

REGULAR BOARD OF DIRECTORS MEETING

Wednesday, November 16th, 2011

Mendocino Community Center

998 School Street

Mendocino, CA 95460

4:30 p.m.

AGENDA

1.0 CALL TO ORDER

Call to Order and Roll Call

2.0 4:30 pm to 5:30 pm CLOSED SESSION

A. CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION

Government Code Section: 54954.5

B. Injury Claim-Tyler

C. Report from Closed Session

3.0 APPROVAL AND ADOPTION OF AGENDA, November 16th, 2011

4.0 PUBLIC PARTICIPATION

A maximum of 3 minutes is reserved for members of the public to address the Board on items not listed on the agenda. Law (Government Code 54954.3) prohibits the Board from taking action on matters not on the agenda. The board may briefly respond to such public comment by asking questions to clarify the speaker's comments. The total time for public input on each item is limited to 20 minutes (Government Code 54952).

5.0 CORRESPONDENCE

6.0 APPROVAL AND ADOPTION OF MINUTES

Regular Board Meeting: October 12th, 2011

Finance Committee/ Board Workshop Meetings: October 18th and November 1st, 2011

7.0 STAFF REPORTS

7.1 Aquatics Director

7.2 Mendocino Area Director

7.3 Sports Coordinator

7.4 Grounds and Facilities Maintenance

7.5 Programs Coordinator

7.6 Operations Supervisor

7.7 Marketing/Fundraising/Events

8.0 OTHER REPORTS

- 9.1 Attorney
- 9.2 Board of Directors
- 9.3 Report from the "Friends of MCRPD"
- 9.4 Executive Director

9.0 DISCUSSION/ACTION

- 9.1 **Report From the Friends of the Mendocino Community Center Committee**
- 9.2 **City of Fort Bragg and MCRPD Partnership for Transfer of Ownership and Operation of the C.V. Starr Center / Spath Aquatic Facility**
- 9.3 **Report From Off Road Vehicle Use Non-Profit Organization**
- 9.4 **Winter Hours Budget Implementation**
- 9.5 **December 2, 2011 Board Vacancies and Appointments of Mary Ellen Shepard and Mary Weaver by Board of Supervisors**
- 9.6 **First Draft: 2012 MCRPD Regular Board Meeting Schedule**

11.0 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 Jim Hurst, District Executive Director, 300 S. Lincoln St., Ft. Bragg, CA 95437 no later than seven days prior to the meeting.

PLEASE NOTE: District agendas are posted at least 72 hours in advance of regular meetings on the bulletin board at the District Office, CV Starr Community Center, 300 S. Lincoln Street, Ft. Bragg, California, and the Mendocino Community Center bulletin board, Mendocino, CA 95460. District agendas are emailed to the Ft. Bragg Advocate and Mendocino Beacon at least 72 hours in advance of regular meetings.

REGULAR BOARD OF DIRECTORS MEETING

C.V. Starr Community Center

Fort Bragg, CA 95437

Wednesday, October 12, 2011

4:00 pm

1.0 Meeting called to order by Harold Sipila at 4:00 pm. Other Board members present were: Cesar Yanez, Bill Hayes and David Yeomans. Jason Hurst was absent.

2.0 M/s/c: to add two items to the agenda: 10.9 approval of September, 2011 claims and 10.10 Resolution 11-09 Supporting Library Tax Measure.

3.0 APPOINTMENT TO BOARD VACANCY-UNEXPIRED TERM OF JASON HURST – Applicant Mary Weaver

M//s/c: to appoint Mary Weaver to the

4.0 Report from Closed Session: Jim Jackson reported out of closed session that the Board had conferred with legal counsel regarding bankruptcy and the Board gave direction for continued direction to said counsel and the Board will continue to receive advice from said counsel.

5.0 M/s/c:Yeomans-Yanez to approve the Regular Board of Directors minutes for September 21st, 2011, the Personnel Committee Meeting for September 26th, 2011 and the Finance Committee/ Board Workshop Meeting for October 4th, 2011 with minor spelling corrections.

6.0 Correspondence:

1. Letter of resignation from Board Member Jason Hurst for the term from January 2012 through December, 2016.
2. A letter of interest from Mary Ellen Sheppard to be appointed to the Board.
3. A memorandum from the City of Fort Bragg with a proposal to initiate a sales tax ballot initiative for the purpose of supporting the operating deficit of the CV Starr Center and capital improvement of the facility.

