

ADVISORY BOARD OF DIRECTORS
AGENDA
Regular Monthly Meeting
Tuesday, September 14, 2021 at 5:30 pm



Due to the State of California’s shelter in place orders our Advisory Board of Directors Meeting will be held remotely via Zoom Meetings (The Zoom platform is ADA compliant).

Due to the current closure of the district office, meeting materials may be obtained online at MORPD.com.

The public may attend and make a public comment by visiting:
<https://us02web.zoom.us/j/86183101703?pwd=WXBoejhLdWpyamJySmdWUndMK21Edz09>

Meeting ID: 861 8310 1703, Passcode: 561642

You may also call in to 1-669-900-9128 (*long distance rates may apply*)

At the beginning of the remote meeting the Board Clerk will ask if anyone wishes to comment on either a specific agenda item or an item not on the agenda but within the jurisdiction of the board. If you need assistance or have questions, please call Debra Tierney at 916-359-1601 prior to 4 pm.

Call to Order: 5:30 pm

Pledge of Allegiance:

Roll Call:

Chairperson’s Comments:

Board Comments/Discussion:

Public Comment: 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.

****Denotes agenda items with attached information***

Consent:

1. Approval of August 4, 2021 Regular Board Meeting Minutes *

Information:

2. Mission Oaks Recreation and Park District Park Patrol Reports for July and August 2021 from Fulton El Camino Police and Sacramento County Sheriff Off Duty Patrol and Tiger Security for August 2021 *
3. Monthly Budget Reports, July 1-31, Period 1, FY 2021-22 *
4. Administrative Division Report *
5. Recreation Division Report *

6. Parks Division Report *
7. Photos of Interest *

Action:

8. Approve Resolution 2021-07 Approving Application(s) for Per Capita Award *
9. Approve Five Priorities Identified for the County's FY 2022-23 budget *

Staff Comments/Reports:

Next Regular Meeting: Tuesday, October 12, 2021. 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.

Mission Oaks Recreation and Park District does not discriminate against persons with disabilities and offers an accessible facility. If you wish to attend this meeting and will require assistance to participate, please contact Debra Tierney at 916-359-1601 no later than 24 hours prior to the meeting.

This agenda was posted and available for public review at the District Office, 3344 Mission Avenue, Carmichael, CA 95608; at Mission Oaks Community Center, 4701 Gibbons Dr., Carmichael, CA 95608; and at Swanston Community Center, 2350 Northrop Way, Sacramento, CA 95825 at least 72 hours in advance of the Regular Meeting, in accordance with the Ralph M. Brown Act. The agenda is also available online at MORPD.com. *Signed September 10, 2021, Debra Tierney, Clerk of the Board.*

Advisory Board Members

Chairperson Jeff Rothberg
Member Michael Alcalay

Clerk Robert Evans
Member Pati Todd



**Advisory Board of Directors
Regular Meeting Minutes
Wednesday, August 4, 2021 at 5:30 pm
Via Zoom Meeting ID 865 0333 6723**

- Call to Order:** 5:30 pm by Chairperson Rothberg.
- Pledge of Allegiance:** Announced by Chairperson Rothberg.
- Roll Call:**
- MORPD Directors Present:** Rothberg, Evans, Todd and Alcalay.
- MORPD Staff Present:** Barton, Hichborn, Woodland, Tierney, Ballis, Friedrich, Curtola, Carpenter, Baker and Dahlberg.
- Public Present:** None.
- Chairperson's Comments:** With Labor Day approaching, in the midst of COVID-19 he is excited that our parks are open, people are using them, programs and activities are well underway, thanks to staff.
- Board Comments/Discussion:** Director Todd toured the camp programs this summer and thanks staff for doing an amazing job.
- 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 June 8, 2021 Regular Board Meeting Minutes.

Action: After discussion, on a Motion by Director Evans, seconded by Director Rothberg, the Advisory Board of Directors voted to approve the Consent item. A roll call vote was taken. Directors Rothberg, Evans, Todd and Alcalay approve the motion.

Information:

2. Mission Oaks Recreation and Park District (MORPD) Park Patrol Reports for June 2021 from Fulton El Camino Police and Sacramento County Sherriff Off Duty Patrol for June 2021. Director Rothberg inquires if the reports can be consolidated, one report is 16 pages. He is also concerned about the two incidents that involved a gun.

Director Todd suggests the report be changed to a matrix, listing parks at the top and infractions down the side.

Director Evans suggests removing the parks that didn't have any activity.

Director Alcalay inquires if all the arrests happened in our parks. Staff confirmed that all activity reported occurred in our parks.

3. Monthly Budget Reports, May 1-31, Period 11, June 1-30, Period 12 and July 1-16, 2021 Period 13, FY 2020-21.
4. Administrative Division Report by Daniel Barton. Director Todd thanks Barton and Tierney for reporting training. Christina Rhea will be introduced in September.
5. Recreation Division Report by Danny Curtola, Rodney Dahlberg, and Nicole Friedrich. Director Rothberg loves the matrix showing all our programs being offered. He loves seeing that we are serving seniors, families, and teens. Director Rothberg would like to know what kind of outreach staff is doing with the schools and when a Fall programming guide will be available. Friedrich reports SJUSD will not accept flyers for programs yet but should be accepting flyers around the third week of school. Requests for use of gym space has been submitted to SJUSD, the permits are pending. Currently sports program flyers are being handed out to After School Adventures students to spread the word. The new recreation program guide will be mailed to residents in October.
6. Parks Division Report by J.R. Hichborn. Director Alcalay inquires about the signage update the Facilities Committee discussed. Hichborn is working on a plan making the signs more consistent and will bring information to a future meeting. Hichborn also reports the Capital Improvement Plan came back from the County of Sacramento as approved except for the HVAC system at Mission Oaks Community Center. It will have to go out to bid, once an engineer's specification drawing is prepared, he will submit them to the County for approval.
7. Photos of Interest by staff.
8. Personnel Committee report by Director Evans. The committee reviewed the new organizational chart and salaries to bring to the Advisory Board. Director Todd wants to be sure the County approves the changes and that they are in line with our current policy.
9. Finance Committee report by Director Todd. The budget is balanced with a healthy reserve.
10. Facilities Committee report by Director Evans. Signage was discussed along with Eastern Oak Park neighbor complaints regarding balls coming over the fence.

Discussion:

11. Re: Sale of Surplus Property. Staff reports a Resolution signed in 2017 directs all items to be sent to the County and auctioned off by them. MORPD will be reimbursed for items identified as a fixed asset. MORPD won't receive proceeds for any items that are not fixed assets. This would include less expensive items like typewriters. Director Alcalay suggests the District update the policy regarding surplus property, writing it to mimic the Resolution and bring it back to the board for approval.
12. Re: Private Security Services. J.R. Hichborn reports that the District will be contracting with a private security company for three-month trial period. The contract will include services for five days a week, six hours a shift for an unarmed officer. This will enable staff to determine the most cost-effective way to provide additional security for our parks. A hybrid program may be that we have a security force and a police force. Director Alcalay reports the Facilities Committee has discussed this topic over the past two meetings to determine how to get additional security for a more cost-effective price. After three months staff will bring an evaluation to the Facilities Committee to discuss how the trial went and what the advantages and disadvantages are. Orientation with the patrol officer will be important. Park patrons should feel safe, and

the officer should engage with the patrons and make sure positive interactions are taking place. The security officers are not able to ticket or arrest patrons but will call the police if services are needed.

Action:

13. Approve changes to wage scales and reorganization of Recreation Division.

Action: After discussion, on a Motion by Director Todd, seconded by Director Evans, the Advisory Board of Directors voted to approve changes to wage scales and reorganization of Recreation Division as presented. A roll call vote was taken. Directors Rothberg, Evans, Todd and Alcalay approve the motion.

Director Alcalay suggests changes be made to the initial report to make it crisper, clearer. The recommendation is to approve the salary adjustments and the reorganization of the Recreation division.

14. Appointment of 2021 Advisory Board Officers and Committee position assignments.

Action: After discussion, on a Motion by Director Rothberg, seconded by Director Alcalay, the Advisory Board of Directors nominated Director Evans to move to the Vice Chair position, and for Director Todd to move to the Clerk position and to appoint Director Alcalay to the Finance Committee. Director Evans and Todd were elected as Vice Chair and Clerk. Director Alcalay was appointed to the Finance Committee. The vacancy on the Recreation Committee will be filled once a fifth board member is appointed. A roll call vote was taken. Directors Rothberg, Evans, Todd and Alcalay approve the motion.

15. Approve Mission Oaks Recreation and Park District General Fund 336A budget for FY 2021-22.

Action: After discussion, on a Motion by Director Evans, seconded by Director Rothberg, the Advisory Board of Directors voted to approve the Mission Oaks Recreation and Park District General Fund 336A budget for FY 2021-22. A roll call vote was taken. Directors Rothberg, Evans, Todd and Alcalay approve the motion.

Daniel Barton will schedule a workshop for the Advisory Board to discuss the Reserve Policy and identify what the reserve fund can be used for.

16. Approve Mission Oaks Maintenance and Improvement District 336B budget for FY 2021-22.

Action: After discussion, on a Motion by Director Alcalay, seconded by Director Evans, the Advisory Board of Directors voted to approve the Mission Oaks Maintenance and Improvement District 336B budget for FY 2021-22. A roll call vote was taken. Directors Rothberg, Evans, Todd and Alcalay approve the motion.

17. Approve the Park Impact Fee Nexus Study Update and Resolution 2021-06.

Action: After discussion, on a Motion by Director Todd, seconded by Director Rothberg, the Advisory Board of Directors voted to approve the Park Impact Fee Nexus Study Update and Resolution 2021-06. A roll call vote was taken. Directors Rothberg, Evans, Todd and Alcalay approve the motion.

There is \$418,563 available in the Impact Fees account. The funds are to be used to add new features, not the replacement of features.

Staff will bring the Master Plan and a list of projects to the Facilities Committee and will identify which projects can be paid for with these funds.

