Mendocino Coast Recreation and Park District

SUMMARY MINUTES

Regular Board of Directors Meeting

Wednesday, August 19, 2026

4:00 P.M.

1.0 CALL TO ORDER

Call to order and rollcall at 4:03 P.M.

Fort Bragg Location: Angela Dominguez, Dana Vogele, Craig Comen, Jamie Campione & Kylie Felicich.

Gualala Location- Zach Hayward, Dave Shpak & Jennifer Saunders.

Public: Jaime Jensen in Fort Bragg.

2.0 APPROVAL AND ADOPTION OF AGENDA

The General Manager explained that Item 8.0 would be removed from the agenda and addressed under a separate Special Meeting agenda scheduled to convene immediately following the regular meeting.

***Motion**: Director Hayward moved to approve the agenda as amended. Director Dominguez seconded the motion. The motion passed unanimously.*

3.0 PUBLIC PARTICIPATION, NON-AGENDA ITEMS

No Comments.

4.0 STAFF REPORTS

4.1 General Manager Report Kylie Felicich

General Manager Felicich directed the Board's attention to Item 6.2, as detailed in the staff report. She also noted Item 6.3, which was presented for review only and required no Board action. The District received a high score from CAPRI, resulting in a premium discount.

4.2 District Recreation Supervisor Report Jennifer Saunders

Recreation Supervisor Saunders highlighted that the 2026 Flag Football season was a success – great games and great coaches.

4.3 District Business Manager Jamie Campione

Business Manager Campione stated that she is resigning from her position and has enjoyed her time with the District. She stated that she will remain on until sometime in the first week of September to help with the transition. The Board and General Manager expressed gratitude to Jamie Campione for more than two years of excellence working for the District.

5.0 OTHER REPORTS:

5.1 Friends of MCRPD -*Friends of MCRPD approved a $1,000 grant for MCRPD to use for upgrades on MCRPD Studios on Franklin Street. The MCRPD Pickleball Tournament raised money for Friends to use towards scholarships for Pickleball play.*

5.2 South Coast – *Director Shpak reported that renovations at Bower Community Park continue to progress and may be open for use in October. MCRPD is currently strategizing funding to complete the master plan for park improvements. The original MCRPD contribution has been spent as part of the current renovation project.*

5.3 Mendocino Coast Botanical Gardens- *See General Manager's report.*

5.4 Personnel Committee – *No report.*

5.5 District Services Committee – *No report.*

5.6 Finance Committee – *No report.*

5.7 Board of Directors – *It is noted that the election candidate window closed on August 14th. Directors Dominguez and Comen will not be returning after the end of their terms. Aaron Allen and Kevin Evans have applied for seats and will be sworn in at the December meeting, along with Director Shpak.*

5.8 Capital Building Ad Hoc Committee – *See consent calendar.*

6.0 DISCUSSION / ACTION

6.1 Presentation: Update from Executive Director, Jaime Jensen, Mendocino Coast Botanical Gardens

Jaime Jensen provided the Board with an update on activities and developments at the Mendocino Coast Botanical Gardens. She introduced Aspen Logen as the Gardens' new Director of Operations and reported that the annual fundraiser welcomed more than 2,000 attendees during the first weekend of August.

Jensen also highlighted the expansion of the Heath and Heather Collection and Succulent Garden, as well as the Gardens' continued focus on restoration, conservation, native plants, and pollinator habitat. She noted that the Gardens donates more than 5,000 pounds of produce annually to the local food bank and reported that the organization continues to thrive.

Jensen reported that the Gardens has completed a comprehensive infrastructure assessment, which has identified extensive needs for renovation and improvement due to aging facilities, regulatory changes, and evolving conservation and visitor-serving operations.

6.2 Annual General Manger Salary Negotiation

General Manager Felicich stated that an update regarding her compensation was included in the General Manager's Report. In lieu of a salary increase, she requested five additional vacation days.

Director Shpak commented that every dollar matters and noted that the District is in a positive financial position this year and continues to move in the right direction. He also expressed optimism regarding ideas and opportunities for the District's future.

***Motion:** Director Dominguez moved to approve five additional vacation days for General Manager Felicich in lieu of a salary increase. Director Comen seconded the motion.*

Roll Call Vote:

- *Director Shpak — Yes*
- *Director Dominguez — Yes*
- *Director Vogele — Yes*
- *Director Comen — Yes*
- *Director Hayward —Yes*
  ***Motion passed unanimously**.*

6.3 Review 2026 CAPRI Audit

Board members expressed appreciation for the detailed positive report. General Manager Felicich noted that future Board Member Kevin Evans was on the Grand Jury back in the day and was happy to see all the positive updates and changes in policy MCRPD has put into place.

6.4 Review and approve amended proposal for Grant writing Services for the Statewide Park Development and Community Revitalization Program for Bower Park

General Manager Felicich noted that the Board approved an $18,000 quote at the previous meeting. The quote has since been amended to include public outreach and additional preparation effort, with a maximum cost of $22,000. The grant application window has not yet opened.

The Board discussed that any unspent funds would remain in the District's budget and that the General Manager has discretion regarding whether the funds are ultimately expended under this proposed authorization.

Motion: *Director Hayward moved to approve the amended quote, not to exceed $22,000. Director Dominguez seconded the motion.*

Roll Call Vote:

- *Director Shpak — Yes*
- *Director Dominguez — Yes*
- *Director Vogele — Yes*
- *Director Comen — Yes*
- *Director Hayward — Yes*
  Motion passed unanimously.

7.0 CONSENT CALENDAR

7.1 Approval of Regular Board Meeting Minutes 6/17/2026

7.2 Approval of Finance Committee Meeting Minutes 6/17/2026

7.3 Renew Ad Hoc Committee for Bower Park's Planning and Development

7.4 Approve Renaming Ad Hoc Committee from Capitol Building Projects to Capitol Projects

7.5 Declare three (3) ping pong tables as surplus property and authorize staff to transfer or dispose of the equipment at their discretion in accordance with District Policy.

Motion: *Director Comen moved to approve all consent calendar items. Director Vogele seconded the motion. Motion passed unanimously.*

8.0 ADJOURNMENT

Next MCRPD Regular Board of Directors Meeting is scheduled to be held on August 19, 2026, at the South Coast Life Support District Training Room, 38901 Ocean Drive, Gualala, CA 95445.

Director Vogele moved to adjourn the meeting and Director Hayward seconded the motion. The motion passed unanimously.

Adjourn at 5:01P.M.