



**Advisory Board of Directors  
Regular Meeting Minutes  
Tuesday, April 13, 2021 at 5:30 pm  
Via Zoom Meeting ID 874 8614 4487**

- Call to Order:** 5:30 pm by Chairperson Rothberg.
- Pledge of Allegiance:** Announced by Chairperson Rothberg.
- Roll Call:**
- MORPD Directors Present:** Rothberg, Nguyen, Evans, Todd and Alcalay.
- MORPD Staff Present:** Barton, Hichborn, Woodland, Ballis, Friedrich and Dahlberg.
- Public Present:** Cher Hill and Ed Espinoza from Francisco & Associates.
- Chairperson's Comments:** None.
- Board Comments/Discussion:** None.

**Announcement by Chairperson:** Members of the public may address the Board on District topics not listed on this agenda. It is a violation of state law for the Board to discuss or act on non-agenda items. Board members may only briefly ask clarifying questions or refer matters to staff. Speakers are limited to three (3) minutes.

**Public Comment:** Cher Hill states that Rodney Dahlberg and J.R. Hichborn did a great job with the Eastern Oak pickleball court rules. She thanks them for their transparency and great information.

**Information:**

1. Mission Oaks Recreation and Park District (MORPD) Park Patrol Reports for March 2021 from Fulton El Camino Police and Sacramento County Sheriff Off Duty Patrol by Parks Superintendent J.R. Hichborn.
2. Monthly Budget Report, February 1-28, 2021, Period 8, FY 2020-21 by Finance Manager Darren Woodland. Director Rothberg thanks Woodland for adding the percentage used column back in.
3. Administrative Division Report by District Administrator Daniel Barton. Future meetings will be hybrid with some people in person and some people on Zoom. Barton thanks Riva Ballis for filling in as Clerk of Board for this meeting. Dish Network is looking to rent the remaining cell tower at Valley Oak Park.
4. Recreation Division Report by Recreation Supervisor Nicole Friedrich. Chairperson Rothberg compliments the Fortnite eSports competition and congratulates his son on winning.
5. Parks Division Report by Parks Superintendent J.R. Hichborn. The Splash Park updates will allow for automation and less staff time. Barton hopes to open the Splash Park after June 15. Vice Chairperson Nguyen expressed concern over water usage for the upcoming drought and Chairperson Rothberg asked that the board is kept updated on challenges faced due to the drought.
6. Photos of Interest by Parks Superintendent J.R. Hichborn

**Consent:**

7. Approval of February 9, 2021 Regular Board Meeting Minutes.
8. Approval of March 9, 2021 Regular Board Meeting Minutes. Director Alcalay requests that the meeting minutes be at the front of the packet and top of the agenda moving forward.

**Action:** After discussion, on a Motion by Director Evans, seconded by Director Todd, the Advisory Board of Directors voted to approve the February 9, 2021 and March 9, 2021 Regular Meeting Minutes. A roll call vote was taken. Directors Rothberg, Nguyen, Evans, Todd and Alcalay approve the motion.

Chairperson Rothberg states that there was a request by Barton to move item #11 to before item #9.

**Action:**

11. Approval of Resolution 2021-02 Directing Preparation of the Engineer's Report for Mission Oaks Parks and Recreation Maintenance and Improvement District. Ed Espinoza from Francisco & Associates is present to discuss the preparation of the Engineer's Report.

**Action:** After discussion, on a Motion by Director Evans, seconded by Director Alcalay, the Advisory Board of Directors voted to approve Resolution 2021-02 Directing Preparation of the Engineer's Report for Mission Oaks Parks and Recreation Maintenance and Improvement District. A roll call vote was taken. Directors Rothberg, Nguyen, Evans, Todd and Alcalay approve the motion.

Director Alcalay requests that all future votes be taken by roll call only.

**Discussion:**

9. Playground standards by Parks Superintendent J.R. Hichborn. Director Alcalay requests the dates that each playground was installed at each park. Chairperson Rothberg agrees with the request for dates along with a checklist of considerations for a new playground. Director Todd asks for sustainability of materials to be added to the checklist. Director Alcalay requests a process for how the District develops new parks and playgrounds.

**Action:**

10. Award Custodial Services Contract. Staff recommends awarding the three-year custodial services contract to City Wide Maintenance for the annual amount of \$70,800, with a fourth- and fifth-year option in the amount of \$81,120.

**Action:** After discussion, on a Motion by Director Todd, seconded by Director Evans, the Advisory Board of Directors voted to award the Custodial Services Contract as recommended. A roll call vote was taken. Directors Rothberg, Nguyen, Evans, Todd and Alcalay approve the motion.

**Staff/Board Comments:** Barton wants to schedule the upcoming Recreation, Facilities and Personnel Committee Meetings in that order. Director Todd advises that access on American River Drive will be challenging for staff due to current repaving. Chairperson Rothberg thanks Ballis for being both Host and Clerk of Board for this meeting.

**Next Regular Meeting:** Tuesday, May 11, 2021 at 5:30 pm. As of the date of this notice, social distancing measures are in effect due to the COVID-19 pandemic. Parties interested in participating in the public hearing Mission Oaks Recreation and Park District  
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should visit the District's website at <https://www.morpd.com/advisory-board-meetings> for current information on how to provide public comment.

**Adjournment:**

7:07 pm

*Debra Tierney*  
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Debra Tierney, Clerk of Board

May 11, 2021

Date