



REGULAR BOARD OF DIRECTORS MEETING
Remote Meeting
Wednesday, September 21, 2022
5:30 P.M.

AGENDA

PLEASE TAKE NOTICE

DUE TO THE PROVISION OF THE GOVERNOR'S EXECUTIVE ORDERS N-29-20 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 SEPTEMBER MEETING SCHEDULED FOR SEPTEMBER 21, 2022.

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/89788197526?pwd=MTBRYy9TTTC8xWXdjZ1VQTWIFUkV4UT09>
- The meeting ID: 897 8819 7526
Password: 546727
- 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 PUBLIC PARTICIPATION-CLOSED SESSION ITEMS

A maximum of 3 minutes is reserved for members of the public to address the Board on items listed on the closed session section of the agenda and a total time for public input on a particular issue is limited to 20 minutes (Government Code 54954.3).

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 be in the other break out room. When the closed session is over all participants will re-renter the general meeting. Only authorized participants will be placed into the closed session breakout room.

5.0 CLOSED SESSION:

5.1 CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Gov. Code 54956.8); Property: 30900 W. State Highway 20; 19671 Summers Lane, Fort Bragg, CA 95437; Negotiating Parties: City of Fort Bragg CA. Under negotiation: Price and Terms

6.0 STAFF REPORTS:

- 6.1 Administration Report (Moneque Wooden)
- 6.2 Maintenance Report (Paul Kelley)
- 6.3 Guest Services Report (Carly Wells)
- 6.4 Recreation Services Report (Kimberly Ramey)

7.0 OTHER REPORTS:

- 7.1 Friends of MCRPD
- 7.2 South Coast
- 7.3 MECCA
- 7.4 Mendocino Coast Botanical Gardens
- 7.5 Personnel Committee
- 7.6 Regional Park Committee
- 7.7 District Services Committee

- 7.8 Finance Committee
- 7.9 Board of Directors

Each Agenda 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 Reports or Presentations. 3) Receive Board questions and requests for clarification 3) Receive public comments. If action is to be considered, then 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

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

8.1 Approval of minutes for board meetings and standing committees: 08-17-2022 Regular Board Meeting Minutes; 08-17-2022 Finance Committee Meeting Minutes; 8-30-2022 Special Board of Directors Meeting Minutes

8.2 This legislative body previously adopted Resolution No. 21-04, authorizing this legislative body to conduct remote “telephonic” meetings. Government Code 54953(e) (3) authorizes this legislative body to continue to conduct remote “telephonic” meetings provide that it has timely made the findings specified therein. “The Mendocino Coast Recreation and Park District Board of Directors reconsidered the circumstances of the state of emergency declared by the Governor and at least on one of the following is true: (1) The state of emergency, continues to directly impact the ability of the members of this legislative body to meet safely in person; and/or (2) State or local officials continue to impose or recommend measures to promote social distancing”.
AB 361 – Brown Act – Remote Meetings During State of Emergency

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 Administrator, 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.

Administrative Report

Submitted by Moneque Wooden, District Administrator

September 2022

This past month has been extremely busy for me. I have been working with the City of Fort Bragg to transition all of CV Starr finances to them. This has been a bit of a challenge, but all of the City employees have been positive and wonderful to work with. I hope to have this transition completely done by the end of October.

The last week of August we lost quite a few employees. Some went off to college, others moved, while still others chose a different path. Along with losing so many employees we also have had several others suffer medical emergencies. Thankfully everyone is in the recovery stage now and we hope to see them return in 4-6 weeks. That being said, it has left both Kim and I to cover as many holes as we can in the lifeguarding schedule, unfortunately we can't cover them all. Staff is working as a team to make accommodations for as many members as we can. On the positive side of things, I have hired two new Recreation Coordinators who will be taking Kim's lifeguard class the Middle of October.

I have continued to work with Fort Bragg Unified School District Superintendent, Joseph Aldridge on the new and proposed changes to the After-school programs. I will keep the Board informed as changes unfold.

C.V. STARR COMMUNITY CENTER
MAINTENANCE REPORT
September 12, 2022

SUBMITTED BY Paul Kelley

Well as usual the center never lets us down when it comes to projects and repairs. Below I will go over items we are currently working on here at the center.

