



**Advisory Board of Directors
Regular Meeting Minutes
Wednesday, August 4, 2021 at 5:30 pm
Via Zoom Meeting ID 865 0333 6723**

- Call to Order:** 5:30 pm by Chairperson Rothberg.
- Pledge of Allegiance:** Announced by Chairperson Rothberg.
- Roll Call:**
- MORPD Directors Present:** Rothberg, Evans, Todd and Alcalay.
- MORPD Staff Present:** Barton, Hichborn, Woodland, Tierney, Ballis, Friedrich, Curtola, Carpenter, Baker and Dahlberg.
- Public Present:** None.
- Chairperson's Comments:** With Labor Day approaching, in the midst of COVID-19 he is excited that our parks are open, people are using them, programs and activities are well underway, thanks to staff.
- Board Comments/Discussion:** Director Todd toured the camp programs this summer and thanks staff for doing an amazing job.
- 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 June 8, 2021 Regular Board Meeting Minutes.

Action: After discussion, on a Motion by Director Evans, seconded by Director Rothberg, the Advisory Board of Directors voted to approve the Consent item. A roll call vote was taken. Directors Rothberg, Evans, Todd and Alcalay approve the motion.

Information:

2. Mission Oaks Recreation and Park District (MORPD) Park Patrol Reports for June 2021 from Fulton El Camino Police and Sacramento County Sherriff Off Duty Patrol for June 2021.
Director Rothberg inquires if the reports can be consolidated, one report is 16 pages. He is also concerned about the two incidents that involved a gun.
Director Todd suggests the report be changed to a matrix, listing parks at the top and infractions down the side.

Director Evans suggests removing the parks that didn't have any activity.

Director Alcalay inquires if all the arrests happened in our parks. Staff confirmed that all activity reported occurred in our parks.

3. Monthly Budget Reports, May 1-31, Period 11, June 1-30, Period 12 and July 1-16, 2021 Period 13, FY 2020-21.
4. Administrative Division Report by Daniel Barton. Director Todd thanks Barton and Tierney for reporting training. Christina Rhea will be introduced in September.
5. Recreation Division Report by Danny Curtola, Rodney Dahlberg, and Nicole Friedrich. Director Rothberg loves the matrix showing all our programs being offered. He loves seeing that we are serving seniors, families, and teens. Director Rothberg would like to know what kind of outreach staff is doing with the schools and when a Fall programming guide will be available. Friedrich reports SJUSD will not accept flyers for programs yet but should be accepting flyers around the third week of school. Requests for use of gym space has been submitted to SJUSD, the permits are pending. Currently sports program flyers are being handed out to After School Adventures students to spread the word. The new recreation program guide will be mailed to residents in October.
6. Parks Division Report by J.R. Hichborn. Director Alcalay inquiries about the signage update the Facilities Committee discussed. Hichborn is working on a plan making the signs more consistent and will bring information to a future meeting. Hichborn also reports the Capital Improvement Plan came back from the County of Sacramento as approved except for the HVAC system at Mission Oaks Community Center. It will have to go out to bid, once an engineer's specification drawing is prepared, he will submit them to the County for approval.
7. Photos of Interest by staff.
8. Personnel Committee report by Director Evans. The committee reviewed the new organizational chart and salaries to bring to the Advisory Board. Director Todd wants to be sure the County approves the changes and that they are in line with our current policy.
9. Finance Committee report by Director Todd. The budget is balanced with a healthy reserve.
10. Facilities Committee report by Director Evans. Signage was discussed along with Eastern Oak Park neighbor complaints regarding balls coming over the fence.

Discussion:

11. Re: Sale of Surplus Property. Staff reports a Resolution signed in 2017 directs all items to be sent to the County and auctioned off by them. MORPD will be reimbursed for items identified as a fixed asset. MORPD won't receive proceeds for any items that are not fixed assets. This would include less expensive items like typewriters.
Director Alcalay suggests the District update the policy regarding surplus property, writing it to mimic the Resolution and bring it back to the board for approval.
12. Re: Private Security Services. J.R. Hichborn reports that the District will be contracting with a private security company for three-month trial period. The contract will include services for five days a week, six hours a shift for an unarmed officer. This will enable staff to determine the most cost-effective way to provide additional security for our parks. A hybrid program may be that we have a security force and a police force.
Director Alcalay reports the Facilities Committee has discussed this topic over the past two meetings to determine how to get additional security for a more cost-effective price. After three months staff will bring an evaluation to the Facilities Committee to discuss how the trial went and what the advantages and disadvantages are. Orientation with the patrol officer will be important. Park patrons should feel safe, and the officer should engage with the patrons and make sure positive interactions are taking place. The security officers are not able to ticket or arrest patrons but will call the police if services are needed.

Action:

13. Approve changes to wage scales and reorganization of Recreation Division.

Action: After discussion, on a Motion by Director Todd, seconded by Director Evans, the Advisory Board of Directors voted to approve changes to wage scales and reorganization of Recreation Division as presented. A roll call vote was taken. Directors Rothberg, Evans, Todd and Alcalay approve the motion.

Director Alcalay suggests changes be made to the initial report to make it crisper, clearer. The recommendation is to approve the salary adjustments and the reorganization of the Recreation division.

14. Appointment of 2021 Advisory Board Officers and Committee position assignments.

Action: After discussion, on a Motion by Director Rothberg, seconded by Director Alcalay, the Advisory Board of Directors nominated Director Evans to move to the Vice Chair position, and for Director Todd to move to the Clerk position and to appoint Director Alcalay to the Finance Committee. Director Evans and Todd were elected as Vice Chair and Clerk. Director Alcalay was appointed to the Finance Committee. The vacancy on the Recreation Committee will be filled once a fifth board member is appointed. A roll call vote was taken. Directors Rothberg, Evans, Todd and Alcalay approve the motion.

15. Approve Mission Oaks Recreation and Park District General Fund 336A budget for FY 2021-22.

Action: After discussion, on a Motion by Director Evans, seconded by Director Rothberg, the Advisory Board of Directors voted to approve the Mission Oaks Recreation and Park District General Fund 336A budget for FY 2021-22. A roll call vote was taken. Directors Rothberg, Evans, Todd and Alcalay approve the motion.

Daniel Barton will schedule a workshop for the Advisory Board to discuss the Reserve Policy and identify what the reserve fund can be used for.

16. Approve Mission Oaks Maintenance and Improvement District 336B budget for FY 2021-22.

Action: After discussion, on a Motion by Director Alcalay, seconded by Director Evans, the Advisory Board of Directors voted to approve the Mission Oaks Maintenance and Improvement District 336B budget for FY 2021-22. A roll call vote was taken. Directors Rothberg, Evans, Todd and Alcalay approve the motion.

17. Approve the Park Impact Fee Nexus Study Update and Resolution 2021-06.

Action: After discussion, on a Motion by Director Todd, seconded by Director Rothberg, the Advisory Board of Directors voted to approve the Park Impact Fee Nexus Study Update and Resolution 2021-06. A roll call vote was taken. Directors Rothberg, Evans, Todd and Alcalay approve the motion.

There is \$418,563 available in the Impact Fees account. The funds are to be used to add new features, not the replacement of features.

Staff will bring the Master Plan and a list of projects to the Facilities Committee and will identify which projects can be paid for with these funds.

Staff Comments/Reports:

Next Regular Meeting: Tuesday, September 14, 2021. 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: 7:20 p.m.

Debra Tierney

Debra Tierney, Clerk of Board

September 14, 2021
Date