



REGULAR BOARD OF DIRECTORS MEETING
Remote Meeting
Wednesday, April 21, 2021
5:30 P.M.

AMENDED AGENDA

PLEASE TAKE NOTICE

DUE TO THE PROVISION OF THE GOVERNORS EXECUTIVE ORDERS N-25-20 WHICH SUSPEND CERTAIN REQUIREMENTS OF THE BROWN ACT, AND THE ORDER OF THE HEALTH OFFICER OF THE COUNTY OF MENDOCINO TO SHELTER IN PLACE TO MINIMIZE THE SPREAD OF COVID-19, THE MCRPD BOARD WILL BE PARTICIPATING BY TELECONFERENCE IN THE REGULAR APRIL MEETING SCHEDULED FOR APRIL 21, 2021.

In compliance with the Shelter -in-Place Orders of the County and State, this meeting will be closed to the public. The meeting will be accessible to the public via the following URL and sign in code.

Meeting URL:

<https://us02web.zoom.us/j/88577502555?pwd=NGpsUWJKT1pXa0M4QmIFT1BFaENkUT09>

- The meeting ID: 885 7750 2555
- Password: 789690
- People who are calling in: Audio conferencing participant will need to call (415) 762-9988 or (646) 568-7788 and follow the verbal direction.

Public Comment regarding matters on the Regular Board of Directors Meeting Agenda be made by attendees at the teleconference meeting or may be made written and sent to Carly Wells, MCRPD/CVSCC Administrative Supervisor: cwells@mcrpd.us at any time prior to the scheduled meeting. Written comments may also be delivered by using the USPS to 300 S Lincoln St Fort Bragg CA 95437. All comments received prior and during the meeting will be read aloud. The Board is prohibited from discussion or acting on matters not on the agenda but may briefly respond or ask a question for clarification (Government Code 54954.2).

The District appreciates your patience and willingness to protect the health and wellness of our community. If you have any questions regarding this meeting, please contact the Administrative Supervisor by phone at (707) 964-9446 Ext. 106 or by email at cwells@mcrpd.us.

1.0 CALL TO ORDER AND ROLL CALL

Call to order and roll call

2.0 APPROVAL AND ADOPTION OF AGENDA

Items to be removed from or changes to the agenda should be done at this time.

3.0 PUBLIC PARTICIPATION-NON AGENDA ITEMS

A maximum of 3 minutes is reserved for members of the public to address the Board on items not listed on the agenda and a total time for public input on a particular issue is limited to 20 minutes (Government Code 54954.3). The Board is prohibited from discussion or taking action on matters not on the agenda but may briefly respond or ask a question for clarification (Government Code 54954.2).

4.0 STAFF REPORTS:

- 4.1 Maintenance Report (Paul Kelley)
- 4.2 Recreation Programs Report (Sonya Shaffer)
- 4.3 Administration Report (Moneque Wooden and Carly Wells)

5.0 OTHER REPORTS:

- 5.1 Friends of MCRPD
- 5.2 South Coast
- 5.3 MECCA
- 5.4 Mendocino Coast Botanical Gardens
- 5.5 Facilities Review Committee
- 5.6 Personnel Committee
- 5.7 Regional Park Committee
- 5.8 District Services Committee
- 5.9 Finance Committee
- 5.10 Ad Hoc Facilities and Programs Re-opening committee
- 5.11 Ad Hoc Transfer Station Committee
- 5.12 Ad Hoc MCRPD/COFB Organization Committee
- 5.13 Board of Directors

Please Take Notice

At this time, the MCRPD Board of Directors will go into a closed session breakout room. Members from the public and staff who are not participating in closed session will remain in the general session. When the closed session is over all participants will re-enter the general meeting. Only authorized participants will be placed into the breakout room.

6.0 CLOSED SESSION: PUBLIC EMPLOYEE APPOINTMENT pursuant to Government Code Section 54954.5 Title: District Administrator

Each DISCUSSION/ACTION item consists of the following steps to be carried out by the Board Chair in the subsequent order. 1) Announces agenda item by number and states the subject. 2) Staff and advisory committee reports. 3) Receive Board questions and requests for clarification 3) Receive public comments. 4) Motion and second from the Board. 5) Moderates a discussion of the item until a final motion is ready for a vote or other disposition

7.0 DISCUSSION/ACTION ITEMS

- 7.1 Review Finance Officer Job Description
- 7.2 Review Job Description Recreation Instructor I
- 7.3 Review Job Description Recreation Instructor II
- 7.4 Review Salary Schedule with Step Increases

8.0 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: 03-17-2021 Finance Committee Meeting Minutes; 03-17-2020 Regular Board of Directors Meeting Minutes

7.2 Approval of financial documents, as recommended by the Finance Committee: MCRPD Financial Statement February 2021; CVSCC Financial Statement February 2021; MCRPD Check Register February 2021; CVSCC Check Register February 2021

9.0 ADJOURNMENT

NOTICE TO THE PUBLIC

All disabled persons requesting disability related modifications for accommodations including auxiliary aids or service may make such a request to ensure full participation in a MCRPD public meeting. Such a request should be made to Moneque Wooden, District Business Manager, 300 South Lincoln St., Fort Bragg, CA 95437.

PLEASE NOTE: District agendas are posted at least 72 hours in advance of Regular Board of Director's meetings at the District Office, C. V. Starr Community Center, 300 South Lincoln Street, Fort Bragg, California and at mendocoastrec.org. District agendas are emailed to individuals upon request at least 72 hours in advance of regular meetings.