5. 0 Public Participation: None

8.0 Staff Reports: Tessie talked about the Aquathon and asked for people to sponsor the participant swimmers and walkers in the lazy river.

Mendocino's current session registration is underway and thus far they have collected \$11,000 in registration fees for the session.

Melissa reported 70 riders for the fat tire festival for the poker run on Friday evening and Saturday they had 60 riders. Cyclist group took 50 riders out for a fun ride on Sunday. The meeting was adjourned at pm. The proceeds will be used to develop bicycle recreation.

9.3 Susan talked some more about the Aquathon and Silent Auction to take place on Saturday October 15th. The Friends of MCRPD will be conducting g the silent auction from 8:00 AM to 5:00 PM. Ann Owens said that they will be selling tiles and encouraging groups to go together on a group of tiles.

10.1 Melissa Hays reported from the "Save the Dream " Committee. She said that the committee created a streaming power point presentation, the every door direct mail, and an article to encourage donor support. The Committee worked many hours to raise the funds necessary, but the recommendation from the Finance/Workshop to close the doors of the Center hindered the committee's efforts. She said it's hard to raise money and create positive energy for a center that is closing. There were also some questions regarding the Board members relation to Mendocino Staff and the way decisions are being made.

Bill Hayes said that there was never an announcement of a closure, but a recommendation with a decision by the full Board at tonight's meeting. David spoke to the need to have some lead time and having the time to be able to prepare.

Jeff Werner said that he would like to see some direct mailing for Mendocino, which he would like to see continue on the part of the Mendocino Recreation Center and to direct the energy into a positive effort.

Jim said that he is very sympathetic to what Melissa and the frustration around trying to fundraise with a facility that is slated for closing, but he has repeatedly said that the District is out of money and there are not resources to operate, and that the closing date set in that scenario was October 15th. There is an undue burden on staff and we can't continue to operate. He noted that the staff was directed to investigate continuation of programs that are cost-effective. He reminded everyone of the huge expense of maintaining the facility in a non-operational state. He said it could take \$7,000-\$8,000 a month just to keep the building from deteriorating.

Jim submitted a document titled Mendocino Coast Recreation and Park District Financial Data, October, 2011. He said that the bare bones budget has begun and continues to be implemented. He said if we will be continuing the Starr in a limited capacity, we should no longer use the term "Moth Ball" The cost of having the lap pool open for swim team and master swim clubs and for the locker rooms, and the gap between the cost currently and the closed down cost is a little less than what they are paying now, and so staff recommends that the swim team and masters continue to utilize at current rate. Beth is looking at classes and proposes to continue to utilize the dry side with a revenue sharing and with a limited schedule of classes and the instructors would collect the fees and receive half of the proceeds. The CR class is also being recommended to continue on the comp pool and renegotiate the contract.

10.3 Recommendations from Finance Committee/Board Workshop of October 4, 2011:
A. Adoption of Mendocino Center Bare Bones Budget and Allocation from General Fund of \$12,755 to cover projected 9 month deficit.

Jim said that you cannot protect allocated funds from a bankruptcy proceeding. However it was recommended by accountants and legal that the if the District wants to allocate funds to the Mendocino Center, that a separate bank account be created for Mendocino and all revenue from Mendocino be placed in that account, and also the money allocated

by the District from the general fund. The District has already four or five different accounts, with transfers made by approval of the Board. The Friends of MCRPD has the funds to cover the Friendship Park expenses for the year, that was raised, but he thinks if Mendocino cannot operate within their budget, any additional funds would need to be raised by Mendocino to cover the costs.

Beth said that she would like to see the same type of account set up for the registration fees for the Kudos programs. Jim said that he supported that concept in relation to the budget he set up for the Kudos program registration fees collected for Kudos materials. Bill said that there are community groups being formed and he thinks that these groups will help raise any additional funds necessary to cover the costs of operations. He is very much in favor of setting up a separate account for revenues and allocated funds.

Cesar said that it is a recommendation that he would support.

Jim spoke about how allocation of funds and setting up an account would function and how it would establish a confidence level for the students who use the program through the school year.

Melissa Hays spoke about the direct mailer and the language for donating within.

She said that the community needed confidence that any funds raised would not go to the bank for the Regional park payment.

Jim said he would be recommending that the non-payment of November 7th bank note.

Erin Swystun thanked the Board for their efforts. She said that she utilizes the Mendocino Community Center and teaches classes there. She said they are looking to form a new non-profit to be stakeholders in supporting a community center that is the heart of the community. She hopes that the group can form a symbiotic relationship.

