



REGULAR BOARD OF DIRECTORS MEETING
C. V. Starr Community Center
300 South Lincoln Street
Fort Bragg, CA 95437
Wednesday, January 20th, 2016
4:30pm

MINUTES

1.0. CALL TO ORDER

- Meeting was called to order at 4:34 pm
- Board members present: Bob Bushansky, Bill Hayes, Maryellen Sheppard, Diana Wiedemann and Cesar Yanez. Board members absent: none

2.0 APPROVAL AND ADOPTION OF AGENDA

- Agenda was adopted with no changes:
- M/S/C: Bushansky/Wiedemann/Unanimous

3.0 PUBLIC PARTICIPATION-NON AGENDA ITEMS

- None

4.0 CLOSED SESSION: REAL PROPERTY NEGOTIATORS

(pursuant Government Code Section 54956.8)

Property: 18220 North Highway 1, Fort Bragg, CA

Under negotiation: Lease agreement, including price and terms

- Meeting went into closed session at 4:35 pm
- No action; direction provided to staff and attorney
- Closed session ended at 5:40 pm

5.0 CORRESPONDENCE:

5.1 Letter from Mendocino Local Agency Formation Commission (LAFCo) [pg. 3-5](#)

- Staff provided a copy of the last MSR/SOI from 2008

6.0 STAFF REPORTS:

6.1 MCRPD Activity Report (Michelle Gordon) [pg. 6-10](#)

- Michelle Gordon provided the monthly report

6.2 CVSCC Performance Report (Carly Wells) [pg. 11-17](#)

- Carly Wells provided the monthly report

7.0 OTHER REPORTS:

7.1 South Coast Report (Beverly Flynn)

- Beverly Flynn provided an update via email, Hayes gave a brief overview of report

7.2 Attorney

- None

7.3 Board of Directors

- None

7.4 Friends of MCRPD

- Gordon relayed that Friends of is talking with Mendocino Children Fund about a joint benefit

7.5 MECCA

- Hayes reported that a MECCA is meeting Monday, January 25th at the Mendocino K-8 library

7.6 Mendocino Coast Botanical Gardens

- Sheppard provided an update on recent activities

7.7 Regional Park Ad-Hoc Committee

- Sheppard reported that the listing will expire on January 22 and the need to extend another 90 days, board agreed to extend for 120 days

7.8 Finance Committee Report

- Bushansky provided a summary of the MCRPD and CVSCC monthly reports and financial positions.

7.9 California Recreation Alliance (Sarah Huff) [pg. 18-19](#)

- Sarah Huff provided an update via email

8.0 DISCUSSION/ACTION

8.1 Receive MCRPD cash flow report from Finance Committee [pg. 20](#)

- Board discussed cash flow report; no action taken.

8.2 Discussion regarding MCRPD budget categories for fiscal year 2016-2017.

- Wiedemann and Gordon will meet this week and report back to full board; no action taken

8.3 Authorize Interim District Co-Administrator to amend the service agreement with JJACPA for auditing services for the fiscal year ending June 30, 2016 [pg. 21-25](#)

- Board authorized staff to enter into an agreement with JJACPA for fiscal year 2015/2016. M/S/C: Wiedemann/Yanez/Unanimous

8.4 Consider and approve the policy and procedures for Contracted Recreation Service Providers [pg. 26-28](#)

- Board approved the policy and procedures for Contracted Recreation Service Providers. M/S/C: Sheppard/Bushansky/Unanimous

8.5 Consider and approve the operations policy revision and code of conduct procedures [pg. 29-35](#)

- Board approved the operations policy revision and code of conduct procedures. M/S/C: Wiedemann/Bushansky/Unanimous

8.6 Select Ad Hoc Committee assignment for the Classification & Compensation Study

- Board selected Bob Bushansky to serve on the Classification & Compensation Study Ad-Hoc committee. M/S/C: Yanez/Sheppard/Unanimous

8.7 Mendocino Local Agency Formation Commission election

- Board discussed and voted to select T. Dusty Dillion as a LAFCo representative. M/S/C: Bushansky/Yanez/Unanimous.

9.0 CONSENT CALENDAR

All items under the consent calendar will be acted upon in one motion unless a board member requests that an individual item be taken up under DISCUSSION/ACTION

9.1 Approval of minutes for board meetings and standing committees: Personnel Committee Meeting, December 11, 2015; Finance Committee Meeting, December 14, 2015; Regular Board Meeting, December 16, 2015; and Special Board Meeting December 30, 2015 [pg. 36-42](#)

9.2 Approval of financial documents, as recommended by the Finance Committee: MCRPD financial statement, November 2015; CVSCC financial statement, November 2015; CVSCC check register, November 2015; MCRPD claims, January 2016; and CVSCC claims, January 2016 [pg. 43-57](#)

- A motion was carried to approve all items on the January 20th, 2016 consent calendar, M/S/C/: Bushansky/Yanez/Unanimous

10.0 ADJOURNMENT

- Meeting was adjourned at 6:45 pm.