



**Advisory Board of Directors
Regular Meeting Minutes
Tuesday, October 11, 2016 at 6:30pm
Mission Oaks Community Center,
4701 Gibbons Drive, Carmichael, CA 95608**

- Call to Order:** 6:35pm by Chairperson Nguyen
- Pledge of Allegiance:** Lead by Director Morin
- Roll Call:**
MORPD Directors Present: Nguyen, Ontiveros, Morin and Donnelly
MORPD Directors Absent: Saastad
MORPD Staff Present: Barton, Newman, Ross, Paredes-Banville and Tierney
Public attending: Bret Mitchell and Alex Vassar
- Chairperson's Comments:** Welcomes new Director Richard "Rick" Morin, replacing Director Michael Alcalay. Director Jana Saastad will join the Board November 15. She replaces Director Debbie Price.
- Board Comments/Discussion:** None
- Public Comment:** Bret Mitchell representing San Juan Unified School District is speaking in favor of Measure P, a San Juan Unified School District bond.
- Information:**
1. Correspondence: The District received a monetary donation for \$250 from Friends of Maddox Park by Shireen Miles. Director Donnelly requests that staff prepare and send a Thank You note to the neighborhood association on behalf of the Advisory Board of Directors.
 2. Monthly Billing and Budget Report, Period 1: July 1-31, 2016 and Period 2: August 1-31, 2016 presented by Cindy Paredes-Banville.
 3. District Administrators Report by Daniel Barton. The Board will notice minor changes in the Agenda format. Action items will show "Motion to Approve Staff Recommendation" or when appropriate, a "Motion to Approve Committee Recommendation".
- Staff has begun discussing plans for implementing recommendations suggested in Option #2 of the Consolidation Feasibility Study. Implementation will begin July 1, at the start of FY 2017-18. Employee definitions will be in place by Jan 1, 2017. Policies will go to the Personnel Committee first and then to the Advisory Board for adoption prior to implementation.
4. Administrative Services Report by Cindy Paredes-Banville. Cindy introduces Office Assistant Denise Lowry in charge of accounts payable.
 5. Recreation Division Report presented by Barry Ross. District Administrator Barton thanks Director Ross and his staff for their hard work organizing the September 18 concert at Gibbons Park featuring Fleetwood Mask. Director Ross thanks his staff also for their continued work.
- Chairperson Nguyen appreciates seeing the upcoming events section in the Recreation Staff Report.

6. Parks Division Report presented by TJ Newman. Parks staff is tracking costs in the new software system, and will be able to provide a report in December showing costs by park, employee and project; it has improved the workflow. The area in front of the District Office has been receiving maintenance; more of the dead foliage will be removed starting mid October. A grant request submitted for Chicken Ranch Slough Restoration for \$2,000,000.
7. Photos of Interest by staff.

Consent:

8. Approval of August 9, 2016 Advisory Board Minutes.
9. Approval of September 13, 2016 Advisory Board Minutes.

Staff Recommendation: That the Advisory Board of Directors approves the Consent Agenda as presented or amended.

Action: On a motion by Director Morin, seconded by Director Donnelly. The Board voted to approve the Consent Agenda as presented. Directors Nguyen, Morin, Donnelly, & Ontiveros approve the motion. Director Saastad is absent.

Discussion:

10. An Oak Meadow neighbor, Bob Droneberger proposes to construct a road through Oak Meadow Park for the purpose of accessing a proposed parking lot on to his property. Director Newman informed Bob of the meeting tonight, though he is not in attendance.

District Administrator Barton offers information known to staff, that Bob wants an easement through our park. This will not benefit the District.

Chairperson Nguyen states that the District is in the business of acquiring new parks land because we under serve our residents, rather than sell. District Administrator Barton also states that our adopted Master Plan shows the District adding a dog park at this site.