Cesar wanted to reiterate that we can't give a 100% guarantee, but the District is bound by legal codes.

Jerry Thomas said that he is commenting regarding two items.

He said that the District is broke with accrued payables and payroll for the month and operational costs to vendors. He thinks the District does not have the money to pay its' current bills, and he thinks the priority should be the staff and then the vendors, and the third priority should be the maintenance of the Starr Center. He wonders where those funds are coming from. He thinks then the fourth priority should be refunding the memberships of the people who have paid for use of the facility. He thinks that continue programs that are losing money as the fifth priority. He said if you want to save programs, you should determine the priority programs that should be saved.

Cesar asked if we close on the 26th, what are the liabilities. What do we owe?

Jim said approximately \$35,000 goes to September payables. Employee vacation is around \$20,000. It is the hope that the passes purchased will be allowed to wait until we open. We are minimizing spending and canceling contracts. He would recommend not proceeding with a Communities Facilities District. He is not sure if employees would be laid off or terminated. He thinks long-term will require termination of employees. He thinks it will cost \$50,000-\$60,000.

Harold said that we have to pay people.

Mary said that she has not seen a list of what will be happening at the center following closure or reduction in services.

Jim said we are hoping to develop a 3 hour period in the morning and 3 hours in the afternoon, but at the direction of the Board, the programs need to be cost neutral or make money.

Jim said that in relation to only the Starr, if the energy cost of non-operation to protect the building is \$8,000 per month, we are currently generating by solar almost enough to cover the cost. Jim explained why we have a "true-up" cost to PG&E.

Kassie Hayes thinks there is enough money in the cash flow to pay the staff and keep the funds secure for the Mendocino Program.

Leslie Kashiwada expressed her agreement with the priorities set by Jerry Thomas, but she as a tax payer thinks the revenue generated by the community of Caspar South's tax dollars are not being spent in their community.

Jim said that historically \$100,000 of tax dollars has been used for Mendocino and \$300,000 for overhead and Fort Bragg, with \$50,000 of carryover.

Jim said that opening the Starr Center predicated the full amount of property tax need for the Center, but there are no additional taxes to cover its costs.

The question remains whether or not the District has enough funds to continue the Mendocino operations.

He said that if the bankruptcy continues, every debt will be subject to bankruptcy.

He thinks you can allocate the funds to Mendocino and still make the other priorities.

Gloria wanted to express concern about the payroll for the employees and instructors in Mendocino, and she would like the Board to work in good faith with the community.

Judith Gage said that she investigated the District and she thinks the Board has not made any progress and no decisions.

Paul Katzeff said that the monumental decisions are difficult to make. He thinks that Jim Hurst's performance is stellar. He supports the Board and thanks them for having to make the tough decisions.

David said that the cash flow projections show the current cash on hand will pay the bills for this month, but won't pay the bills for November. Be concurs that we will be able to service the debts for employees and vendors.

M/s/c Yeomans/Hayes recommends that a separate checking account for Mendocino for 12,755. with revenue from the Mendocino Center going directly into that account as well.

Jim would like to have direction to do the same for the kudos program for the materials for Kudos enrichment classes.

B. Closure of C.V. Starr Center October 26th, with provisions for rental of facilities:

Jim said staff would like to recommend the 29th as a closure date, because it is anticipated a large number of users and revenue from that weekend.

Jim said that the swim teams currently pay \$1,500 per month and that covers the costs of keeping the competition pool open.

Mary asked what the idea for the 3 hours of opening would be. Jim said that it was hoped that all activities would be scheduled to coincide in order to keep the costs at the very minimum.

There was a question regarding the date for the sales tax the City is proposing.

The ballot measure is for March, and the revenue is slated to be received by June.

Mary suggested the language of significantly reduced services rather than closure.

Peter Glusker suggested a positive message. Peter also underlined that he fully supports Jerry Thomas' recommendation that the Board set priorities and remain operational. He also said that he suggests establishing an annual rate and billing the hotel establishments for their patron's use of the facility. There was some discussion regarding utilization of volunteers.

M/s/c Hayes/Yanez that as of October 30th the CV Starr Center adopt a winter schedule with provisions for rental of facilities and limited use. The Board gave Jim direction to resolve any management issues that arise with the implementation of the winter schedule, in response to the question regarding offering a reduced rate special for the remainder of the month.

10.4 Lease Amendment (termination) and Facility Use Agreements with MUSD:
Jim said the MUSD ad hoc committee will recommend to the MUSD Board of Directors for the termination of the MUSD lease agreement with a facility use agreement through June of 2012.