Staff Comments/Reports:

Next Regular Meeting: Tuesday, September 14, 2021. 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.

DRAFT

STAFF REPORT



DATE: September 7, 2021
TO: MORPD Advisory Board of Directors
FROM: J.R. Hichborn, Parks Superintendent
SUBJECT: FEC Park Patrol Reports for July 2021

Fulton El Camino Park Police Patrol Logs



Ashton Park

Parking Citations Issued

1) Date/Time: 2021-07-25 00:00

V1: 4000(a) CVC No current registration

Notes:

2) Date/Time: 2021-07-25 10:53

V1: 4000(a) CVC No current registration

Notes:

3) Date/Time: 2021-07-25 10:57

V1: 5200(a) CVC Display of two license plates required

Notes:

4) Date/Time: 2021-07-25 16:50

V1: 4000(a) CVC No current registration

Notes:

Dispatched Calls For Service

1) Date/Time: 2021-07-01 12:24

Description: 902 call for child that fell from playground. Child was transported to hospital with fire.

Disposition: Unfounded

Warnings Issued

1) Date/Time: 2021-07-21 09:10

Violation: 9.36.061(a)(4)

Notes:

2) Date/Time: 2021-07-02 09:15

Violation: 9.36.061(a)(4)

Cowan Park

No issues in July

Eastern Oak Park

Parking Citations Issued

1) Date/Time: 2021-07-18 16:14

V1: 22500.1 CVC Stopping/Parking in posted fire lane

Notes:

2) Date/Time: 2021-07-25 10:10

V1: 5200(a) CVC Display of two license plates required

Notes:

3) Date/Time: 2021-07-25 10:13

V1: 4000(a) CVC No current registration

Notes:

Gibbons Park

Notice To Appear Issued

1) Date/Time: 2021-07-01 11:55

Violation 1: 4000(a) CVC No current registration, Severity: Inf

Violation 2: 24603(c) CVC Tail Lights must emit Red, Severity: Inf

Notes:

2) Date/Time: 2021-07-23 18:00

Violation 1: 4000(a) CVC No current registration, Severity: Inf

Violation 2: 16028(a) CVC No Insurance, Severity: Inf

Notes:

Parking Citations Issued

1) Date/Time: 2021-07-11 14:22

V1: 5200(a) CVC Display of two license plates required

Notes:

2) Date/Time: 2021-07-31 16:21

V1: 5200(a) CVC Display of two license plates required

Notes:

Warnings Issued

1) Date/Time: 2021-07-01 12:00

Violation: 9.36.061(a)(4)

Hazelwood Greens

Parking Citations Issued

1) Date/Time: 2021-07-11 13:56

V1: 5200(a) CVC Display of two license plates required

Notes:

Warnings Issued

1) Date/Time: 2021-07-25 10:25

Violation: SCO 9.36.061(a)(4)

Notes:

Maddox Park

Notice To Appear Issued

1) Date/Time: 2021-07-03 20:17

Violation 1: 9.36.061(a)(4) SCO Animal leash, Severity: Inf

Notes:

Parking Citations Issued

1) Date/Time: 2021-07-21 10:37

V1: 22500(f) CVC Vehicle parked on sidewalk

V2: 4000(a) CVC No current registration

V3: 5200(a) CVC Display of two license plates required

Notes:

Warnings Issued

1) Date/Time: 2021-07-02 09:30

Violation: 9.36.061(a)(4)

Notes:

2) Date/Time: 2021-07-21 09:10

Violation: 9.36.061(a)(4)

Notes:

Mission North Park

Notice To Appear Issued

1) Date/Time: 2021-07-05 17:41

Violation 1: 14601.1(a) CVC Suspended License, Severity: Mis

Violation 2: 4000(a)(1) CVC Expired Registration , Severity: Inf

Notes:

Parking Citations Issued

1) Date/Time: 2021-07-11 12:18

V1: 4000(a) CVC No current registration

Notes:

2) Date/Time: 2021-07-11 14:08

V1: 4000(a) CVC No current registration

Notes:

3) Date/Time: 2021-07-12 18:55

V1: 4000(a) CVC No current registration

Notes:

4) Date/Time: 2021-07-18 16:13

V1: 4000(a) CVC No current registration

Notes:

5) Date/Time: 2021-07-25 09:58

V1: 4000(a) CVC No current registration

Notes:

Onsite Arrests Made

1) Date/Time: 2021-07-01 09:21

V1: 602(k) PC Trespassing Severity: Mis

Notes:

Oak Meadow Park

No issues in July

Orville Wright Park

Parking Citations Issued

1) Date/Time: 2021-07-09 16:19

V1: 4000(a) CVC No current registration

Notes:

Shelfield Park

No issues in July

Sierra Oaks

No issues in July

Swanston Park

Notice To Appear Issued

1) Date/Time: 2021-07-26 18:36

Violation 1: 12500(a) CVC Unlicensed Driver, Severity: Mis

Violation 2: 16028(a) CVC No Insurance, Severity: Inf

Violation 3: 4000(a)(1) CVC Expired Registration , Severity: Inf

Notes:

Parking Citations Issued

1) Date/Time: 2021-07-05 16:21

V1: 4000(a) CVC No current registration

Notes:

2) Date/Time: 2021-07-07 18:20

V1: 4000(a) CVC No current registration

V2: 5200(a) CVC Display of two license plates required

Notes:

3) Date/Time: 2021-07-11 13:30

V1: 4000(a) CVC No current registration

Notes:

4) Date/Time: 2021-07-11 15:55

V1: 5200(a) CVC Display of two license plates required

Notes:

5) Date/Time: 2021-07-11 15:50

V1: 10.16.050(b) SCO Parking in more than one space

Notes:

6) Date/Time: 2021-07-11 17:22

V1: 4000(a) CVC No current registration

Notes:

7) Date/Time: 2021-07-21 18:33

V1: 4000(a) CVC No current registration

Notes:

8) Date/Time: 2021-07-25 11:19

V1: 4000(a) CVC No current registration

Notes:

9) Date/Time: 2021-07-17 20:00

V1: 4000(a) CVC No current registration

Notes:

10) Date/Time: 2021-07-17 19:55

V1: 5200(a) CVC Display of two license plates required

Notes:

11) Date/Time: 2021-07-26 18:28

V1: 22500.1 CVC Stopping/Parking in posted fire lane

Notes:

12) Date/Time: 2021-07-31 18:25

V1: 4000(a) CVC No current registration

Notes:

Dispatched Calls For Service

1) Date/Time: 2021-07-10 18:02

Description: 273JO. Two BFA beat up 10 yr old. GOA

Disposition: GOA

Notes:

Warnings Issued

1) Date/Time: 2021-07-12 19:40

Violation: 4000(a)

Notes:

2) Date/Time: 2021-07-21 18:45

Violation: 9.36.061(a)(4)

Notes:

3) Date/Time: 2021-07-21 18:40

Violation: 9.36.061(a)(4)

Notes:

Valley Oak Park

No issues in July

Windemere Park

No issues in July

STAFF REPORT



DATE: September 7, 2021
TO: MORPD Advisory Board of Directors
FROM: J.R. Hichborn, Parks Superintendent
SUBJECT: FEC Park Patrol Reports for August 2021

Fulton El Camino Park Police Patrol Logs



Ashton, Cowan, Oak Meadow, Valley Oak and Windemere Park

No issues in August.

Eastern Oak Park

FEC officers issued (3) parking citations issued in the month of August, (2) for vehicles in the Park afterhours and (1) for no current registration.

FEC officers issued (2) warnings in the month of August, (1) for smoking, and (1) for not having two license plates displayed.

Gibbons Park

FEC officers issued (2) notice to appears at Gibbons Park in the month of August, (1) for no insurance and (1) for possession of a controlled substance. The vehicle was originally stopped for not displaying two license plates, upon interrogation, officers discovered paraphernalia and drugs in the suspect's vehicle.

FEC officers issued (2) parking citations in the month of August; both were for no current registration.

FEC officers were dispatched to the park (1) time in the month of August for a 24-year-old with the functions of a 12-year-old that left a group home and was located at the park. The Subject was returned to the group home without issue.

There was (1) DUI arrest made at Gibbons Park in the month of August. The subject was driving erratically in front of the park where patrons were going to and from vehicles.

FEC officers issued (2) warnings in the month of August, (1) for being in the park after hours and the other for no current registration on a vehicle.

Hazelwood Greens

FEC officers issued (1) warning at Hazelwood Greens in the month of August for an off-leash dog.

Maddox Park

FEC officers issued (1) warning at Maddox Park in the month of August for an off-leash dog.

Mission North Park

FEC officers issued (3) notice to appears at Mission North Park in the month of August, (1) for no registration, insurance and for not displaying two license plates, (1) for possession of a controlled substance from a suspect known to be on probation and known to have drugs on his person. A probation search revealed 4.5 grams of meth and drug paraphernalia and (1) for use and possession of a controlled substance in a public park, plus paraphernalia.

There were (4) Parking citations issued in the month of August, (1) for not displaying two license plates and (3) for no current registration.

There were (3) onsite arrests in the month of August, (1) for pimping out a sex worker. A commercial sex worker was being chased by commercial sex exploiter who was trying to get his firearm to harm the worker. The worker fled seeking refuge at Mission North Park, (1) for a trespassing violation where the subject was a sex offender and had not complied with his registration as a 290. Subject refused to register anymore and had not registered since 2019 and (1) for a subject in possession of a loaded firearm.

FEC was dispatched to mission North Park (2) times in the month of August, (1) for report of five gunshots coming from an area of the park. Officers located a transient leaving on the Foster Way side of the park who confirmed it was fireworks on the corner of North and Mission avenue, (1) for a male and female in a physical altercation where the male was grabbing the female by the neck. FEC officers contacted the subjects and determined they were in a verbal altercation, nothing physical.

There were (2) warrant arrests made at Mission North Park in the month of August.