Our Watt stopper lighting control system is finally ready to be replaced. We have a meeting with the city and the local electrical contractor to finalize a start date, this project should be completed in the next few weeks.

We are incredibly happy to report, our ADA door project was finalized last Friday by the county. Although the doors leading into the natatorium were ADA compliant, they were very heavy, and exceedingly difficult to open if someone has any type of mobility issue. Not only have patrons commented about the ease of walking through the doors, now maintenance and custodial staff have commented on how much more efficient it is carrying or rolling equipment through the door.

Our VFD project is also underway, we have recently received quotes for this replacement project and have submitted the quotes to the city. We are now waiting for the city to finalize a contractor and then permits. The last step will be a start date.

Maintenance has successfully rebuilt our second HVAC circulation pump; we are happy to report it is working great.

Over the Labor Day weekend we had an issue that resulted in staff needing to turn the propane off to the center, as a result both pools had to be closed for a week awaiting the new part. The issue has been resolved by the Starr center and **protective** measures have been put in place so a similar issue can never be duplicated.

In conclusion over all, the center is operating very well (for now) .

Paul Kelley
Maintenance Supervisor
C. V. Starr Community Center
Mendocino Coast Recreation and Park District
707-964-9446 .104

Guest Services Report

Submitted by Carly Wells, Administrative Services Supervisor

September 2022

August was another busy month at the front desk. The kids are back in school, and the mid-day has slowed down a bit. Our August 8th enrichment registration went smoothly, and classes filled. Swim Lessons continues to be a very popular program, some levels fill within minutes of registration opening.

We have a little change in our staffing. Bonnie has left the Center and we hired Gibb. Gibb was a lifeguard for four years prior to us closing in 2020 his training is moving right along. Belgica has taken on more hours at the front desk to fill in the gaps.

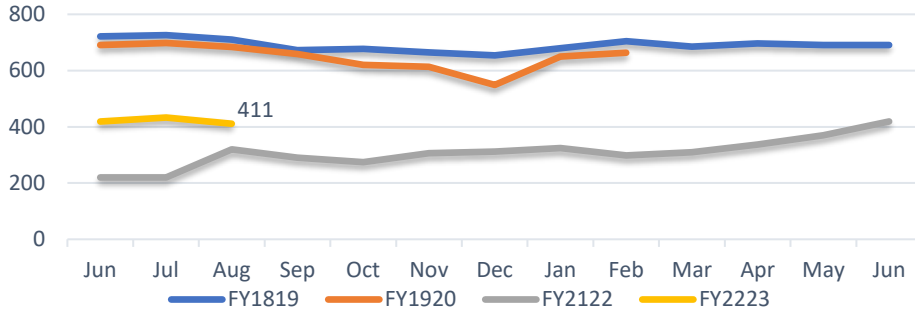
We hosted 6 birthday parties in August: four during swim, slide, splash times and two private parties.

Our Sportsman software was updated recently. We are now cloud based which means that we can access the software from anywhere with internet and will be able to do registration offsite. There are many other upgrades that I am learning about. I will be setting up training with the sportsman team to learn more.

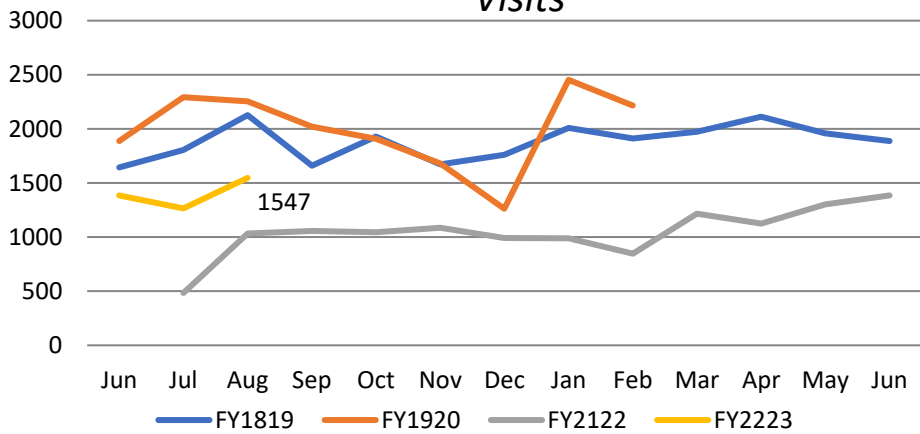
Guest Services participated in a in service with the Aquatics Staff to go over emergency response in the Center. We ended the training with an end of the year BBQ thanks to Kim.

