

**REGULAR BOARD OF DIRECTORS' MEETING**  
**Wednesday, August 19, 2009 @ 5:30 PM**  
**Mendocino Community Center – Community Room**  
**998 School Street, Mendocino, CA 95460**

**Meeting Minutes**

**The meeting began at 5:30PM with the following items discussed:**

**1. Call to Order**

A. Roll Call – Yeomans, Sipila, Yanez, Krebs, McColley  
All present

B. Public Comment on Non-Agenda Items  
Rainbow Perkins commented on water conservation.  
Bob Rodriguez requested a board packet prior to meetings.

C. Approval of Minutes, July 15, 2009  
Yeomans requested to review next month.

D. Correspondence  
Sea Dragons Swim Team fee proposal discussed. Two models provided have not been review or discussed by the board. Irwin discussed history of this topic and how it relates to the new facility. Irwin suggests foregoing the \$1,500 fee suggested until the group is more established. Per lane fee proposed.

Letter of support for the JFK district children's programs received.  
City of Fort Bragg - MOU on Skate Park, meeting dates identified.  
2009 Community Survey is available regarding desired community use of the Mendocino Community Center. Public invited to complete the survey.

E. Public Hearing on Proposed District Fees and Charges Schedule for FY 2009-10  
Proposed fees distributed to the audience.

Audience asked question to clarify ages, member and non-member status, various safety scenarios and the board and Irwin responded to the public's inquiries.

Irwin mentioned policies are designed to ensure quality recreation and facilities for years to come.

Tina Fabula protests fees and want the district to reconsider fees. Fabula's letter read to the board.

Cynthia Copenhagen indicated fees are cost prohibitive and mentioned her letter submitted last month. Also concerned fees are not simple to understand.

Irwin welcomed input on meeting the needs of those with financial limitations.

Skip Swartz indicated lap swimming, masters programs and children may not come if cost is too prohibitive.

Krebs described the differences of the health club and public recreation facilities.

Susan Linly did not want to break the fee schedule into 3 parts. Not having a monthly fee is difficult.

John Keller noted he will not be able to afford the proposed fees.

Karen Dunkin's concern was the fee schedule is difficult to understand. Terms for grand parent are confusing. Also concerned about the staff ability to usher guests after a program ends.

Yeomans discussed the costs are a real concern and we need to be financially responsible. David Jensen had concerns on fees for podium and other fees listed in this area. Wanted to know process of approving the fee structure. Krebs mentioned we need to decide by tonight.

Rainbow Perkins suggested fund raising programs.

Kenny Sussman asked if the board had a plan to revisit the fee structure. Yoemans stated we should revisit this plan every three months.

Dr. Gloucester indicated the message is getting lost. We need to focus on getting people in the door and suggested cutting the fee in half.

Lin Barrett expressed concerns regarding free/fee use to donors.

Yeomans suggested youth and seniors receive a consistent price break.

Krebs proposed we revisit the fee structure on December 16<sup>th</sup> and we decide tonight a plan of action.

Yeomans thanked the group for their input. Yanez suggested doing away with type of classification listed to simplify prices.

Krebs suggested we go down the list indicating the prices the groups are satisfied with. Pre-school, Youth, Adult fees remain the same. Omit Family group of 4. Family 7 day aquatic pass \$50. Add fitness room to fee schedule as stated. Ages 12-14 must be supervised by an adult. Ages 14-16 may use the fitness room with paid admission.

3-month pass includes to the end of the year. Omit 20-punch passes. Offer 4 month introductory "Grand Opening Special" offer runs opening day – end of September and valid through December 31, 2009. 3-months couples pass stays the same to \$145 for youth and seniors, \$180 for adults and reduced rate of \$275 for couples. Family defined as any 4 people (at least one or two adults, up to 4 persons required.)

Section 3 – redefine – includes ages 12-17 for fitness room. Ages 12-15 must be supervised in the fitness room. Omit 3-month passes. Drop-in rates: \$6 all areas and \$50 for a 10-punch, except yoga stays the same.

Section 1 – Adult and youth lap swim \$4.00. 3-month family pass \$375.00, 3-month couples pass \$275. Adult and Youth Swim \$4.00.

Specialized equipment – 1 fee - \$25.00, with the exception of Catering Kitchen.

Multi-purpose rooms – rooms should be listed per hour (minimum of 2-hours) except birthday parties per 2-hours. Large multi-purpose room #3 – ½ day changes to \$100.00.

Eliminate ½ day rates. Large MP room #3 – 9 hours - \$200, \$400 non-residents.

Catering fee \$25 per event.

Fees effective 8.24.09. Krebs "price list" valid opening day – 8.25.09 (two days)

Yanez motioned to adopt the fees scheduled as reviewed by Greg

Krebs seconds the motion.

