



REGULAR BOARD OF DIRECTORS MEETING
CV Starr Community Center
300 South Lincoln Street
Fort Bragg, CA 95437
Wednesday, September 19, 2018 at 5:30 P.M.

MINUTES

1.0 CALL TO ORDER

- Meeting called to order at 5:31pm
- Board Members Present: Cesar Yanez, Bill Hayes, Bob Bushansky, John Huff
- Board Members Absent: Kirk Marshall

2.0 PUBLIC PARTICIPATION-NON AGENDA ITEMS

- None.

3.0 STAFF REPORTS:

- 3.1 MCRPD Activity Report
- Natalie Cottrell gave the Activity Report.
- 3.2 CVSCC Activity/Performance Measures Report
- Dede Lehnhardt gave the Activity Report.
 - Carly Wells gave the Performance Measures report.
- 3.3 CVSCC Facility Maintenance Report

4.0 OTHER REPORTS:

- 4.1 California Recreation Alliance
- Sarah Bradley reported that they have been offering many classes at the HWY 20 property, both ATV and Motorcycle classes. Another encampment was found during a class and the mess was cleaned up, but no person was located attached to the site. The property cleanup is on September 29th and they are hoping for at least 50 people to show up and assist with cleanup. The grant will cover the disposal of the trash. Heavy equipment and a trailer are being provided to remove the metal so that will not be an associated cost. Classes will continue in the following weeks going into October.
- 4.2 Friends of MCRPD
- Dan reported on behalf of Susan Larking that they continue to grant scholarships to people in the community. They have a new board member as well.
- 4.3 South Coast
- Beverley Flynn reported that they are working on a brochure and redoing their website. There is a workday on sept 29 to clean up the disc golf course fairways. They are still at half the amount of money for the use permit.
- 4.4 Mendocino Coast Botanical Gardens
- Nothing to report.
- 4.5 Regional Park Committee
- John Huff reported that there are new dump sites out there as mentioned by Sarah. Once this cleanup is done and paid for, the camera issue will be a high priority, so we can catch people and it helps with cost recovery and prevention due to publicity of persons on cameras.

- 4.6 Ad Hoc Strategic Planning Committee
 - Bob Bushansky said that since they can't move forward with the two grants, there is no reason to move forward with the strategic planning until there is a determination on how to proceed with the process.
- 4.7 Personnel Committee
 - Yanez reported that there were two job descriptions that were reviewed and they will be recommended for approval during discussion and action items.
- 4.8 District Services Committee
 - None.
- 4.9 Finance Committee
 - Bushansky reported that things are looking good for both CVSCC and MCRPD. Budgeting techniques have been constantly finetuned to create a budget that comes out close to actuals. Since there will not be an election this year, MCRPD will see a savings in election costs due to the board running unopposed.
- 4.10 Board of Directors
 - Hayes said that this was Jill's last meeting and thanked her for her time.
 - Bushansky reminded the board that a stipend will be start being issued in November to board members for using electronic devices rather than printing hard copies for board packets. He asked Dan to reach out to IT Linda at the COFB and see if she has any recommendations for hardware and software for initiating this change.

5.0 DISCUSSION/ACTION

- 5.1 Proposed Job Description: Fitness Equipment Repair Technician
 - Dan Keyes provided the overview of the job description.
 - A motion was made to accept the job description for the position of Fitness Equipment Repair Technician as presented.
 - M/S/C: Yanez/Huff/Unanimous
- 5.2 Authorization to Rescind Contract with Rossi's Building Materials
 - Bushansky went over the rescinding of the Contract with Rossi's, allowing them to be off the hook until the grant can be resumed.
 - Yanez wondered how long until the District would receive a decision from the State Parks and Bushansky answered that it is unknown at this time. Huff added that they said they "hoped" to get a decision by the end of September. Though this has nothing to do with the OHV, funding all comes from state parks, so all grants from one entity get frozen.
 - Hayes asked if rescinding this would torpedo the project as the cost for materials will no longer be an obligation and can skyrocket. This is true.
 - Sarah added that if the contract was rescinded, since the increase in redwood price has happened, the whole project could be
 - Rossi's had contacted the district in hopes of the contract being rescinded.
 - A motion was made to rescind the agreement between the District and Rossi's Building Materials.
 - Yaye: Yanez/Hayes/Bushansky
 - Abstain: Huff
- 5.3 Proposed Job Description: Recreation Maintenance Worker
 - Natalie clarified that in the packet, the areas highlighted in yellow is to be deleted and the blue wording be added to the document. This job description will allow for training to be done to recruit potential more help for field preparation and other

- recreation maintenance duties.
- A motion was made to approve the proposed job description for the position of Recreation Maintenance Worker noting that the wording in yellow is to be removed and the blue highlighted portion is to be added for finalized form of the job description.
- M/S/C: Yanez/Huff/Unanimous

6.0 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

- 6.1 Approval of minutes for board meetings and standing committees: 08-15-2018
Finance Committee Meeting Minutes, 08-15-2018 Regular MCRPD Board of Directors Meeting Minutes
- 6.2 Approval of financial documents, as recommended by the Finance Committee:
CVSCC Financial Statement, July 2018, MCRPD Financial Statement, July 2018, CVSCC Check Register July 2018, MCRPD Check Register July 2018, CVSCC Claims September 2018, MCRPD Claims September 2018.
 - A motion was made to approve all items on the September 19, 2018 consent calendar.
 - M/S/C: Hayes/Huff/Unanimous

7.0 CLOSED SESSION

- 7.1 PUBLIC EMPLOYMENT (pursuant to Government Code 54957)
Title: MCRPD Business Manager
 - The Board entered closed session at 6:35pm.
 - Direction was provided to staff.

8.0 ADJOURNMENT

- Meeting adjourned at 7:04pm.