Guest Service and Recreation departments have been working together on winter programs including the very popular trunk-or-treat. Staff is excited to work together to provide programs and events for the community.

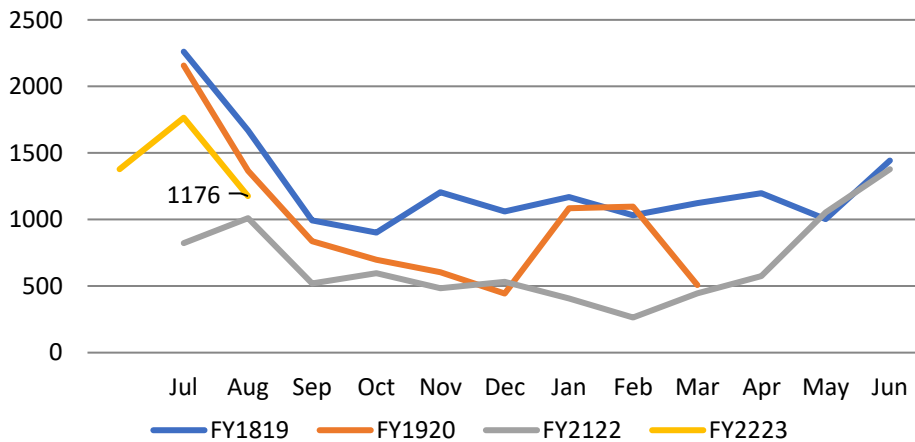
Active Memberships (not including Punch Pass Style or Silver Sneakers/ Renew Active)



Silver Sneakers, Prime and Renew Active Visits



Day Passes Sold



AGENDA ITEM SUMMARY

AGENDA ITEM:

9.0 Consent Calendar

PREPARED BY:

Carly Wells, Administrative Services Supervisor

ATTACHMENT(S):

- 08-17-2022 Finance Committee Meeting Minutes
- 08-17-2022 Regular Board of Directors Meeting Minutes
- 08-30-2022 Special Board of Directors Meeting Minutes

EXPLANATION:

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

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FISCAL IMPACT:

None

ALTERNATIVES:

None

RECOMMENDED ACTION:

Carry a motion to approve all items included on the September 21, 2022, consent calendar.

MOTION:

(This motion language is provided only as sample language for the recommended action. It is

the sole determination of the individual members of the board as to whether this language is used.)

I **move** to approve all items included on September 21, 2022, consent calendar.

Motion made by (Board Member): _____

Second made by (Board Member): _____

Discussion

Vote

Carried?

Yes

No

Unanimous

By majority

Voted against: _____

Abstained: _____



**FINANCE COMMITTEE MEETING
REMOTE MEETING
Wednesday, August 17, 2022
4:30 p.m.**

MINUTES

PLEASE TAKE NOTICE

DUE TO THE PROVISION OF THE GOVERNOR'S EXECUTIVE ORDERS N-29-20 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 FINANCE COMMITTEE MEMBERS WILL BE PARTICIPATING BY TELECONFERENCE IN THE MCRPD FINANCE COMMITTEE MEETING SCHEDULED FOR AUGUST 17, 2022.

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/81529753924?pwd=Z1pnOGVwVnBxUXJQZUdCdEJ5aWRlUT09>

- Meeting ID: 815 2975 3924
- Passcode: 556250
- People who are calling in: Audio conferencing participant will need to call (415) 762-9988 or (646) 568-7788 and follow the verbal direction.

