



**Advisory Board of Directors  
Regular Meeting Minutes  
Tuesday, October 8, 2019 at 6pm  
Mission Oaks Community Center  
4701 Gibbons Drive, Carmichael, 95608**

**Call to Order:** 6:05pm by Chairperson Morin.

**Pledge of Allegiance:** Led by Director Rothberg.

**Roll Call:**

**MORPD Directors Present:** Morin, Donnelly, Rothberg and Nguyen.

**MORPD Directors Absent:**

**MORPD Staff Present:** Barton, Paredes-Banville, Ross, Hichborn and Tierney.

**Public Present:** Matt Risso, student.

**Chairperson's Comments:** None.

**Board Comments/Discussion:** None.

**Public Comment:** None.

**Information:**

1. Correspondence.
2. Mission Oaks Recreation and Park District (MORPD) August and September Park Patrol Reports by District Administrator, Daniel Barton. Daniel and Parks Superintendent, J.R. Hichborn met with the Fulton El Camino (FEC) Park Patrol to discuss park patrols. There have been concerns regarding the amount of tickets the park patrol officers issue to parked vehicles. POP Sergeant, Taylor Magaziner explained by ticketing parked cars for valid issues, criminals in the area immediately see the tickets on cars and will know that the area is patrolled often, deterring them from committing crime in the area. Director Donnelly suggests staff consider posting signs in parking lots notifying visitors of park rules and that the area is patrolled.
3. Monthly Billing Report, Period 1, July 1-31, 2019 and Period 2, August 1-31, 2019 FY 2019-20 by Cindy Paredes-Banville.
4. Administrative Division Report by Daniel Barton. The Carmichael Kiwanis is the largest Kiwanis club in the U.S. Last week at the Kiwanis dinner MORPD was presented with an award recognizing the District and its staff, in appreciation for Outstanding and Dedicated Service Leadership to the Kiwanis Club

Community. Staff attends the Kiwanis meetings along with partnering with the club to create an after school traveling recreation program visiting parks to invite children to participate in recreation programs in the park. Staff has also partnered with the club by co-sponsoring the Fourth of July Fireworks event and concerts. This is the first time this award has been presented.

The Sacramento Parks Foundation (SPF) is comprised of four park districts. MORPD, Fulton El Camino, Arden Manor and Arcade Creek. Administrator Daniel Barton and Director Jeff Rothberg sit on the Board of the Parks Foundation. Recently the SPF applied for a \$6.5 million grant for the inclusive play park on Bell Street. A site visit has been scheduled at the Bell Street site. The State of California has also chosen the Bell Street site to conduct training for their staff.

5. Recreation Division Report by Barry Ross. The events and camps were a big success this past year. All programs either met or exceeded their attendance expectations. Staff is trying to program some youth driven activities at MOCC; a theater and ballet program is starting soon. A free teen safety driving class is being offered soon. It is for teens with their driver's license. Teens will receive credit by attending the class, parents in return will be able to get a discount on their insurance for their teen's participation. Recreation staff meet with teens recently to find out what they are interested in, they are most interested in adult training programs that will assist them in transitioning into adulthood. They are interested in banking, cooking, shopping, auto mechanics/care and SAT exam testing. Recreation Coordinator Cameron Wiggins is working with vendors and instructors to coordinate some classes to start in January. Barry also has been in contact with Sean LaTour; he attended a skate program last week that Sean oversees. Sean looking at expanding his adventure trips to include more snowboarding, hiking, backpacking and maybe trips to Six Flags and Yosemite Park.

Director Nguyen mentioned that the \$100,000 is for new programs and not expansion of current programs but that this issue could be discussed at the Recreation Committee level.

After previous discussion about naming sports programs, staff have worked towards renaming the teen programs to Intermediate Sports that will include the age group the program is intended for.

6. Parks Division Report by J.R. Hichborn. Gates will be installed at Eastern Oak Park the second week of December.
7. Photos by staff.

**Consent:**

8. Approval of July 23, 2019 Special Meeting Minutes.
9. Approval of August 6, 2019 Special 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 calendar. Directors Morin, Donnelly Nguyen and Rothberg approve the motion.

**Discussion:**

10. Administrative Leave Policy by Daniel Barton.
11. Proposed Process for Awarding Services Contracts by Daniel Barton and J.R. Hichborn.

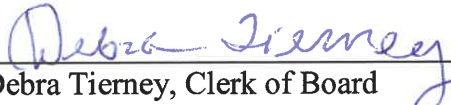
12. Discuss upcoming renewal of Landscape Management Services Contract with Jensen Landscape Services, by J.R. Hichborn. Staff will be bringing the request to approve the renewal of the contract in November for December 1, 2019-November 30, 2020. There is no increase in the cost of services. Staff will prepare a Request for Proposal in time to bring information to the Advisory Board in September 2020 for discussion, then for approval in October 2020.

**Staff Comments/Reports:** This is Barney Donnelly's last meeting, he is resigning. He hasn't been able to devote the amount of time lately due to health issues.

**Next Meeting:** Tuesday, November 12, 2019 at 6pm at Mission Oaks Community Center.

**Adjournment:**

7:20pm

  
Debra Tierney, Clerk of Board

December 10, 2019  
Date