



Mendocino Coast Recreation & Park District

401 N Harbor Dr. | Fort Bragg, CA 95437

Phone: (707) 409-0760

Email: info@mcrpd.us

Web: mendocoastrec.org

BOARD OF DIRECTORS

Barbara Burkey
Chair

Angela Domingues
Vice-Chair

Dave Shpak
Secretary

John Huff

Craig Comen

MISSION

The mission of MCRPD is to provide opportunities on the Mendocino Coast that promote physical and mental well-being for everyone through active play, community enrichment, programs and events.

REGULAR MEETINGS

Third Wednesday of every month @ 5:30PM@ various locations designated in advance by the Board. Meeting locations are listed on agendas and MCRPD's Website.

AGENDA
Regular Board of Directors Meeting
Wednesday, November 20, 2024, at 5:30PM

Locations:

Mendocino Coast Recreation & Park District Office
401 N Harbor Dr. Fort Bragg, CA 95437

Point Arena City Hall
451 School St. Point Arena, CA 95468

1.0 CALL TO ORDER

Call to order and roll call.

2.0 APPROVAL AND ADOPTION OF AGENDA

Items to be removed from or changes to the agenda should be made at this time

3.0 PUBLIC PARTICIPATION, NON-AGENDA ITEMS

A maximum of 3 minutes is reserved for members of the public to address the Board on items not listed on the agenda and the total time for public input on a particular issue is limited to 20 minutes (Government Code 54954.3). The Board is prohibited from discussing or acting on matters not on the agenda but may briefly respond or ask a question for clarification (Government Code 54954.2).

4.0 STAFF REPORTS:

- 4.1 District Manager Report Kylie Felicich, page 1-2
- 4.2 District Recreation Supervisor Report Jennifer Saunders, page 3-4
- 4.3 District Business Manager Jamie Campione, page 5

5.0 OTHER REPORTS:

- 5.1 Friends of MCRPD
- 5.2 South Coast
- 5.3 Mendocino Coast Botanical Gardens
- 5.4 Personnel Committee
- 5.5 District Services Committee
- 5.6 Finance Committee
- 5.7 Board of Directors

Each DISCUSSION/ACTION item consists of the following steps to be carried out by the Board Chair in the subsequent order. 1) Announces agenda item by number and states the subject. 2) Staff and advisory committee reports. 3) Receive Board questions and requests for clarification 3) Receive public comments (limit of 3 minutes per person per item). 4) Motion and second from the Board. 5) Moderates a discussion of the item until a final motion is ready for a vote or other disposition. Please refer to the District's Bylaws and Rosenberg's Rules of Order for more information.

6.0 DISCUSSION / ACTION

- 6.1 Consider District Manager Contract
- 6.2 Consider budget allocation for moving gymnastics studio & District office page 6
- 6.3 CARPD Resolution of recognition and appreciation of service to Director John Huff and Director Angela Dominguez

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 Regular Board Meeting Minutes 10/16/24
- 7.2 Approval of Finance Committee Meeting Minutes 10/30/24

8.0 ADJOURNMENT

Next MCRPD Regular Board of Directors Meeting will be held on December 18, 2024,
MCRPD District Office – 401 N Harbor Dr, Fort Bragg CA 95437

NOTICE TO THE PUBLIC

All disabled persons requesting disability related modifications for accommodations including auxiliary aids or service may make such a request to ensure full participation in a MCRPD public meeting. Such a request should be made to Kylie Felicich, District Manager, MCRPD, 401 North Harbor Drive, Fort Bragg, CA 95437 707-409-0760

PLEASE NOTE: District agendas are posted at least 72 hours in advance of Regular Board of Director's meetings at the District Office, 401 North Harbor Drive Fort Bragg, CA 95437 and at mendocoastrec.org. District agendas are emailed to individuals upon request at least 72 hours in advance of regular meetings. Written public comments can be submitted to the District prior to the meeting by emailing board-admin@mcrpd.us. Written comments received by email prior to 3 P.M. on the day of the meeting and any other supplemental materials will be forwarded to the Board prior to the meeting, made a part of the public record, and be available for public review at this [LINK](#)



