



REGULAR BOARD OF DIRECTORS MEETING
C. V. Starr Community Center
300 South Lincoln Street
Fort Bragg, CA 95437
Wednesday, December 13, 2017
5:30 P.M.

MINUTES

1.0 CALL TO ORDER

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

2.0 APPROVAL AND ADOPTION OF AGENDA

- A motion was made to approve and adopt the agenda as written.
- M/S/C: Huff/Bushansky/Unanimous

3.0 PUBLIC PARTICIPATION-NON AGENDA ITEMS

- None.

4.0 STAFF REPORTS:

- 4.1 MCRPD Activity Report
- Natalie Cottrell gave her report.
- 4.2 CVSCC Activity/Performance Measures Report
- Donice Lehnhardt gave her report.

5.0 OTHER REPORTS:

- 5.1 California Recreation Alliance
- Sarah Bradley Huff reported that CRA had one more safety class for the year, as well as hosted a children's birthday party which involves safety classes and a trail ride and is offered for free.
 - Yanez wanted to know if people that don't celebrate birthdays would be able to participate in the same type of service. Sarah said that of course, they want it to be open for everyone.
 - CRA also participated in the lighted truck parade with a large group and they won in their class and overall. The get to have the trophy until the next year.
 - It was requested that a banner be made with the MCRPD logo that CRA could have so they can display it in parades, rather than having to borrow one every time.
- 5.2 Friends of MCRPD
- Nothing to report.
- 5.3 South Coast
- The raffle fundraiser had recently been completed and a winner was awarded the train trip.
- 5.4 Mendocino Coast Botanical Gardens
- Nothing to report.

5.5 Regional Park Committee

- Bushansky reported that a check for the planning grant had been received recently and movement will start happening at the property.

5.6 Ad Hoc Strategic Planning Committee

- Bushansky said that they will be having a meeting in Westport coming up soon, Caspar and Mendocino, Elk, Albion and Fort Bragg will be the location for future meetings. The public's participation in these meetings is crucial so that the District can better serve its' residents. After all the meetings have happened and information has been gathered there will be a board retreat where a plan for the next ten years will take place.

5.7 Personnel Committee

- Nothing to report.

5.8 District Services Committee

- Nothing to report.

5.9 Finance Committee

- Bushansky reported that the MCRPD income statement looked good as it stands. The claims have no irregularities other than lawyer fees. The CVSCC income statement is also looking good for the year so far. CVSCC claims does not have any irregularities other than PGE not being included as the bill had not yet been received by packet preparation.

5.10 Board of Directors

- John Huff reported that the District had been approached by the Community Center of Mendocino regarding funding. Dan will be drafting a grant application with all the stipulations that MCRPD will require for distributing funds throughout the community.

6.0 DISCUSSION/ACTION

6.1 Nomination and Election of Board Officers

- Bill Hayes said he is stepping down as Chair, his seat is up in November and does not think he will be running again for the MCRPD Board.
- Hayes nominated Bob Bushansky for Chair, Yanez made a second to the motion.
- Marshall nominated John Huff, Yanez made a second to that motion. Huff stated that he was reluctant to take the position, but would if need be.
- Hayes said that he thought that if someone is eager to take the position, they should be elected for the position rather than someone who is reluctant.
- Marshall said that come November, board members Bushansky, Yanez, and Hayes seats will all be up and there is no guarantee that Bushansky would be re-elected. Also, he thinks that Huff has brought a lot of positive things to the District and would do a good job.
- Huff followed by rejecting his nomination.
- Bushansky said that he holds institutional knowledge of the District and that is beneficial for the Chair position. He also understands that he may not be re-elected but he intends to run in the upcoming election.

- A motion was made to elect Bob Bushansky as Chair of the Board, John Huff and Vice Chair and Kirk Marshall as Secretary for 2018.
- M/S/C: Hayes/Yanez/Unanimous

6.2 Board Member Standing Committee Assignments

- Bushansky and Huff were appointed to the Finance Committee.
- Cesar and Marshall were appointed to the Personnel Committee.
- Hayes and Yanez were appointed to the District Services Committee.
- Bushansky and Huff were appointed to the Regional Park Committee.

6.3 Board Member Committee Assignments

- Marshall was appointed to the Botanical Gardens Committee.
- Huff and Keyes were appointed to the Ad Hoc Area Funding Committee.
- Bushansky was appointed to the Ad Hoc Strategic Planning Committee.
- Hayes was appointed to MECCA .

6.4 2018 Regular MCRPD Board of Directors Meeting Schedule

- Hayes raised the question of whether meetings should be held in the various areas of the District when there is usually no public attendance.
- Huff stated that it is important that we hold meetings throughout the District to show that each area is treated with fairness.
- A motion was made to approve the 2018 Regular Board of Directors Meeting Schedule as presented.
- M/S/C: Bushansky/Huff/Unanimous

6.5 Economic Feasibility Study

- Dan Keyes gave an overview of the Economic Feasibility Study Services and the recommendation by the Regional Park Committee.
- Bushansky said the firm they selected has worked in Fort Bragg before and feel that they are the best fit for the project.
- A motion was made to accept the recommendation of the Regional Park Committee to award a contract to SMG Consulting in the amount of \$70,828 for the provision of Regional Park Economic Feasibility Study Services. This award is contingent upon legal review and receiving grant funds. Once these contingencies have been completely satisfied, the Chair of the Board will have authorization to issue a Notice to Proceed.
- M/S/C: Yanez/Bushansky/Unanimous

6.6 Regional Park Debris Removal and Disposal Services

- Dan Keyes gave an overview of the bid process and the project. After the sealed bid process, the candidates were reviewed, and a selection was made by the Regional Park Committee to recommend to the Board.
- A motion was made to accept the recommendation of the Regional Park Committee to award a contract to Paulsen Excavating in the amount of \$25,200 for the provision of Regional Park Debris Removal and Disposal Services. This award is contingent upon legal review and receiving grant funds. Once these contingencies has been completely satisfied, the Chair of the Board will have authorization to issue a Notice to Proceed.
- M/S/C: Bushansky/Yanez/Unanimous

6.7 MCRPD Service Award Nomination

- Dan Keyes went over the recommendation to nominate Mary Weaver for her service for the District and CVSCC.
- Yanez said that Weavers daughter heard about the nomination and would love to help in anyway. He will get Dan her contact info.
- Bushansky asked that the Board consider Sarah Bradley for the following years MCRPD Service Award.
- A motion was made to accept the nomination of former MCRPD Board Member, Mary Weaver, for a MCRPD Public Service Award.
- M/S/C: Bushansky/Huff/Unanimous

7.0 **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

7.1 Approval of minutes for board meetings and standing committees: 11-08-2017 Regional Park Committee Meeting Minutes, 11-15-2017 Finance Committee Meeting Minutes, 11-15-2017 Regional Park Committee Meeting Minutes, 11-15-2017 Regular Board of Directors Meeting Minutes 11-22-2017 Regional Park Committee Meeting Minutes, 11-29-17 AD Hoc Strategic Planning Committee Minutes

7.2 Approval of financial documents, as recommended by the Finance Committee: MCRPD financial statement, October 2017; CVSCC financial statement, October 2017; CVSCC check register, October 2017; MCRPD check register, October 2017; MCRPD claims, December 2017; and CVSCC claims, December 2017

- A motion was made to approve all the items on the consent calendar.
- M/S/C: Bushansky/Huff/Unanimous

8.0 **ADJOURNMENT**

- Meeting adjourned at 7:07pm