1.0. CALL TO ORDER AND ROLL CALL

- Meeting called to order at 4:32pm
- Board Members Present: Barbara Burkey, Bob Bushansky

2.0 PUBLIC PARTICIPATION NON-AGENDA ITEMS

- None
- A motion was made to approve the Agenda with the changes for switching June back to the word May in the Agenda in the Notice to the Public.

3.0 INFORMATION/DISCUSSION

3.1 MCRPD Financial Statement June 2022

- The financial statement was reviewed.

- Wooden stated that the Center is currently picking up momentum on activities and programs and is in the process of hiring a Recreation Coordinator to handle programs for the MCRPD.
- Burkey pointed out that the operating expense is lower due to understaffing.

3.2 MCRPD Check Register June 2022

- The check register was reviewed.

3.3 CVSCC Check Register June 2022

- The check register was reviewed.

4.0 **ADJOURNMENT**

- Meeting adjourned at 4:44pm.



REGULAR BOARD OF DIRECTORS MEETING
Remote Meeting
Wednesday, August 17, 2022
5:30 P.M.

MINUTES

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- Meeting URL:
<https://us02web.zoom.us/j/88951677974?pwd=YWhlbk5rdHhQeHpXUHpnN1YrVm5Hdz09>
- The meeting ID: 889 5167 7974
Password: 525370
- People who are calling in: Audio conferencing participant will need to call (415) 762-9988 or (646) 568-7788 and follow the verbal direction.

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1.0 CALL TO ORDER AND ROLL CALL

- Meeting called to order at: 5:30pm
- Board members present: Bushansky/Burkey/Bates/Dominguez
- Board members absent: Huff

2.0 APPROVAL AND ADOPTION OF AGENDA

- The agenda was adopted with no changes.
- M/S/C: Bushansky/Bates
- Yeyes: Bushansky/Burkey/Bates/Dominguez
- Absent: Huff
- Huff joined the meeting at 5:31pm after the adoption of the agenda.

3.0 PUBLIC PARTICIPATION-NON AGENDA ITEMS

- None

4.0 STAFF REPORTS:

4.1 Administration Report (Moneque Wooden)

- Wooden gave her report. Wooden wanted to state that the Ales Softball Tournament was successful and received a lot of community support. Burkey asked about the National Night Out and what it was. Wooden explained it was a community event where different organizations showed up to set up booths that provided information about them and allowed the members of the public to know that there are organizations out there to support them.

4.2 Maintenance Report (Paul Kelley)

- Kelley gave his report and wanted to add that ADA doors have been added going into the Natatorium, the new ADA doors have a 50% assist mode which help people entering and exiting push open those doors without pressing the ADA button. The front ADA doors now have an extended time to 20 seconds, which used to be 12 seconds, and have helped patrons greatly. Kelley stated that there are more projects to come. Burkey brought up how she was happy to hear about the chlorine savings up to 50% from a new supplier.

4.3 Guest Services Report (Carly Wells)

- Wells gave her report.

4.4 Recreation Services Report (Kimberly Ramey)

- Ramey gave her report and wanted to add that this summer was very gratifying with programs and staff. Burkey wanted information about the kayaking trips down the Noyo River; Ramey said that the District now has enough staff who are certified to run the program and the District is looking to facilitate more kayaking trips into the next year. Burkey asked about bringing kayaking trips down to the South Coast; Ramey said the Gualala River may currently be too shallow, but she spoke with local residents that brought up another river that may be a possibility.

5.0 OTHER REPORTS:

5.1 Friends of MCRPD

- Nothing to report

5.2 South Coast

- Bates stated that RCRC held successful disc golf tournament with another

tournament coming up.

5.3 MECCA

- Nothing to report

5.4 Mendocino Coast Botanical Gardens

- Burkey said the Mendocino Coast Botanical Gardens held their annual Art in the Gardens for their fundraiser, and everything is going well with how good everything is going.

5.5 Personnel Committee

- Nothing to report

5.6 Regional Park Committee

- Nothing to report.

5.7 District Services Committee

- Nothing to report

5.8 Finance Committee

- Viewed financials for MCRPD and CVSCC. Bushansky said he would like previous financial meetings that did not make it to board meetings, due to lack of a quorum, be brought into future meetings. Wooden said it is possible to carry such financial meetings over.

