



Regular Board Meeting

Minutes

January 11, 2018

The regular meeting of the Board of Directors was convened by Chair Eva Garcia 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: Garcia, Hoagland, Hudson
Board Members Absent: Lopez-Garcia, Torlakson
Staff Present: Long, Rodrigues
Audience Present: Approx. 3

2. **Pledge of Allegiance;** 

The Pledge of Allegiance was led by the Chair.

3. **Approval of Agenda:**

Motion: Approve the Agenda as presented.

Motion: Hudson **Second:** Hoagland

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

4. **Consent Calendar:**

Motion: Move to approve the Consent Calendar as presented.

Motion: Hudson **Second:** Hoagland

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

5. **Presentations/Introductions:**

None

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

The General Manager, Doug Long gave brief reports on the following topics:

1. Clearland sale – contract was signed and escrow opens this week.
2. CDBG Grant – to replace doors in auditorium; meeting next week.
3. Koshland – meeting with fellows to discuss our role in the community; possible more funds.
4. CARPBM – applied for outstanding award for the pool project
5. Eagle Scout project – meeting with an Eagle Scout to talk about replacing 5 planter boxes for the Community Garden for his project.
6. Garden/ADA project – Jasmine will be meeting with the County to discuss the garden as part of the ADA project the County is doing for the Center.

7. **Legal Counsel Report:**

None

8. **Public Communications:**

None

9. Board Matters:

a. Consider selecting a Chair and Vice-Chair for 2018-2020. There were a few comments.

Motion: Move to appoint Director Hudson as Chair and Director Torlakson as Vice-Chair for 2018-2020.

Motion: Hoagland **Second:** Garcia

Action: Roll Call Vote: Ayes: Garcia; Hoagland; Hudson **Noes:** none

Absent: Lopez-Garcia; Torlakson **Abstentions:** none

b. Consider accepting the 2016-2017 Audit as presented by Harshwal & Company, LLC. Mrs. Rodrigues introduced Adi Harshwal and Sahib Sabir of Harshwal & Company, LLC. Mr. Harshwal thanked the Board for hiring them. He also stated that Mrs. Rodrigues was excellent and the whole staff was cordial and easy to work with. Mr. Harshwal reviewed some items in the audit and stated that it was a clean report with no findings.

Motion: Move to accept the 2016-2017 Audit as presented by Harshwal & Company, LLC.

Motion: Hoagland **Second:** Hudson

Action: Roll Call Vote: Ayes: Garcia; Hoagland; Hudson **Noes:** none

Absent: Lopez-Garcia; Torlakson **Abstentions:** none

c. Consider authorizing the General Manager to send written notice to Pacific Site Management to terminate the Contractor Agreement for Landscape Maintenance Services effective March 1, 2018 and issue a Request for Proposal for landscape maintenance services. Mr. Long explained that we currently have two contracts with them and the contract for what we refer to as the "county parks" excluded irrigation services, which means a larger expense for us. He said he would like to combine the contracts which could save us money. Mr. Long stated that we will terminate one contract at the end of March and put out a Request for Proposal for all parks in the District. There were a few questions.

Motion: Authorize the General Manager to send written notice to Pacific Site Management to terminate the Contractor Agreement for Landscape Maintenance Services effective March 1, 2018 and issue a Request for Proposal for landscape maintenance services.

Motion: Garcia **Second:** Hoagland

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

Absent: Lopez-Garcia, Torlakson **Abstentions:** none

d. Discussion on considering developing a policy to allow memorial benches, trees and plaques to be placed in District parks. Mr. Long explained that from time to time we receive requests to place memorials in our parks; usually for a deceased person. He stated that we currently have no policy for this and said he presented the Board with a sample policy. There was a lengthy discussion on the cost to charge, cost to the District, benches and/or trees, covering future maintenance of memorial, what some other agencies charge and replacement if broken or vandalized. Mr. Long stated he will survey other Districts/cities for their policies.

e. Consider selecting two Board members to serve on the Budget Committee. Director Hudson nominated Directors Hoagland and Garcia to serve on the Budget Committee and Director Hoagland seconded the nomination.

10. Public Hearing:

None

11. Closed Session

None

12. Committee Reports and Board Comments and Items for Next Agenda: Director Hoagland wished everyone a Happy New Year. He said that he was happy with what was accomplished last year and hoped for more next year with Mr. Long and staff. Director Garcia said we had a good year with the sale of the property and said we had received a Christmas card from former Director Judy Dawson. Director Hudson thanked staff saying that they are all available and generous with their time.

14. Closing Ceremonies:

Adjournment

Motion: Move to adjourn the meeting.

Motion: Hoagland **Second:** Garcia

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

Approved by the Board of Directors on _____

Signature of Board Member