



**Advisory Board of Directors  
Regular Monthly Meeting Minutes  
Tuesday, May 14, 2019 at 6pm  
Mission Oaks Community Center  
4701 Gibbons Drive, Carmichael, 95608**

**Call to Order:** 6pm by Chairperson Morin.

**Pledge of Allegiance:** Led by Director Rothberg.

**Roll Call:**

**MORPD Directors Present:** Morin, Donnelly, Ontiveros, Nguyen and Rothberg.

**MORPD Staff Present:** Barton, Ross and Tierney.

**Public Present:** Jeanette Hynson, SCI Consulting.

**Chairperson's Comments:** None.

**Board Comments/Discussion:** Director Ontiveros compliments staff for running a successful preschool program. He arrived at the community center during preschool registration and later found out how many participants are currently registered and that there is already a waiting list with 14 children wanting to participate in our program.

Director Nguyen heard from Supervisor Peters Office that a needle was found at Eastern Oak Park and request that the FEC Park Patrol attend the June meeting to educate everyone on the activities in the park.

Director Rothberg was nominated and appointed to serve on the Sacramento Parks Foundation (SPF) as the MORPD Advisory Board Member participant. At the last May 2019 SPF meeting, members signed a lease with SMUD to build a park on their land on Bell Street. They are also working with a company who will prepare drawings for the park at no cost. If grant monies are received the company will be commissioned.

**Public Comment:** None

**Information:**

1. Correspondence by staff.
2. Monthly Billing and Budget Report, FY 2018-19 Period 9, March 1-31, 2019 presented by staff. Chairperson Morin requests that discussion of the budget policy and formatting of the billing reports be placed on the June Advisory Board of Directors meeting agenda for discussion.

3. Administrative Division Report by Daniel Barton. The Parks Superintendent position is still open. Interviews are scheduled on May 21, 2019.
4. Recreation Division Report by Barry Ross. Recreation Coordinator, Riva Ballis is introduced; she replaced Laura Bell, who accepted a position with the City of Roseville. Riva worked with MORPD prior to this as an Office Assistant for a short time. Riva's primary responsibilities are marketing, working with instructors of programs and classes, and large events.

Director Rothberg complemented staff on the Track program. His son participates; it is very well organized by staff.

5. Parks Division Report by Daniel Barton. The construction at Gibbons Park is scheduled to conclude in mid-June. Rain is due next week, it could affect the timeline once again. A ribbon cutting event will be scheduled in July. Early next week, the Eastern Oak Park project will be closed; some funds will be returned to MORPD by the County. A new pumphouse will be installed at the Splash Park at the end of the summer.
6. Photos presented by staff.

**Presentation:**

7. Mission Oaks Parks and Recreation Maintenance and Improvement District presentation by Jeanette Hynson, SCI Consulting.

**Discussion:**

8. Discuss proposed timeline for the Parks and Rec. Maintenance and Improvement District 2019-20 Levy.

**Consent:**

9. Approval of April 9, 2019 Regular Board Meeting Minutes.

**Action:** After discussion, on a Motion by Director Nguyen seconded by Director Rothberg, the Advisory Board of Directors voted to approve the Consent agenda. Director Donnelly, Nguyen and Rothberg approve the motion. Director Morin and Ontiveros abstain due to their absence on April 9.

**Action:**

10. Adoption of Compensatory Time Off (CTO) Policy for Non-Exempt Employees.

**Action:** After discussion, on a Motion by Director Nguyen, seconded by Director Rothberg, the Advisory Board of Directors voted to adopt the Compensatory Time Off Policy for Non-Exempt Employees. Directors Morin, Donnelly, Ontiveros, Nguyen and Rothberg approve the motion.

District Administrator Barton informed the Advisory Board that the CTO policy matches the County policy; he received an email from county counsel approving the policy.

In the future staff will attach email confirmation to the staff report when requesting policies be approved.

11. Adoption of Catastrophic Leave Donation Policy.

**Action:** After discussion, on a Motion by Director Donnelly, seconded by Director Rothberg, the Advisory Board of Directors voted to send the policy back to the Personnel Committee for revision. Directors Morin, Donnelly, Ontiveros, Nguyen and Rothberg approve the motion.

**Staff Comments/Reports:**

**Next Regular Meeting:** Tuesday, June 11, 2019 at 6pm at Mission Oaks Community Center.

**Adjournment:** 7:45pm

  
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Debra Tierney, Clerk of the Board

June 11, 2019  
Date