The documents for the termination and facility use of the Community Center are in the packet and will likely be approved by the MUSD Board on October 20th. Bill said that in the joint facilities meeting he attended, he asked for the Recreation District be given first refusal to a long-term lease agreement in the future.

M/s/c Hayes/Yanez to mutually agree to terminate the lease with the MUSD as of November 1, 2011 for the Mendocino Community Center.

M/s/c Yanez/Hayes to enter into the agreement with MUSD the facility use permit with attachment A.

10.5 Placing of Deed Restrictions on C.V. Starr Community Center Buildings and Land:
David wants to explore this option to absolutely ensure that this facility remains as public property.

The initial reaction from the Starr Foundation is that they will be agreeable to the Center being transferred to the City of Fort Bragg.

David thinks that the correct language would not be in regards to a deed.

Mary thinks it may be as simple as a resolution.

10.6 December 2, 2011 Board Vacancies and Recommendation to Board of Supervisors.

Jim said that letters of interest need to be submitted to the Board of Supervisors.

10.7 Options for Resolving District Structural Funding Deficit:

A. Community Facilities District Formation:

There was discussion regarding whether or not the District should continue their own efforts toward a ballot initiative, and the consensus was that the City of Fort Bragg's efforts should receive the full support for the sales tax initiative.

B. Sales Tax Initiative:

Harold said that a memorandum was put forth to the City Council to initiate a ballot measure for a half-cent sales tax to offset the operating deficit at the Starr Center. Harold

spoke about the Council discussion regarding the proposal and that it is a tremendous opportunity for the District to resolve the operating deficit, and Harold really appreciates the offer of the City to assist in this effort. He noted that the Recreation District's only opportunity is through parcel tax, and a sales tax measure spreads the cost out to the community and the visitors.

Jim concurred with Harold's sentiment.

Bill asked about negotiations.

The City has appointed an Ad Hoc Committee. Staff has been directed to look into our financials and work on the fiscal end. Jim recommends the Board also appoints an ad hoc committee to work with the City of Fort Bragg.

Mary Weaver and Harold Sipila volunteered to serve on that committee.

10.8 Regional Park Status Report:

A. Westamerica Bank Payment

The legal council will make a recommendation regarding the payment.

B. Off Road Vehicle Use

Rex Loren continues to pursue the formation of a group and the development of the Regional Park property for use for off-road vehicles

10.9 Approval of Claims for September, 2011:

M/s/c:Yeomans/Hayes to approve the September claims for \$35,438.16.

10.10 Resolution 11-09 Supporting Library Tax Measure:

M/s/c: Weaver/Yeomans to approve resolution 11-09 supporting the 1/8th cent sales tax measure to provide library services to Mendocino County.

11.0 Meeting adjourned at 8:55 pm.

Respectfully Submitted,

Beth Pine

Acting Secretary to the Board

**FINANCE COMMITTEE MEETING/
Board Workshop
CV Starr Community Center
300 S. Lincoln Street
Fort Bragg, CA 95437
Tuesday, November 1st, 2011
9:00 a.m.**

Meeting Minutes

1.0 Harold called the finance meeting/Board workshop to order at 9:00 am. Board members present were Harold Sipila, Bill Hayes, David Yeomans, and Mary Weaver. Cesar Yanez arrives at 9:10 am.

Also present were committee members: Jim Hurst, Michelle Gordon, and Beth Pine.

2.0 M/s/c: Yeomans-Hayes to approve agenda as presented.

3.0 Public Comment: None

4.0 Correspondence: None

5.0 Information/Discussion:

5.1 Cash flow report: Michelle said that the cash flow included all the expenses and revenue for October with the exception of revenue for October 31st. David asked if the cash flow excluded the Friends of MCRPD and Jim indicated that the Friends of MCRPD is holding \$16,000 that is not included in the cash flow. Jim said that he is confident that the District will remain solvent until the end of February based upon the cash flow with the funds being held by the Friends of MCRPD.

5.2 Jim presented the committee with the winter hours and the new winter hours' budget. Jim also gave a document titled "Financial Data".

Jim explained to the Board how the winter hours were derived and the justification for the hours in relation to the revenue and expenses associated with the times the center is open.

Jim explained how he derived the revenue and expenditure numbers for each line item in the budget.

David asked what percentage of room rentals are for parties.

Jim noted that the significant difference from last year to this year is the amount of cash on hand. We have approximately \$40,000 less cash on hand than last year.

Jim also explained the current assets and liabilities associated with the document "Financial Data".