Orville Wright Park

FEC officers issued (1) notice to appear at Orville Wright Park in the month of August for an off-leash dog.

Shelfield Park

FEC officers were dispatched to Shelfield Park (1) time in the month of August for a vehicle that had been driving around the area for 45 minutes, possibly casing the area. FEC Officers checked the area and surrounding streets with negative results. Officer stayed in area for any possible sightings.

Sierra Oaks

FEC officers were dispatched to Sierra Oaks (1) time in the month of August for a child that was gone when mother arrived at school. FEC officers checked the surrounding parks. The child was located and returned to their mother.

Swanston Park

FEC officers issued (3) notice to appears at Swanston Park in the month of August, (1) for a vehicle that was speeding in front of park with children crossing the street. The suspect was cited for speeding, not displaying two license plates, no driver's license, and illegally tinted windows, (1) for a suspended license, no current registration, and no insurance and (1) for and unlicensed driver with no insurance and expired registration.

There were (8) Parking citations issued in the month of August. All (8) were for no current registration

FEC officers issued (4) warnings in the month of August, (3) for parking in an unauthorized area and (1) for parking in a handicap parking stall.



STAFF REPORT

DATE: September 7, 2021
 TO: MORPD Advisory Board of Directors
 FROM: J.R. Hichborn, Parks Superintendent
 SUBJECT: Sacramento Sheriff Off Duty Patrol for July 2021

MISSION OAKS PARK PATROL

Sacramento Sheriff's Off-Duty Patrol Activity Log (employer #56)

Call Sign: **MO4**

Date:	07-16-2021	Deputy 1 / Badge:	Deputy Dutton #1310	Vehicle #:	122-336
Start Time:	1700	Deputy 2 / Badge:		Starting Mileage:	100770
End Time:	2300			Ending Mileage:	100803

Activity Notes/Summary

<u>Time</u>	<u>Activity Description/Disposition</u>
1700 Hours/07-16-2021/(Friday):	<p>I, Deputy Dutton #1310 (Unit MO4) was assigned to the Sacramento County Sheriff's Office's off-duty assignment Mission Oaks Parks and Recreation (MOPRD). As always, I checked the Mission Oaks Parks email and there were no new emails concerning park operations.</p> <p>It was a quiet evening at Mission Oaks Parks. I spent a good amount of time at Eastern Oak Park due to the continued complaints of park guest's music and vehicle donuts in parking lot. As always, there were a large amount of guests, but nothing criminal to note during my time there.</p> <p>**There was no calls for service at any Mission Oaks Parks District facility.**</p>

Dispatched/Self-Initiated calls for service

Event/Report #: **XXX**

SWANSTON PARK: I made contact with a white male adult near the end of the park who appeared to be preparing to spend the night. After contacting the subject, he chose not to violate SCC codes and packed up his property and left without incident.

Event/Report #: **XXX**

I made contact with a Hispanic male adult at the Lutheran Church who was on the playground at approximately 2200 hours. The subject was advised of trespassing and left on his own.

MISSION OAKS PARK PATROL

Sacramento Sheriff's Off-Duty Patrol Activity Log (employer #56)

Call Sign: **MO4**

Date:	07-17-2021	Deputy 1 / Badge:	Deputy Dutton #1310	Vehicle #:	122-336
Start Time:	0700	Deputy 2 / Badge:		Starting Mileage:	100803
End Time:	1300			Ending Mileage:	100841

Activity Notes/Summary

Time Activity Description/Disposition

0700 Hours/07-17-2021/(Saturday): I, Deputy Dutton #1310 (Unit MO4) was assigned to the Sacramento County Sheriff's Office's off-duty assignment Mission Oaks Parks and Recreation (MOPRD). As always, I checked the Mission Oaks Parks email and there were no new emails concerning park operations.

****There was no calls for service at any Mission Oaks Parks District facility.****

Dispatched/Self-Initiated calls for service

Event/Report #: **XXX**

Mission North Park: I monitored the stop sign a North Avenue and Mission North for stop sign violators as this is a main intersection of the park. I made my presence known and apparent.

MISSION OAKS PARK PATROL

Sacramento Sheriff's Off-Duty Patrol Activity Log (employer #56)

Call Sign: **MO4**

Date:	07-30-2021	Deputy 1 / Badge:	Deputy Dutton #1310	Vehicle #:	122-926
Start Time:	0600	Deputy 2 / Badge:		Starting Mileage:	20288
End Time:	1200			Ending Mileage:	20317

Activity Notes/Summary

<u>Time</u>	<u>Activity Description/Disposition</u>
0600 Hours/07-30-2021/(Friday):	<p>I, Deputy Dutton #1310 (Unit MO4) was assigned to the Sacramento County Sheriff's Office's off-duty assignment Mission Oaks Parks and Recreation (MOPRD). As always, I checked the Mission Oaks Parks email and there were no new emails concerning park operations.</p> <p>It was a quiet morning at Mission Oaks Parks as the temperature reached 105 degrees.</p> <p>**There was no calls for service at any Mission Oaks Parks District facility.**</p>

Dispatched/Self-Initiated calls for service

Event/Report #: **XXX**

SWANSTON PARK: I made contact with a homeless black male adult near the end of the park who appeared to have been living in the park for a few days. I told the subject he had to leave the park as he violated park rules (SCC). I spoke to staff regarding the subject in the community center who told me they had multiple negative interactions with the subject over the course of several days. The staff told me the subject entered the center and scared staff by banging on the walls. After learning the information, the subject had already left. I will issue a notice of trespass if/when the subject is contacted at the park again.

Event/Report #: **XXX**

SWANSTON PARK: I made contact with a white male adult in a white mobile van with South Dakota license plates who appeared suspicious. The subject stated he had not been living in the park but arrived at the park 30 minutes prior to my contact. Swanston staff stated the van had been seen parked on Northrop, but never inside the park. The subject was advised SCC.

MISSION OAKS PARK PATROL

Sacramento Sheriff's Off-Duty Patrol Activity Log (employer #56)

Call Sign: **MO4**

Date:	07-30-2021	Deputy 1 / Badge:	Deputy Dutton #1310	Vehicle #:	122-926
Start Time:	1600	Deputy 2 / Badge:		Starting Mileage:	20334
End Time:	2200			Ending Mileage:	20384

Activity Notes/Summary

<u>Time</u>	<u>Activity Description/Disposition</u>
1600 Hours/07-30-2021/(Friday):	I, Deputy Dutton #1310 (Unit MO4) was assigned to the Sacramento County Sheriff's Office's off-duty assignment Mission Oaks Parks and Recreation (MOPRD). As always, I checked the Mission Oaks Parks email and there were no new emails concerning park operations. It was a quiet evening at Mission Oaks Parks as the temperature reached 105 degrees. **There was no calls for service at any Mission Oaks Parks District facility.**

Dispatched/Self-Initiated calls for service

Event/Report #: 21-232004

Lutheran Church: Black male adult who had previously been trespassed at location over a year ago set up a large tent in the middle of the property. Subject appeared under the influence of methamphetamine and believed he owned the property. Subject CA Identification Card had the address of church on it. The subject's behavior was up and down due to the CNS stimulant and continued to be argumentative. The subject was currently on active probation. After a little over an hour, the subject left three (3) shopping cart baskets full off the property.

Event/Report #: XXX

2100 Hours: No less than 50 people were still inside the park. I had to advise them multiple times of park hours of operation.

MISSION OAKS PARK PATROL

Sacramento Sheriff's Off-Duty Patrol Activity Log (employer #56)

Call Sign: **MO4**

Date:	07-31-2021	Deputy 1 / Badge:	Deputy Dutton #1310	Vehicle #:	122-926
Start Time:	0600	Deputy 2 / Badge:		Starting Mileage:	20384
End Time:	1200			Ending Mileage:	20430

Activity Notes/Summary

<u>Time</u>	<u>Activity Description/Disposition</u>
0600 Hours/07-31-2021/(Saturday):	<p>I, Deputy Dutton #1310 (Unit MO4) was assigned to the Sacramento County Sheriff's Office's off-duty assignment Mission Oaks Parks and Recreation (MOPRD). As always, I checked the Mission Oaks Parks email and there were no new emails concerning park operations.</p> <p>**There was no calls for service at any Mission Oaks Parks District facility.**</p>

Dispatched/Self-Initiated calls for service

Event/Report #: **21-232425**

Mission North Park: A homeless black male adult identified Robert WRIGHT was contacted in the SE corner of the park. WRIGHT was known to me as he had been contacted last night at Lutheran Church for PC 602. WRIGHT had a tent and two (2) shopping carts set up in the park. As yesterday, it took approximately 92 minutes for WRIGHT to clean up his property and leave the park. WRIGHT is currently on probation. Due to COVID-19 restrictions, WRIGHT was not transported to NMJ. WRIGHT was advised of trespassing.

STAFF REPORT



DATE: September 7, 2021
TO: MORPD Advisory Board of Directors
FROM: J.R. Hichborn, Parks Superintendent
SUBJECT: Sacramento Sheriff Off Duty Patrol for August 2021 by Officer Dutton



1600 Hours/08-19-2021/(Thursday) Dutton:

Orville Wright Park: I monitored the stop sign located at Saint Mark Way and Lynwood Way based on recent community complaints. I did not observe any major violations. It is difficult to see the stop sign at night as it is not a well lit intersection and the limit line needs repainting.

Swanston Park: There were no less than 40 people inside the park when I arrived to assist janitorial with closing. There was one group was giving me a difficult time understanding the park hours of operation.

1630 Hours/08-20-2021/(Friday) Dutton:

Swanston Park: Still having issues with guests not leaving the park. I cleared out the park for the janitor which she was very appreciative.

0600 Hours/08-21-2021/(Saturday) Dutton:

No issues to report during this shift

1600 Hours/08-25-2021/(Wednesday) Dutton:

Sierra Oaks Park: I assisted a Sierra Oaks Neighborhood Officer who was investigating a theft on a property near Sierra Oaks Park. The officer initiated a vehicle stop and the driver bailed on foot from the vehicle and his female passenger stayed. Upon further investigation, the driver was a parolee at large (felon) and if contacted was going to be placed on parole hold. We searched the area and was unable to locate the subject inside of the park.

