI visit has been rescheduled for 4.18.24. Forms have been completed.	No Action Needed
13. Background checks	Harrison reported about that there is a person in Quincy who can come and provided a LIVE scan remotely. Waiting on a price proposal.	No Action Required
14. CAPRI Update	España thanked everyone for all the reporting help. DMV policy needs to complete. All complete except for background checks and IIPP cert process. Kassebaum suggests that we add a release section about carpooling not aloud during soccer.	No Action Required
15. Payroll MOU	The county submitted an MOU for payroll services. Anne motions to approved the MOU presented at \$450 per year, Plopper seconded	All Approved
<b>Old Business</b>		
16. Field Maintenance	Little League wanted to start mid March, but there is still snow. There is a know line break and mow repair. Volunteer is due back this month.	
17. Building Maintenance	There is currently skunks. Chelsea to call Lassen Pest to see about management.	
18. Chester Little League	Gage has been sent a contract and with no response. España to check in.	

	Meeting adjourned at 7:19pm	
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**The next regular meeting of the Almanor Recreation and Park District will be Monday April 8th, at 6pm**

\_\_\_\_\_ ARPD Board Secretary

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