Jim said we are able to pay all our bills until February, but we need to raise \$42,000 by February and additional funds to continue beyond.

Jim said that deciding to stay open has improved the District's ability to stay alive until February rather than November.

5.3 Jim said the fundraising goals for Mendocino, Fort Bragg, overhead and Regional Park have not changed. It was noted that a budget for the sales tax campaign has not been solidified. Melissa cautioned that fund raising for that effort and operational costs will be difficult.

5.4. No statements available.

5.5 Linda said that the ad hoc committees met on Thursday. The ballot measure will be limited to 75 words, and there was some discussion regarding what that should say. She and a City attorney that has worked on this type of wording in the past are beginning to develop what that message should be to provide information to the voters and avoid confusion while providing information about the complexities of the agreement with the City and the MCRPD. The decision was to move forward with an MOU or letter of agreement, with the goal that the City Counsel will be able to approve a draft agreement on November 7th and then the final on November 14th, with the MCRPD approving the agreement at a Special November Board meeting. Then the public will have time to understand the relationship for the measure. The measure is still planned for the March ballot.

David asked for the Special Meeting to be set for the purpose of reviewing and approving the agreement with the City and receiving public comment. It was agreed to be set for Wednesday November 9th at 5:30 pm.

Linda gave a brief summary of the ad hoc committees discussion and recommendations for the agreement, and she said that the summary and for the Counsel item will be ready either Thursday or Friday for the meeting of the 7th, which will include the draft agreement. Dave Turner and Dan Gjerde and Linda Ruffing from the City and Harold Sipila, Mary Weaver, and Jim Hurst from MCRPD met. There was discussion regarding the Regional Park and bankruptcy.

There was discussion regarding the tax sharing agreement. The operating agreement will include the overhead costs attributed to the Starr Center, which is also included in that agreement. It is difficult to transfer a percentage due to the way the calculation of the school district boundary property tax is formulated, so the decision was made to apply the number of \$200,000 of property tax revenue to the Starr Center.

A new operational budget for the Starr Center that includes positions and wages restored and an amount for reserve will be developed to provide a clear picture of the actual costs of operating the Starr Center as part of the process of developing the partnership with the City.

Linda said that the goal is to develop an efficient operation that plans for long-term capital expenses.

Cesar asked about the structure of the agreement for allocation of funds. Linda said the nuts and bolts will be worked out in an operating agreement. The financial budgets will be included in this agreement, based on past Starr financial data, but also everything

necessary for optimal facility operations. The first year operational budget will be included in the operational agreements.

Some of the other items to be included in the operating agreement include payment schedule standards, City management, hiring, fiscal procedures, requirements for inventory, security and energy protocol, and many other items associated with operation of a facility.

Jim expressed his appreciation to the City and the Counsel for coming forward to assist in keeping the Starr Center open and taking on this huge responsibility.

The Board adjourned into closed session at 10:30 am.

Respectfully submitted,

Beth Pine
Acting Secretary to the Board

MENDOCINO COAST RECREATION AND PARK DISTRICT

AQUATIC SUPERVISOR'S MONTHLY REPORT

Submitted by Tessie Branscomb

October, 2011

Resistance Walking - Lazy River

	<u>Total</u>		<u>Average</u>	
	<u>2011</u>	<u>2010</u>	<u>2011</u>	<u>2010</u>
Mon./Wed./Fri. (2010—M-F), 8-9 a.m.	46	207	4	10
Mon.-Fri., 12-1 p.m.	168	170	8	8
Mon.-Thurs., 5:30-6:30 p.m. (1 week)	13	124	3	7
Tues./Thurs., 5:30-6:30 p.m. (3 weeks)	19		3	
Saturday, 12-1 p.m. (11-12 in 2010)	37	32	7	6
Sunday, 22 a.m.-12 p.m.		18		4
Totals	283	551	5	7

Drop-in Programs

Water Exercise - M/W/F - 7:30-8:30 a.m.	134	139	11	11
Water Exercise - M/F - 12 to 1 p.m. (to 10-17)	25	103	5	9
Aqua Zumba - W - 12 to 1 p.m. (1 day)	6		6	
Water Exercise - M/W/F - 5:30 to 6:30 p.m.		36		5
Water Polo - T/Th - 6:30-8 p.m.		11		2
Water Arthritis Class		18		3
Tsunami Mommies - T/Th - 9-10 a.m.		20		3
Ai Chi, T/Th - 11:05 a.m.-12 p.m.	30		4	
Totals	195	327	7	6
Personal Training - Kathy		2		1

