



REGULAR BOARD OF DIRECTORS MEETING
VFW Building – Government Building
451 School Street
Point Arena, CA. 95468
Wednesday, June 19, 2019
5:30 P.M.

MINUTES

1.0 CALL TO ORDER

- Meeting called to order 5:32pm
- Board members present: Leslie Bates, Bob Bushansky, John Huff, Kirk Marshall
- Board Members not present: Barbara Burkey

2.0 APPROVAL AND ADOPTION OF AGENDA

- The agenda was adopted with no changes

3.0 PUBLIC PARTICIPATION-NON AGENDA ITEMS

- None.

4.0 STAFF REPORTS:

4.1 MCRPD Activity Report

- Dan Keyes provided the report.

4.2 Performance Measures Report

- Dan Keyes provided the report.

4.3 CVSCC Activity Report

- Dan Keyes provided the report.

4.4 CVSCC Maintenance Report

- Dan Keyes provided the report.

5.0 OTHER REPORTS:

5.1 California Recreation Alliance

- John Huff reported classes are still being taught out at the Hwy 20 property.

5.2 Friends of MCRPD

- Nothing to report.

5.3 South Coast

- Leslie Bates reported that RCRC is up to their eyeballs in grant applications.

5.4 Mendocino Coast Botanical Gardens

- Kirk Marshall reported they met last week and a couple issues were brought up, one being the PGE potential outages as they will not be able to water their plants which could be catastrophic. They invited PGE to come out and review the system.

5.5 Finance Committee

- Bob Bushansky reported that they met this morning. There was an error on the MCRPD income statement where the YTD net operating revenue should be listed as a positive number and not a negative. CVSCC has been seeing some more maintenance issues that have been costing more than anticipated.

5.6 Board of Directors

- Bob Bushansky reported that in the Regional Park meeting this morning learned news regarding Cal-Trans, and they may be willing to pay for an area of the property at \$100,000 per acre where there is an environmentally sensitive area.

6.0 DISCUSSION/ACTION

6.1 Adopt Resolution 19-03 approving the FY 2019-2020 Final MCRPD Budget

- Dan gave an overview of the budget and process for finalizing approval.
- Bushansky recommended that in the future budget notifications should be submitted to the Independent Coast Observer as well as the Advocate.
- A motion was made to approve the FY 2019-2020 MCRPD Final Budget Report.
- M/S/C: Bushansky/Marshall/Unanimous

6.2 Review proposed job descriptions for the positions of: Administrative Services Coordinator, Administrative Services Supervisor, Maintenance Services Coordinator, Business Coordinator and Recreation Coordinator.

- Dan gave an overview of the job descriptions changes.
- Bushansky ask why this was necessary and Moneque Wooden responded that it is a result of complaints of the Coordinators wages not being equal while the importance of the positions are equally supportive of the Supervisors and the wages needed to be equal across the board. The rates as presented were \$16.47-\$21.85
- A question was raised about keeping up with minimum wage and it was answered that a three year projection will be provided during the midyear process regarding wages and the effect of the increases occurring the next few years until minimum wage hits \$15.
- A motion was made to approve the job descriptions of Administrative Services Supervisor, Maintenance Services Coordinator, Business Coordinator and Recreation Coordinator with all Coordinator positions be \$16.47-\$21.85.
- M/S/C: Bushansky/Bates/Unanimous

6.3 Authorization of an Ad Hoc Facility Review Committee

- Dan Keyes gave an overview of the purpose of the committee being formed as new funding avenues are becoming available.
- A motion was made to approve the development of an Ad Hoc Facility Review Committee and appoint two MCRPD Board of Directors to serve on this committee.
- Bob Bushansky recommended that Bill Hayes be appointed to the committee due to his history with the District and his construction experience. Bob Bushansky was appointed to the committee.
- M/S/C: Bushansky/Bates/Unanimous

7.0 CONSENT CALENDAR

All items under the consent calendar will be acted upon in one motion unless a board member requests that an individual item be taken up under DISCUSSION/ACTION

7.1 Approval of minutes for board meetings and standing committees: 05-15-2019 Finance Committee Meeting Minutes, 05-15-2019 Personnel Committee Meeting Minutes, 5-15-2019 Regular MCRPD Board of Directors Meeting Minutes.

7.2 Approval of financial documents, as recommended by the Finance Committee:
MCRPD financial statement, April 2019; CVSCC financial statement, April 2019;
CVSCC check register, April 2019; MCRPD check register, April 2019

- A motion was made to approve all items on the consent calendar
- M/S/C: Bushansky/Marshall/Unanimous

8.0 ADJOURNMENT

- Meeting adjourned at 6:47p.m.