



**Advisory Board of Directors
Regular Meeting Minutes
Tuesday, January 12, 2016 at 6:30 pm
District Office, 3344 Mission Ave., Carmichael, CA**

Directors Present: Nguyen, Price, Donnelly, Ontiveros and Alcalay
Staff Present: Harrison, Newman, Ross, Banville, Tierney and Nicole Friedrich
Absent: None
Public Present: None

- I. Call to Order:** The Regular meeting of the Mission Oaks Recreation and Park District Advisory Board of Directors was called to order at 6:30 pm by Chairman Nguyen.
- II. Pledge of Allegiance:** Led by Director Alcalay
- II. Chairperson's Comments:** Thanks Interim District Administrator Harrison for all of the projects put forth and for the completion of those projects.
- IV. Public Comment:** None
- V. Correspondence and Press:** None
- VI. Consent Items for Approval:**
A. Minutes from December 8, 2015 Regular Meeting.
- Action:** On a motion by Director Alcalay, seconded by Director Price, the Board voted to approve the Regular Meeting Minutes from December 8, 2015 with two changes. The motion is approved by all.
- Changes to Minutes will include replacing the word *views* to *observations* in item VII. concerning the SWOT Analysis. The change will be reflected as follows, "This preliminary assessment of the District contains his *views* and comments from full time employees" to "This preliminary assessment of the District contains his *observations* and comments from full time employees". The second change requested in the next sentence; the word *change* will be corrected to reflect "*changes*".
- VII. Information Items:**
A. Ratified Bills for November 1-30, 2015, Period 5 FY 2015-16, 336A & 336B-reviewed by Director Banville.
- B. Quarterly Work Plan previous quarter and upcoming quarter report by Interim District Administrator Harrison. Advisory Board Members should feel free to add items they feel are needed, including any comments or additions.
- C. Advisory Board committee meetings and agenda-reviewed by Interim District Administrator Harrison. A calendar for committee meetings is currently being prepared.
- D. Updated Policy 5500 Park Naming. Attached is a copy of the policy updates approved in November for members' policy manuals.

VIII. Action Items:

A. Resolution Authorizing Land and Water Conservation Fund Grant Application by Director Newman. This matching grant will assist the District to stretch its funding in the Assessment District Budget in FY 2016-17.

Action: On a motion by Director Price, seconded by Director Alcalay, the Board voted to approve the Resolution Authorizing Land and Water Conservation Fund Grant Application. The motion was approved by all.

B. Proposed change in Advisory Board Billing Report format

Action: On a motion by Director Alcalay, seconded by Director Price, the Board voted to approve the proposed change in the Advisory Board Billing Report standard as long as the Chairperson calls attention to any exceptions to expenditures to other Advisory Board Members. The motion is approved by all.

C. Proposed change to the Advisory Board Agenda format

Action: On a motion by Director Donnelly, seconded by Director Alcalay, the Board voted to approve the proposed change to the Advisory Board Agenda format. The motion is approved by all.

The goal is to group items that do not take much time and items that will require discussion or action separately so that time can be better managed and attention can be focused where it is really needed.

IX. Board Comments/Reports:

Director Price-no comments

Director Ontiveros-thanks staff for improvement efforts

Director Alcalay-thanks staff for all improvements staff is putting forth in the proposed documents

Director Donnelly-no comments

X. Staff Comments/Reports:

Interim District Administrator Harrison reported that the Sacramento County Board of Supervisors approved the Eastern Oak Park Master Plan on December 15. Director Newman is working with Melton and Associates to prepare construction drawings.

The contract between County of Sacramento Board of Supervisors with Pro's Consulting and Shellito's Consulting was signed January 11. The contract is for services to prepare a feasibility study of whether MORPD and CRPD should be consolidated. A preliminary report will be presented to the Advisory Board within 90 days.

Lastly, two firms have agreed to submit conceptual plans and design ideas for a digital sign to be located in front of Eastern Oak Park on Eastern Avenue. Once designs are submitted they will be brought to the Facilities Committee and then to the full Advisory Board for review. The Community Relations Committee will review the use of the sign in order to best benefit the District and the community.

Director Ross recaps District events and camps, announces upcoming events including elementary and middle school basketball, the Winter Ball on January 21, the Baby Boomer Dance at MOCC on January 29 and finally on February 11 the Grand Opening of the Mission North Park Trail, more details will be released soon.

Director Newman is meeting with Siegfried landscape architects on January 13 at Swanston Park to discuss the volleyball sand court, Swanston Splash Park updates and Gibbons Park improvements.

The District has received reports from Adaptable Business Solutions for each facility detailing the projects to complete, to become ADA compliant. The estimated cost of all projects listed is \$850,000. The District has an obligation to plan how to address the issues in the report and prepare a budget.

Lastly, signs for the Mission North Park trail should arrive in the next two weeks. Trees were removed from Mission North Park during the last two weeks of December. The tree inventory and facility management software is currently being updated and will soon be used as an additional tool for the District.

Director Banville reports the 2014-15 Audit Report will be presented at the February 9 Advisory Board Meeting.

Staff thanks Director Donnelly for his suggestions and assistance in rearranging the billing reports and agenda.

XI. Next Regular Meeting: Tuesday, February 9, 2016 at 6:30pm at the Mission Oaks Community Center, 4701 Gibbons Drive, Carmichael 95608

XII. Adjournment: 7:30pm Debra Tierney February 9, 2016
Debra Tierney, Clerk of the Board Date