OUTSIDE ORGANIZATIONS AND SCHOOLS

<u>Name</u>	<u>No. of Meetings</u>		<u>Average</u>		<u>Totals</u>	
	<u>2011</u>	<u>2010</u>	<u>2011</u>	<u>2010</u>	<u>2011</u>	<u>2010</u>
Mendocino Coast Sea Dragons - M-F		19		23		441
Mendocino Coast Sea Dragons - M-Th	17		10		176	
Fort Bragg Aquatics - M/T/W	12	10	19	13	226	128
C/R Water Exercise - M/W/F	13	13	28	32	364	416
C/R Water Exercise - T/Th/F	12	13	30	37	360	481
Second Grade - Laura Moyer		2		19		38
Second Grade - Natalie Jackson		10		21		210
Totals			22	24	1,126	1,714

LEARN TO SWIM - MENDOCIN COAST RECREATION AND PARK DISTRICT

<u>Session 1 -- Fall</u>	<u>No. Enrolled</u>		<u>Totals</u>	
	<u>2011</u>	<u>2010</u>	<u>2011</u>	<u>2010</u>
Preschool levels 1, 2 & 3; Parent/Tot, a.m.	6	7	24	28
Preschool levels, Levels 1-5, M/W - p.m.	6	25	12	100
Preschool levels, Levels 1-5, T/Th - p.m.	19	29	38	116
Saturday, Preschool and Levels 1 & 2, Adult	14	10	28	30
Individual Lessons	12	12	40	19
Totals	57	83	142	293

Aquatics Supervisor's Report

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<u>Session 2 -- Fall, 2010</u>	<u>No. Enrolled</u>	<u>Totals</u>
Preschool levels 1, 2 & 3; Parent/Tot, a.m.	4	8
Preschool levels 1, 2 & 3; Parent/Tot; Levels 1, 2 & 3	27	54
Preschool levels 1, 2 & 3; Parent/Tot, Levels 1-5	<u>35</u>	<u>70</u>
Totals	66	132

Attendance for the new winter hours seems to be pretty good so far.

The 27th Annual Aquathon has brought in around \$17,500 as of November 10 with some money still filtering in. The deadline for the winners is Nov. 15, so we will be awarding the prizes soon after that.

The silent auction brought in \$2,693.77.

A big thanks to all the volunteers and the Friends of MCRPD who put these successful events together and to all the swimmers, walkers and donors.

November 7, 2011

Board Report Mendocino Recreation and Community Center

We are half way through our eight week Session II program. Sign ups were lower this session with a total of 172 individual children and a total of 479 registrations for classes. We achieved and surpassed our monthly budget goal (\$16,000) with a total of \$21,000 from After School Enrichment Program fees, material fees, facility rentals and snack concessions.

The last few weeks the Dojo has been a very busy and productive place. The outside of the Dojo was repainted, as a donation to our community center, by local painting contractor Bruce Ricketts. The paint was generously donated by Norvell's. The Seibukan Jujutsu group, under the expertise of Contractor and Sensei Aron Yaskin, has been reconfiguring the inside of the building, putting up three new dressing rooms and a storage area. They have also put in a new patio and deck with a wheelchair accessible ramp. Thank You to Sensei and his group for their donation of materials, time and labor. Come by and check out our newly renovated Dojo...visitors are always welcome!

We have a "Movie & Pizza Night" planned for November 18th with Toy Story III as the headliner. Many kids are already signed up and it is sure to be a very busy and fun evening!

Respectfully Submitted,

Peg Brown Levy
Mendocino Community Center Director

Jill Dunsing
MCRPD - Sports Coordinator
Board Report -Sept./ Oct. 2011

I am in the process of working on the Youth Basketball League. I have turned in the paper work for the use of the high school gym for Saturdays. We will be having games on Saturdays. We will still need Dana Gray for practices. We will have all volunteer coaches again and look forward to the league continuing to grow. More details will follow next month.

I have had a request to look into using the Old Rec Center gym for practices due to the safety of the other gyms floors.

I have and here is my response: We have been using Dana Gray and church gym for a few reasons. One being that they have the hoops that lower to the heights then back up to what we need and they also have heat. At the old rec gym we had a lot of parents complain they didn't like practicing there due to the fact that the heater didn't work and there was mold in the gym. I also got the use of Dana Gray for free some nights and a lower price on others. The church gym also has hoops they are bolted to the wall and we can move them up and down as needed. Their floor is an all-purpose floor, so it should be safe. We haven't had any injuries that were from that floor. I also have all the gyms reservation paperwork done and I have for months. When we have coaches clinic we will go over safety. I will keep an eye on everything and will also talk to the head coach Bill Benett about this.

