



**Advisory Board of Directors
Regular Meeting Minutes
Tuesday, January 9, 2018 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 Ontiveros

Roll Call:

MORPD Directors Present: Morin, Donnelly, Saastad and Ontiveros

MORPD Directors Absent: Nguyen

MORPD Staff Present: Barton, Newman, Ross, Tierney, Friedrich and Miranda Nelson

Public Present: Harley Dabler, Oversight Committee Member

Chairperson's Comments: None

Board Comments/Discussion: Director Donnelly is uncertain as to the demographic composition of the residents we serve at the District. He requests that staff commit to a date to produce a report to the Advisory Board showing the breakdown of the demographics and the extent to which staff feels our programs relate to those demographics; he wants to compare the demographics and programs side by side.
Superintendent Newman and District Administrator commit to bringing a report to the Advisory Board in March 2018.

Public Comment: None

Information:

1. Presentation of the Park Tour report by Harley Dabler, member of the MORPD Oversight Committee. A written report was distributed to all present Board members and staff.
2. Correspondence by staff.
3. Monthly Billing and Budget Report, FY 2017-18 Period 4, October 1-31, 2017 and FY 2017-18 Period 5, November 1-30, 2017 presented by staff.
4. District Administrators Report; in the past members of the Advisory Board had some confusion with job titles. Please review the changes to job titles as stated in the District Administrator Report. Staff is requesting to change the following job titles:

Finance Superintendent from Director Administrative Services.
Recreation Superintendent from Director of Recreation Services.
Parks Superintendent from Director of Parks.
Recreation Supervisor from Supervisor of Recreation Services.
Recreation Coordinator from Recreation Specialist.

The Board may elect to send this to Committee for discussion if they feel the need; otherwise, staff will make the changes requested. The cost to change would be minimal; name plates, business cards and email signatures will need updated. There are some references in the policy manual that will need to be updated.

On Wednesday, January 24 at 11:30am there will be a meeting at Carmichael Recreation and Park District, in the Community Clubhouse Room. The meeting topics will include SB 5 California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act of 2018, by California Association of Recreation and Park District's Russ Noack. In addition, Pat O'Brien, formerly of East Bay Regional Park District will discuss what staff can and cannot do to get people interested in SB5.

5. Administrative Division Report; Director Saastad requested the August 14 meeting be changed to August 7. This item will be brought in February as an Action Item.
6. Recreation Division Report; in addition to the written report the newest Recreation Supervisor is Nicole Friedrich, she is replacing Recreation Supervisor Rodney Dahlberg and will be responsible for Camps and Sports.

A partnership has been forged between MORPD, Carmichael Recreation and Park District and the Carmichael Kiwanis Club. The Kiwanis purchased a van with intents of sponsoring a Mobile Recreation Program. MORPD and CRPD will provide the equipment for the programs. The van will be driven to parks where children gather to play. The program will start at the end of this month. The van will visit a park one day a week in CRPD, and one day a week in MORPD; the first park visited in MORPD will be Eastern Oak Park. This type of program was suggested in Option 2. District Administrator Barton commends Superintendent Ross for doing a great job with his staff in trying to become more efficient in the Recreation Division with staff reductions in preparation for the minimum wage increases.

7. Parks Division Report; in addition to the written report staff is reviewing park signage and is trying to reduce, or condense the current logo. It is oversized for certain media.

Superintendent Newman commends parks staff, he really appreciates Supervisor Ken Matsumoto and his staff. There have been many challenges due to staff shortage and staff becoming ill; the park maintenance crew continues to work very hard.

Director Ontiveros inquired about the status of the sand volleyball court, if it will be replaced or redesigned. Staff explained the process the District should go through before making changes to a park feature. A public meeting process to determine what the community wants in place of the sand volleyball court should occur.

8. Photos of Interest by staff.

Discussion:

9. Staff report regarding Advisory Board Officers and Committees; after a short discussion, staff informed the Advisory Board that this item will be on the February 2018 agenda for action. The Chairperson will submit a slate of officers for each committee to consider.

Consent:

10. Approval of November 14, 2017 Regular Advisory Board Monthly Meeting Minutes.

Action: On a Motion by Director Saastad, seconded by Director Donnelly, the Advisory Board of Directors voted to approve the November 14, 2017 Regular Advisory Board Monthly Meeting Minutes. Directors Donnelly, Ontiveros and Saastad approve the motion. Director Morin abstains as he was absent. Director Nguyen is absent.

11. Approve list of employees authorized to approve claims, pick up warrants and payroll.

Action: On a Motion by Director Ontiveros, seconded by Director Saastad, the Advisory Board of Directors voted to approve the list of employees authorized to approve claims, pick up warrants and payroll. Directors Morin, Donnelly, Ontiveros and Saastad approve the motion. Director Nguyen is absent.

Staff Comments/Reports: Director Morin requests that Tamara Quinata-Tinkler attend the February Advisory Board Meeting to provide an update on Facility Dude. He would like a formal update with regards to contracts entered. Superintendent Newman informed the Board that Truckee-Donner Recreation and Park District has declined to enter a contract with the District; he has invoiced Orangevale and expects to perform services for CRPD and Rancho Cordova Recreation and Park District.

Next Regular Meeting: Tuesday, February 13, 2018 at 6pm at Mission Oaks Community Center.

Adjournment: 6:55pm


Debra Tierney, Clerk of the Board

February 13, 2018
Date