



Regular Board Meeting

Minutes

December 13, 2018

The regular meeting of the Board of Directors was convened by Chair Trina Hudson at 6:30 p.m. at the Ambrose Community Center, 3105 Willow Pass Road, Bay Point, CA.

1. **Opening Ceremonies:**

Roll Call: Board Members Present: Hudson, Lopez-Garcia, Hoagland, Garcia, Torlakson
Board Member Absent: None
Staff Present: Long, Rodrigues
Audience Present: Approx. 15

2. **Pledge of Allegiance;** 

The Pledge of Allegiance was led by Chair Hudson.

3. **Approval of Agenda:**

Motion: Approve the Agenda moving Item 9c to the top of Board Matters.

Motion: Garcia **Second:** Lopez-Garcia

Action: **Roll Call Vote:** **Ayes:** Hudson, Lopez-Garcia, Hoagland, Garcia, Torlakson **Noes:** none
Absent: none **Abstentions:** none

4. **Administer Oath of Office to Newly Elected Board Members:** Tom Torlakson, Superintendent of Public Instruction, thanked the Board Members for their service to the District. He administered the Oath of Office to Directors Trina Hudson, Lupe Lopez-Garcia and Mae Torlakson.

5. **Consent Calendar:**

Motion: Move to approve the Consent Calendar as presented.

Motion: Torlakson **Second:** Garcia

Action: **Roll Call Vote:** **Ayes:** Hudson, Hoagland, Lopez-Garcia, Garcia, Torlakson **Noes:** none
Absent: none **Abstentions:** none

6. **Presentations/Introductions:**

None

7. **General Manager's Report:**

The General Manager gave brief reports on the following topics:

1. Holiday Events – Tree-lighting Ceremony was a great success and we had a newly planted tree in front of the Center to light up. Breakfast with Santa was an overwhelming success with 500 people served even though it was raining. We have had about 100 in the past.
2. Meeting – Met with Supervisor Federal Glover and let him know we did not receive the Promoting Safe and Stable Families grant for the Teen Center and will be looking for other funding.
3. Commendations – Our receptionist Debbie Giles attended a LAFCO meeting on behalf of the District where the District received two certificates from the Red Cross for our part in helping during the Mary Ann Lane apartment fire.

8. **Legal Counsel Report:**

None

9. **Public Communications:**

Fredy Leon and Omar Navarrete spoke on behalf of the East County Regional Group/First 5 stating their mission and using Prop 68 funds for Lynbrook Park. Jasmine Cisneros, leader of the Gloria Magleby

Community Garden gave an update on what she had achieved with the garden during the last year including being able to donate 200 lbs. of vegetables.

10. Board Matters:

c. Consider accepting the Final Audit Report for Fiscal Year 2017-2018 as presented by Harshwal & Company, LLC. Mr. Sanwar Harshwal thanked the Board for the opportunity to work in the Bay Point community. He stated that their job was to find anything wrong in the accounting and processes of the District but had not found any exceptions in the books. He thanked Mrs. Rodrigues for getting all items they requested in a timely manner. Mr. Harshwal stated that the District is fiscally doing well. There were no questions.

Motion: Move to accept the Final Audit Report for Fiscal Year 2017-2018 as presented by Harshwal & Company, LLC.

Motion: Garcia **Second:** Torlakson

Action: Roll Call Vote: Ayes: Hoagland, Lopez-Garcia, Garcia, Torlakson, Hudson **Noes:** None
Absent: None **Abstentions:** None

a. Discuss impact vandalism at Ambrose Park Aquatics Center has on the General Fund. Mr. Long stated that expenses for the pool last all year long including chemicals, water and electricity. He said no pool makes money and the cost of running the pool is around \$60,000 per year, expenses over revenues. He stated that the isolation of the pool also brings problems with the homeless and vandalism; \$7,400 in the last two years. Mr. Long said it is an ongoing challenge but we have plans for motion lights and camera's that will be \$7,000 to \$10,000. There were a few questions.

b. Consider authorizing interested Board Members to attend the 2019 California Parks and Recreation Society (CPRS) State Conference. Director Hoagland stated the conference was held on Tuesday through Friday but Tuesday wasn't necessary to attend because it is a social day. He suggested that Wednesday would be a good day because the California Association of Park & Recreation Commissioners and Board Members (CAPRCBM) are having an intensive Board Member training from 9 a.m. to 12:30. There was a discussion on the General Manager, all Board Members and possibly the Recreation Coordinator attending, and more classes being covered when more attend. All board members said they would like to attend and would check their schedules.

