



**Advisory Board of Directors  
Regular Meeting Minutes  
Tuesday, April 12, 2016 at 6:30 pm  
Mission Oaks Community Center, 4701 Gibbons  
Drive, Carmichael, CA 95608**

Directors Present: Nguyen, Price, Donnelly, Ontiveros and Alcalay  
Staff Present: Harrison, Newman, Ross, Paredes-Banville and Tierney  
Public Present: Nicole Friedrich

1. **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 Chairperson Nguyen.
2. **Pledge of Allegiance:** Led by Director Donnelly.
3. **Chairperson's Comments:** Inquires whether staff has been involved in proposed legislation regarding items that affect the District's budget such as the proposed increase in minimum wage. Typically, the California Parks and Recreation Society will get involved with State legislation and may ask each District to submit letters in support of, or in opposition of.
4. **Board Comments/Discussion:** None
5. **Public Comment:** None
6. **Information:**
  - A. Monthly Billing and Budget Report, Period 8, February 1-29, 2016 was given by Director of Administrative Services, Cindy Paredes-Banville.
  - B. Maintenance Activity Report was given by Director of Parks, TJ Newman.
  - C. Recreation Program Report was given by Director of Recreation, Barry Ross; he announces an upcoming dance scheduled for Cinco de Mayo on May 5. This dance, sponsored by Supervisor Susan Peters, will be at Mission Oaks Community Center.  
A schedule of special events for summer 2016 is provided to all in attendance.
  - D. SWOT Final Report was given by Interim District Administrator Jack Harrison.
  - E. Quarterly Work Plan update was given by Interim District Administrator Jack Harrison.  
January-March Plan  
April-June Plan  
Interim District Administrator Jack Harrison invites Advisory Board members to advise if they want something added to the Quarterly Work Plan. The Advisory Board and Staff priorities should be the same; feel free to contact the staff member assigned to the item.
  - F. Photos of Interest provided by staff.
7. **Action:**
  - A. **Consent**
    1. Approval of March 8, 2016 Advisory Board Minutes.

**Action:** On a motion by Director Alcalay, seconded by Director Price. The Board voted to approve the Regular Meeting Minutes from the March 8 Advisory Board Meeting as presented. Chairperson Nguyen, Directors Price, Donnelly, Ontiveros and Alcalay approved the motion.

**B. Discussion:**

1. Approval of District Mission Statement.

**Action:** After discussion, on a motion by Director Alcalay, seconded by Director Price, to approve change in the District’s Mission Statement to read “provides high quality recreation facilities and programs”. Chairperson Nguyen, Directors Price, Donnelly, and Alcalay approved the motion; Director Ontiveros opposes the motion.

The current Mission Statement is “Mission Oaks Recreation and Park District provides unique neighborhood destinations for recreation and personal enrichment.”

The statement will be changed to read “Mission Oaks Recreation and Park District provides high quality recreation facilities and programs.” Staff will take steps to insure the new one replaces the previous Mission Statement.

2. Facility use and Fees Policy.

After discussion, the Facility Use and Fees Policy were deferred to the Community Relations Committee for further discussion.

3. District Administrator recruitment process.

**Action:** After discussion, on a motion by Director Price, seconded by Director Ontiveros, the Board approves the proposed District Administrator Recruitment Process. Chairperson Nguyen, Directors Price, Donnelly, Ontiveros and Alcalay approved the motion.

The Advisory Board authorizes the Personnel Committee and Interim District Administrator Jack Harrison to provide leadership to the process. The Committee will return to the Advisory Board with and outline of the process with a timeline.

8. **Advisory Board Committee Reports:**

Agenda and approved minutes from January-March 2016 Committee Meetings were reviewed.

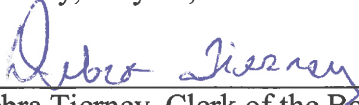
9. **Staff Comments/Reports:**

The District had a visit from California Association for Park and Recreation Indemnity (CAPRI) during the past week for the annual audit of safety practices, updates to buildings and new equipment purchases. CAPRI acts as the Districts insurance agent. Director Newman thanks the MORPD staff for their hard work keeping the District a safe place to visit and work.

Interim District Administrator Harrison reports that the Community Relations Committee has reviewed the Stakeholders Communication Plan and is ready to implement the Plan May 1.

10. **Next Regular Meeting:** Tuesday, May 10, 2016 at 6:30 pm at Mission Oaks Community Center.

11. **Adjournment: 7:50pm**

  
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Debra Tierney, Clerk of the Board

**May 10, 2016**

Date