



## Regular Meeting

### Minutes

March 9, 2023

The regular meeting of the Board of Directors was convened by Chair Hudson at 6:30p.m. via Zoom pursuant to Government Code Section 54953(b)

1. **Opening Ceremonies:**

**Roll Call:** Board Members Present: Torlakson, Torres, Garcia, Hudson  
Board Member Absent: Lopez-Garcia  
Staff Present: Long, Villa, Chalifoux  
Audience Present: 1

2. **Approval of Agenda:**

**Motion:** Move to approve the Agenda as presented.

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

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

At this moment, Director Lopez-Garcia joined the meeting.

3. **Consent Calendar:**

**Motion:** Move to approve items a and c of the Consent Calendar.

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

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

Director Torlakson wanted information on a warrant payable to Holiday Goo.

**Motion:** Move to approve item b of the Consent Calendar.

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

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

4. **Presentations/Introductions:**

None

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

The General Manager and Recreation Coordinator provided brief reports on the following topics:

1. Ambrose Park – having a drainage issue due to debris that is creating erosion; working with County to resolve; irrigation project at Ambrose Park and the electrical supply project at the Community Center have been delayed due to weather
2. Lynbrook Park – demo and installation will begin on March 13<sup>th</sup>; weather may delay a bit
3. Recreation Programs – 8-week dance program will begin March 23<sup>rd</sup> for ages 3 to 13; Easter Egg Hunt will be on April 1<sup>st</sup> at 10am for ages 0 to 12; flag football tryouts will be on April 19<sup>th</sup> and 22<sup>nd</sup>; pool will be opening on Memorial Day

6. **Legal Counsel Report:**

None

7. **Public Communications:**

None

8. **Board Matters:**

- a. **Consider Accepting the Final Audit Report for Fiscal Year 2021-2022 as Presented by Fechter and Company.** Mrs. Villa introduced Joanne from Fechter and Company. Joanne gave an overview of the audit process. There were no findings but the District did have a net change. The District remains in good standing. There were a few questions from the Board.

**Motion:** Move to accept the final audit report for fiscal year 2021-2022 as presented by Fechter and Company.

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

**Action: Roll Call Vote: Ayes:** Lopez-Garcia, Torlakson, Torres, Garcia, Hudson **Noes:** None

**Absent:** None **Abstentions:** None

- b. **Consider Authorizing the General Manager to Enter into a Contract with Pacific Site Management Landscaping for Landscape Maintenance Service in the amount of \$6,818 Monthly.** Mr. Long stated that the contract with Pacific Site Management has expired. The District received three responses to the RFP. The lowest responsible bidder was Pacific Site Management. They have been with the District since 2016 and the District has been pleased with their work. There were a few comments from the Board.

**Motion:** Move to authorize the General Manager to enter into a contract with Pacific Site Management Landscaping for landscape maintenance service in the amount of \$6,818 monthly.

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

**Action: Roll Call Vote: Ayes:** Lopez-Garcia, Torlakson, Torres, Garcia, Hudson **Noes:** None

**Absent:** None **Abstentions:** None

- c. **Consider Selecting a Redesigned Playground Structure for 5-12Year Old to be Installed at Anuta Park.** Mr. Long corrected the item from “selecting” to “approving” the redesigned playground structure as there is only one option. He reminded the Board that the District started with a \$269,000 budget but when it came time to bid on the original structure, the price increased to \$450,000. Dave Bang Associates provided a new design that still meets the needs of park users. The new design will require another \$75,000, which can come from Park Impact Fees received this year. The Board likes the redesigned playground structure and the fact that it is an open design.

**Motion:** Move to select the redesigned playground structure for 5-12year old to be installed at Anuta Park.

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

**Action: Roll Call Vote: Ayes:** Lopez-Garcia, Torlakson, Torres, Garcia, Hudson **Noes:** None

**Absent:** None **Abstentions:** None

9. **Public Hearing:**

None

10. **Closed Session**

None

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

Director Torlakson and Director Lopez-Garcia thanked our staff for a job well done. Director Garcia is hoping for good weather for the Easter event. Director Hudson is grateful for the staff and grateful that the District is able to offer so many services & programs.

12. **Closing Ceremonies:**

Adjournment

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

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

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

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

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