



**Advisory Board of Directors
Regular Meeting Minutes
Tuesday, January 11, 2022 at 6 pm
Via Zoom Meeting ID 829 2902 7440**

- Call to Order:** 6 pm by Chairperson Rothberg.
- Pledge of Allegiance:** Announced by Chairperson Rothberg.
- Roll Call:**
- MORPD Directors Present:** Rothberg, Evans, and Todd. Director Alcalay was absent
- MORPD Staff Present:** Barton, Hichborn, Woodland, Tierney, Curtola, Dahlberg, and Hawthorne.
- Public Present:** Nick Bloise
- Chairperson's Comments:** Hopes staff had a wonderful holiday season and wants everyone to be doing what they can to stay healthy at this time.
- Board Comments/Discussion:** Director Todd wants to reiterate what Director Rothberg said about staying healthy and safe.
- Announcement by Chairperson:** Members of the public may address the Board on District topics not listed on this agenda. It is a violation of state law for the Board to discuss or act on non-agenda items. Board members may only briefly ask clarifying questions or refer matters to staff. Speakers are limited to three (3) minutes.
- Public Comment:** None

Consent:

1. Approval of November 9, 2021 Regular Board Meeting Minutes.
2. Approval of December 15, 2021 Regular Board Meeting Minutes.
3. Adopt Resolution 2022-01, Authorizing Remote Teleconference Meetings for January 16, 2022 to February 15, 2022.

Action: After discussion, on a Motion by Director Todd, seconded by Director Evans, the Advisory Board of Directors voted to approve all consent items. A roll call vote was taken. Directors Rothberg, Evans and Todd approve the consent items. Director Alcalay is absent.

Information:

4. Mission Oaks Recreation and Park District Park Patrol Reports for December 2021 from Fulton El Camino Police, Sacramento County Sheriff Off Duty Patrol by J.R. Hichborn, Parks Superintendent.
Director Rothberg is concerned about a specific incident at Swanston, where someone was issued this citation for an off-leash dog. Director Rothberg questions if that is an extreme response to the event.

Staff notes that this particular person was a repeat offender and was then eventually issued the citation. Staff mentions that there is a big problem with off-leash dogs at Swanston, which was being resolved when the District had Private Security.

5. Monthly Budget Reports, October 1-31, Period 4 and November 1-30, Period 5, FY 2021-22 by Darren Woodland, Finance Manager.
Staff notes that there is a new itemized report that tracks every purchase made by the District to be more transparent as requested previously by Director Alcalay and approved by the Finance Committee. Director Rothberg questions why there is several payments to US Bank Core. Staff clarifies that these are the employee credit cards, used to make purchases. In the new itemized report, it specifies exactly what is being bought. Director Todd gives a review of what was discussed during the last Finance Committee meeting and how this new itemized report came to be approved.
6. Correspondence.
Staff describes the letter that was sent to the District and the request for the \$1,000 donation to be used to plant more trees at Gibbons Park. Director Todd suggests staff invite the sender of the letter along with local media to capture the planting of the trees.
7. Administrative Division Report by Daniel Barton, District Administrator.
Staff explains the measures that are being taken to stay in compliance with Covid-19 County ordinances and how it is affecting the District. Director Todd states that the Governor of California has extended AB 361 to the end of March, allowing remote meetings to continue. Director Rothberg applauds staff for keeping the website updated of District closures.
8. Recreation Division Report by Danny Curtola and Rodney Dahlberg, Recreation Managers.
Board member questions if the District advertises to Rich Desmond's Newsletter. Staff states that the District does, however it is only when there is a major event happening. Staff mentions that the Recreation guide that are sent out are the Districts main source of advertisement and that the next guides coming out will be for March-August. Board member applauds staff on excellent turn out for Santa Letters and wonders what are future plans for G.O.A.T program. Staff reviews what G.O.A.T program is and has done, and states there are plans for the program.
9. Parks Division Report by J.R. Hichborn, Parks Superintendent.
Staff is thankful that the Parks division gets to work with the Recreation division and G.O.A.T program. Staff notes that due to the current Covid-19 outbreaks, the Parks Division has been split into cohorts in order to keep the whole division from getting sick and needing to be out at one time. Staff mentions that the new landscaping service is working well and that the recent storms have been keeping the service and the parks division busy with work. Staff notes that the HVAC at MOCC is still out due to waiting on the county for approval. The Board asks how long this request has been sitting at county and how long does it normally take for a project to be approved. Staff replies that it has been about two weeks and the time of the process differs depending on all the levels it must go through.

