



**Advisory Board of Directors
Regular Meeting Minutes
Tuesday, January 12, 2021 at 6 pm
Via Zoom Meeting ID 880 4674 2307**

- Call to Order:** 6 pm by Chairperson Rothberg.
- Pledge of Allegiance:** Announced by Chairperson Rothberg.
- Roll Call:**
- MORPD Directors Present:** Rothberg, Nguyen, Evans, Todd and Alcalay.
- MORPD Staff Present:** Barton, Hichborn, Tierney, Woodland and Ballis.
- Public Present:** Nikki Gracey, representative from Eastern Oak pickleball club.
- Chairperson's Comments:** Thanks Vice Chairperson Nguyen for leading the December. Welcomes Finance Manager Darren Woodland to the MORPD team. Thanks staff for adapting well to the new norm and for the work they do each day in the parks and programs.
- Board Comments/Discussion:** Director Alcalay requests that staff provide the board with a breakdown of the staff diversity, male/female so they have an idea of the representation of current staff. Also, he wishes to know the current recruiting and hiring process. This request is referred to the Personnel Committee to review the current policy and to recommend changes if needed to the process of recruiting, selection and hiring of staff.
- 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:** Nikki Gracey requests the Advisory Board add to the February Advisory Board meeting discussion regarding adding lights to the pickleball courts at Eastern Oak Park. This request is referred to the Facilities Committee to review and report back to the board.
- Information:**
1. Mission Oaks Recreation and Park District (MORPD) Park Patrol Reports for December 2020 by J.R. Hichborn, Parks Superintendent. Hichborn will be meeting with the Park Patrol and scheduling a Facilities Committee meeting soon.
 2. Monthly Budget Report, October 1-31, 2020, Period 4 and November 1-30, Period 5 FY 2020-21 by District Administrator Daniel Barton, and Finance Manager Darren Woodland. Due to the increased

amount of personal protective equipment supplies needed, the expenses in the medical supplies account have increased.

3. Administrative Division Report by District Administrator Barton. Revenue for real estate taxes should be deposited soon. The County expects a 1% increase in revenue. There was an incident at Eastern Oak Park on Friday, January 8, where a young man took his own life. Staff will be reaching out to the chaplain at Sacramento County Sheriff's Office to contact the family.
4. Recreation Division Report by Supervisor Rodney Dahlberg. Director Nguyen would like staff to report back at a future meeting the classes that MORPD is offering remotely and the number of participants attending. Chairperson Rothberg inquires if staff is still calling MORPD senior participants weekly and asks staff to report back to the board.
5. Parks Division Report by J.R. Hichborn, Parks Superintendent. Director Alcalay inquires about Sybertech trash receptacles that were placed in our parks in 2016 and requests the Facilities Committee review the use of them. Director Alcalay also asks about the use of the Firehouse maintenance shop and if a demonstration garden was installed; he would like the Facilities Committee to discuss what the cost would be to add a demonstration garden. Chairperson Rothberg inquires if the COVID signs posted are holding up. Superintendent Hichborn reports the signs have been disappearing. Signs that were nailed to wooden posts and stuck into the ground disappeared. A-framed signs were purchased, they also disappeared. Staff continue to post signs and signs continue to disappear, but not as fast as they were at the start of the pandemic. Chairperson Rothberg requests that the Facilities Committee discuss whether additional different should be posted recommending social distancing.

Consent:

6. Approval of December 8, 2020 Regular Board Meeting Minutes.

Action: After discussion, on a Motion by Director Nguyen, seconded by Director Todd, the Advisory Board of Directors voted to approve the December 8, 2020 Regular Board Meeting Minutes. A roll call vote was taken. Directors Rothberg, Nguyen, Evans, Todd and Alcalay approve the motion.

Discussion:

7. Discussion RE: Advisory Board Officers and Committee Position Assignments 2021. This item will be added to the February agenda for action.
8. Discussion RE: Custodial Services Request for Proposal (RFP). After discussion, Parks Superintendent Hichborn will revise the RFP. Director Alcalay recommends that in the future, the goal should be to streamline proposals to make them more inviting to small businesses.

Action:

9. Approve Contract Amendment for Custodial Services through May 31, 2021.

Action: After discussion, on a Motion by Director Alcalay, seconded by Director Todd, the Advisory Board of Directors voted to approve the contract amendment for Custodial Services through May 31, 2021. A roll call vote was taken. Directors Rothberg, Nguyen, Evans, Todd and Alcalay approve the motion.

10. Award Contract for Audit Services.

Action: After discussion, on a Motion by Director Alcalay, seconded by Director Evans, the Advisory Board of Directors voted to award the contract for Audit Services to Harshwal & Company located in

Oakland, for a period not to exceed four (4) years. A roll call vote was taken. Directors Rothberg, Evans and Alcalay approve the motion. Directors Nguyen and Todd oppose the motion.

Director Todd requests that staff communicate with the current auditor that this contract award to Harshwal & Co. is about changing audit services for fiscal responsibility.

Director Nguyen requests that the auditor review the Districts unfunded retirement liability as well as how the District spends taxpayer dollars. District Administrator Barton will speak with Harshwal & Co. and report back in February.

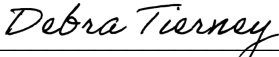
Upon Harshwal & Co. accepting the award of the contract, an agreement will be brought to the board for review.

11. Adopt the proposed 2021 Meeting Schedule.

Action: After discussion, on a Motion by Director Rothberg, seconded by Director Todd, the Advisory Board of Directors voted to adopt the proposed 2021 Meeting Schedule with a change to the start time, the new meeting start time will be 5:30 pm while meetings are held remotely online. A roll call vote was taken. Directors Rothberg, Nguyen, Evans, Todd and Alcalay approve the motion and .

Staff Comments/Reports:

Next Regular Meeting: Tuesday, February 9, 2021 at 5:30 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.

Adjournment:	7:45 pm	 Debra Tierney, Clerk of Board	<u>February 12, 2021</u> Date
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