Kylie Felicich – District Supervisor

Staff Report - November 2024

We are wrapping up the calendar year and have many things to look forward to. We will be moving gymnastics to our new location on or around January 4, 2025. The lease is in its final stages with legal. We will be out of the business office by the end of January. We are asking the board to consider up to \$25,000 in budgeting for the move. We are asking the board to increase the gymnastics budget from \$10,000 to \$20,000. We will be adding at least 6 classes per week when we get to the new building. Gymnastics will continue to grow as forecast. We are asking a private foundation for a donation to cover new gymnastics equipment and scholarships. We should know if we are getting this grant by mid-December. Gymnastics will resume on Wednesday, January 22. We would like to extend a huge thank you to Kassie Hayes for making this program so incredibly successful and special.

We have our current financial audit scheduled for December 17-20. This will be our third and final audit for the year. We have brought in approximately \$20K per month in programming revenue for Coast Youth Basketball League, MCRPD Studios and Gymnastics this calendar quarter. Coast Youth Basketball League participation has grown by 25% from last year. This increase is due to an early and longer registration period, better marketing, programming and adding first and second grade. Programming income will slow in December as gymnastics takes a break for the holiday and move. MCRPD studios will continue to operate for adult programs over the holiday. Children programs will follow the school calendar for holiday breaks. Fort Bragg Skate Night is sponsored by Mendocino Coast Children's Fund (MCCF) this November and December. Skate Night is back to 3 Fridays per month for families and 1 adult skate night per month. We are booking about 4 skate parties per month. Our stable and capable staff for Skate Night is doing a fabulous job! MCCF generously donated \$1000 in scholarships to Coast Youth Basketball League. Friends Of generously donated \$660 to Coast Youth Basketball League.

We continue to hold Drop in Volleyball on Wednesday nights through next month. Then, it will go on hiatus until after basketball season. We have a drop in "Sports for All" every Thursday at the Old Gym which is super fun. MCRPD participated in the Special Olympics Soccer game at Redwood Elementary School which was a great time. We had 5 staff members get their CPR certification earlier this month. We are in our second session of Rhythmic Gymnastics which is a beautiful program. We have promoted Justin Loomis to Recreation Coordinator in Fort Bragg. This is a very part time job that we hope will grow as our programming and District grows in 2025. Justin will continue his work at the Studios for Martial Arts, grow our accessibility and after school programs. We are forging an important program with Mendocino Coast Soccer Academy (MCSA). Soon to be renamed Mendocino Coast SPORTS Academy, they are a non-profit whose charter is very similar to MCRPD. They are out of Ukiah and hoping to expand more to the Coast. We are starting a Futsal program in December and working on a Spring League.

Halloween was celebrated in Gualala and Fort Bragg for Trick or Trunk. MCRPD will be helping MCCF with their Toy Run in December. We hope to have some holiday fun in Point Arena as well. The South Coast has resumed futsal at Point Arena High. There are other updates for South Coast Skate Night in Jamie's report. But this is a huge program! We would like to thank Stephanie Herrera for being a volunteer coach for our Girls' Softball program in Manchester. She and Monica had 15 girls attending the clinic and it was a huge success! We are working on a spring program for girls softball in Manchester.



Jennifer Saunders-Recreation Supervisor

Staff Report - November 2024

Basketball: MCRPD coast youth basketball is having one of its most successful starts in a long, long time! Our program is offering so much more as a foundation for not only basketball but for life! We are offering a “whole package”, a five-month long journey in development of basketball skills and fun. Within this package, these athletes and families are getting 6 open gyms, in November and December. They are getting 2-3 practices a week with their coach, and games every weekend from Jan. 11 to March 1st and they will be looking very spectacular along the way with our partner, the Jr. NBA, as we wear official NBA and WNBA jerseys! Yes, this program was more expensive this year, but guess what.....we have over 120 kids participating so far, more than we did last year. We have sponsors accumulating and so much help from the community with scholarships and support for this program and for MCRPD. We also have 13 of the best volunteer coaches willing to dedicate themselves to these athletes and teach skill, importance of attitude and leadership, as well as how to be healthy and have fun in life. We have been working with the schools in our area to promote our program, encouraging middle school athletes to play both rec league and school league to gain more confidence, meet new friends, and get more touches on the ball, and this has been successful!