Action:

11. Appointment of New Advisory Board Members to Board Committees.
Staff Recommends Chairperson Nghia Nguyen appoints new board members to Finance and Facilities Committees.

Chairperson Nguyen wishes to entertain a motion to appoint Directors Morin and Saastad to the standing committees vacated by outgoing Directors Price and Alcalay.

Action: On a motion by Director Ontiveros, seconded by Director Donnelly. The Board voted to appoint Directors Morin and Saastad to the standing committees. Directors Nguyen, Morin, Donnelly, & Ontiveros approve the motion. Director Saastad is absent.

Director Morin will serve on the Finance Committee and Director Saastad will serve on the Facilities Committee.

12. Creation of Ad Hoc Committee for Option 2 of the Feasibility Study.

District Administrator Barton recommends Chairperson Nghia Nguyen create an Ad Hoc Committee to discuss and plan Implementation of Option 2 of the Consolidation Feasibility Study Recommendations and then to appoint two interested members to the committee.

Chairperson Nguyen recommends herself and Director Donnelly serve on the committee.

Action: On a motion by Director Morin, seconded by Director Ontiveros. The Board voted to appoint Chairperson Nguyen and Director Donnelly to serve on the Ad Hoc Committee that will plan the implementation of Option 2. Directors Nguyen, Morin, Donnelly, & Ontiveros approve the motion. Director Saastad is absent.

13. Management Sick Leave Compensation at Retirement within Section 2700 Benefits.

Staff Recommendation: That the Advisory Board of Directors approve the addition of Management Sick Leave Payout language to Section 2700 of the Personnel Policy.

Director Donnelly requests this item be brought back for approval in November and presented as a recommendation by the Personnel Committee and staff.

Director Morin requests that the opinion from County Counsel stating that the payout did not violate District policy be attached to the staff report along with the opinion that the payment of sick leave to the previous administrator is not a gift of public funds.

Chairperson Nghia requests that the fiscal impact be added to the staff report.

Director Donnelly requests that the language be more decisive, changing “may” to “will” as needed. Job titles of management employees’ should be included in the policy.

Action: The motion is amended to continue the approval of the Management Sick Leave Compensation policy to November 15 after it the language has been revised, the staff report changed and the Personnel Committee meets to approve the changes.

On a motion by Director Donnelly, seconded by Director Morin. The Board approves to continue this item to November 15. Directors Nguyen, Morin, Donnelly, & Ontiveros approve the motion. Director Saastad is absent.

14. Approve the purchase of a chipper through California Multiple Award Schedule (CMAS) process.

Staff recommends the Advisory Board of Directors approve the purchase of a Wood Chipper through the CMAS process.

Action: On a motion by Director Morin, seconded by Director Donnelly. The Board voted to approve the Purchase of a Wood Chipper as presented. Directors Nguyen, Morin, Donnelly, & Ontiveros approve the motion. Director Saastad is absent.

15. Facility Rental Policy.

Staff recommends the Advisory Board Directors approve the Facility Rental Policy as presented.

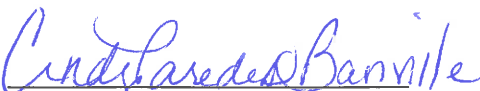
Action: On a motion by Director Donnelly, seconded by Director Ontiveros. The Board voted to approve the Facility Rental Policy as presented. Directors Nguyen, Morin, Donnelly, & Ontiveros approve the motion. Director Saastad is absent.

Staff Comments/Reports:

Director Ross informs the Board of a Junior Tennis Fund Grant opportunity. Receiving the grant of \$1,800 would provide an opportunity for disadvantaged youth in our district. Providing tennis lessons would help teach youth new skills in a fun social setting while providing the physical activity needed for a healthy lifestyle. Staff will submit the application by October 14.

Next Regular Meeting: Tuesday, November 15, 2016.

Adjournment: 7:50pm


Cindy Paredes-Banville
Director of Administrative Services

November 15, 2016
Date