



REGULAR BOARD OF DIRECTORS MEETING
VFW Building – Government Building
451 School Street
Point Arena CA 95468
Wednesday, June 21, 2017
5:30 P.M.

MINUTES

1.0 CALL TO ORDER

- Meeting called to order at 5:30pm
- Board Members Present: Bill Hayes, John Huff, Kirk Marshall, Bob Bushansky
- Board Members arrived late: Cesar Yanez arrived at 5:37pm.

2.0 APPROVAL AND ADOPTION OF AGENDA

- A motion was made to approve and adopt the agenda.
- M/S/C: Bushansky/Marshall/Unanimous

3.0 PUBLIC PARTICIPATION-NON-AGENDA ITEMS

None.

4.0 STAFF REPORTS:

- 4.1 MCRPD Activity Report
 - Dan Keyes gave the report.
- 4.2 CVSCC Performance Report
 - Dan Keyes gave the report.

5.0 OTHER REPORTS:

- 5.1 California Recreation Alliance
 - Sara Bradley-Huff gave a report about the time lines involved with the 3 grants MCRPD has been awarded. Bradley-Huff is also collaborating with State Parks to use the green house located Cleone to propagate native species for the restoration of the HWY 20 property. She also reported that there was a meeting in Ukiah regarding the Cleone Lake grant project that was attended by Sarah, Jill Rexrode and John Huff.
- 5.2 Friends of MCRPD
 - Dan Keyes reported they have approximately \$23,000 from scholarships that did not get awarded. They need to identify how the funds can be used in the future and if there are restriction.
- 5.3 South Coast
 - Eileen Buell-Kingshill reported they continue to work on the RCRC property doing clean up from the tree removal done by Cal Fire.
 - Buell-Kingshill also reported 85 swimmers have registered for the Sea Ranch Swim lessons.

- RCRC will be hosting a Petanque tournament in July.
- A professional Disc Golf Course Designer has volunteered his services to design a Disc Golf Course with 18 holes.
- RCRC needs new baskets for Disc Golf.
- Bill Hayes suggested MCRPD buy baskets for them.
- A suggestion was made to approach Friends of MCRPD for a donation.

5.4 Community Center of Mendocino

- None.

5.5 Mendocino Coast Botanical Gardens

- Kirk Marshall reported that plans are under review for Farm House maintenance and improvements. The funds are being donated by a person who is terminally ill which means the project needs to be expedited.

5.6 Ad Hoc Area Funding Committee

- None.

5.7 Ad Hoc Regional Park Committee

- Huff said that their last meeting was short and informational. A presentation was given for a potential drone park at the Hwy 20 property. The timing might not be right as the grant application is going through as there will be inmate crews going out there preparing the property for the fencing.

5.8 Ad Hoc Strategic Planning Committee

- None.

5.9 Personnel Committee

- None.

5.10 District Services Committee

- None.

5.11 Finance Committee

- Hayes reported that everything is on track with nothing alarming. The finance committee recommends the approval of the financial statements and claims.

5.12 Board of Directors

- Cesar Yanez reported comments were made resulting from some of MCRPD and City Council members wearing their hats during the resent workshop bringing up "Hat etiquette" awareness.

6.0 DISCUSSION/ACTION

6.1 FY 2017-2018 KUDOS and ASSETS MOU

- A minor change was made to include the employment of Instructor's and Aides for the programs. It was noted MCRPD will not be responsible for student registration and collection/management of materials fees and associated budgets. M/S/C: Marshall/Bushansky/Unanimous

6.2 Resolution of 17-04 MCRPD Tax Advance

- Bill Hayes noted MCRPD has been requesting lower amounts compared to previous years. M/S/C: Bushansky/Huff/Unanimous

6.3 FY 2017-2018 Preliminary Budget

- A motion was made to approve the preliminary budget but after discussion it was pulled due to requirement of re-defining Net Assets. Recommendation to read as follows: The operating Reserve is calculated to be 25% of the budgeted operating expenses for prior year. The remainder goes to the Unrestricted Net Assets. The budget will be presented again at the next meeting.

6.4 CV Starr Community Center Operating Agreement

- Huff expressed concerns about the 2% MCRPD receives and would like it to be increased.
- Keyes mentioned Scott (from COFB) mentioned a higher percentage could possibly be negotiated and the agreement amended later.
- A motion was made to accept the agreement.
- M/S/C: Bushansky/Huff/All in Favor, Marshall Opposed

6.5 FY 2017-2018 CVSCC Budget

- Review of budget updates since the joint workshop
- M/S/C: Bushansky/Yanez/Unanimous

6.6 MCRPD Organization Chart and Job Descriptions.

- Jill Rexrode gave an overview and highlighted the changes.
- Personnel Committee recommended to accept items presented
- M/S/C: Yanez/ Bushansky/ Unanimous

6.7 CVSCC Holiday Hours

- Keyes presented the agenda item summary
- Staff recommends the approval of the Christmas Holiday schedule
- Sunday December 24th Closed
- Monday December 25th Closed
- Tuesday December 26th Noon – 8:00pm
- M/S/C: Huff/ Bushansky/ Unanimous

- 6.8 State of California G16 Grant Agreement – OHV Restoration & Planning Grant
- Keyes presented information about the Grant funding awarded for the Planning segment and Restoration phase of the grants.
 - Sara Bradley-Huff stated the Grant agreement needs to be signed before July 6th.
 - Bradley-Huff will send in the resolution to the State of CA for an advance request.
 - M/S/C: Bushansky/Huff/Unanimous

7.0 CONSENT CALENDAR

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

7.1 Approval of minutes for board meetings and standing committees: Meeting minutes - Finance Committee, March 13, 2017, Meeting Minutes - Ad Hoc Regional Park, April 13, 2017, Meeting minutes - Finance Committee, May 15, 2017, Meeting minutes – Personnel Committee, May 16, 2017, Meeting Minutes - Regular Board of Directors, May 17, 2017. (p.82-92)

7.2 Approval of financial documents, as recommended by the Finance Committee: MCRPD financial statement, April 2017; CVSCC financial statement, April 2017; CVSCC check register, April 2017; MCRPD claims, June 2017; and CVSCC claims, June 2017 (p.93-104)

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

8.0 CLOSED SESSION (PURSUANT Government Code Section 54956.9) Mendocino Coast Recreation and Park District, Debtor (Case NO. 11-14625)

- Meeting went into closed session at 8:18 p.m.
- Direction was provided to staff

9.0 ADJOURNMENT

- Meeting adjourned at 8:30 p.m.
- M/S/C: Bushansky/Huff/Unanimous