Committee Reports:

10. Recreation Committee (verbal)

Director Rothberg summarizes the items discussed at the Recreation Committee meeting.

Director Rothberg notes the grid of upcoming events that was supplied at the meeting and wants it to be sent to the other Board members.

Director Rothberg states an important comment mentioned at the meeting was that it is the first time since the beginning of the pandemic that the MORPD staff has all full-time positions filled.

Director Rothberg requests a Recreation Committee meeting be scheduled before the Recreation guide goes out in March.

11. Finance Committee (verbal)

Director Todd summarizes the items discussed at the Finance Committee meeting.

Director Todd discusses the additional report that will now be included in the budget report at every Board meeting, the \$30,000 signage plan that will be taking place over 3 years, and how staff explained that some budgets will appear to be over or under budget, however it all balances out.

12. Facilities Committee (verbal)

Director Evans summarizes the items discussed at the Facilities Committee.

Director Evans mentions the items that were discussed such as the approved 2022 meeting dates for the Facilities Committee, the possibility of acquiring the empty lot on Hurley, the implementation of the new signage plan, and selecting appropriate shrubs for Eastern Oak Park.

13. Presentation (from): Citizen's Advisory Committee Park Tour Report

Staff introduces Nick Bloise from the Citizens Oversight Committee.

Committee Member summarizes the report of the Parks Tour and where the funds for these projects came from.

Committee Member states that a walking trail and oak trees were asked to be inserted at Gibbons park and both have been completed, along with inserting an overlay for the tennis courts and getting the HVAC replaced. Committee requests that more native oak trees be planted at Gibbons.

Committee requests the District consider acquiring the charter school next to Orville Wright park if it goes up for sale.

Committee notes at Oak Meadow Park residents have requested the gopher holes be dealt with, as well as adding more shade trees along the walking path. Committee recommends planting 10 trees for shade and possibly adding a walking trail around the perimeter of the park if residents request it.

Committee member applauds staff on saving the District money on the splash park at Swanston Park and for approving installation of a walking trail as requested by committee and residents.

Committee member requests a bridge be built at Mission North Park to connect both sides of the park.

Committee member thanks staff and Board members that attended the Parks Tour.

Board Members and Staff thank Committee member for report and applaud on a job well done.

Staff notes that they are looking to recruit more members of the public to the Oversight Committee.

Discussion:

14. Review security services RFP.

Staff reviews what was discussed at the Facilities Committee meeting and that the Committee had decided on a contract for one unarmed security officer to be assigned to watch over the parks 5 days a week, for 6 hours a day that will last for one year with a second-year option.

Staff notes that the same process used on previous Bids will be the same process that they use for the Security Services RFP.

Director Todd questions why the process to determine ranking of bidders uses 40% towards references and only 20% towards the interview portion.

Staff notes that getting insight from previous employers has been more beneficial than any other method when choosing a bidder, however the percentages can be changed.

Director Rothberg recommends using Sheriff's expertise in the interview process.

Staff suggest using a percentage split of 30% toward references and 30% toward the interview portion.

Board Members agree with the new percentages.

Action:

15. Adopt proposed 2022 Meeting Schedule

Action: After discussion, on a Motion by Director Evans, seconded by Director Rothberg the Advisory Board of Directors voted to adopt proposed 2022 Meeting Schedule. A roll call vote was taken. Directors Rothberg, Todd, and Evans approve the motion. Director Alcalay is absent.

Staff Comments/Reports: Staff applauds Oversight Committee on a well written report and staff for their work ethic during this time. Staff mentions that the website is getting several updates and suggests the Board go to the website.

Next Regular Meeting: Tuesday, February 8, 2022 at 6 pm. As of the date of this notice, social distancing measures are in effect due to the COVID-19 pandemic. Parties interested in participating in the public hearing should visit the District's website at <https://www.morpd.com/advisory-board-meetings> for current information on how to provide public comment.

Adjourn: 7:23 pm.



Debra Tierney, Clerk of Board

February 8, 2022
Date