We have kids from Three Rivers Charter School, the Montessori School, Lakeview School, Home School, Mendocino Unified, and Fort Bragg Unified coming together into our program to play together.

This is a fantastic opportunity to see the heart of our vision and mission here at MCRPD- It is our goal to empower local youth by cultivating transferable life skills through athletics and help develop confident, well rounded, thoughtful, and strong human beings. We develop different programs and encourage all families to try the variety of programs that we provide and seek to develop so that we help families, and their kids build things like self-esteem, social awareness and leadership, positive mental and physical strategies that help build a foundation for future positive lifestyles. We are here to help grow good humans! This program and the way we set it up is so important because it will be the start of how we

run all our team programs in the future. With the excellent success that we see here so early in the beginning of the run, we can't tell you how excited we are for our upcoming programs like soccer, flag football, and all other team sport developments.

Futsal: Futsal (Indoor soccer) is our next team sport development in progress. We have united with MCSA (Mendocino Coast Soccer Academy) and their local director, Angel Mex, who I have known since he was a young kid, coaching him through school and soccer with my husband in developing a solid futsal program on the weekends which we hope to develop into a spring soccer league and then eventually giving hope to MCSA of development of club soccer teams here on the coast. There are so many underprivileged but extremely talented soccer players here on the coast who must go above and beyond sacrificing to play out of their own villages to play at their level. It is our goal to help change this and bring the game to the player not the player to the game. Again, we unite with entities around us in our community for the greater good for all.



Jamie Campione – Business Manager

Staff Report - November 2024

Gymnastics & MCRPD Studios: The first winter session of gymnastics is thriving, with 110 kids enrolled across 12 dynamic classes. The session will conclude just before the December holiday break, marking another milestone in our growing program.

Meanwhile, martial arts programs are gaining momentum as the weather cools. Taekwondo currently has 17 young athletes, while 12 are sharpening their skills in Brazilian Jiu-Jitsu. Our flexible punch card system for adult classes at MCRPD Studios continues to be a favorite, proving that convenience and adaptability make a difference. We're also exploring new opportunities to enhance our studio by meeting with prospective instructors.

Roller Skating: Exciting news! MCRPD has been awarded a \$4,500 grant from the Community Foundation of Mendocino County for Healthy & Inclusive Communities. This funding has enabled us to purchase roller skates, safety gear, trainers, and a storage unit in Manchester, bolstering our skating program.

Point Arena's next Skate Night is scheduled for **November 22**, and we're optimistic about establishing more regular family-friendly skate nights in the area & maybe birthday parties too!

MCRPD is partnering with the City of Fort Bragg and Flockworks on a potential community art project to transform the Old Rec Gym behind City Hall. This cherished gathering space hosts MCRPD Skate Nights, birthday parties, volleyball, basketball, futsal, the Indoor Farmers Market, and many other events. With some much-needed care, this gym can continue to shine as a cornerstone of community activity.

Outreach & Promotion

MCRPD is making waves in marketing! Keep an eye out for our advertisement cruising along the coast on an MTA bus—it's currently in production and will hit the road soon.

In addition, South Coast moviegoers will soon see an MCRPD message on the big screen at The Arena Theater. Look for it starting in the New Year!

We're also developing a comprehensive brochure to share across schools, medical offices, and local agencies throughout the region.

EMPLOYMENT AGREEMENT BETWEEN THE MENDOCINO COAST RECREATION AND PARK DISTRICT AND THE DISTRICT SUPERVISOR

This agreement ("Agreement") is entered into as of September 19, 2024, by and between the Mendocino Coast Recreation and Park District, a political subdivision of the State of California ("District"), acting through the Board of Directors ("Board"), and Kylie Felicich ("Employee").

1. TERMS:

- A. Subject to the conditions set forth in this Agreement, the Employee shall be employed in the position of District Supervisor and this agreement shall be in effect beginning September 19, 2024, for a period of three (3) years with annual salary reviews in September 2025 and September 2026. This three (3) year contract is subject to earlier modification should there be material changes in circumstances involving the Employee retirement, resigns, or until the Board removes Employee from the position for any lawful reason.

