



**Advisory Board of Directors
Regular Meeting Minutes
Tuesday, September 12, 2023, at 6:00 p.m.
Via Zoom Meeting ID: 885 1451 5411
4701 Gibbons Drive, Carmichael, CA 95608**

- Call to Order:** 6:02 p.m. by Chair Pati Brown Todd.
- Pledge of Allegiance:** Announced by Chair Pati Brown Todd.
- Roll Call:**
- MORPD Directors Present:** Brown Todd, Alcalay, Bannister, Rothberg, and Evans.
- MORPD Directors Absent:** None.
- MORPD Staff Present:** Barton, Woodland, Hichborn, Curtola, Friedrich, and Hawthorne.
- Public Present:** Matt Cole, Julia Patterson, Athena Amador, and Sophia Chu.
- Chairperson’s Comments:** *Brown Todd thanks all staff, especially parks maintenance staff for working hard during the hot weather of the summer.*
- Board Comments/Discussion:** *Director Alcalay presents Chair Pati Brown Todd with her certificate in Special District Governance that she received after completing several classes at CSDA conferences over the years.*
- 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:** None.
- Consent:**
1. Approval of August 1, 2023, Regular Board Meeting Minutes.
 2. Mission Oaks Recreation and Park District Park Patrol Reports for June 2023 from Fulton El Camino Police, Sacramento County Sheriff Off Duty Patrol, and Tiger Security.
 3. Monthly Budget Reports, July 1-31, Period 1, FY 2023-24.
 4. Administrative Division Report.
 5. Recreation Division Report.
 6. Parks Division Report.
 7. Staff Work Plans.

ACTION: After discussion, on a motion by Director Evans, seconded by Director Bannister, the Advisory Board of Directors voted to approve all consent items. A roll call vote was taken.

AYES: Brown Todd, Alcalay, Bannister Rothberg, and Evans.

NOES: 0

ABSENT: 0

ABSTAIN: 0

Information/Reports/Presentation:

8. District Administrators Report.

- Recreation Report and Rio Robotics presentation.
- Parks Report.

Barton states that emPOWERment Park progress is still underway for receiving permits.

Director Alcalay suggests staff contract a project manager from Odell Engineering to oversee getting the necessary permits, instead of staff using their work time.

Directors Brown Todd and Evans share the knowledge they gained from attending the CSDA annual conference. Director Brown Todd shares her experience of receiving a Special District Governance certificate.

Curtola states that the fall/winter recreation guide, along with the Districts' new logo, was published on the Mission Oaks website in August. Curtola mentions other upcoming events including a teen yoga class held at the Golden One Center, Mission Oaks having a booth at the Carmichael Founders Day Event, a movie in the park completely sponsored by House Real Estate held at Ashton Park, the 40th Anniversary of the Gibbons Community Center on September 24, and clothing options, with the new District logo, becoming available for staff and Board members.

Director Alcalay applauds staff for a well-put-together fall/winter recreation guide and suggests staff add a disclaimer that all advertisements seen in the guide are paid advertisements. Staff agrees to the suggestion.

Curtola introduces the Rio Robotics summer camp instructor Matt Cole and its leaders Athena Amador, Sophia Chu, and Julia Patterson. Cole states that he is currently the engineering teacher at Rio Americano High School and the three summer camp instructors are seniors who have been in the program since they were freshmen. Amador, Chu, and Patterson take turns sharing different activities that were taught this summer such as, soldering, creating tissue boxes out of wood, and building and designing bottle rockets.

Director Evans questions if staff send out press releases or advertise for this class. Curtola states the only advertising that is done for most programs is the class being shown on the MORPD website and in the seasonal recreation guides. Curtola notes that this particular class is not heavily advertised since it accepts a small number of students and is highly popular. Director Rothberg mentions that staff might want to consider enlarging the class or extending the program for more weeks.

Friedrich reminds staff that the ethics, sexual harassment, and harassment training is mandatory for all staff and Board members and must be completed by October 12.

Hichborn states that there was a small electrical fire at the District Office due to power outages and surges that had been occurring throughout the day. Hichborn shares that the fire was stopped by staff and the fire department

was called as per procedure. Hichborn notes that the DO was shut down for a day while a fire inspector and electrician could give staff approval that the building was safe to enter.

Director Rothberg questions if staff have a procedure for dealing with a fire. Hichborn states that yes, staff has a procedure of clearing all rooms of occupants and leaving through the nearest exit to meet at a specified location a safe distance away from the building. Hichborn notes that safety meetings for the District occur four times a year and the meeting on fire safety just occurred in April.

Hichborn notes upcoming events including the new signage being installed at Ashton Park to kickoff updating all signs throughout the District, the Cowan playground being replaced, installing sound screens at the Eastern Oak Park pickleball courts, and the ADA evaluations that are currently being done throughout the District.

Director Alcalay requests staff add a discussion of the District Office building and a write-up of the ADA evaluations as topics on the next Facilities Committee agenda.

9. Correspondence.

Discussion: None.

Action: None.

Staff Comments/Reports: None.

Next Regular Meeting: Tuesday, October 10, 2023, at 6:00 p.m. 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 should visit the District's website at <https://www.morpd.com/advisory-board-meetings> for current information on how to provide public comment.

Adjourn: 7:20 p.m.

Shayne Hawthorne

Shayne Hawthorne, Clerk of Board

September 12, 2023
Date