Thanks

Jill Dunsing

MENDOCINO COAST RECREATION AND PARK DISTRICT
Maintenance Supervisor's Monthly Report
Keith Oglesby
October / November
2011

We are now working with minimum staff, i.e. Joe and me. I'm working the mornings and Joe the afternoon / evenings. I am still on call 24/7 and will be doing a split shift on Fridays to deep-clean the dressing-rooms. I will also schedule myself an occasional split shift to do maintenance that takes two people. It seems I'm spending much of my time setting up for meetings and programs with cleaning in between.

So we have shut down the leisure pool pumps, chlorinators, and UV. We've shut off the heat to phase-II of the building and lowered the heat in the pool area but raised the comp pool water temp to 80°. The lighting schedules have been changed to reflect the new operating schedules.

I met with Dave and Mike from the City of Fort Bragg Maintenance and gave them the grand tour. They were positively impressed with the operation of the facility.

I repaired the left entry light fixture. It needed a new ballast. I still need to replace the bulbs in two sidewalk street-lights.

I repaired the upright vacuum.

I set up both bounce houses at Emerald Dolphin mini-golf for a family festival on a Saturday.

I took two loads of gravel down to the Mendo building for the parking lot entrance.

The skate park "bowl" looks like a real bone-breaker to me. When I was a kid we didn't even have sidewalks to skate on. Just screwed the metal-wheeled skates to our bare feet and skated in the dirt.

November 10, 2011

To: MCRPD Board of Directors
From: Beth Pine-Programs Coordinator
Report for October/November, 2011

Classes: We are offering a greatly reduced schedule of drop-in fitness classes. Two in the morning, one at noon and two in the evening on weekdays. The participants seem to be adjusting to the schedule and I haven't heard a lot of complaints. So far the class participation has been between 12 to 20 people per class for most classes. If a class does not average over 8 participants, it will be dropped. The only enrichment class we are running is the kids zumba, and that will be treated as a drop-in that we will charge \$6.00 per class.

Kudos/ASSETS: The elementary Kudos 4 Kids will have a whole week of minimum days in November due to parent teacher conferences. It is a challenge to find activities to fill the day from 12:45 to 5:30. We will still utilize the Starr Center as much as possible with what is still available to us. Dana Gray will pay a lifeguard so we can have a limited number of students using the lap pool, and Redwood kudos will likely use multi-purpose rooms and possibly the bounce house at the Starr Center.

The Dana Gray Kudos program is as full as it can be without adding more classes and teachers (which we have no budget for anyway) and we are averaging over 100 students per day. Our ASES grant only covers up to 84 students per day, so in order to serve the need, we need to secure more funding. There is another round of 21st Century (federal) funding coming available, and the Fort Bragg School District may apply for that on it's own, as most schools in our MCOE collaborative don't need additional funding.

Other: "Just for Kids" will run at the Starr Center Monday-Wednesday of the school break. The Center will remain open all day during those three days, and will close on Thursday-Sunday Thanksgiving week.

Respectfully Submitted,
Beth Pine
Programs Coordinator

C.V. Starr Community Center

Sigrud & Harry Spath Aquatic Facility

300 S. Lincoln St. – Fort Bragg, CA 95437 – 707.964.9446 – www.mendocoastrec.org

Winter Hours

As of 10/31/2011 Hours Subject to Change

LAP POOL HOURS & FITNESS ROOM HOURS

MONDAY	5:30AM – 10:00AM	4:00PM – 6:30PM
TUESDAY	5:30AM – 1:00PM	4:00PM – 6:30PM
WEDNESDAY	5:30AM – 1:00PM	4:00PM – 6:30PM
THURSDAY	5:30AM – 1:00PM	4:00PM – 6:30PM
FRIDAY	5:30AM – 10:00AM	4:00PM – 6:30PM

Water Aerobics and Adaptive PE Classes

MON, WEDS, FRI	7:30AM–8:30AM	WATER AEROBICS
MON, WEDS, FRI	9:00AM–10:00AM	SUSAN'S C/R CLASS
TUES, THURS	10:00AM-11:00AM	SUSAN'S C/R CLASS