Swanston Park: I assisted the janitor with closing. Just as many guests inside park as in previous nights. The problem guests live in the apartments just east of the park.

1600 Hours/08-27-2021/(Friday) Dutton:

Mission North Park (2000 Hours): I cleared out Mission North Park of guests. There were no less than 40 people in the park. Dispatch received a call south of Mission Park on North Avenue regarding a domestic violence incident between a male and female in their vehicle. The text of the call described a male was grabbing the female by the neck. FEC and I responded to the call and based on the witness and parties the incident occurred in their vehicle and not inside of the park. Upon further investigation, the parties involved denied any domestic violence occurred. I was unable to associate a victim to what the witness identified. The male was found to be on active parole and under the influence of alcohol. The subject was advised of DUI and he left his vehicle and walked to nearby friend's house.

Ashton Park: There was a large group of teenagers inside of the park at the picnic tables. The group stated they just left a football game. I advised them of park hours of operation, and they left without incident. I spoke to J.R. prior to my shift and he stated he was advised by residents there may be transients living on the north side of Ashton Park behind the tennis courts. I walked the park and did not locate anyone or signs of homeless activity.

0600 Hours/08-28-2021/(Saturday) Dutton:

No issues to report during this shift

Message from the Deputy

The Sacramento County Sheriff's Office off-duty assignment for the Mission Oaks Parks District for month of August consisted of Thursday-Saturday evenings. Deputies were informed by JR prior to the weekly assignment of citizen complaints and known issues that had been occurring. Some of which included, large group of guests staying in the park after hours causing noise and transients sleeping in the park. While on patrol, deputies assigned to the assignment noticed an uptick of transient activity in several parks of attempted campers after hours. In addition to guests being in the park after hours playing and congregating. Deputies gave out many warnings, issued citations, and made several arrests throughout the month. As we enter September, we will continue to monitor illegal park activity to make sure guests have a positive experience and park facilities are safe.

STAFF REPORT



DATE: September 7, 2021
TO: MORPD Advisory Board of Directors
FROM: J.R. Hichborn, Parks Superintendent
SUBJECT: Tiger Security patrol for August 2021



Officer Ryan Nelson has been assigned to the Mission Oaks patrol from Tiger security. The officer checks in at the District office every day at 3 p.m. The officer has been instructed to focus on Mission North Park, Eastern Oaks Park, Swanston Park, Gibbons Park and Ashton Park.

Duties:

- The officer has been instructed to lock the Swanston tennis courts nightly due to issues of dog droppings being found on the courts every morning.
- The officer has been instructed to make sure that patrons leave Eastern Oak Park at dusk. The District was receiving several complaints of people in the park after dusk.
- The officer has been doing an extra patrol at the Districts preschool. The transient that was giving the preschool problems was seen roaming the premises again.
- The officer has been assisting the custodians lock up Swanston Park after they perform their custodial duties. One of the female custodians was attacked at Swanston Park a few month ago and having security there while she cleans the restrooms has been very much appreciated.
- The officer has been instructed to be very visible and pleasant as he walks the District facilities.

Incidents:**8/31/2021 3:30pm Gibbons Park**

Officer Nelson observed a white male, in distress, late 50s, he was in the driver's seat of his car. His foot was on the gas pedal, and engine was racing, and the car was smoking. I approached the vehicle and noticed that he was in and out of consciousness. He seemed to be staring right through me. I talked to two young women, who observed him drooling heavily. I then called the police and requested medical help. Police arrived on location, in about 10 minutes, 10 minutes later the paramedics and the fire department showed up. After observing him, and I'm not with a medical background, I believe it was a possible drug overdose. He was transported via ambulance to the nearest hospital. The police left before I could obtain a police report number.



STAFF REPORT

DATE: September 7, 2021
TO: MORPD Advisory Board of Directors
FROM: Darren Woodland, Finance Manager
SUBJECT: FY 2021-22 July Budget Report – Period 1

FINDINGS:

(No correcting journal entries were necessary for this period)

Notable findings for the General Fund 336A:

1. Mission Oaks Recreation and Park District has passed the budget for the FY 2021-22. The County of Sacramento has not passed their budget. For this reason, the period 1 budget report reflects the recommended budget numbers, rather than the adopted budget numbers. The county will update these numbers as soon as their final budget is passed.



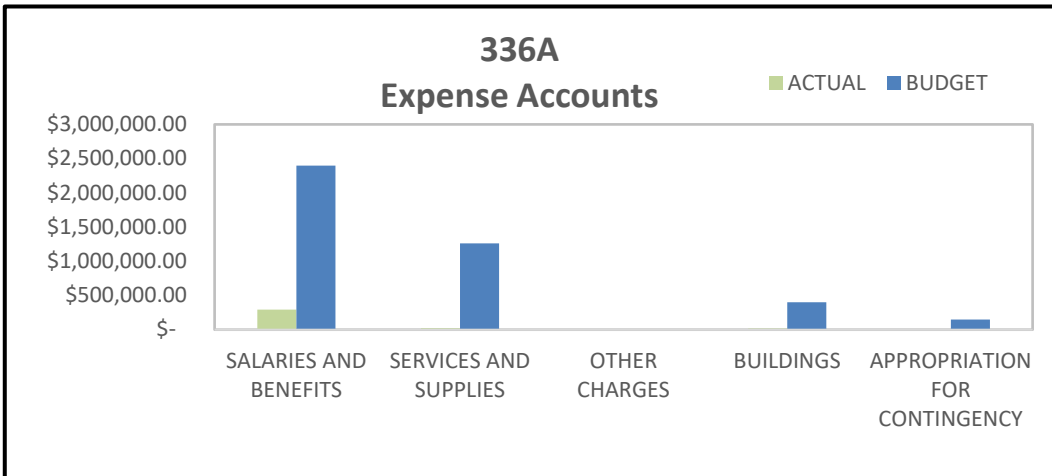
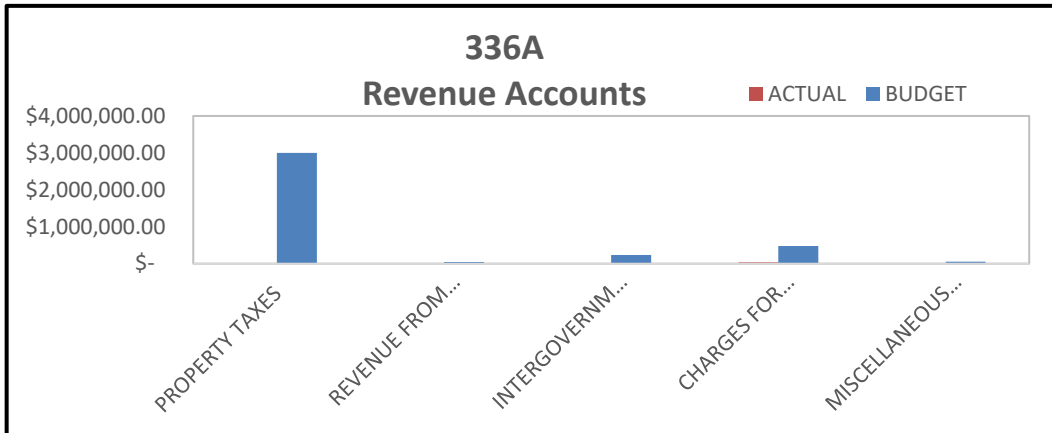
GENERAL FUND - 336A

REVENUES	BUDGET	ACTUAL	UNREALIZED	% EARN
PROPERTY TAXES	\$ 3,000,170.00	\$ -	\$ 3,000,170.00	0.0%
REVENUE FROM USE	\$ 47,500.00	\$ 480.00	\$ 47,020.00	1.0%
INTERGOVERNMENTAL REVENUE	\$ 234,452.00	\$ -	\$ 234,452.00	0.0%
CHARGES FOR SERVICES	\$ 476,440.00	\$ 34,077.13	\$ 442,362.87	7.2%
MISCELLANEOUS REVENUE	\$ 55,000.00	\$ 154.67	\$ 54,845.33	0.3%
TOTAL REVENUE	\$ 3,813,562.00	\$ 34,711.80	\$ 3,775,440.20	0.9%

EXPENSES	BUDGET	ACTUAL	AVAILABLE	% USED
SALARIES AND BENEFITS	\$ 2,397,846.00	\$ 291,497.10	\$ 2,106,348.90	12.2%
SERVICES AND SUPPLIES	\$ 1,262,380.00	\$ 20,232.94	\$ 1,242,147.06	0.0%
OTHER CHARGES	\$ 2,000.00	\$ -	\$ 2,000.00	0.0%
BUILDINGS	\$ 400,000.00	\$ 15,283.00	\$ 384,717.00	3.8%
APPROPRIATION FOR CONTINGENCY	\$ 150,000.00	\$ -	\$ 150,000.00	0.0%
TOTAL EXPENSE	\$ 4,212,226.00	\$ 327,013.04	\$ 3,882,368.35	7.8%

CARRYOVER BALANCE	\$ 398,664.00	\$ 398,664.00	\$ -	100.0%
--------------------------	----------------------	----------------------	-------------	---------------

