



**Advisory Board of Directors
Regular Meeting Minutes
Tuesday, November 12, 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 Morin.
- Roll Call:**
- MORPD Directors Present:** Morin, Rothberg and Nguyen.
- MORPD Staff Present:** Barton, Banville, Ross, Hichborn, and Wiggins.
- Public Present:** None.
- Chairperson's Comments:** None.
- Board Comments/Discussion:** None.
- Public Comment:** None.

Information:

1. Correspondence.
2. Presentation by Mission Oaks Recreation Park District Park Patrol.
Officer Taylor Magaziner gave an overview of the last months park patrol and contacts. He mentioned that he was notified of a suspicious person sleeping by the swing set/playground in Gibbons Park. He contacted the person and discovered the person had a warrant for sexual assault out of San Bruno and was arrested. The person is still in custody at Sacramento County jail on felony charges.

A few questions by Chairperson Morin and Director Nguyen were on the topic of the relationship between FEC Police and the Sheriff's Department. Officer Magaziner stated that the county officers and his officers working in tandem to make sure the parks are covered and backup each other should there be a need.

The Board thanked Officer Magaziner and the District Administrator stated that he would bring back the hardcopy of the park patrol report next month.

2. Monthly Billing Report, Period 4, October 1-31, 2019 by Finance Superintendent, Cindy Paredes-Banville.

3. Recreation Division Report. Recreation Superintendent Barry Ross gave an overview of the upcoming recreation events and annual Spooktacular Halloween Event at Swanston Park. He mentioned that the District will be working with Fulton-El Camino RPD and Fulton Ave. Business Group on the December 7 Tree Lighting and Parade event this year. Mission Oaks will be in charge of hot dogs and food service. The Swanston staff will be decorating a float for the parade.

Superintendent Ross introduced Recreation Coordinator Cameron Wiggins. He explained that Cameron would oversee Teens, Camps, Sports and Special Events. The Board welcomed Cameron.

Director Jeff Rothberg reported that visited Project Lifelong Skateboard Program at Arden Middle School and thought it was a lot of fun. He said his daughter was participating in Volleyball for Mission Oaks and that he spoke at the California Parks and Recreation Society Conference where he was able to meet up with staff. He thanked the Board and District for investing in the staff.

4. Parks Division Report. Parks Superintendent J.R. Hichborn gave an overview of the conditions of the parks due to the dry and windy weather. He talked about partnering with San Juan Unified School District for maintenance of the turf areas.

The District is on schedule for completing Swanston Splash Park and for installation of the gates at Eastern Oak Park.

A Facilities Committee meeting was held and the conceptual drawings for Orville Wright Playground were discussed. Committee Member Rothberg mentioned that he spent time talking with several neighbors of the park including seven (7) children and their parents. The consensus was that there wasn't enough adequate wheelchair access to and from the park and playground.

5. Photos of Interest by staff.

Consent Item:

6. Approval of October 8, 2019 Regular Meeting Minutes. Approval of the October 8 Minutes is tabled until clarification of Committee/Board comments.

Director Nguyen requested that her comments from the October 8, 2019 Advisory Board of Directors Meeting be included before she will approve the Minutes. She stressed that comments from Board members be considered as part of the recorded meeting minutes.

She requested that her comments be added to the October 8 Minutes.

Director Nguyen commented after the Recreation Division Report, she wants to dig deeper into the proposed \$100,000 to be sure it is being used for new programs not existing programs; she would like to discuss the meeting with the teens during the Recreation Committee meeting.

Director Nguyen also suggested that before any meetings are set up with Vendors, Instructors, or Contractors in January that staff meet with the Recreation Committee as a matter of policy and before any new programs are introduced and brought to the full board for approval.

District Administrator stated the requested comments would be added to the October meeting minutes.

Discussion Items:

- 7. Discussion RE: Park Tour from November 17, 2019. Staff reminded the Advisory Board of Directors that they are invited to join the Citizens Oversight Committee Annual Park Tour on Sunday, November 17, 2019 beginning at noon from the District Office.

Director Rothberg stated he would be joining the tour.

- 8. Discussion RE: Orville Wright Playground Replacement. Parks Superintendent J.R. Hichborn explained to the Board that he met with the Facilities Committee to review the Orville Wright playground replacement project. Mentioned were several options and themes.

The Board requested that the project be brought back to the December meeting so that they all would be given an opportunity to look over the structures/design. They also wanted to review the comments made by the neighbors of the park.

- 9. Discuss Renewal of Custodial Services with City Wide Maintenance. Parks Superintendent Hichborn informed the Board that the contract with CityWide was in its last year of a renewal contract and in FY 2020-21 the District would need to go out for an RFP. He also informed the Board that City Wide has been a good vendor to work with.

Action Items:

- 10. Approval Renewal of Custodial Services Contract with City Wide Maintenance.

Action: After discussion, on a Motion by Director Rothberg, seconded by Director Nguyen, the Advisory Board of Directors voted to approve the renewal of Custodial Services Contract with City Wide Maintenance. Directors Morin, Nguyen and Rothberg approve the motion.

- 11. Approval Renewal of Landscape Management Services Contract with Jensen Landscape Services.

Action: After discussion, on a Motion by Director Rothberg, seconded by Director Nguyen, the Advisory Board of Directors voted to approve the renewal of Landscape Management Services Contract with Jensen Landscape Services for one year. Directors Morin, Nguyen and Rothberg approve the motion.

Staff Comments/Reports: None

Next Meeting: Tuesday, December 10, 2019 at 6pm at Mission Oaks Community Center.

Adjournment: _____ pm Debra Tierney December 10, 2019
 Debra Tierney, Clerk of Board Date