



**Regular Meeting Minutes**  
**Thursday, September 14, 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 <input checked="" type="checkbox"/> Treasurer, Susan Espana <input checked="" type="checkbox"/> 2 <sup>nd</sup> Vice President, Charlie Plopper	
Additional Roll Call:	<input checked="" type="checkbox"/> Secretary/ Office Manager, Heather Patchen	
1. Start meeting time	6:01 pm	
2. Guests	Wally Bird	
3., 4. Corrections, Deletions, Additions Agenda	All approve agenda with the addition of a safety committee meeting.	All Approve
5. Public Comment on non-agenda items	Wally Bird asked Board if they had seen the PG&E recreation plan for the Lake Almanor area, which the Board has not. He states that in the plan there are improvements slated for Catfish Beach which is along the proposed rail trail donation between ARPD and Collins Pine. He will be meeting with others at a later date and will report back to the Board when he has more details about the improvements.	No Action Required
6. Public Comment for agenda items	None	No Action Required
7. Review and approval of Minutes	Susan makes motion to approve August 14 <sup>th</sup> regular meeting minutes and August 14 <sup>th</sup> closed session meeting minutes with the change to closed session meeting to reflect removal of the term "termination" and replace with "accept resignation" Bob seconded, Charlie and Terra aye.	All Approve

8. Treasurer's Report	Susan presented, cash on hand as of meeting time \$129,534.35 total income \$16,457.67, office expense \$7451.64, program expense \$8399.76 Charlie makes motion to approve Bob seconded, Terra and Susan aye.	All Approve
	<b>New Business</b>	
9. Appointment of Anne Kassebaum	Susan makes motion to appoint Anne Kassebaum to the ARPD Board for the remainder of Josh Herman's term which ends 12/1/23 and an additional two-year term which will end on 12/5/25 Terra seconded, Bob and Charlie aye.	All Approve
10. Per Capita Update	Susan spoke with Lydia from the State regarding the remaining \$60K retainer which the State is currently holding. Lydia stated that Susan needed to come up with an additional \$60K in expenses before release of retention. Lydia stated this can be in the form of volunteer hours and volunteer equipment time. Susan will work on getting this information together and submitted to State.	No Action Required
11. Rental Space for LA Chamber of Commerce	Susan presented; the Lake Almanor Chamber of Commerce is looking to move out of the building they are currently occupying in order to get more exposure to the public. Susan attended the Chamber meeting Wednesday 13 <sup>th</sup> and the Chamber has found a better option for their office space, so will not be needing office space in the ARPD office building.	No Action Required
12. Fall Soccer Update	Susan presented, registration is closed, and the final numbers are over 100 and five scholarships were given. Filip Laboda's son would like to referee for the season and Susan will contact Filip about setting this up.	No Action Required
13. SNC Update	Charlie presented, the current Sierra Nevada Conservancy (SNC) grant 1151-LC is now complete. He has completed the required 6-month report and will submit to SNC, once the grant is complete the 10% retention will be released to ARPD. In regards to the next grant 1465-RT he has gotten a few organizations who are interested in managing the grant and will do the planning for all the trail projects for the Lassen Plumas Trails Coalition. 1/3 of grant funds from 1465-RT will be advanced to ARPD for administration costs. Looking to use local contractors for the CEQA and NEPA to ensure cultural aspects of grant are covered.	No Action Required
14. Trails Update	Charlie presented, delays with Collins Pine completing the donation agreement. Three parcels that have cleared will begin going through title process with Placer Title. The remaining parcel in question is running through existing cement plant and still under investigation.	No Action Required
	<b>Old Business</b>	
15. Field Maintenance	Bob presented, Dan stated he will be finishing the roof which was started in fall of last year. The Board will investigate how to change the combos on the padlocks located around the grounds.	No Action Required

16. Building Maintenance	Will reach out to Mark Fanning- Lake Almanor Restorations about the cost of snow removal from the roof this winter.	No Action Required
17. Adjournment	7:30 pm adjournment	All Approve

**The next regular meeting of the Almanor Recreation and Park District will be October 9, 2023, at 6pm**

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

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