OVER/UNDER	\$ -	\$ -	\$ -	0%
-------------------	-------------	-------------	-------------	-----------



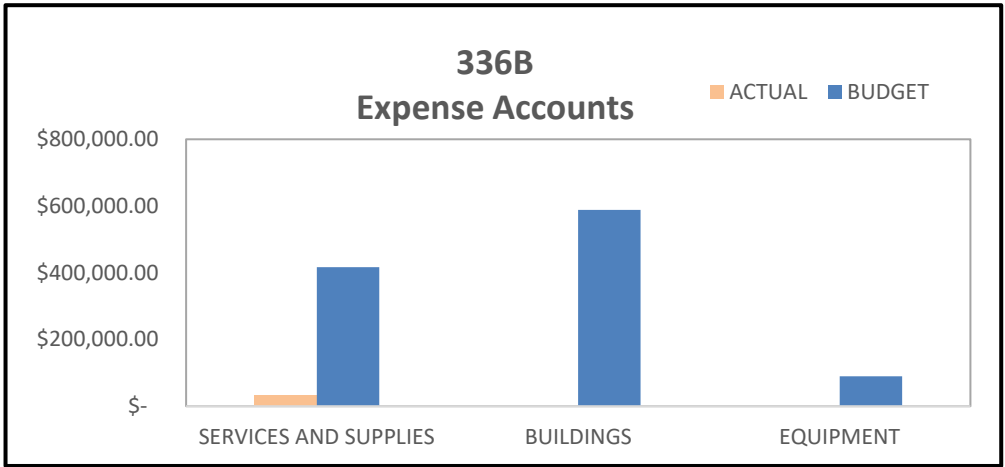
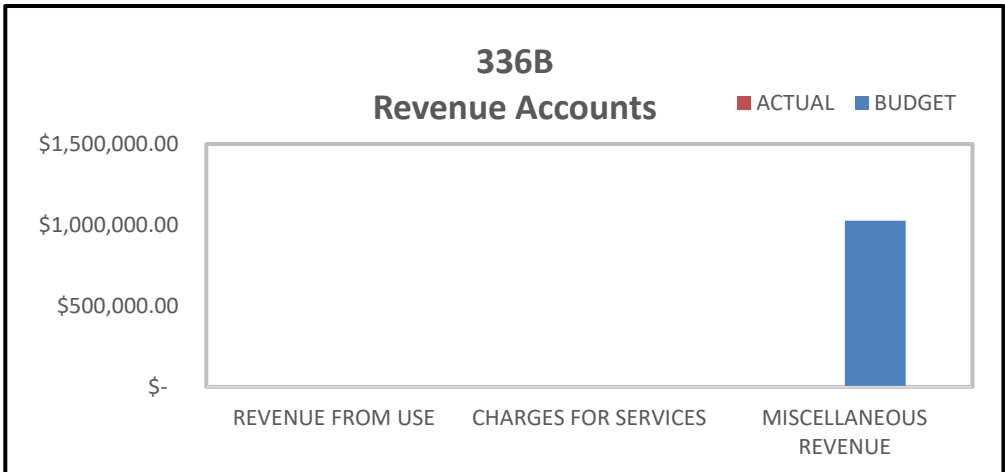


ASSESSMENT FUND - 336B				
REVENUES	BUDGET	ACTUAL	UNREALIZED	% EARN
REVENUE FROM USE	\$ 100.00	\$ -	\$ (100.00)	0.0%
CHARGES FOR SERVICES	\$ -	\$ 1,060.90	\$ 1,060.90	0.0%
MISCELLANEOUS REVENUE	\$ 1,027,346.00	\$ -	\$ (1,027,346.00)	0.0%
TOTAL REVENUE	\$ 1,027,446.00	\$ 1,060.90	\$ (1,026,385.10)	0.1%

EXPENSES	BUDGET	ACTUAL	AVAILABLE	% USED
SERVICES AND SUPPLIES	\$ 416,500.00	\$ 32,038.79	\$ 384,461.21	7.7%
BUILDINGS	\$ 588,500.00	\$ -	\$ 588,500.00	0.0%
EQUIPMENT	\$ 90,000.00	\$ -	\$ 90,000.00	0.0%
TOTAL EXPENSE	\$ 1,095,000.00	\$ 32,038.79	\$ 1,062,961.21	2.9%

CARRYOVER BALANCE	\$ 67,554.00	\$ 67,554.00	\$ -	100.0%
--------------------------	---------------------	---------------------	-------------	---------------

OVER/UNDER	\$ -	\$ -	\$ -	0%
-------------------	-------------	-------------	-------------	-----------





YTD Budget Report
 General Fund - 336A
 July 2021

Fiscal Year 2021-2022
 Period 1

EXPENSE - COMMITMENT ITEM	BUDGET	ACTUAL	PENDING	AVAILABLE	% USED
10111000 FULL-TIME WAGES	\$ 1,221,726.00	\$ 126,502.39	\$ -	\$ 1,095,223.61	10.4%
10112100 PART-TIME WAGES	\$ 365,804.00	\$ 95,248.30	\$ -	\$ 270,555.70	26.0%
10112400 BOARD MEMBER	\$ 6,000.00	\$ 200.00	\$ -	\$ 5,800.00	3.3%
10113200 TIME/ONE HALF OT	\$ 1,000.00	\$ 43.50	\$ -	\$ 956.50	0.0%
10114300 ALLOWANCES	\$ 6,000.00	\$ 500.00	\$ -	\$ 5,500.00	8.3%
10121000 RETIREMENT	\$ 428,417.00	\$ 42,993.44	\$ -	\$ 385,423.56	10.0%
10122000 OASDHI	\$ 23,106.00	\$ 3,111.43	\$ -	\$ 19,994.57	13.5%
10123000 GROUP INS	\$ 239,234.00	\$ 18,727.28	\$ -	\$ 220,506.72	7.8%
10123002 DENTAL	\$ 31,284.00	\$ 2,133.00	\$ -	\$ 29,151.00	6.8%
10123003 LIFE INSURANCE	\$ 370.00	\$ 18.50	\$ -	\$ 351.50	5.0%
10123004 VISION INSURANCE	\$ 350.00	\$ 33.24	\$ -	\$ 316.76	9.5%
10124100 WORKER'S COMP	\$ 58,988.00	\$ -	\$ -	\$ 58,988.00	0.0%
10125100 UNEMPLOYMENT INS	\$ -	\$ 1,986.02	\$ -	\$ (1,986.02)	0.0%
10125100 STATE UNEMPLOYMENT	\$ 15,567.00	\$ -	\$ -	\$ 15,567.00	0.0%
* 10 - SALARIES AND BENEFITS	\$ 2,397,846.00	\$ 291,497.10	\$ -	\$ 2,106,348.90	12.2%
20200500 ADVERTISING	\$ 2,850.00	\$ 95.00	\$ -	\$ 2,755.00	3.3%
20202100 BOOKS/PER SVC	\$ 150.00	\$ 15.99	\$ -	\$ 134.01	10.7%
20202200 BOOKS/PER SUP	\$ 500.00	\$ -	\$ -	\$ 500.00	0.0%
20202900 BUS/CONFERENCE	\$ 5,500.00	\$ -	\$ -	\$ 5,500.00	0.0%
20203500 ED/TRAINING SVC	\$ 8,535.00	\$ 40.00	\$ -	\$ 8,495.00	0.5%
20203900 EMP TRANSPORTATION	\$ 3,075.00	\$ -	\$ -	\$ 3,075.00	0.0%
20205100 INS LIABILITY	\$ 112,000.00	\$ -	\$ -	\$ 112,000.00	0.0%
20206100 MEMBERSHIP DUES	\$ 9,120.00	\$ 809.98	\$ -	\$ 8,310.02	8.9%
20206500 MICROFILM SVC	\$ 100.00	\$ -	\$ -	\$ 100.00	0.0%
20206600 MICROFILM SUP	\$ 100.00	\$ -	\$ -	\$ 100.00	0.0%
20207600 OFFICE SUPPLIES	\$ 5,000.00	\$ 760.77	\$ -	\$ 4,239.23	15.2%
20208100 POSTAL SVC	\$ 11,500.00	\$ 110.00	\$ -	\$ 11,390.00	1.0%
20208500 PRINTING SVC	\$ 17,000.00	\$ 36.44	\$ -	\$ 16,963.56	0.2%
20211100 BLDG MAINT SVC	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00	0.0%
20211200 BLDG MAINT SUP	\$ 11,050.00	\$ 622.21	\$ -	\$ 10,427.79	5.6%
20212200 CHEMICAL SUPPLIE	\$ 2,500.00	\$ 933.21	\$ -	\$ 1,566.79	37.3%
20213100 ELECT MAINT SVC	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	0.0%
20213200 ELECT MAINT SUP	\$ 2,300.00	\$ -	\$ -	\$ 2,300.00	0.0%
20214100 LAND IMP MAINT SVC	\$ 38,500.00	\$ 995.35	\$ -	\$ 37,504.65	2.6%
20214200 LAND IMP MAINT SUP	\$ 15,950.00	\$ 675.32	\$ -	\$ 15,274.68	4.2%
20215100 MECH SYS MAINT SVC	\$ 12,100.00	\$ -	\$ -	\$ 12,100.00	0.0%
20215200 MECH SYS MAINT SUP	\$ 4,400.00	\$ (52.62)	\$ -	\$ 4,452.62	-1.2%
20216100 PAINTING SVC	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.0%
20216200 PAINTING SUP	\$ 2,500.00	\$ -	\$ -	\$ 2,500.00	0.0%
20216700 PLUMBING SVC	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0.0%
20216800 PLUMBING SUP	\$ 16,000.00	\$ 126.07	\$ -	\$ 15,873.93	0.8%
20217100 RENT - BUILDINGS	\$ -	\$ 3,000.00	\$ -	\$ (3,000.00)	0.0%
20219100 ELECTRICITY	\$ 78,750.00	\$ -	\$ -	\$ 78,750.00	0.0%
20219200 NAT GAS/LPG/FUEL	\$ 6,000.00	\$ -	\$ -	\$ 6,000.00	0.0%
20219300 REF COLL/DISP SVC	\$ 16,750.00	\$ -	\$ -	\$ 16,750.00	0.0%
20219500 SEWAGE DISP SVC	\$ 8,750.00	\$ -	\$ -	\$ 8,750.00	0.0%
20219700 TELEPHONE SVC	\$ 59,000.00	\$ -	\$ -	\$ 59,000.00	0.0%



