



P.O. Box 532  
Fort Bragg, CA 95437  
707409-0760  
info@mcrpd.us

**REGULAR BOARD OF DIRECTORS MEETING**  
**Mendocino Coast Recreation and Park District**  
MCRPD DISTRICT OFFICE  
401 N Harbor Drive, Fort Bragg CA 95437  
**Wednesday, September 18, 2024**  
**5:30 P.M. REGULAR MEETING**

**MINUTES**

**1.0 CALL TO ORDER**

Call to order and roll call

*5:30PM In attendance: Board -Barbara Burkey, Dave Shpak, Criag Comen, John Huff, Staff: Jamie Campione, Kylie Felicich, Jen Saunders, Legal on Zoom – Osa Wolff. Public members also attended.*

**2.0 APPROVAL AND ADOPTION OF AGENDA**

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

*Board motions to approve agenda.*

**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 the total time for public input on a particular issue is limited to 20 minutes (Government Code 54954.3). The Board is prohibited from discussing or acting 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 District Manager Report Kylie Felicich

4.2 District Recreation Supervisor Report Jennifer Saunders

4.3 District Business Manager Jamie Campione

*Staff reports on additional information regarding partnerships with Regional Center & Match Disability Services – MCRPD is working on proving aids for participants, and more accessible programing.*

**5.0 OTHER REPORTS:**

5.1 Friends of MCRPD – *Working on scholarships for Basketball and Gymnastics.*

5.2 South Coast – *Working on growth, plans continue for upcoming horseshoe tourney*

5.3 Mendocino Coast Botanical Gardens – *working on upcoming board retreat, and investments*

5.4 Personnel Committee – *No meeting*

5.5 District Services Committee – *No meeting*

5.6 Finance Committee – *No meeting*

5.7 Board of Directors - *Woking on clear expectation for board decision making process*

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 (limit of 3 minutes per person per item). 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. Please refer to the District's Bylaws and Rosenberg's Rules of Order for more information.

## 6.0 DISCUSSION / ACTION

### 6.1 Update and discussion on Second Grade Swim Program

*After discussion it has been confirmed that confirmed that CV Starr is now responsible for the Aquathon.*

### 6.2 Review MCRPD's current Bylaws and consider directing the District Services Committee to work with staff to develop any recommended Bylaws revisions for future consideration by the full Board.

*After discussion Board would like to staff to make suggestions on bylaws and in 2025, the district services committee with work on updates.*

### 6.3 Receive and discuss brief oral report by District General Counsel regarding Brown Act rules applicable to potential Board Member participation in meetings via Zoom and provide any related direction

*Legal Counsel gives presentation on Brown Act, transparency, and teleconferencing options.*

### 6.4 Bower Park operating and maintenance; Discuss and summarize the history for Mendocino County's Bower Park and potential role for the District in the future. This item was proposed by Board Member Shpak for full board discussion. Pending that discussion, staff have not dedicated significant time/energy to researching the relevant background or options

*MCRPD will continue discussions with the county and BOS gather information and build relationships as the project progresses.*

### 6.5 Consider a District wide delivery of services: Discussion of our District and what is required to service the entire geography. This item was proposed by Board Member Shpak for full board discussion. Pending that discussion, staff have not dedicated significant time/energy to researching the relevant background or options.

*After discussion, MCRPD will reach out to LAFCO and ask for the possibility objective review of services.*

### 6.6 Consider forming an ad hoc committee from the Board to work with staff on on-going discussions with the City of Fort Bragg, including possibly attending meetings with City representatives.

*After discussion board determines there should ne an ADHOC committee – about ongoing communication and relationship building with the City of Fort Bragg. Dave Shpak motions, Craig Comen 2nds, unanimous decision by BB, DS, CC, JH to form ADHOC*

### 6.7 2022/2023 Audit from JJACPA, Inc. – review and consider final draft

*The board states the have no problem with the findings in the audit. Craig Comen motions to accept audit, Dave Shpak seconds, unanimous vote by all to accept 2022/2023 Audit.*

### 6.8 Proposal for Grant Writer Engagement – Interwest Group

*Staff reports the District received 7 responses to the RFP. Interwest has great services to offer. District will move forward on working with Interwest.*

– No Vote needed.

**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 Regular Board Meeting Minutes  
06/19/24 - APPROVED

7.2 Approval of minutes for Finance Committee Meeting Minutes  
06/19/24 - APPROVED

**8.0 CLOSED SESSION**

- 8.1 Open session identification of closed session items
- 8.2 Receive any public comment on closed session items

PUBLIC EMPLOYEE EVALUATION – DISTRICT MANAGER: Pursuant to Government code 54957, performance evaluation of Kylie Felicich, District Manager

- 8.3 Open session report re: closed session (if required by Brown Act)

**8.0 ADJOURNMENT**

Next MCRPD Regular Board of Directors Meeting will be held on October 16, 2024, MCRPD District Office – 401 N Harbor Dr, Fort Bragg CA 95437

*Meeting Adjourned at 7:40PM*

**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 Kylie Felicich, District Manager, MCRPD, 401 North Harbor Drive, Fort Bragg, CA 95437 707-409-2760

*PLEASE NOTE:* District agendas are posted at least 72 hours in advance of Regular Board of Director’s meetings at the District Office, 401 North Harbor Drive Fort Bragg, CA 95437 and at [mendocoastrec.org](http://mendocoastrec.org). District agendas are emailed to individuals upon request at least 72 hours in advance of regular meetings. Written public comments can be submitted to the District prior to the meeting by emailing [board-admin@mcrpd.us](mailto:board-admin@mcrpd.us).

Written comments received by email prior to 3 pm on the day of the meeting and any other supplemental materials will be forwarded to the Board prior to the meeting, made a part of the public record, and be available for public review at this [LINK](#)