Motion: Move to authorize Board Members and Staff to attend the 2019 California Parks and Recreation Society State Conference.

Motion: Hoagland **Second:** Garcia

Action: Roll Call Vote: Ayes: Hoagland, Garcia, Lopez-Garcia, Torlakson, Hudson **Noes:** None
Absent: None **Abstentions:** None.

d. Allocate \$48,000 to fund the Ambrose Teen Center Program. Mr. Long stated that we did not receive the Promoting Safe and Stable Families grant that had been funding the Teen Center and will need to fund the second half of this fiscal year from the reserve. He said we will be considering other funding for next year. There was a discussion on the auditor stating we had a good reserve, the County helping, and the importance and impact the Teen Center makes on the community. Mr. Long congratulated the Board Members on working to increase the reserve over the past years.

Motion: Move to allocate \$48,000 from the Unallocated Reserve to fund the Ambrose Teen Center Program.

Motion: Torlakson **Second:** Lopez-Garcia

Action: Roll Call Vote: Ayes: Garcia, Torlakson, Lopez-Garcia, Hoagland, Hudson **Noes:** None.
Absent: None **Abstentions:** None

e. Allocate \$2,500 seed money to the Ambrose Recreation and Park Foundation. Chair Hudson stated that both she and Director Torlakson served on the Board of the Foundation and on advice of our District counsel she and Director Torlakson were recusing themselves on this item of business. Mr. Long stated that the Foundation needs funds to secure a consultant to help with the paperwork to get a charitable non-profit tax ID number. Director Lopez-Garcia stated it was a good and positive step.

Motion: Move to allocate \$2,500 seed money to the Ambrose Recreation and Park Foundation.

Motion: Hoagland **Second:** Lopez-Garcia

Action: Roll Call Vote: Ayes: Garcia, Lopez-Garcia, Hoagland **Noes:** None.
Absent: None **Abstentions:** None.

Directors Hudson and Torlakson had recused themselves.

f. Authorize the General Manager to hire consultants not to exceed \$10,000 to prepare grant application(s) for Proposition 68 funding. Chair Hudson stated that both she and Director Lopez-Garcia lived in the neighborhood of Lynbrook Park and on advice of our District counsel she and Director Lopez-Garcia were recusing themselves on this item of business. Mr. Long stated that three parks qualified for Prop 68 funds; Lynbrook Park, Anuta Park and the Community Center Ball field/Playground and Alves Mini-Park.

He said they would have to hire a consultant and grant writer possibly for all three sites and each one will require applications, plans, and 5 public meetings. He stated that the San Francisco Foundation who has been very good to us has donated 40 hours of grant writer services. Mr. Long also stated that it is a very competitive grant especially for renovation of existing parks. Director Hoagland said he would like to apply for all parks that are available for funding. There were a few more comments.

Motion: Move to authorize the General Manager to hire consultants not to exceed \$10,000 to prepare grant applications for Proposition 68 funding.

Motion: Garcia **Second:** Hoagland

Action: Roll Call Vote: Ayes: Garcia, Torlakson, Hoagland **Noes:** None.

Absent: None **Abstentions:** None.

Directors Hudson and Lopez-Garcia had recused themselves.

11. Public Hearing:

None

12. Closed Session

None

13. Committee Reports and Board Comments and Items for Next Agenda:

Director Hoagland thanked the General Manager and staff for such successful holiday events. Director Garcia thanked the Recreation Coordinator, Lori Chalifoux, for the success of the tree lighting. Director Lopez-Garcia said she was sick and couldn't attend the events. Director Torlakson stated she had attended the tree lighting and there had been a band that volunteered their time to play and they would also be playing at the Chamber of Commerce dinner this Friday. She said she had also attended the Breakfast with Santa and there were long lines despite the rain. Director Torlakson said this was her third term on the Board and stated we had a good Board and great staff. Director Hudson thanked the Board for listening to all the public comments even though they were under pressure at times. She said they were wonderful to work with. There was a short discussion on when to have a tour of the parks after which it was decided that they would come to the next meeting with possible dates.

14. Closing Ceremonies:

Adjournment

Motion: Move to adjourn the meeting.

Motion: Torlakson **Second:** Lopez-Garcia

Action: Roll Call Vote: Ayes: Garcia, Hoagland, Lopez-Garcia, Hudson, Torlakson **Noes:** none

Absent: none **Abstentions:** none

Approved by the Board of Directors on _____

Signature of Board Member