YTD Budget Report
 General Fund - 336A
 July 2021

Fiscal Year 2021-2022
 Period 1

EXPENSE - COMMITMENT ITEM	BUDGET	ACTUAL	PENDING	AVAILABLE	% USED
20220500 AUTO MAINT SVC	\$ 8,000.00	\$ 283.60	\$ -	\$ 7,716.40	3.5%
20220600 AUTO MAINT SUP	\$ 3,400.00	\$ 34.98	\$ -	\$ 3,365.02	1.0%
20222600 EXPEND TOOLS	\$ 5,250.00	\$ 192.87	\$ -	\$ 5,057.13	3.7%
20222700 CELLPHONE	\$ 7,000.00	\$ -	\$ -	\$ 7,000.00	0.0%
20223600 GAS/FUEL	\$ 19,000.00	\$ 190.90	\$ -	\$ 18,809.10	1.0%
20226200 OFFICE EQ MAINT	\$ 3,800.00	\$ 198.26	\$ -	\$ 3,601.74	5.2%
20226500 INVENTORIAL EQUIP	\$ 28,000.00	\$ -	\$ -	\$ 28,000.00	0.0%
20227500 RENT - EQUIPMENT	\$ 22,300.00	\$ 265.14	\$ -	\$ 22,034.86	1.2%
20229100 OTHER EQ MAINT SVC	\$ 500.00	\$ -	\$ -	\$ 500.00	0.0%
20229200 OTHER EQ MAINT SUP	\$ 3,000.00	\$ 60.31	\$ -	\$ 2,939.69	2.0%
20231300 UNIFORM ALLOW	\$ 9,800.00	\$ -	\$ -	\$ 9,800.00	0.0%
20231400 CLOTH/PERSONAL	\$ 3,600.00	\$ 2,536.53	\$ -	\$ 1,063.47	70.5%
20232100 CUSTODIAL SVC	\$ 84,700.00	\$ -	\$ -	\$ 84,700.00	0.0%
20232200 CUSTODIAL SUP	\$ 14,700.00	\$ 524.17	\$ -	\$ 14,175.83	3.6%
20233200 FOOD/CATERING SUP	\$ 11,000.00	\$ 315.53	\$ -	\$ 10,684.47	2.9%
20234200 KITCHEN SUP	\$ 1,100.00	\$ -	\$ -	\$ 1,100.00	0.0%
20244400 MEDICAL SUPPLIES	\$ 800.00	\$ 66.12	\$ -	\$ 733.88	8.3%
20250500 ACCOUNTING SVC	\$ 2,700.00	\$ -	\$ -	\$ 2,700.00	0.0%
20250700 ASSESSMENT COLL	\$ 50,575.00	\$ -	\$ -	\$ 50,575.00	0.0%
20254100 PERSONNEL SVC	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00	0.0%
20254400 SAFETY PROGRAM	\$ 10,450.00	\$ -	\$ -	\$ 10,450.00	0.0%
20257100 SECURITY SVC	\$ 147,400.00	\$ -	\$ -	\$ 147,400.00	0.0%
20259100 OTHER PROF SVC	\$ 27,000.00	\$ -	\$ -	\$ 27,000.00	0.0%
20281100 DATA PROCESSING SVC	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00	0.0%
20281200 DATA PROCESSING SUP	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	0.0%
20281201 HARDWARE	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	0.0%
20281202 SOFTWARE	\$ 3,000.00	\$ 190.47	\$ -	\$ 2,809.53	6.3%
20281304 SALES TAX	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.0%
20283101 FEES	\$ -	\$ -	\$ -	\$ -	0.0%
20285100 RECREATIONAL SVC	\$ 188,000.00	\$ 3,610.94	\$ -	\$ 184,389.06	0.0%
20285200 RECREATIONAL SUP	\$ 14,000.00	\$ 1,181.25	\$ -	\$ 12,818.75	8.4%
20285300 RECREATIONAL PROG	\$ 70,000.00	\$ 2,414.15	\$ -	\$ 67,585.85	0.0%
20287800 CREDIT CARD FEES	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0.0%
20288000 PY EXPEND	\$ 600.00	\$ -	\$ -	\$ 600.00	0.0%
20289800 OTHER OP EXP SUP	\$ 1,250.00	\$ -	\$ -	\$ 1,250.00	0.0%
20289900 OTHER OP EXP SVC	\$ 3,700.00	\$ -	\$ -	\$ 3,700.00	0.0%
20291500 COMPASS COSTS	\$ 3,775.00	\$ -	\$ -	\$ 3,775.00	0.0%
* 20 - SERVICES AND SUPPLIES	\$ 1,262,380.00	\$ 20,232.94	\$ -	\$ 1,242,147.06	1.6%
30345000 TAX/LIC/ASSESS	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	0.0%
* 30 - OTHER CHARGES	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	0.0%
42420100 BUILDINGS	\$ 257,000.00	\$ -	\$ -	\$ 257,000.00	0.0%
42420200 STRUCTURES	\$ 143,000.00	\$ 15,283.00	\$ -	\$ 127,717.00	10.7%
* 42 - BUILDINGS	\$ 400,000.00	\$ 15,283.00	\$ -	\$ 384,717.00	3.8%
79790100 CONTINGENCY APPR	\$ 150,000.00	\$ -	\$ -	\$ 150,000.00	0.0%
* 79 - APPROPRIATIONS	\$ 150,000.00	\$ -	\$ -	\$ 150,000.00	0.0%
** TOTAL EXPENSE ACCOUNTS	\$ 4,212,226.00	\$ 327,013.04	\$ -	\$ 3,885,212.96	7.8%



YTD Budget Report
 General Fund - 336A
 July 2021

Fiscal Year 2021-2022
 Period 1

REVENUE - COMMITMENT ITEM	BUDGET	ACTUAL	PENDING	AVAILABLE	% EARN
91910100 PROP TAX CUR SEC	\$ (2,756,720.00)	\$ -	\$ -	\$ (2,756,720.00)	0.0%
91910200 PROP TAX CUR UNS	\$ (94,000.00)	\$ -	\$ -	\$ (94,000.00)	0.0%
91910300 PROP TAX CUR SUP	\$ (66,000.00)	\$ -	\$ -	\$ (66,000.00)	0.0%
91910400 PROP TAX SEC DEL	\$ (20,000.00)	\$ -	\$ -	\$ (20,000.00)	0.0%
91910500 PROP TAX SUP DEL	\$ (3,500.00)	\$ -	\$ -	\$ (3,500.00)	0.0%
91910600 PROP TAX UNITARY	\$ (58,000.00)	\$ -	\$ -	\$ (58,000.00)	0.0%
91912000 PROP TAX REDEMPTION	\$ (100.00)	\$ -	\$ -	\$ (100.00)	0.0%
91913000 PROP TAX PR UNSE	\$ (1,500.00)	\$ -	\$ -	\$ (1,500.00)	0.0%
91914000 PROP TAX PENALTY	\$ (350.00)	\$ -	\$ -	\$ (350.00)	0.0%
* 91 - TAXES	\$ (3,000,170.00)	\$ -	\$ -	\$ (3,000,170.00)	0.0%
94941000 INTEREST INCOME	\$ (20,000.00)	\$ -	\$ -	\$ (20,000.00)	0.0%
94942900 BLDG RENTAL	\$ (27,500.00)	\$ (480.00)	\$ -	\$ (25,810.00)	1.7%
* 94 - REVENUE FROM USE	\$ (47,500.00)	\$ (480.00)	\$ -	\$ (45,810.00)	1.0%
95952200 HOME PROP TAX	\$ (26,500.00)	\$ -	\$ -	\$ (26,500.00)	0.0%
95953200 AID CO FUNDS	\$ (30,000.00)	\$ -	\$ -	\$ (30,000.00)	0.0%
95956900 STATE AID OTHER	\$ (177,952.00)	\$ -	\$ -	\$ (177,952.00)	0.0%
* 95 - INTERGOV REVENUE	\$ (234,452.00)	\$ -	\$ -	\$ (234,452.00)	0.0%
96964600 RECREATION SVC	\$ (446,440.00)	\$ (34,077.13)	\$ -	\$ (411,429.87)	7.6%
96969000 LEASE PROP USE	\$ (30,000.00)	\$ -	\$ -	\$ (28,940.00)	0.0%
* 96 - CHARGES FOR SERVICES	\$ (476,440.00)	\$ (34,077.13)	\$ -	\$ (440,369.87)	7.2%
97973000 DONATIONS	\$ (15,000.00)	\$ (79.67)	\$ -	\$ (14,902.33)	0.5%
97974000 INSURANCE PROCEEDS	\$ (20,000.00)	\$ -	\$ -	\$ (19,860.00)	0.0%
97979000 MISC. OTHER	\$ (20,000.00)	\$ (75.00)	\$ -	\$ (19,876.00)	0.4%
* 97 - MISC REVENUE	\$ (55,000.00)	\$ (154.67)	\$ -	\$ (54,638.33)	0.3%
** TOTAL REVENUE ACCOUNTS	\$ (3,813,562.00)	\$ (34,711.80)	\$ -	\$ (3,775,440.20)	0.9%
*** GRAND TOTAL	\$ 398,664.00	\$ 292,301.24	\$ -	\$ 109,772.76	73.3%



YTD Budget Report
 Assessment Fund - 336B
 July 2021

Fiscal Year 2021-2022
 Period 1

EXPENSE - COMMITMENT ITEM	BUDGET	ACTUAL	PENDING	AVAILABLE	% USED
20210300 AGRI/HORT SVC	\$ 286,500.00	\$ 18,795.63	\$ -	\$ 267,704.37	6.6%
20210400 AGRI/HORT SUP	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0.0%
20219800 WATER	\$ 125,000.00	\$ 13,243.16	\$ -	\$ 111,756.84	10.6%
* 20 - SERVICES AND SUPPLIES	\$ 416,500.00	\$ 32,038.79	\$ -	\$ 384,461.21	7.7%
42420200 STRUCTURES	\$ 588,500.00	\$ -	\$ -	\$ 588,500.00	0.0%
* 42 - BUILDINGS	\$ 588,500.00	\$ -	\$ -	\$ 588,500.00	0.0%
43430100 EQUIPMENT-GOV'T	\$ 90,000.00	\$ -	\$ -	\$ 90,000.00	0.0%
* 43 - EQUIPMENT	\$ 90,000.00	\$ -	\$ -	\$ 90,000.00	0.0%
** TOTAL EXPENSE ACCOUNTS	\$ 1,095,000.00	\$ 32,038.79	\$ -	\$ 1,062,961.21	2.9%

