Mendocino Coast Recreation and Park District

SUMMARY MINUTES

Regular Board of Directors Meeting

Wednesday, June 17th, 2026

4:00 P.M.

1.0 CALL TO ORDER

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

Board: Dave Shpak, Dana Vogele, Craig Comen

Zoom - Zach Hayward & Angela Dominguez

Staff: Jamie Campione & Jennifer Saunders

Public: Paul Clark

2.0 APPROVAL AND ADOPTION OF AGENDA

Director Vogele motioned to approve agenda as is. Director Comen seconded. Motioned carried.

3.0 PUBLIC PARTICIPATION, NON-AGENDA ITEMS

No Comments

4.0 STAFF REPORTS

4.1 District Manager Report Kylie Felicich

Director Shpak reminded the Board of the upcoming election for MCRPD Board seats. He also reported that the Mendocino Local Agency Formation Commission (LAFCo) is scheduled to review and adopt the Municipal Services Review (MSR) on July 6, 2026.

4.2 District Recreation Supervisor Report Jennifer Saunders

Saunders reported that the 2026 Flag Football season is about to begin. She noted strong coach participation and increased enrollment from Point Arena players

4.3 District Business Manager Jamie Campione

Written report in agenda packet.

5.0 OTHER REPORTS:

5.1 Friends of MCRPD -*No report*

5.2 South Coast – *Director Shpak reported that renovations at Bower Community Park continue to progress. He noted that a subsequent project phase could build the proposed dog park and additional community-requested amenities. Director Hayward expressed enthusiasm about the progress and support for the planned improvements.*

5.3 Mendocino Coast Botanical Gardens- *See General Mangers report*

5.4 Personnel Committee – *No report*

5.5 District Services Committee – *A meeting for October was suggested*

5.6 Finance Committee – *Director Shpak reported that the Finance Committee reviewed the Budget, Balance Sheet and Profit and Loss Statement. Financials are tracking well, and the committee thanked staff for their work. The committee recommended approval of the FY 2026–2027 Budget.*

5.7 Board of Directors
Director Vogele noted that flag football is fun and watching the girls getting in on the action is inspiring. Director Shpak reminds the Board to keep everyone in the loop about schedules and note meeting dates.

5.8 Capital Building Ad Hoc Committee – *No report*

6.0 DISCUSSION / ACTION

6.1 Progress update on the Municipal Services Review (MSR)

Director Shpak provided an overview of the Municipal Services Review process. He explained that one recommendation from LAFCo is for the District to consider divisional representation for Board members across the District. Director Shpak also noted that MCRPD continues to provide "gap services" that address unmet recreational needs throughout the community. Following the public workshop, minor revisions were made to the MSR, with final adoption scheduled for July 6, 2026. Director Shpak opened the item for public comment. No public comments were received.

6.2 Review, Discuss, and Consider Approval of the Mendocino Coast Recreation and Park District Fiscal Year 2026–2027 Budget.

Business Manager Campione presented an overview of the proposed FY 2026– 2027 Budget and noted that the District continues to grow while financial operations are becoming more stable.
Director Shpak thanked staff for their work and expressed appreciation for the District's positive financial trend and continued budget stabilization. He also highlighted the $48,000 Special Projects allocation designated for work with Mendocino Unified School District and grant writing services.
Director Shpak opened the item for public comment. No public comments were received.
Director Shpak recommended adoption of the FY 2026–2027 Budget.

Motion: *Director Comen moved to approve and adopt the FY 2026–2027 Budget. Director Hayward seconded the motion.*

Roll Call Vote:

- *Director Shpak — Yes*
- *Director Dominguez — Yes*
- *Director Vogele — Yes*
- *Director Comen — Yes*
- *Director Hayward —Yes*
  Motion carried Unanimously

6.3 Review and Discuss Interwest Group Quotation to prepare a Statewide Park Program grant application to fund capital improvements at Bower Community Park

Director Shpak explained that the proposed Statewide Park Program Grant represents a competitive funding opportunity for continued improvements at Bower Park. He noted that the District has already invested successfully in the park and believes the project is well positioned, although grant funding cannot be guaranteed.

Director Shpak stated that the grant application timeline has not yet been announced and emphasized the importance of continued community input as the County and District plan future park amenities.

Director Hayward commented that future public outreach should be scheduled at times that are accessible for working families who regularly use the park.

Director Shpak opened the item for public comment. No public comments were received.

Motion: *Director Vogele moved to accept the Interwest Group proposal and direct staff to proceed with the grant application process. Director Dominguez seconded the motion.*

Roll Call Vote:

- *Director Shpak — Yes*
- *Director Dominguez — Yes*
- *Director Vogele — Yes*
- *Director Comen — Yes*
- *Director Hayward — Yes*
  Motion carried Unanimously

6.4 Review, Discuss, and consider approval of transferring $60,000 from Capital Reseve Fund to the general Operation Fund to accommodate short term cash flow requirement

Director Shpak explained that the District routinely experiences seasonal cash flow shortages during its busiest operating period, when expenses temporarily exceed incoming revenue. The proposed transfer represents a short-term internal loan that will be repaid to the Capital Projects Reserve Fund. Director Shpak opened the item for public comment. No *public comments were received.*

***Motion**: Director Vogele moved to approve the transfer of $60,000 from the Capital Projects Reserve Fund to the General Operating Fund. Director Comen seconded the motion. Director Vogele moved to approve the transfer of reserve funds to the operating funds. Director Comen seconded the motion.*

Roll Call Vote:
Director Shpak — Yes
Director Dominguez — Yes
Director Vogele — Yes
Director Comen — Yes
Director Hayward — Yes
Motion carried Unanimously

6.5 **Review, Discuss and Adopt District Boundary Policy in compliance with CAPRI requirement**

Director Shpak explained that adoption of the District Boundary Policy is necessary to maintain compliance with CAPRI requirements. The policy formalizes the District's existing best practices regarding boundaries. Director Shpak opened the item for public comment. No public comments were received.

***Motion:** Director Comen moved to adopt the District Boundary Policy as presented. Director Vogele seconded the motion.*
Roll Call Vote:
Director Shpak — Yes
Director Dominguez — Yes
Director Vogele — Yes
Director Comen — Yes
Director Hayward — Yes

7.0 CONSENT CALENDAR

7.1 Approval of Regular Board Meeting Minutes 5/20/2026

There were no questions or comments regarding the Consent Calendar.
Director Shpak opened the item for public comment. No public comments were received.

***Motion:** Director Vogele moved to approve the Consent Calendar as presented. Director Dominguez seconded the motion.*
The 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 Comen moved adjournment, Director Hayward seconded the motion. The motion passed unanimously.

Adjourn at 5:15 P.M.