All in favor 5-0.

## **2. Reports:**

### **A. Recreation**

1. Recreation Center Supervisor
2. Aquatics Director
3. Mendocino Area Director

4. after School Program Coordinator
5. Sports Coordinator

- B. Grounds and Facilities Maintenance
- C. Attorney
- D. District Administrator
- E. Directors

1. Botanical Gardens

20 volunteers have planted a wide variety of plants at the new facility. Executive director resigned and the district is seeking a new administrator and/or interim administrator.

2. MECCA, meeting postponed until Sept. 2009
3. South Coast

Jim Levine spoke and wanted to have goals met by the end of September for recreate programs. Evaluation of upper and lower body strength.

- F. Report from the "Friends of MCRPD"

Lin Barrett discussed opening day and focus on history and future of the CV Starr Community Center.

### **3. Financial Reports:**

- A. Financial Reports, balance sheet June, 2009

Gordon mentioned that the ability to track attendance and revenue with the new pricing will need to be re-evaluated. Ivankae offered suggestions by performing a sample survey for determining accountability.

- B. Payment of Claims:

1. Regular Claims July, 2009

Krebs motioned to pay claims in the amount of \$52,517.54

McColley seconded the motion.

All-in-favor, 5-0.

2. Community/ Aquatics Center July Claims 2009

20,500 currently owed to tri-b which was not paid for by the Starr Foundation.

Total amount will be \$30-35,000 to be paid through the Friends of MCRPD.

Yeomans motioned to pay the amount of \$962,224.70 for current bills received.

Sipila second the motion.

All in Favor, 5-0.

### **4. Unfinished Business:**

- A. C V Starr Community Center/Sigrid and Harry Spath Aquatic Facility Project

1. Report from Gerard Morris, Project Manager

Report read by Yeomans.

Phase 1 - Change order requests identified in Morris's report.

Krebs moved to motion to approve the payment of COR's identified in Morris Report for the amount of \$54,936.00.

Yanez second the motion.

All-in-favor, 5-0.

Phase 2 - Change order requests identified in Morris's report.

Yanez moved to motion to approve the payment of COR's identified in Morris Report for the amount of \$12,202.00

Sipila second the motion.

All-in-favor, 5-0.

B. District has entered into short term lease contract for 10 months with Canteen Services, a business in Ukiah, that will provide food, beverage, coffee, snack and general merchandise vending machines for the District at CV Starr Community/ Aquatics Center. This lease agreement shall provide a food and beverage service to the visiting public with up to five vending machines with a wide variety of food, snack and beverage choices for patrons to make their preferred selection. A 60/40% nutritious food and policy is being established at first with the flexibility to adapt to a modified nutritious foods policy if the Board so desires.

Irwin contacted the school district on nutrition policy.

Irwin suggests a 60/40% nutritious foods policy (60 percent nutritious.)

System of addressing vendors identified that is fair and equitable to all bidders.

Yanez suggested filling the machines with food for the first month until a contract is implemented.

One-year contract implemented.

C. Discussion/ Action: Adoption of Revised Preliminary Fiscal Year 2009-10 budget with adjustments directed by District Finance Committee on August 6<sup>th</sup>, 2009.

Irwin discussed the budget history from 07-present.

Fees and charges are still being evaluated and will welcome recommendations from all.

Property tax revenue has dropped 8%.

Other private sources of revenue /donations mentioned.

MCDH contract reviewed.

Sea Dragon revenue identified.

Additional budget line items identified and changes noted.

Mendocino Community Center, South Coast and other areas identified in budget figures.

Staff positions – upgrades and re-evaluation of full-time positions discussed by Irwin.

Optional - 3% cost of living, except where upgrades are implemented

Optional – no 3% raise budget figures evaluated for comparison purposes (\$5,873.90)

New positions and part-time positions identified.

Contingency fees not included in revenue figures.

## **5. New Business:**

A. Meeting with the PROSAC citizens committee last Tuesday, August 11 to discuss future planning for creation of a Countywide Parks, Recreation, Open Space and Agriculture Preservation District.

Dual opportunity for County agencies to get on the ballot next time to seek and receive additional revenue sources.

Shared costs of consultant fees with other Mendocino agencies are a cost savings idea being considered.

Yeomans motioned to adopt the budget as a “preliminary budget” subject to final approval at the next board meeting.

Sipila approved.

All-in-favor, 5-0.

**6. Closed Session to discuss Personnel Issues**

**7. Adjournment**

### **NOTICE TO THE PUBLIC**

**All disabled persons requesting disability related modifications for accommodations including auxiliary aids or service may make such a request in order to ensure full participation in a Recreation District public meeting. Such a request should be made to Bruce Irwin, District Administrator, 213 East Laurel Street, Fort Bragg no later than seven days prior to the meeting.**