

Mendocino Coast Recreation and Park District

AGENDA MINUTES

Regular Board of Directors Meeting

Wednesday, September 17th, 2025, 5:30PM

Location:

1 - MCRPD Studios

579 S. Franklin St. Fort Bragg, CA 95437

2 - Coast Life Support District

38901 Ocean Dr. Gualala, CA 95445

CALL TO ORDER

Call to order and roll call at 5:34 p.m.

Board: Dana Vogele, Craig Comen, and Angela Dominguez on tele-conference

Zach Hayward in Gualala

Absent – Dave Shpak

Staff: Kylie Felicich and Jamie Campione

APPROVAL AND ADOPTION OF AGENDA

All approve agenda as is.

PUBLIC PARTICIPATION, NON-AGENDA ITEMS

None

STAFF REPORTS

District Manager Report Kylie Felicich, page 1-2

District Recreation Supervisor Report Jennifer Saunders, page 3-4

District Business Manager Jamie Campione, page 5-6

OTHER REPORTS

Friends of MCRPD

General Manager Felicich reported that Friends of MCRPD collaborated with the District on a grant application. If awarded, the funding would support establishing an Aerial Silks program in Point Arena and purchasing a Tumble Trak for the Fort Bragg studio.

South Coast

Director Hayward reported that the County is scaling back non-essential elements of the Bower Park Improvement Project to make the project feasible within available funding.

Mendocino Coast Botanical Gardens

The Gardens' new director Jaime Jensen will begin in October

Committee Reports

- Personnel Committee – No meeting
 - District Services Committee – No meeting
 - Finance Committee – No meeting
 - Board of Directors – No meeting
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1.0 DISCUSSION / ACTION

1.1 Discuss need for Polaris, options for storage and ownership and decide outcome.

General Manager Felicich stated that the District no longer needs the Polaris, as storing it for one annual use is too costly. Because it is a taxpayer-funded asset, it cannot be sold to an individual. Options include offering it to a local nonprofit or auctioning it.

- *Motion: Director Comen moved to continue researching options for rehoming the Polaris.*
- *Second: Director Vogele.*
- *Vote: All in favor.*

1.2 Discuss kayak surplus and decide inventory reduction

General Manager Felicich informed the Board that not all kayaks in the District's inventory are being used. The Board discussed exploring options for reducing the kayak inventory. General Manager Felicich will continue researching potential solutions.

1.3 Discuss and approve Capital Reserve Structure

General Manager Felicich reported that the fiscal year begins July 1, but primary funding is not received until January. This creates a temporary net negative balance due to start-up costs. The District will use funds from the Capital Reserve to cover expenses until revenues are received and will repay the reserve.

- *Recommendation: The Board recommended that the District track interest and repay the reserve in full with interest.*
- *Motion: Director Hayward moved to approve.*
- *Second: Director Vogele.*
- *Vote: All in favor.*

1.4 Discuss Annual Salary Review for General Manager

Director Dominguez read a statement from Director Shpak.

Ms. Felicich continues to demonstrate exceptional leadership and dedication across all areas of MCRPD operations. Her creativity, energy, and inclusive approach have significantly strengthened MCRPD's programs, staff, partnerships, and community reputation.

While her performance merits a salary increase, Ms. Felicich requested that any adjustment be deferred due to current budget constraints, prioritizing modest 3% raises for senior staff and the potential establishment of a 401K benefit later in FY25-26.

Chairman Shpak supports deferring any salary adjustment until the second quarter of FY26-27, pending review of fiscal conditions and performance.

2.0 CONSENT CALENDAR

2.1 Approval of Special & Regular Board Meeting Minutes – 8/20/25

No questions or comments.

- *Motion: Director Comen moved to approve all minutes as presented.*
- *Second: Director Hayward.*
- *Vote: Motion passed unanimously*

2.0 ADJOURNMENT

Next MCRPD Regular Board of Directors Meeting will be held on October 15th at MCRPD District Office and at Coast Life Support District in Gualala.

Director Hayward Motions to adjourn, Director Vogeles seconded the motion. The motion passed unanimously. Adjourn at 6:28p.m.