



**REGULAR BOARD OF DIRECTORS MEETING**  
**C. V. Starr Community Center**  
**300 South Lincoln Street**  
**Fort Bragg, CA 95437**  
**Wednesday, December 18, 2019**  
**5:30 P.M.**

**MINUTES**

**1.0 CALL TO ORDER**

- Meeting called to order at: 5:31 p.m.
- Board Members present: John Huff, Barbara Burkey, Bob Bushansky, Leslie Bates, Kirk Marshall
- Board Members absent: None

**2.0 APPROVAL AND ADOPTION OF AGENDA**

- The agenda was adopted with no changes.

**3.0 PUBLIC PARTICIPATION NON-AGENDA ITEMS**

- None.

**4.0 STAFF REPORTS:**

4.1 CV Starr Recreation Services Report (Donice Lehnhardt)

- Kim Beard presented the report and was available to answer any questions.

4.2 MCRPD Recreation Services Report (Sonya Shaffer)

- Sonya Shaffer presented the report and introduced Tessie Branscomb who gave a detailed report on the recent Aquathon. She described a lower number of participating swimmers who have managed to raise over \$8,000 for the 2<sup>nd</sup> Grade Swim Program.

4.3 CVSCC Performance Measures Report (Carly Wells)

- Carly Wells presented the report and was available to answer any questions.

4.4 CVSCC Maintenance Services Report (Paul Kelley)

- Paul Kelley presented the report and was available to answer any questions.

**5.0 OTHER REPORTS:**

5.1 California Recreation Alliance

- Sarah Huff reported one OHV safety training program was held with Mendocino Fire Department. Patrols on the property have been minimal due to poor weather conditions. She also explained that an email was recently received from Kathryn Tobias, Senior Counsel for the State of CA. Dept. of Parks and Recreation referencing an appeal of an audit on November 26, 2008 which contained provisions for review by the grantee. The message had several inconsistencies, which leads the reader to

wonder whether or not the author of the message was confused about the subject matter. It was also reported that after a phone conversation with a representative of the Attorneys General Office, the AG's office could find no record of case between OHV and MCRPD, CRA.

## 5.2 Friends of MCRPD

- Dan Keyes reported that there was not a meeting held in December.

## 5.3 South Coast

- Leslie Bates provided a report in regard to RCRC's application for Prop 68 grant funds and informed the Board of Directors of new concerns about Bishop Pines on the park property site. She went to describe how a scoping study had been completed in 2014 and as a result, the organization was under the assumption they had all that was needed for the "Use Permit." Turns out the information was not sufficient because it failed to address the Bishop Pines. The Bishop Pines were not planted but began to grow after a serious fire in the area right after World War II, so they are considered to be "a native Pine and Redwood forest" rather than a planted one. To continue to move the project forward another study will need to be completed, which means more time and money, as well as concerns that RCRC may not be able to do the project as planned. Finding a consultant to perform the study has also been a challenge but the group was able to locate a company willing to take on the project who also happens to have much experience with similar studies. What the group has learned so far is that the focus of the study will be "groves" of Bishop Pines, not individual trees. There are no "groves" of pines where the pool complex is planned but there are some on both sides near Bower Park and near the entry road. The study will also be looking for red-legged frogs. The study is scheduled to take place in April with a final report to be released in July 2020.

## 5.4 MECCA

- Bob Bushansky said the organization had met in November and did not have much new to report. However, there was much discussion about emergency preparedness and subjects related to student behavior.

## 5.5 Mendocino Coast Botanical Gardens

- Kirk Marshall reported that a meeting of this group was held just last week. Topics of discussion included the addition of a new board member and the attendance at this year's Festival of Lights.

- 5.6 Ad Hoc Facility Review Committee
- Bob Bushansky reported the committee had recently met and had an opportunity to review the process and plan development leading up to the approval of the CV Starr Community Center Phase III – Master Plan by both the City Council and the MCRPD Board of Directors in February 2016. The work in front of the Committee includes reviewing the construction estimates and feasibility study, as well as to look closer at funding opportunities such as Prop 68 and CV Starr Foundation. The Committee is tentatively scheduled to meet again in February.
- 5.7 Regional Park Committee
- John Huff reported that there has not been a meeting held recently but informed the committee that a meeting was scheduled for December 19, 2019 for the purpose of having a face to face meeting with representatives from PG&E's Division of Right of Ways to discuss alternate access routes and revegetation. He also reported a minimum number of dumping incidents out on the property.
- 5.8 Finance Committee
- Bob Bushansky reported that numbers from October are lower than expected and are the results of an unplanned multi-day power outage and three pay periods during the month. Despite these occurrences, the budget looks pretty good.
- 5.9 Board of Directors
- Bob Bushansky talked about emergency preparedness meetings being held throughout the District and believes there is a need to organize these smaller fractured, unconnected meetings under a broader umbrella to help reduce unnecessary duplication. He talked about local ham radio operators and the need to reach out and have discussion about communications during community emergency events. Bob also reported the City of Fort Bragg has written and submitted a grant for the purchase and installation of a generator.

