



## AMBROSE RECREATION & PARK DISTRICT

3105 Willow Pass Road – Bay Point, CA (925) 458-1601

### AGENDA

Regular Meeting of the Board of Directors


Thursday, May 11, 2017

6:30 p.m. at 3105 Willow Pass Road, Bay Point, CA

1. **Opening Ceremonies:**

Call to Order

Roll Call: Dawson \_\_\_ Garcia \_\_\_ Hudson \_\_\_ Torlakson \_\_\_ Hoagland \_\_\_  
Chair Vice-Chair Director Director Director

2. **Pledge of Allegiance** 

I pledge allegiance to the flag of the United States of America, and to the Republic for which it stands, one nation, under God, indivisible, with liberty and justice for all.

3. **Approval of Agenda:**

Motion: Move to approve the Agenda as presented

Action: Motion: \_\_\_ Second: \_\_\_ Voice Vote:

4. **Consent Calendar:**

The consent calendar is composed of routine items of business and will be adopted, in whole or in part, by motion unless a request is made by a Board Member to remove a specific item.

- a. Minutes of the April 13, 2017 Regular Meeting, April 27, 2017 Budget Committee Meeting and April 27, 2017 Special Board Meeting
- b. Approval of warrants #41722 through #41780
- c. Financial Reports
- d. Written staff reports  
Debra Giles, Receptionist  
Mary Jane Rodrigues, Administrative Assistant  
Jackie Santamaria, Recreation Coordinator  
Rande Ross, Teen Center Supervisor  
Doug Long, General Manager
- e. Adopt Resolution #16/17-01 Initiating Proceedings to Levy and Collect Assessment and approve a contract with Community Economic Solutions to collect the annual assessment.

5. **Presentation/Introductions:**

- a. Presentation by the Ambrose Lions Club.

6. **General Manager's Report**

The General Manager will give an oral update on District issues and activities.

7. **Legal Counsel Report:**

None

8. **Public Communications:**

At this time the public may make comments on matters NOT on the agenda, but within the jurisdiction of the Board of Directors. Speakers are limited to three (3) minutes. A "Request to Speak" form should be submitted to staff prior to speaking. No action will be taken by the Board of Directors. Written communication received regarding items NOT on the agenda will be filed and may be read into the record at the discretion of the Board Chair.

9. **Board Matters**

Individuals wishing to speak on items included on this agenda should first fill out and submit a "Request to Speak" form to be recognized by the Chair. Please address the Board and limit your comments to the specific item being discussed at that time. Speakers are limited to three (3) minutes.

- a. Consider accepting an offer from Market Street Development, LLC in the amount of \$1,235,252.70 for the sale of Real Property described as 1.99 acres of land in Bay Point, California (APN 0097-0081-027) referred to as "Clearland Property".
- b. Consider authorizing the acceptance of Koshland Grant Funds in the amount of \$291,000 for the implementation of the Bay Point Youth Academy and authorize the General Manager to execute a Memorandum of Understanding with the Koshland Bay Point Fellows, a project of the San Francisco Foundation.
- c. Consider establishing the position of Senior Accountant
- d. Consider designating the Teen Coordinator position as exempt Pursuant to the Fair Labor Standards Act.
- e. Consider amending Section 515 of the Personnel Policies Manual to include the positions of Senior Accountant and Teen Coordinator and removing the Administrative Assistant position from the Policy.
- f. Review the Preliminary General Operating Budget for Fiscal Year 2017-2018 and provide direction to Staff.

10. **Public Hearing**

None

11. **Closed Session**

- a. Real property negotiations pursuant to Government Code Section 54956.8 regarding the sale of approximately 1.99 acres of land located at the southeast corner of Willow Pass Road and Clearland Drive, Bay Point (APN 097-081-027).  
District Negotiators: Curtis Kidder, Sandra Weck  
Potential Buyer: Market Street Development, LLC

12. **Committee Reports, Board Comments and Items for Next Month's Agenda**

Each Board member is given the opportunity to report on committee assignments or make individual comments.

13. **Closing Ceremonies**

Adjournment

Motion: Move to adjourn

Action: Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Voice Vote: \_\_\_\_\_

**Declaration of Posting:** I declare under penalty of perjury that I am employed by the Ambrose Recreation and Park District and I posted the foregoing Agenda at the District Office on or before May 5, 2017.

By: \_\_\_\_\_  
**Mary Jane Rodrigues, Administrative Assistant**

**In the District's efforts to comply with the requirements of Title II of the Americans with Disabilities Act, Ambrose Recreation and Park District will provide reasonable disability-related modification or accommodation to a person with a disability who requires a modification or accommodation in order to participate in a public meeting of the District. Please inform the District's Secretary a minimum of 72 hours prior to the scheduled meeting.**

**PLEASE NOTE:** Documents that are disclosable public records required to be made available under California Government Code Section 54957.5(b) (1) and (2) are available to the public for inspection at no charge during business hours at our administrative office located at 3105 Willow Pass Road, Bay Point, California