



**Advisory Board of Directors
Special Meeting Minutes
Tuesday, July 23, 2019 at 6pm
Mission Oaks Community Center
4701 Gibbons Drive, Carmichael, 95608**

- Call to Order:** 6pm by Chairperson Morin.
- Pledge of Allegiance:** Led by Director Nguyen.
- Roll Call:**
- MORPD Directors Present:** Morin, Donnelly, Nguyen and Rothberg.
- MORPD Staff Present:** Barton, Paredes-Banville, Ross and Tierney.
- Public Present:** Jeanette Hynson, SCI Consulting and Dee Higbee.
- Chairperson's Comments:** None.
- Board Comments/Discussion:** None.
- Public Comment:** None.

Information:

1. Correspondence.
2. Monthly Billing and Budget Report, FY 2018-19 Period 11 & 12, May 1-31, 2019 and June 1-30, 2019 presented by staff.
3. Administrative Division Report by Daniel Barton and Cindy Paredes-Banville. Barton reports J.R. Hichborn will be starting on August 1 as the Parks Superintendent. He comes from El Dorado Hills Community Services District. Joe Vieira, Facilities Technician has retired; Francisco Cuenca has stepped in and is leading the Parks staff until the new Parks Superintendent arrives. The Gibbons Park Pathway is near completion and the punch list is almost complete. The project was delayed due to late Spring rains, so the project wasn't completed in Fiscal Year 2018-19; the grant reimbursement will appear in the Fiscal Year 2019-20 budget instead of the Fiscal Year 2018-19 budget. A park patrol crime report was given to each member, and staff will add a new information item that will include the monthly park patrol report. Director Rothberg indicated a need for business cards. If anyone would like business cards, please let Debra know. In June, staff reported a tree at Swanston Park fell by the playground. An arborist has assessed all trees near playgrounds in the parks. On July 1, all trees around playgrounds were trimmed for safety reasons.

Cindy Paredes-Banville reported that 13 staff members attended the Sportsman training held at the District Office; she will be sharing more information at the August meeting. If anyone wishes to attend any CSDA training please contact Cindy.

4. Recreation Division Report by Barry Ross. Ross reports the Unity in the Community event at Gibbons Park attracted over 1,500 people. The Sacramento Sheriff's Department reports it was the most successful event to date. Our summer camps are averaging 250 participants each day. This year, five of the seven Recreation Leaders are new to camps. There have been very minimal injuries, complaints or concerns.
5. Parks Division Report by Daniel Barton.
6. Photos of Interest.

Discussion:

7. Budget Policy and Procedures by Cindy Paredes-Banville.
Chairperson Morin thanks Cindy for the information and states it is very informative. He suggested that it be given to new members during orientation.

Consent:

8. Approval of June 11, 2019 Regular Board Meeting Minutes.

Action: After discussion, on a Motion by Director Nguyen, seconded by Director Rothberg, the Advisory Board of Directors voted to approve the Consent agenda. Directors Morin, Nguyen and Rothberg approve the motion. Director Donnelly was absent in June and abstains from voting on this motion.

Action Item:

Public Meeting Opened: 6:26pm

Staff notified residents by sending an email of the public hearing announcement by Constant Contact; it was added to the MORPD Facebook account, posted outside at the District Office, Mission Oaks Community Center and Swanston Community Center and posted on the Districts website.

Public comment heard from unnamed residents and Dee Higbee. Ms. Higbee commented on the pathway turning out beautifully.

If the increase of \$0.77 is approved, it will add \$15,000 to the FY 2019-20 budget. The assessment rate will then be \$52.07 per single family equivalent benefit unit.

Public Meeting Closed: 6:34pm

9. Approve Resolution 2019-03 Approving Engineer's Report, Confirming Diagram and Assessment and Ordering Levy of Assessment for Fiscal Year 2019-20 for the Park Maintenance and Recreation Improvement District of the Mission Oaks Recreation and Park District.

Action: After discussion, on a Motion by Director Rothberg, seconded by Director Nguyen, the Advisory Board of Directors voted to Approve Resolution 2019-03 Approving Engineer's Report, Confirming Diagram and Assessment and Ordering Levy of Assessment for Fiscal Year 2019-20 for the Park Maintenance and Recreation

Improvement District of the Mission Oaks Recreation and Park District with a 1.5% increase. The new assessment rate will be \$52.07 per single family equivalent benefit unit. Directors Morin, Donnelly, Nguyen and Rothberg approve the motion

Roll call vote:


Chairperson Morin, aye
Director Donnelly, aye
Director Nguyen, aye
Director Rothberg, aye

Director Nguyen requests that next year staff include in the Resolution and the announcement for the public hearing information containing the current assessment rate, what the proposed increase is, and, if approved, what the new rate will be. For FY 2019-20 the information is, *“the current levy rate is \$51.30. With a 1.5% increase the new levy will be \$52.07 per single family equivalent benefit unit, which is a \$0.77 increase”*.

Staff Comments/Reports:

Director Donnelly requested that staff bring back the Administrative Leave Policy that was brought to the Advisory Board in January 2017. He would like staff to follow through and finalize this item. He suggests that the Personnel Committee meet in September to make a recommendation to the Advisory Board in October. Chairperson Morin requests the item be placed under Discussion for the August Advisory Board Meeting.

Next Meeting: Tuesday, August 6, 2019 at 6pm at Mission Oaks Community Center.

Adjournment: 6:47pm 
Debra Tierney, Clerk of the Board October 8, 2019
Date