5.9 Board of Directors

- Burkey stated that they looked into the development of MCRPD and due to current the status of the constant changes and events that have been occurring during the pandemic, the Board of Directors spoke about having a 1-year plan rather than a 5-year plan. Burkey stated that she wishes to see MCRPD be more widely known by bringing attention to the community from Rockport to Gualala about their mission and the opportunities and programs that can be offered. Burkey also said that staff and board members should bring more awareness about the District, themselves, to the community, the District can build more relationships with other organizations to gain more support, and that it is imperative the District finds other sources of funding such as community grants.

6.0 DISCUSSION/ACTION ITEMS

6.1 Regional Park Property

- Bushansky said it was interesting to see a 99-Year Lease and after speaking with Wooden, the lease is only for an acre and a half that needs to be taken care of. Bushansky said that Wooden is looking into a solution about what to do with this property. Wooden said that she reached out to find a loan officer that was assigned to the Regional Property and that the loan officer had retired and left MCRPD in a limbo state about the property. Wooden said that with Board members voicing to get rid of the property she found a loan officer that had asked for several months to review and familiarize himself with the Regional Property. Wooden said that community members approached her to ask what it would cost to buy the property and suggested they do research before making any offers. The City of Fort Bragg is doing research about purchasing the property as well. Wooden also mentioned to West America Bank that there is a

potential buyer as well, but no amount or offer has been given.

- Appears that the Laytonville Lakeside Subdivision document from 1973 was filed and scanned in incorrectly and Laytonville has nothing to do with the regional property's 99-year lease.
- I move to direct the District Administrator to work with legal counsel on dissolving the attached 99-Year Lease.
- M/S/C: Bushansky/Dominguez/Unanimous
- Yayas: Bates, Burkey, Bushansky, Dominguez, Huff

6.2 Temporary Construction Easement

- PG & E is in need of landing a helicopter to replace poles. The MCRPD Regional Property has been identified as a possibility. Legal counsel has been informed and is working with Wooden into indemnification and certificate of value to pay for any damages that may arise. Legal counsel and PG & E have yet to create a draft of a contract.
- Wooden feels confident that CAPRI will sign off on this and PG & E is compliant to work with CAPRI.
- Community member Keith Stiver wants details about the poles and the flight path of the poles. This information is not yet given. Wooden did state many poles do need replacement.
- Bushansky wanted to know if PG & E would pay to rent the space. Wooden said PG & E looked into this and came with a \$500 figure. Wooden said the \$500 would be for one month.
- Community member Bob Rodriguez said that \$500 is extremely low for access to the property and maybe the board can reassess this figure.
- Bushansky said Wooden can speak with John Smith and if he has experience in this; Bushansky also agreed that \$500 is a low offer to rent the area. Wooden said she did speak with John Smith and the City of Fort Bragg supports PG & E to make the repairs needed for the city.
- Huff asked about engaging with Fish and Wildlife into this due to concerns of how PG & E would be entering and utilizing the area. Wooden said PG & E would use the access route into the property as stated in the agreement that was brought up.
- Bates said the District can counter their offer. Wooden suggested hosting a special meeting to discuss the agreement with PG & E.
- Burkey said there are a lot of questions that need to be answered and a special meeting should happen. Bushansky, Bates, Huff, and Dominguez agreed.
- A motion was made to reject the Temporary Construction Easement between Pacific Gas and Electric Company (PG & E) and Mendocino Coast Recreation and Park District (MCRPD).
- M/S/C: Bushansky/Bates/Unanimous
- Yayas: Bates, Burkey, Bushansky, Dominguez, Huff

6.3 MCRPD CVSCC Operating Agreement

- Bates wants to know what the Operating Agreement would mean in

terms of staff salary. Wooden said that the salary of staff would not change. The City of Fort Bragg has a large financial department. Wooden said that this has been brought up several times throughout the years. JJACPA would like the City to have a hold of CVSCC financials.

