



## Regular Board Meeting

### Minutes

June 8, 2017

The regular meeting of the Board of Directors was convened by Chair Judy Dawson 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, Dawson, Torlakson, Hoagland, Hudson  
Staff Present: Long, Rodrigues  
Audience Present: Approx. 3

2. **Pledge of Allegiance:** 

The Pledge of Allegiance was led by Board Chair, Judy Dawson

3. **Approval of Agenda:**

**Motion:** Approve the Agenda as presented.

**Motion:** Garcia **Second:** Hudson

**Action: Roll Call Vote:** 5 ayes/Motion Passed

At this point Director Torlakson arrived.

4. **Consent Calendar:**

**Motion:** Move to approve the Consent Calendar as presented.

**Motion:** Hudson **Second:** Torlakson

**Action: Roll Call Vote:** 5 ayes/Motion Passed

5. **Presentations/Introductions:**

a. Jasmine Cisneros provided a presentation on volunteerism at the Community Garden. Jasmine said she is weeding and refreshing the garden but has some ideas for it being productive with workshops, outreach and composting. She is planning to put out flyers to get community involvement. There were comments about help from the Bay Point Garden Club, other community groups and presenting to the Municipal Advisory Council.

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

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

1. Illegal dumping – Communitywide problem getting worse and is costing us more every month to dump it. Will have to get another regular dumpster to keep up with it.
2. Swimming pool – Taking swim lesson sign-ups with the first session beginning June 20<sup>th</sup>; pool is open for recreation swim today.
3. Bay Point Youth Academy – The BPYA has started and the coordinator, Jackie Santamaria, is in the process of setting it up. They have six applicants so far and are looking for 20 participants.

7. **Legal Counsel Report:**

None

8. **Public Communications:**

Lupe Lopez Garcia introduced herself and said she wanted to say how beautiful the opening of the swimming pool was including Director Torlakson's presentation. She said it was great seeing the kids jump into the pool. Ms. Lopez Garcia stated that the potholes in the parking lot are getting worse and they are getting dangerous.

9. **Board Matters:**

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"**. Mr. Long explained that they had discussed this at the last meeting but didn't have a complete offer which we now do. Sandra Weck of Collier International Realtors explained the first offer, the counter offer and the revised offer including a closing date of September 1<sup>st</sup>; allowing non-refundable \$25,000 extensions and if the extensions are needed, a closing date of not later than December 29<sup>th</sup>.

**Motion:** Move to accept the 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 9APN 0097-0081-0270 referred to as "Clearland Property".

**Motion:** Hoagland **Second:** Torlakson

**Action: Roll Call Vote:** 5 ayes/Motion Passed

b. **Consider selecting an auditing firm to provide auditing services for Fiscal Year 2017.** Mr. Long explained that we had solicited RFPs for a new audit firm. He stated that we have had the same auditors for 10 years and it is considered best practice to change every 5 years. Presentations were made by three companies, R. J. Ricciardi, Harshwal and VTD covering their experience, special districts they have audited and their auditing procedures. There were a few clarifying questions from the board members. Director Hudson made a motion to select first VTD and Harshwal as an alternate if VTD didn't work out but the motion died for lack of a second.

**Motion:** Move to select Harshwal to provide auditing services for Fiscal Year 2017 and VTD as the second choice.

**Motion:** Torlakson **Second:** Hoagland

**Action: Roll Call Vote:** 5 ayes/Motion Passed

c. **Consider authorizing the General Manager to send timely letters of support on behalf of the District for the purpose of enhancing Ambrose Recreation & Park District programs and resources.** Mr. Long explained that sometimes we receive requests for letters of support from the District that have deadlines that are before the next board meeting. Director Torlakson stated that the General Manager may not be on the same page as the Board. Director Hoagland said that we hired him to run the District and he generally knows what's best for the District. He explained why he brought this item to the Board. Director Dawson agreed with Director Hoagland.

**Motion:** Move to authorize the General Manager to send timely letters of support on behalf of the District for the purpose of enhancing Ambrose Recreation & Park District programs and resources.

**Motion:** Garcia **Second:** Hoagland

**Action: Roll Call Vote:** 5 ayes/Motion Passed

d. **Discussion regarding updating the Ambrose Community Center mural.** Mr. Long stated that we might want to update the mural to send a new message of the current District's activities. There were comments from the Board on including the teens for the new mural, the current mural not showing our current activities and certain figures on the mural not being acceptable to everyone, finding someone to do the mural and a possible cost.

e. **Consider selecting the process for filling a vacancy on the Board of Directors.** Mr. Long explained there were two choices; one was to hold a special election in November or fill by appointment. Director Hudson said that we couldn't afford a special election. There were a few more comments

**Motion:** Move to fill the vacancy on the Board of Directors through appointment within 60 days.

**Motion:** Torlakson **Second:** Hudson

**Action: Roll Call Vote:** 5 ayes/Motion Passed

f. **Consider approval if the 2017-2018 Engineer's Report as presented by Community Economic Solutions.** Mrs. Rodrigues explained that this report is created every year in order to collect the Ambrose Assessment for funds to cover Ambrose Park and the Community Center and grounds. She said that there is a page that shows the budget for next year and we use the closest figures we can since it is so early we don't have the approved budget for next year yet. There were a couple questions.

**Motion:** Move to approve the 2017-2018 Engineer's Report as presented by Community Economic Solutions.

**Motion:** Hudson **Second:** Torlakson

**Action: Roll Call Vote: 5 ayes/Motion Passed**

**g. Consider approval of Resolution #16/17-02, Intention to Order Improvements and set a Public Hearing for the Ambrose Parks Assessment District.** Mrs. Rodrigues explained again that this is an annual Resolution that had to be approved to collect our annual assessment.

**Motion:** Move to approve Resolution #16/17-02, Intention to Order Improvements and set the Public Hearing for the Ambrose Parks Assessment District.

**Motion:** Torlakson **Second:** Garcia

**Action: Roll Call Vote: 5 ayes/Motion Passed**

**10. Public Hearing:**

a. Consider adopting the Proposed General Operating Budget for Fiscal Year 2017-2018. Chair Dawson opened the Public Hearing. Lupe Lopez Garcia said she thought everyone was doing a good job. There were no other comments. Chair Dawson closed the Public Hearing.

**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 Buyers: Market Street Development, LLC**

The Board did not go into a Closed Session.

**12. Committee Reports and Board Comments and Items for Next Agenda:**

Director Hoagland said he can't say how great the staff is and said it was great to see them all at the pool opening. He said we were losing a dear friend (Judy Dawson) who has been loved many years and wished her and her husband all the best. He said she had chaired both the MAC and the park board. Director Dawson said she was going to miss everyone here and she agreed with Director Hoagland about the staff and the pool opening. Director Torlakson presented Director Dawson with a plaque. Director Garcia said the East Bay Regional Park District had made a presentation on the waterfront project to the MAC and asked if they could present to us. She said she was glad that the Enes family was at the pool opening and thought we should keep them updated on what the District is doing. Director Hudson said she was so glad to get to know and work with Director Dawson for the last few years. Director Torlakson said she had come to appreciate her friendship and leadership. She said she wanted to thank the voters for taxing themselves so the District can continue.

**14. Closing Ceremonies:**

Adjournment

**Motion:** Move to adjourn the meeting.

**Motion:** Torlakson **Second:** Garcia

**Action: Roll Call Vote: 5 ayes/Motion Passed**

Approved by the Board of Directors on \_\_\_\_\_

\_\_\_\_\_  
Signature of Board Member