2. DUTIES AND RESPONSIBILITIES:

- A. District retains Employee to perform the duties of the District Supervisor as set forth in the District Supervisor job description, attached hereto as Exhibit "A" and incorporated herein by this reference, and any other duties as may be required by the Board of Directors which are not inconsistent with the provisions of this Agreement or applicable Federal, State, or local law or regulation.
- B. The Employee shall be subject to all District rules, regulations, and policies applicable to employees and management and to any subsequently adopted rules, regulations and policies which do not conflict with this Agreement or applicable Federal, State, or local law or regulation.
- C. The Employee shall, subject to the direction and control of the Board, exercise administrative supervision and authority over the District and its employees so that statutory and other legal duties of the District are fully satisfied.
- D. The Employee shall serve the District diligently and to the best of their ability in all respects and shall always act in District's best interest in fulfilling its legal responsibilities as a California independent special district and a recreation and park district.
- E. The Employee agrees to remain in exclusive employment of the District during the term of this Agreement and shall not accept other employment or perform other services for compensation without having first obtained written permission from the Board,

which the Board may withhold at its sole discretion.

3. SALARY AND PERFORMANCE EVALUATIONS:

- A. Beginning September 19, 2024, and for a period of one year, District shall pay Employee an annualized salary of Ninety-Four Thousand One Hundred Eighty Five dollars and seventy three cents (\$94,185.73). in accordance with the District's customary payroll practices.
- B. The Employee shall receive as additional compensation a vehicle allowance of Two Hundred Dollars (\$200.00) per month (Plus mileage when driving more than 15 miles from office) and a Mobile Phone Stipend of One Hundred Dollars (\$100.00) per month, payable on the first payroll check of each month in accordance with the District's customary payroll practices.
- C. The performance of Employee may be evaluated at any time by the Board, at the discretion of the Board; provided, however, that the Board shall perform an evaluation at least annually, by October 1 of each year. If the Board determines that Employee's performance has been satisfactory, the Board, at its sole discretion, may provide any salary and/or benefit package adjustments deemed appropriate. If any adjustment is determined appropriate by the Board, the Board Chair or other representatives of the Board shall advise the District's appropriate human resource personnel to implement the change in salary and/or benefit package as determined by the Board by forwarding a report following any closed or open sessions regarding Employee's performance. Compensation adjustments are not guaranteed in any performance evaluation period.
 - A. The Board's annual evaluation of Employee's performance shall be in accordance with specific criteria developed jointly by the Employee and Board. The criteria may be changed from time to time as the Board may determine in consultation with Employee.
 - B. The Board and Employee shall annually define performance goals and objectives which they determine necessary for the proper operation of the District and the attainment of the Board's policy goals and objectives, which shall be established in writing with relative priority. The goals and objectives shall generally be attainable with respect to time limits and resources (funding, staff, etc.). The Board will develop criteria that are objective, realistic, and measurable to the greatest extent possible, and

shall have sole authority to identify the performance requirements for the District Administrator position.

- C. Salary and other compensation described above shall be evaluated on an annual basis, to be effective September 2025 and September 2026. Any future increase in salary will be at the sole discretion of the Board. Any future decrease in the salary of the Employee will be made by the Board only if a decrease is made in the salaries of all District employees. In such event, the percentage decrease in the salary of Employee shall be no more than the average percentage decrease of all other District employees.

4. BENEFITS:

In addition to Employee's salary, the Employee shall receive the following benefits:

- A. *Vacation Leave*: District agrees to provide 10 days (80 hours) of paid vacation leave with a maximum accrual of 45 days (360 hours)..In the event that the maximum accrual threshold is reached, the Employee shall cease accruing vacation until the balance goes below the cap of 360 hours. The Employee shall be granted the ability to hold up to 15 days per year to be used later, prior to reaching the maximum accrual Any vacation leave that would have been earned shall instead be paid to the Employee in a single lump sum, by not later than the end of the following pay period. In the event of termination of employment (for any reason) the District shall pay the Employee for all accrued vacation leave.
- B. *Personal Leave*: District agrees to provide 5 days (40 hours) of paid personal leave during the fiscal year. Personal leave may not be carried over from one fiscal year to the next.
- C. *Executive Days*: District agrees to provide 5 days (40 hours) of paid executive days off per year, which shall be in addition to the vacation and personal leave noted above.
- D. *Health Benefits*: The District will provide a monthly medical reimbursement of \$500.00. to be used towards the Employee's private Health Insurance monthly premium. If during the terms of this agreement the premiums are increased, District will cap this additional compensation at \$500 per month, for a total of \$1,000 per month.
- E. *Disability Income Replacement Benefits*: The Employee shall secure disability income replacement insurance and submit reimbursement to the District for the regular premiums for such insurance, up to a maximum cap of Two Thousand Two Hundred Dollars (\$2,200) per year. Reimbursements for insurance premiums paid by the Employee shall be reimbursed within ten (10) days of the

District's receipt of documentation for reimbursement.

- F. *Other Benefits:* As District employee benefits increase, decrease and/or otherwise change, the District agrees to provide the same type and level of benefits as provided to other full-time employees within the District's employ, unless otherwise stated in this Agreement.

5. TERMINATION AND SEVERANCE:

The following provisions shall apply to District's termination of Employee:

- A. The District shall have the right to terminate this Agreement at any time. Termination shall require official action of the Board and a thirty (30) day written notice to the Employee.
- B. Except as provided in Section 5C below, in the event the District terminates this agreement as provided in Section 5A above, the District shall pay the Employee a lump sum cash payment in an amount equal to three (3) months of current salary at time of termination as a severance payment. In exchange for the severance payment, Employee agrees to execute a general release of claims in a form approved by the

District's legal counsel, based upon the specific factual circumstances of the termination and the applicable law. The District will not be obligated to pay severance unless and until such a form of general release, based on terms consistent with applicable law and regulation in effect at the time of the termination, has been signed by the Employee. Accrued vacation, holiday and other accrued time shall be paid at time of termination without requirement of a general release. Payments in accordance with this Section 5B will release the District from any further obligation under this Agreement.

- C. In the event that the Employee: (1) materially breaches this Agreement and fails or is unable to cure the breach within 15 days' notice given by District; (2) is convicted of a felony, or misdemeanor involving moral turpitude; (3) fails to perform her duties to the extent that is established that such failure of performance amounts to malfeasance or material dereliction of duty; or (4) fails or refuses to follow a direct, lawful order by the District, then District may immediately terminate this Agreement without obligation to pay severance payments to Employee pursuant to Section 5B.
- D. Not for cause termination (Section 5B in the sole discretion of the Board) shall include the terms of the severance payable herein. For cause termination pursuant to Section 5C shall be without severance or other payments, as determined by the Board at the time of termination.

6. RESIGNATION:

The following provisions shall apply to Employee's termination of the Agreement:

- A. If the Employee voluntarily resigns from the position of District Supervisor, Employee agrees to provide District with a minimum of 30 days written notice, unless the parties agree otherwise. The Employee shall not be entitled to any salary or benefits after the effective date of termination, except as provided in Section 6B.
- B. During the period from the stated intent to resign and actual leaving, the Employee shall continue to faithfully and competently perform the duties of District Supervisor as set forth in this agreement.

7. DISTRICT OBLIGATIONS:

The District shall defend, indemnify, and hold harmless Employee for all losses sustained by Employee in direct consequence of the discharge of their duties on District's behalf. In the event of litigation to which the District is a party and the District Supervisor is a knowledgeable witness, the Supervisor shall cooperate upon being served with a subpoena or other lawful process and the district shall comply with any requirements to reimburse the Supervisor, consistent with legal requirements. This expressly does not include compensation to the Supervisor based on the substance of actual witness testimony.

8. AMENDMENT:

This agreement may be amended, modified, or changed by the parties, provided that said agreement, modification or change is in writing and approved by the authorized representative of the parties.

