



**Advisory Board of Directors
Regular Meeting Minutes
Tuesday, April 11, 2017 at 6pm
Mission Oaks Community Center,
4701 Gibbons Drive, Carmichael, CA 95608**

- Call to Order:** 6pm by Vice Chairperson Morin
- Pledge of Allegiance:** Led by Director Saastad
- Roll Call:**
- MORPD Directors Present: Morin, Saastad and Ontiveros
- MORPD Directors Absent: Nguyen and Donnelly
- MORPD Staff Present: Barton, Newman, Ross, Paredes-Banville and Tierney
- Chairperson's Comments:** None
- Board Comments/Discussion:** Director Ontiveros and Saastad request that staff hold a park tour for the Advisory Board twice a year.
- Public Comment:** None

Information:

1. Correspondence by staff. District Administrator Barton shares a letter received from the City of Dana Point thanking one of our employees, Tamara Quinata-Tinkler. Tamara met with the City of Dana Point to show them how MORPD implemented the maintenance management system, Dude Solutions. Also included is an email from Rachel Corona regarding the increased dog activity again at Hazelwood Greens. Rather than respond to the email, District Administrator Barton contacted Rachel by phone. After speaking with her, he contacted the Park Patrol to increase the patrol in the area; he has not had any complaints since speaking with her in March.
2. Monthly Billing and Budget Report, Period 8, February 1-28, 2017, presented by Director Paredes-Banville.
3. District Administrators Report by Daniel Barton informing the Advisory Board of the professional services contract for Levy Administration Services by SCI Consulting Group was signed by staff for a one-year contract for \$12,000. Next year staff will go out to bid for a three year contract. It will then be presented to the Advisory Board for approval.
4. Administrative Division Report by Director Paredes-Banville concerning overtime laws of Non Exempt Employees. District Administrator Barton explains this item was reviewed in January, the CTO time policy will go back to the Personnel Committee before it comes before the Advisory Board.
5. Recreation Division Report by Director Ross introduces Danny Curtola, Recreation Supervisor. Danny is located at the Swanston Community Center (SCC); he is responsible for the programming at Swanston,

and most of the operations of that center. Some of Danny's most significant responsibilities include: Afterschool Adventures program which offers tutoring, sports, trips and family nights for students between the ages of 5-12; Healthy Youth for Physical Excellence (Project HYPE) a health and wellness summer camp program; seasonal week-long camps during school breaks; numerous leisure classes, many at Swanston and some elsewhere. Danny also works closely with the Sheriffs Community Impact Program (SCIP) and other partners to provide valuable programming to disadvantaged youth and teens. He plans and conducts the annual Pasta Feed fundraiser for youth programs with SCIP raising over \$100,000 over the past five years. These funds are split between MORPD and SCIP. He also conducts several community special events each year at Swanston Park. He serves on the Arden-Arcade Rotary, which has led to MORPD receiving a van to help transport youth for our programs, as well as SCIP and Fulton El Camino District and finally he is currently serving on the District II board of directors for the California Parks & Recreation Society (CPRS). Most importantly, Danny has worked hard to transform Swanston Park from one known for drugs, crime and danger into one that is safe and friendly with many options for youth and adults. Danny has helped build strong partners (SCIP, Greer & Encina schools, Woodside Condominiums, Fulton El Camino District, local businesses) to help elevate the reputation of Swanston as a true community asset.

6. Parks Division Report by Director Newman reviews Eastern Oak Project; the project should be complete by late Sept. The park will be closed between May 1 and the end of September. Director Newman also acknowledges Tamara Quinata-Tinkler has been working with Arbor Pro, a tree inventory software program. They are working with four other park districts to receive a discount and have a useable program for a savings of \$17,000. The program tracks the inventory of each tree in MORPD parks, the size, the value, the age etc. of our inventory. Currently MORPD has 2,000 trees.
7. Photos of Interest by staff.

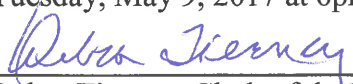
Consent:

8. Approval of March 14, 2017 Advisory Board Minutes.
Action: On a Motion by Director Ontiveros, seconded by Director Saastad, the Advisory Board of Directors voted to approve the consent items. Directors Morin, Ontiveros and Saastad approve the motion. Director Nguyen and Donnelly are absent.
9. Approval of Resolution 2017-02 Directing Preparation of the Engineers Report for Mission Oaks Parks and Recreation Maintenance and Improvement District.
Action: After discussion, on a Motion by Director Saastad, seconded by Director Ontiveros, the Advisory Board of Directors voted to Approve Resolution 2017-02 Directing Preparation of the Engineers Report for Mission Oaks Parks and Recreation Maintenance and Improvement District. Directors Morin, Ontiveros, and Saastad. Director Nguyen and Donnelly are absent.
A roll call vote was taken, three (3) ayes by Directors Morin, Ontiveros and Saastad, zero (0) nays, two (2) members, Director Nguyen and Donnelly are absent.

Staff Comments/Reports: Director Barton informs the Advisory Board about meeting with PG&E and SMUD regarding a park project on Bell Street; he believes it will be a handicap children's destination.

Next Regular Meeting: Tuesday, May 9, 2017 at 6pm at Mission Oaks Community Center.

Adjournment: 7:10pm



Debra Tierney, Clerk of the Board

June 13, 2017
Date