- Bates asked about seeing financials during finance meetings and board of directors meetings. Wooden said the city would send quarterly reports for the board to see.
- I move to accept the new and updated Operating Agreement with the City of Fort Bragg dated September 1, 2022
- M/S/C: Bushansky/Bates
- Yeyes: Bates, Burkey, Bushansky, Huff
- Nayas: Dominguez

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: 07-12-2022 Special Board Meeting Minutes; 07-20-2022 Finance Committee Meeting Minutes; 07-20-2022 Regular Board of Directors Meeting Minutes; 07-27-2022 Special Board of Directors Meeting Minutes

7.2 Approval of financial documents, as recommended by the Finance Committee: MCRPD Financial Statement June 2022; MCRPD Check Register June 2022; CVSCC Check Register June 2022

7.3 This legislative body previously adopted Resolution No. 21-04, authorizing this legislative body to conduct remote “telephonic” meetings. Government Code 54953(e) (3) authorizes this legislative body to continue to conduct remote “telephonic” meetings provide that it has timely made the findings specified therein. “The Mendocino Coast Recreation and Park District Board of Directors reconsidered the circumstances of the state of emergency declared by the Governor and at least on one of the following is true: (1) The state of emergency, continues to directly impact the ability of the members of this legislative body to meet safely in person; and/or (2) State or local officials continue to impose or recommend measures to promote social distancing”. AB 361 – Brown Act – Remote Meetings During State of Emergency

- I move to approve the August 17 consent calendar as presented.
- M/S/C: Bushansky/Huff/Unanimous
- Yeyes: Bates, Burkey, Bushansky, Dominguez, Huff

8.0 ADJOURNMENT

- Meeting adjourned at 6:30pm



SPECIAL MCRPD BOARD OF DIRECTORS MEETING
CV Starr Community Center
300 South Lincoln Street
Fort Bragg, CA. 95437
Tuesday, August 30, 2022
3:30 pm

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 SPECIAL BOARD MEETING SCHEDULED FOR AUGUST 30, 2022

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URL: <https://us02web.zoom.us/j/84170135831?pwd=c0FHbW1pb3JLam4yYS9tZSs3SXc4Zz09>

- The meeting ID: 841 7013 5831
- Password: 543874
- People who are calling in: Audio conferencing participant will need to call (415) 762-9988 or (646) 568-7788 and follow the verbal direction.

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1.0. CALL TO ORDER AND ROLL CALL

- Call to order and roll call at 3:30pm
- Board members present: Barbara Burkey/Bob Bushansky/Angela Dominguez/John Huff
- Board members absent: Leslie Bates

2.0 APPROVAL AND ADOPTION OF AGENDA

A motion was made to adopt the agenda with no changes.

- M/S/C: Huff/Bushansky/Unanimous
- Y/yes: Burkey/Bushansky/Dominguez/Huff
- Absent: Bates

3.0 PUBLIC PARTICIPATION, NON-AGENDA ITEMS

- None

4.0 DISCUSSION/ACTION ITEMS

4.1 Resolution No. 22-01: Authorizing Job Elimination and Resulting Layoff of CV Starr Staff

- Huff suggested offering a severance package to the C.V. Starr staff whose job will be eliminated. He stated the package should be at least one week's pay for every year worked. Wooden said the package would hurt the financials and a severance package has never been done before after an employee had been laid off.
- Community member Jay McMartin Rosenquist asked Wooden if the \$80,000 savings would be half of the total fiscal savings for MCRPD and CVSCC or the total for both entities. Wooden replied that it would be the total savings for both MCRPD and CVSCC.
- I move to approve Resolution 22-01, Authorizing Job Elimination and Resulting Layoff for CV Starr Finance Officer effective September 1, 2022
- M/S/C: Bushansky/Huff
- Yeyes: Burkey/Bushansky/Dominguez
- Neyes: Huff
- Absent: Bates

4.2 Extend Resolution 21-04 Authorize the Conduct of Remote "Telephonic" meetings

- I move to approve continuing Resolution No. 21-04
- M/S/C: Bushansky/Huff/Unanimous
- Yeyes: Burkey/Bushansky/Dominguez/Huff
- Absent: Bates

5.0 ADJOURNMENT

- Meeting adjourned at 3:45pm

NOTICE TO THE PUBLIC

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