9. DISPUTES:

- A. Any controversy between the District and the Employee involving the construction or application of any of the terms, provisions, or conditions of this Agreement shall, on the written request of either party, served on the other, be submitted to binding arbitration before a JAMS (Judicial Arbitration and Mediation Services, Inc.) arbitrator and in accordance with JAMS arbitration rules governing employment disputes. Arbitration shall comply with and be governed by the provisions of the California Code of Civil Procedures Section 1280, *et seq.*
- B. District and the Employee shall mutually agree upon one neutral

arbitrator to hear and determine the dispute. If the District and the Employee cannot agree, either party may initiate the strike selection process through JAMS for appointment of an arbitrator.

- C. The cost of arbitration shall be borne by the losing party or in such proportion as the arbitrator decides. Attorney's fees shall be borne by each party.

10. EFFECT OF WAIVER:

The failure of either party to insist on strict compliance with any of the terms, covenants, or conditions of this Agreement by the other party shall not be deemed a waiver of that term, covenant, or condition, nor shall any waiver or relinquishment of any right or power at any time or times be deemed a waiver or relinquishment of that right or power for all or any other times.

11. NOTICES:

Any notices required by the Agreement shall be either given in person or by first class mail with the postage prepaid and addressed as follows:

To District: Chair, Board of Directors
Mendocino Coast Recreation and
Park P.O. Box 532
Fort Bragg, CA 95437

To Employee: Kylie
Felicich
(Address on
file)

12. SEVERABILITY:

If any one or more of the covenants, agreements or portions thereof of this Agreement shall be held by a court of competent jurisdiction in a final judicial action to be void, voidable, or unenforceable, such covenant or covenants, agreement or agreements, or portions thereof shall be null and void and shall be deemed severable from the remaining covenants and agreements or portions thereof and shall in no way affect the validity or enforceability of the remaining portions of the Agreement.

13. ENTIRE AGREEMENT:

This agreement supersedes all other agreements and/or understandings, whether oral or in writing, concerning District Supervisor's employment hereunder.

In Witness Whereof, District and the Employee have executed this Agreement as of the date first written above.

Mendocino Coast Recreation and
Park District

Print Name: _____

Sign Name: _____

Title: _____

Date: _____

Print Name: _____

Sign Name: _____

Title: _____

Date: _____



P.O. Box 532
Fort Bragg, CA 95437
707409-0760
info@mcrpd.us

REGULAR BOARD OF DIRECTORS MEETING
Mendocino Coast Recreation and Park District
MCRPD DISTRICT OFFICE

401 N Harbor Drive, Fort Bragg CA 95437

Wednesday, October 16, 2024

5:00 P.M. REGULAR MEETING - MINUTES

1.0 CALL TO ORDER

Call to order and roll call

Meeting called to order at 5:30PM

Present: Barbar Burkey, Dave Shpak, Craig Comen, Angel Dominguez

Absent: John Huff

Staff: Kylie Felicich, Jamie Campione, Jen Saunders

Public: Sherri Spires

2.0 APPROVAL AND ADOPTION OF AGENDA

Items to be removed from or changes to the agenda should be made at this time

Dave Shpak moves to approve agenda, Craig Comen Seconds, - All in favor to approve agenda.

3.0 PUBLIC PARTICIPATION, NON-AGENDA ITEMS

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No public comment on no agenda items

4.0 STAFF REPORTS:

4.1 District Manager Report Kylie Felicich, page 1-2

4.2 District Recreation Supervisor Report Jennifer Saunders, page 3-4

4.3 District Business Manager Jamie Campione, page 5

Staff comments on their reports. See reports.

5.0 OTHER REPORTS:

5.1 Friends of MCRPD – *Angela reports in scholarship awards and possible future donations for scholarships.*

5.2 South Coast – *Dave reports on updates from South Coast*

5.3 Mendocino Coast Botanical Gardens – *Barbara reports on updates from the Gardens*

5.4 Personnel Committee – *No meeting*

5.5 District Services Committee – *No meeting*

5.6 Finance Committee – *No meeting*

5.7 Board of Directors – *No meeting*

6.0 DISCUSSION / ACTION

6.1 Staff update on all Fall Programs – Pages 6-8

The board discusses flyers, and other advertising possibilities for further outreach.

6.2 Staff update and discussion of Coast Youth Basketball League – Pages 9-10

Rec supervisors updated the board on this year's basketball program. NBA partnership, and new age groups.