**SEE DROP-IN FITNESS SCHEDULE (On Back)
FOR FITNESS CLASSES**

Fees











\$6 Drop-in \$60 monthly pass \$50 -10 visit pass \$25 5-visit pass

C.V. Starr Community Center

Sigrid & Harry Spath Aquatic Facility

300 South Lincoln Street, Fort Bragg, CA 95437 (707) 964-9446 www.mendococastrec.org

WINTER DROP-IN EXERCISE CLASS SCHEDULE

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
5:45-6:45 AM	5:45-6:45 AM	5:45-6:45 AM	5:45-6:45 AM	5:45-6:45 AM
TOTAL BODY SCULPT WITH MELISSA	CARDIO-SPIN WITH MELISSA	TOTAL BODY SCULPT WITH MELISSA	CARDIO-SPIN WITH MELISSA	TOTAL BODY SCULPT WITH MELISSA
8:30-9:30 AM	8:30-9:30 AM	8:30-9:30 AM	8:30-9:30 AM	8:30-9:30 AM
STEP AEROBICS WITH DAKOTAH	R.I.P.P.E.D.™ WITH TABITHA OR AIMEE	STEP AEROBICS WITH DAKOTAH	CARDIO-SPIN WITH DAKOTAH	R.I.P.P.E.D.™ WITH TABITHA
			11:00 AM-Noon	8:30-9:30 AM
			 ZUMBA GOLD® WITH TABITHA	CARDIO SPIN WITH AIMEE
	Noon-1:00 PM	Noon-1:00 PM	Noon-1:00 PM	9:30-10:30 AM
	 ZUMBA fitness WITH TABITHA	 ZUMBA fitness WITH DAKOTAH	 ZUMBA fitness WITH TABITHA	 ZUMBA fitness WITH DAKOTAH
4:30-5:30 PM	4:30-5:30 PM	4:30-5:30 PM	4:30-5:30 PM	4:00-5:00 PM
STEP AEROBICS WITH MARIE	CARDIO-SPIN WITH AIMEE	R.I.P.P.E.D.™ WITH AIMEE	BARR CLASS WITH MARIE	 ZumbaAtomic® WITH TABITHA (DROP-IN ONLY)
5:30-6:30 PM	5:30-6:30 PM	5:30-6:30 PM	5:30-6:30	5:30-6:30 PM
NO Class 10/31  ZUMBA fitness WITH TABITHA	 ZUMBA fitness WITH DAKOTAH	 ZUMBA fitness WITH TABITHA	 ZUMBA fitness WITH DAKOTAH	 ZUMBA fitness WITH TABITHA
CARDIO-SPIN WITH MARIE		CARDIO-SPIN WITH DINA	CARDIO-SPIN WITH MARIE	



MENDOCINO COUNTY *MEMORANDUM*

Date: November 1, 2011

To: Mendocino Coast Recreation and Park District

From: Kristine Lawler
Deputy Clerk of the Board

Subject: Notice of Board Appointments

Attached is an updated membership roster reflecting the Board's recent appointments. Please review carefully and forward any corrections to the Executive Office.

Please feel free to call our office at (707) 463-4441 if you have any questions or need additional information regarding the Board appointment process.

Thank you.

/kl

Enclosure

cc: File

Mendocino Coast Recreation and Park District

Board Contact Person: Beth Pine - 964-9446 300 S. Lincoln St. Fort Bragg CA 95437

Established: Formed May 15, 1973, BOS Reso No. 73-219

Membership: 5 members

Term: All terms expire first Friday in December.

Function: The formation and maintenance of recreational area.

Name/Address	Phone	Member Position	Appointed By	Original Appt. Date	Current Appt. Date	Expiration Date
Marvellen Sheppard 27200 N. Hwy 1 Fort Bragg, CA 95437	964-0540	Long-Term Director	Board of Supervisors In Lieu of Election: Commence 12/2/11 - Expire 12/4/15	11/1/2011	11/1/2011	12/4/15
Mary Cesario Weaver P.O. Box 1395 Mendocino, CA 95460	961-0937	Long-Term Director	Board of Supervisors In Lieu of Election: Commence 12/2/11 - Expire 12/4/15	11/1/2011	11/1/2011	12/4/15

Board Meeting Schedule for 2012

<u>MEETING DATE</u>	<u>LOCATION</u>
January 18	Fort Bragg
February 15	Mendocino
March 21	Fort Bragg
April 11	Botanical Gardens
May 16	Mendocino
June 20	Fort Bragg
July 18	Fort Bragg
August 15	Mendocino
September 19	Fort Bragg
October 17	Fort Bragg
November 21	Mendocino
December 19	Fort Bragg