REVENUE - COMMITMENT ITEM	BUDGET	ACTUAL	PENDING	AVAILABLE	% EARN
94941000 INTEREST INCOME	\$ (100.00)	\$ -	\$ -	\$ (100.00)	0.0%
* 94 - REVENUE FROM USE	\$ (100.00)	\$ -	\$ -	\$ (100.00)	0.0%
96969000 LEASE PROP USE	\$ -	\$ (1,060.90)	\$ -	\$ 1,060.90	0.0%
* 96 - CHARGES FOR SERVICES	\$ -	\$ (1,060.90)	\$ -	\$ 1,060.90	0.0%
97976200 ASSESSMENT FEES	\$ (1,027,346.00)	\$ -	\$ -	\$ (1,027,346.00)	0.0%
* 97 - MISC REVENUE	\$ (1,027,346.00)	\$ -	\$ -	\$ (1,027,346.00)	0.0%
** TOTAL REVENUE ACCOUNTS	\$ (1,027,346.00)	\$ (1,060.90)	\$ -	\$ (1,026,385.10)	0.1%

*** GRAND TOTAL	\$ 67,554.00	\$ 30,977.89	\$ -	\$ 36,576.11	45.9%
------------------------	---------------------	---------------------	-------------	---------------------	--------------

STAFF REPORT



DATE: September 7, 2021
TO: MORPD Advisory Board of Directors
FROM: Daniel Barton, District Administrator
SUBJECT: Administrative Division Report

NEW EMPLOYEES:

We hired Christina Rhea as the Office Assistant (payroll clerk); she started June 29. We have also hired Shayne Hawthorne as the Administrative Assistant; she will start September 13.

STAFF TRAINING & AWARDS:

On August 19 staff attended a Leadership and Development training.

I would like to thank everyone who attended the training, lunch, and awards; it meant a lot to staff. I would also like to thank everyone who received an award for all their hard work and dedication to Mission Oaks.

Lisa Davis was given the “Community Hero of the Month” award from Supervisor Rich Desmond for going above and beyond in her role with the Mission Oaks Recreation and Park District by helping seniors get their vaccine appointments and making herself available to our most vulnerable population during the pandemic.

Parks Superintendent J.R. Hichborn was given the “Fish Award” for 2021. Throughout the year staff submit Above and Beyond nominations when another staff member does something not necessarily in their job description but deserves recognition. This award is given once a year.

Mission Oaks received the outstanding service award from CAPRI for safety excellence.

NOTES:

I met with Supervisor Desmond and he liked all our changes and did not foresee any problems with our re-organization and budget. Our budget is scheduled to be passed by the County Supervisor’s on September 9th or 10th.

Supervisor Desmond asked about the Bell Street project and wanted to let us to know he fully supports the project and asked me to let him know if there is anything we need from him. We also discussed our Advisory Board position opening. He is currently working on a replacement however, there have been very few candidates which could be due to COVID restrictions.

Staff spoke with the Department of Personnel Services at the County of Sacramento about our restructure and got our plan approved. With the budget passing and approval from the County, all pay scale adjustments and reorganization will go into effect September 13th.

STAFF REPORT



DATE: September 7, 2021

TO: MORPD Advisory Board of Directors

FROM: Recreation Managers Rodney Dahlberg and Danny Curtola

SUBJECT: Recreation Division Report

New Events, Partnerships and Upcoming Programs:

- **Elementary and Intermediate Sports-** Elementary Volleyball will begin on September 10 and Intermediate Volleyball and Flag Football will begin on September 7. We are currently still hiring coaches and referees for all three programs. The programs are offered for Alexander Twilight, Cowan, Del Dayo, Del Paso Manor, Mariemont, Mission Ave., Sierra Oaks, Starr King, and Pasadena Elementary Schools. As well as Alexander Twilight, Arcade, Arden, Churchill, Sierra Oaks, and Starr King Middle Schools. We are currently in contact with Dyer Kelly and Howe Ave. to potentially offer sports for them as well. They are schools in Fulton El Camino's district, but Fulton El Camino currently does not offer school sports.
- **Acton Placer Charter School-** Acton Placer has purchased and is currently remodeling the school campus located on Eastern Ave, adjacent to the Baseball fields at Valley Oak. Staff are working with the owner and faculty to operate recreational programs on this school campus once they open in September. Potential programs include Project HYPE and other youth/teen fitness programs, sport leagues, and more.
- **Greatest of All Teen (GOAT Program)-** This work-based program for teens successfully began on August 21. 10 teens from the community are working on renovating the front planter areas of the District Office, removing old/dead shrubbery, and replacing it with a new beautiful landscape. The program is set to finish on Sept 18 with a lunch party where the teens will receive their stipend for their hard work. So far, this is a huge success!
- **eSports for teens-** eSports will be kicking off eSports game nights and tournaments starting with a Rocket League Tournament online on November 13, 2021 with scheduled tournaments and game nights between November and April 2022.
- **Upcoming Classes at our Community Centers-** Jackie's Dance Class and Memoir Writing class began in September as well as Art for Fun, Tango Dance Lessons, and an evening Zumba class.
- **Upcoming Services/Special Events-**
 - Safe Driving Class sponsored and run by the CHP at MOCC.
 - Medicare counseling and Attorney Services at MOCC.

- Senior Resource Fair on Wednesday, September 29 at MOCC from 9 a.m.–1 p.m.
- Charity Comedy Show at Swanston on Sept 5.
- Co-sponsoring Carmichael RPD's Founders Day on Saturday, Sept 25.
- Concert in the Park (Gibbons) featuring "On Air" Sunday, September 26, 5-7 p.m.
- **Fall Pre-School-** Kare Bare and Teddy Bear classes are running and are full. Each have waiting lists.

Athletic Field Rentals:

There are currently over 12 groups booked on our Athletic Fields/Courts including local Little Leagues, private and recreational soccer clubs, travel/youth/senior baseball teams, San Juan School sports teams, Tennis instructors and more. Staff are developing a more streamline system for Field Rentals which will improve our relationship with the users of our sports fields.

Current in-person activities/services:

- Kids Love Soccer at Shelfield Park currently has over 50 enrolled and counting.
- Ping Pong Club (adults) is full every day at 15-20 participants.
- After School Adventures (ASA) for kids aged 5-12 resumed at Swanston Community Center on August 12. Kids participate in themed recreation activities, sports, music, gaming, STEM, homework assistance, crafts and more. This 38-week program runs in conjunction with the San Juan school schedule.
- Writing your Memoirs has 15 participants.
- Pickleball Lessons continue. There is a total of 31 participants in the 4 classes.
- Qigong has 13 participants.
- Zumba has 14 participants.
- Jazzercise class is running four (4) days per week in the morning and evenings at Swanston Community Center and has approximately 16-18 participants in each class.
- Zumba PM has 16 participants.
- Yoga has 11 participants.
- Line Dancing has 19 participants.
- Tai Chi (MOCC) has 15 participants.
- Tai Chi (SCC) has 10 participants
- Silver Sneakers has 6 participants.
- Tennis Classes have 23 participants.
- Pickleball lessons have 32 participants.
- Tennis Lessons are also offered by tennis Pro, Devin Knox, at Swanston and Sierra Oaks.
- Kare Bears is full with 21 participants and Teddy Bears full with 15 children enrolled.
- Tap Fit Beg/Int & Adv have 20 participants.
- Ballet class has 6 participants.
- Chair Yoga (adults) has two classes of 15 students each.
- Baby and Pre-Ballet (18 months-6 years) have 10 students.
- Ballroom Dance class has 6 participants.
- Restorative Yoga has 7 participants.
- Tuesday and Friday dances continue to average 140 dancers per week.
- CHP Age Well/Drive Smart safe driving classes.
- Drive through meals on wheels lunch program.

- Current MOCC Clubs: Ceramics, Magic, R.V., Monday Bridge, Cribbage, Cribbage for fun, Shuffleboard, Hiking Club, Stitchers, Golden Needlers, 49er Ski Club.
- We began taking building rentals on June 15 and the first paid rental was July 10.

Current Virtual Classes:

- Floor, Core and More has 17 participants.
- Fun Fit For All has 33 participants.
- Strength and Conditioning has 13 participants.
- Writing your Memoirs has 20 participants.

STAFF REPORT



DATE: September 7, 2021
TO: MORPD Advisory Board of Directors
FROM: J.R. Hichborn, Parks Superintendent
SUBJECT: Parks Division Report

PARKS UPDATE:

Summer is winding down and that means Soccer season is starting. Extra attention has been given to the Districts sports fields during the month of August. Staff has been hard at work filling small holes, adjusting irrigation and trimming trees in the field of play for the Districts user groups.

Staff withheld funds from the contracted landscaping company Brightview in July. The quality of work was not in compliance with the contract, and staff was forced to rent landscaping equipment and bring certain elements of the landscape contract back into compliance. The trend continues in August, despite bi-weekly meetings with the contractor. Funds will also be withheld in August.

The ADA sidewalk improvements have been completed at Cowan and Maddox Park. The Cowan Park project finished up in time for the new school year to start, and just in time for hundreds of students to take school pictures on.

Tiger Security started Monday, August 24. They are scheduled to patrol the parks Monday-Friday from 3-9 p.m. Some of their routine duties include locking the Swanston tennis courts at 7 p.m., having patrons leave Eastern Oak Park at dusk, walking the District parks, engaging with patrons and informing off leashed dog owners that their dogs must be always leashed. At the start of each shift the Districts assigned officer reports to the District office for a quick meeting with the Parks Superintendent.