## **6.0 DISCUSSION/ACTION**

### **6.1 2020 Regular MCRPD Board of Directors Meeting Schedule**

- Dan Keyes presented the report.
- Leslie Bates believes the District needs to do a much better job of advertising meeting in areas outside of Fort Bragg.
- John Huff suggested for one of the meetings to be held on the south coast be facilitated in Gualala.
- A motion was made by Bob Bushansky to accept the schedule as presented.
- M/S/C: Bushansky/Marshall/All ayes

## 6.2 Nomination and Election of Board Officers

- Dan Keyes presented the report.
- Chair:
  - A motion was made by Leslie Bates to nominate John Huff.
  - Kirk Marshall provided a second
  - Call: All ayes
  
- Vice-Chair:
  - A motion was made by Barbara Burkey to nominate herself.
  - Leslie Bates provided a second
  - Call: All ayes
  
- Secretary:
  - A motion was made by Bob Bushansky to nominate Kirk Marshall
  - Barbara Burkey provided a second
  - Call: All ayes

## 6.3 Board Member Standing Committee Assignments

- **Finance Committee:**
- Dan Keyes presented the report.
- Seat No. 1
  - A motion was made by Bob Bushansky to nominate Kirk Marshall
  - Barbara Burkey provided a second
  - Call: All ayes
- Seat No. 2
  - A motion was made by Bob Bushansky to nominate Leslie Bates
  - Leslie Bates declined the nomination
  - A motion was made by Bob Bushansky to nominate John Huff
  - Kirk Marshall provided a second
  - Call: All ayes
  
- **Personnel Committee:**
- Barbara Burkey had questions about the responsibilities of the Personnel Committee.
- Kirk Marshall provided Barbara Burkey with a brief outline of the committee's responsibilities.
- Seat No. 1
  - A motion was made by Kirk Marshall to nominate Barbara Burkey
  - Bob Bushansky provided a second
  - Call: All ayes
- Seat No. 2
  - A motion was made by Kirk Marshall to nominate Leslie Bates
  - Bob Bushansky provided a second
  - Call: All ayes

- **District Services Committee:**
- Bob Bushansky asked what are the responsibilities of the District Services Committee?
- Dan Keyes provided a general response and said this particular committee has not met since at least April 2016.
- The Board of Directors tabled the nominations for this committee and requested to review a description of the committee back to the Board of Directors meeting in January.
  
- **Regional Park Committee:**
- Dan Keyes presented the report.
- Seat No. 1
  - A motion was made by John Huff to nominate Kirk Marshall
  - Leslie Bates provided a second
  - Call: All ayes
- Seat No. 2
  - A motion was made by Kirk Marshall to nominate Bob Bushansky
  - John Huff provided a second
  - Call: All ayes

#### 6.4 Board Member Committee Assignments

- Dan Keyes presented the report.
- **Botanical Gardens Board:**
  - A motion was made by Kirk Marshall to nominate Leslie Bates
  - Bob Bushansky provided a second
  - Call: All ayes
  
- **MECCA:**
  - A motion was made by Bob Bushansky to nominate himself
  - Barbara Burkey provided a second
  - Call: All ayes
  
- **Ad Hoc Facility Review Committee:**
  - A motion was made by Kirk Marshall to nominate Bob Bushansky
  - John Huff provided a second
  - Call: All ayes

#### 6.5 MCRPD Service Award Nomination

- Dan Keyes presented the report.
  - A motion was made to accept the nomination of Lisa Colvin for a 2019 MCRPD Distinguished Public Service Award.
  - Kirk Marshall provided a second
  - Call: All ayes

## **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: 11-20-2019 Finance Committee Meeting Minutes, 11-20-2019 Regular MCRPD Board of Directors Meeting Minutes, 12-09-2019 Ad Hoc Facility Review Committee Meeting Minutes.

7.2 Approval of financial documents, as recommended by the Finance Committee: MCRPD financial statement, October 2019; CVSCC financial statement, October 2019; MCRPD check register, October 2019; CVSCC check register, October 2019

- A motion was made to approve all items on the consent calendar:
- M/S/C: Bushansky/Leslie Bates/All ayes

## **8.0 ADJOURNMENT**

- Meeting adjourned at: 6:43 p.m.
- M/S/C: Bushansky/Leslie Bates/All ayes

\*Minutes recorded and submitted by Danny L. Keyes, District Administrator MCRPD/CV Starr Community Center.