6.3 Review and discuss draft lease for 100 N. Main St. in Fort Bragg for prospective business office & gymnastics studio – Pages 11-17

Board discusses proposed lease for new rental and considers proposed changes.

Angela Dominguez motioned to approve signing the lease with proposed changes.

Craig Comen seconds, and board votes all in favor

6.4 Review and consider updated and refined Professional Services Agreement with Interwest Consulting Group – Pages 18-32

The board discusses amendments made to Interwest agreement – The District will spend nothing until the board votes to move forward in pursuit of a grant that Interwest will apply for on behalf of the District. Dave Shpak motions to approve the District signing agreement with Interwest. Craig Comen seconds. Board votes all in favor.

6.5 Review and consider MCRPD's Records Retention Policy – Pages 33-42

The board considers policy, Angela Dominguez motions to approve Records retention policy for use. Criag Comen seconds, Board votes all in favor.

6.6 Consideration of LAFCO Municipal Service Review and authorization for General Manager to request review in 2025 at cost to MCRPD of up to \$25,000

The board discusses the last time MSR was done which was in 2008. Board agrees it's time for a review. Dave Shpak motions that District should enter into conversations with Lafco and county officials about the possibility of having MSR done. Craig Comen seconds, board votes all in favor.

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 Regular Board Meeting Minutes 09/18/24, - Page 43-47

7.2 Approval of Finance Committee Meeting Minutes 09/18/24, Page 48- 49

Criag Comen motions to approve calendar, Dave Shpak seconds, VOTES: YES- Barbara Burkey, Dave Shpak, Craig Comen. Abstain – Angela Dominguez

8.0 CLOSED SESSION

8.1 Open session identification of close session items

8.2 Receive any public comment about closed session item

CONFERENCE WITH LABOR NEGOTIATORS: Pursuant to Government Code Section 54957.6, conference with the District's designated representative, Board Chair, Barbara Burkey, to review the District's position and instruct the District's designated representative regarding negotiation of salary

and compensation paid in the form of fringe benefits for the Interim District Manager, an unrepresented employee.

8.3 Open session report re: closed session (if required by Brown Act)

9.0 ADJOURNMENT

Next MCRPD Regular Board of Directors Meeting will be held on
November 20, 2024, MCRPD District Office – 401 N Harbor Dr, Fort Bragg CA 95437

NOTICE TO THE PUBLIC

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P.O. Box 532
Fort Bragg, CA 95437
707409-0760
info@mcrpd.us

Finance Committee Meeting Agenda
Mendocino Coast Recreation and Park District
MCRPD DISTRICT OFFICE
401 N Harbor Drive, Fort Bragg CA 95437
Wednesday, October 30, 2024
4:00 P.M. COMMITTEE MEETING

MINUTES

1.0 CALL TO ORDER

Call to order and roll call *3:45PM - Board: Barbara Burkey, Dave Shpak, /Staff: Kylie Felicich, Jamie Campione / No Public in attendance*

2.0 PUBLIC PARTICIPATION, NON-AGENDA ITEMS

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3.0 INFORMATION/DISCUSSION

3.1 FY Q1 Budget to Actual Review

Committee reviews & discusses Q 1 financials. The District will continue to work on a more accurate coding system and financials

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NOTICE TO THE PUBLIC

All disabled persons requesting disability related modifications for accommodations including auxiliary aids or service may make such a request to ensure full participation in a MCRPD public meeting. Such a request should be made to Kylie Felicich, District Manager, MCRPD, 401 North Harbor Drive, Fort Bragg, CA 95437 707-409-0760

PLEASE NOTE: District committee agendas are posted at least 48 hours in advance of Regular Board of Director’s meetings at the District Office, 401 North Harbor Drive Fort Bragg, CA 95437 and at mendocoastrec.org. District agendas are emailed to individuals upon request at least 72 hours in advance of regular meetings. Written public comments can be submitted to the District prior to the meeting by emailing board-admin@mcrpd.us. Written comments received by email prior to 3 pm on the day of the meeting and any other supplemental materials will be forwarded to the Board prior to the meeting, made a part of the public record, and be available for public review at this [LINK](#)