UPCOMING PROJECTS:

Gibbons Park- Slurry and restripe the parking lots, resurface basketball courts, resurface, and repurpose the tennis courts, replace the HVAC system.

Oak Meadow Park- ADA sidewalk replacement.

Cowan Park- Replace the playground.

Miscellaneous- Replace two District vehicles, add playground fiber to six playgrounds and research signage standards.

Photo's for September 2021



Rodney Dahlberg and Lisa Davis, receiving her Community Hero of the Month award.





Art for Fun class at MOCC



After School Adventures (ASA) at SCC



Preschool class 2021



Banquet for camp leaders.

Cowan ADA improvements





Maddox Park ADA improvements



STAFF REPORT



DATE: September 7, 2021
TO: MORPD Advisory Board of Directors
FROM: J.R. Hichborn, Parks Superintendent
SUBJECT: Resolution 2021-07 Approving Application(s) for Per Capita Award

BACKGROUND/DISCUSSION:

On November 6, 2018, voters passed Proposition 68 by 57.6 percent. Prop 68 is the \$4 billion "Parks, Environment, and Water Bond Act of 2018". Within prop 68, a per capita award per park District was awarded to be disbursed later by the State Department of Parks and Recreation. Recently, the State announced award amounts and has asked Mission Oaks Recreation and Park District to approve the attached Resolution (**attached**) that:

1. Approves the filing of project application(s) for Per Capita program grant project(s); and
2. Certifies that said grantee has or will have available, prior to commencement of project work utilizing Per Capita funding, sufficient funds to complete the project(s); and
3. Certifies that the grantee has or will have sufficient funds to operate and maintain the project(s), and
4. Certifies that all projects proposed will be consistent with the park and recreation element of the Mission Oaks Recreation and Park District general or recreation plan (PRC §80063(a)), and
5. Certifies that these funds will be used to supplement, not supplant, local revenues in existence as of June 5, 2018 (PRC §80062(d)), and
6. Certifies that it will comply with the provisions of §1771.5 of the State Labor Code, and
7. (PRC §80001(b)(8)(A-G)) To the extent practicable, as identified in the "Presidential Memorandum--Promoting Diversity and Inclusion in Our National Parks, National Forests, and Other Public Lands and Waters," dated January 12, 2017, the Mission Oaks Recreation and Park District will consider a range of actions that include, but are not limited to, the following:

(A) Conducting active outreach to diverse populations, particularly minority, low-income, and disabled populations and tribal communities, to increase awareness within those communities and the public generally about specific programs and opportunities.

(B) Mentoring new environmental, outdoor recreation, and conservation leaders to increase diverse representation across these areas.

(C) Creating new partnerships with state, local, tribal, private, and nonprofit organizations to expand access for diverse populations.

(D) Identifying and implementing improvements to existing programs to increase visitation and access by diverse populations, particularly minority, low-income, and disabled populations, and tribal communities.

(E) Expanding the use of multilingual and culturally appropriate materials in public communications and educational strategies, including through social media strategies, as appropriate, that target diverse populations.

(F) Developing or expanding coordinated efforts to promote youth engagement and empowerment, including fostering new partnerships with diversity-serving and youth-serving organizations, urban areas, and programs.

(G) Identifying possible staff liaisons to diverse populations.

8. Agrees that to the extent practicable, the project(s) will provide workforce education and training, contractor, and job opportunities for disadvantaged communities (PRC §80001(b)(5)).

9. Certifies that the grantee shall not reduce the amount of funding otherwise available to be spent on parks or other projects eligible for funds under this division in its jurisdiction. A one-time allocation of other funding that has been expended for parks or other projects, but which is not available on an ongoing basis, shall not be considered when calculating a recipient's annual expenditures. (PRC §80062(d)).

10. Certifies that the grantee has reviewed, understands, and agrees to the General Provisions contained in the contract shown in the Procedural Guide; and

11. Delegates the authority to the District Administrator, or designee to conduct all negotiations, sign and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary for the completion of the grant scope(s); and

12. Agrees to comply with all applicable federal, state, and local laws, ordinances, rules, regulations, and guidelines.

Mission Oaks Recreation and Park District qualifies for up to \$177,952 plus an additional \$37,360 for Urban County Per Capita funds, for a total of \$215,312. These funds will go towards a capital improvement project. Potential capital improvement projects will be presented to the Facilities Committee.

STAFF RECOMMENDATION:

That the Advisory Board of Directors approve Resolution 2021-07 Approving Application(s) for Per Capita Award formally accepting funding and authorizing agreements between the State of California and Mission Oaks Recreation and Park District.

Resolution Number: 2021-07**RESOLUTION OF THE ADVISORY BOARD OF DIRECTORS OF THE MISSION
OAKS RECREATION AND PARK DISTRICT****APPROVING APPLICATION(S) FOR PER CAPITA GRANT FUNDS**

WHEREAS, the State Department of Parks and Recreation has been delegated the responsibility by the Legislature of the State of California for the administration of the Per Capita Grant Program, setting up necessary procedures governing application(s); and

WHEREAS, said procedures established by the State Department of Parks and Recreation require the grantee's Governing Body to certify by resolution the approval of project application(s) before submission of said applications to the State; and

WHEREAS, the grantee will enter into a contract(s) with the State of California to complete project(s);

NOW, THEREFORE, BE IT RESOLVED that the Advisory Board of Directors of the Mission Oaks Recreation and Park District hereby:

1. Approves the filing of project application(s) for Per Capita program grant project(s); and
2. Certifies that said grantee has or will have available, prior to commencement of project work utilizing Per Capita funding, sufficient funds to complete the project(s); and
3. Certifies that the grantee has or will have sufficient funds to operate and maintain the project(s), and
4. Certifies that all projects proposed will be consistent with the park and recreation element of the Mission Oaks Recreation and Park District general or recreation plan (PRC §80063(a)), and
5. Certifies that these funds will be used to supplement, not supplant, local revenues in existence as of June 5, 2018 (PRC §80062(d)), and
6. Certifies that it will comply with the provisions of §1771.5 of the State Labor Code, and
7. (PRC §80001(b)(8)(A-G)) To the extent practicable, as identified in the "Presidential Memorandum--Promoting Diversity and Inclusion in Our National Parks, National Forests, and Other Public Lands and Waters," dated January 12, 2017, the Mission Oaks Recreation and Park District will consider a range of actions that include, but are not limited to, the following:

(A) Conducting active outreach to diverse populations, particularly minority, low-income, and disabled populations and tribal communities, to increase awareness within those communities and the public generally about specific programs and opportunities.

(B) Mentoring new environmental, outdoor recreation, and conservation leaders to increase diverse representation across these areas.

(C) Creating new partnerships with state, local, tribal, private, and nonprofit organizations to expand access for diverse populations.

(D) Identifying and implementing improvements to existing programs to increase visitation and access by diverse populations, particularly minority, low-income, and disabled populations and tribal communities.

(E) Expanding the use of multilingual and culturally appropriate materials in public communications and educational strategies, including through social media strategies, as appropriate, that target diverse populations.

(F) Developing or expanding coordinated efforts to promote youth engagement and empowerment, including fostering new partnerships with diversity-serving and youth-serving organizations, urban areas, and programs.

(G) Identifying possible staff liaisons to diverse populations.

8. Agrees that to the extent practicable, the project(s) will provide workforce education and training, contractor and job opportunities for disadvantaged communities (PRC §80001(b)(5)).

9. Certifies that the grantee shall not reduce the amount of funding otherwise available to be spent on parks or other projects eligible for funds under this division in its jurisdiction. A one-time allocation of other funding that has been expended for parks or other projects, but which is not available on an ongoing basis, shall not be considered when calculating a recipient's annual expenditures. (PRC §80062(d)).

10. Certifies that the grantee has reviewed, understands, and agrees to the General Provisions contained in the contract shown in the Procedural Guide; and

11. Delegates the authority to the District Administrator, or designee to conduct all negotiations, sign and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary for the completion of the grant scope(s); and

12. Agrees to comply with all applicable federal, state and local laws, ordinances, rules, regulations and guidelines.

Approved and adopted the day 14 of September 2021.

I, the undersigned, hereby certify that the foregoing Resolution Number was duly adopted by the Advisory Board of Directors of the Mission Oaks Recreation and Park District following a roll call vote:

Ayes:

Noes:

Absent:

Daniel Barton, District Administrator

STAFF REPORT



DATE: September 7, 2021

TO: MORPD Advisory Board of Directors

FROM: Daniel Barton, District Administrator

SUBJECT: Five priorities identified for the County's FY 2022-23 budget

BACKGROUND:

In June the Board of Supervisors approved a Community Engagement Plan for the FY 2022-23 budget. As part of that process, they are asking advisory boards and commissions to identify their priorities and needs relative to the County's budget. The information gathered will be combined with the broader public's list of priorities in a scientific poll. For example, the County's Recreation and Park's commission's priorities were:

1. Increased Ranger staffing.
2. Increased Maintenance staffing.
3. Housing solutions so the County could enforce no-camping ordinances.
4. Increased Fire Fuel Reduction efforts.
5. Capital Improvements Projects investment for Regional Parks.

Below are five priorities that staff and I have identified that the County Regional Parks should include in the study. The board should feel free to offer suggestions or changes to staff's recommendations.

1. Combine police efforts with local Districts to help with the homeless, dog off leash, and drug problems.
2. Create/identify housing solutions so the county could enforce the no camping ordinances.
3. Joint advertising with local Park & Recreation Districts to promote each other's events.
4. Create stricter drug policies when using drugs in a Park.
5. Increasing staff for more activities for seniors and children.

STAFF RECOMMENDATIONS:

The Advisory Board of Directors approve staff's recommendations with changes if any, for the County Regional Parks study.