



Regular Board Meeting

Minutes

February 9, 2017

The regular meeting of the Board of Directors was convened by Vice-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, Torlakson, Hoagland, Hudson
Board Members Absent: Judy Dawson
Staff Present: Long
Audience Present: 2

2. **Pledge of Allegiance:** 

The Pledge of Allegiance was led by Vice-Chair Garcia.

3. **Approval of Agenda:**

Motion: Approve the Agenda as presented.
Motion: Hudson **Second:** Torlakson
Action: Roll Call Vote: 4 ayes/1 absent (Dawson)/Motion Passed

4. **Consent Calendar:**

Director Hudson asked to remove items 4b & 4d for discussion.

Motion: Move to approve items 4a, 4c & 4e of the Consent Calendar.

Motion: Hudson **Second:** Hoagland

Action: Roll Call Vote: 4 ayes/1 absent (Dawson)/Motion Passed

Director Hudson questioned warrants to the water company. Mr. Long answered that all water is turned off at all parks and the charges are either service charges or there are some parks being looked at for leaks or other issues. Director Torlakson asked about warrant #41561 for a termite inspection and Mr. Long said signs of termites were found in his office and the board room but were in the early stages.

Motion: Move to approve item 4b.

Motion: Hudson **Second:** Torlakson

Action: Roll Call Vote: 4 ayes/1 absent (Dawson)/Motion Passed.

On item 4d, Director Hudson asked if we were still doing First Friday events and were they delayed because of the 70th Anniversary dinner. Mr. Long stated that we would be starting them again. Director Torlakson congratulated the Teen Center for the Outstanding Program Award it will receive from the California Association of Parks & Recreation Commissioners and Board Members (CAPRCBM) and thanked Chair Dawson for nominating them.

Motion: Move to approve item 4d.

Motion: Hudson **Second:** Torlakson

Action: Roll Call Vote: 4 ayes/1 absent (Dawson)/Motion Passed

5. **Presentations/Introductions:**

a. Aquatics Center Swim Program by Lori Chalifoux. Mrs. Chalifoux gave an overview of the swim programs to be held at the new pool at Ambrose Park opening on May 27th including recreational swim from 12 to 5 pm, private lessons, free public swim lessons thanks to our Kaiser Grant and rental of the pool for private parties. She stated the proposed entry fee will be \$6 for adults and \$3 for youth and seniors and season passes will be offered for \$26 for adults and \$18 for youth. Mrs. Chalifoux said we would be advertising in the Pittsburg Recreational guide that will be coming out in April along with our other recreation classes.

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

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

1. Rain – Ambrose Park flooded one of the worst days and we lost a lot of the Fibar under the playground equipment.
 2. Leak under Center – the leak has been repaired and we were able to save some money by finding another crawl space close to the leaking pipe.
 3. PSSF Grant – completed the 6 month review for the Teen Center’s PSSF Grant and submitted to County
 4. Pool – the bathhouse is going up now and they are working rain or shine in order to avoid any delays.
 5. CDBG Grant – drafted RFP for ceiling and painting the auditorium, will be able to save some money by using the same grid for the ceiling tiles since it is in good shape and installing in house.
 6. Teen Center – the Teen Center has won an award for Outstanding Program from the CARPCBM and Mr. Ross will be accepting the award at the annual dinner on March 2nd. Mr. Ross has also been awarded the Champions of Advocacy Award from the Earn and Learn Program of the East Bay.
- At this point, Mr. Long introduced Quentin Valentine as the new resident deputy for Bay Point.

7. **Legal Counsel Report:**
None

8. **Public Communications:**
None

9. **Board Matters:**

a. Consider authorizing Chairperson Dawson to serve as the Board’s representative to the Contra Costa Special District Association.

Motion: Move to authorize Chairperson Dawson to serve as the Board’s representative to the Contra Costa Special District Association.

Motion: Hudson **Second:** Torlakson

Action: Roll Call Vote: 4 ayes/1 absent (Dawson)/Motion Passed

b. Consider authorizing Chairperson Dawson to attend the 2017 California Parks & Recreation Society (CPRS) State Conference.

Motion: Authorize Chairperson Dawson to attend the 2017 California Parks & Recreation Society (CPRS) State Conference.

Motion: Hudson **Second:** Torlakson

Action: Roll Call Vote: 4 ayes/1 absent (Dawson)/Motion Passed

c. Consider authorizing Director Hoagland to serve on the Board of Directors for the California Association of Parks and Recreation Commissioners and Board Members. Director Torlakson stated he had been doing this a long time and has done a good job.

Motion: Move to authorize Director Hoagland to serve on the Board of Directors for the California Association of Parks and Recreation Commissioners and Board Members.

Motion: Torlakson **Second:** Hudson

Action: Roll Call Vote: 4 ayes/1 absent (Dawson)/Motion Passed

d. Review mid-year budget financial forecast and approve the proposed FY 2016-2017 Budget adjustments. Mr. Long stated that we do a revised budget mid-year to make adjustments needed for the remainder of the fiscal year. Mr. Long noted grants we received, the recreation program increasing from last year, needing an increase in hours for the Recreation Coordinator position because of the added 70th anniversary events, the Junior Giants program, tools needing replaced and some capital expenses that came up. He also said we added the pool, uniforms and security guards to the budget. Mr. Long stated that we are working with the City of Pittsburg who will include our programs in their Recreation Guide and employ the lifeguards for our pool and bill us. He said the City and District are working together to make things easier for both of us and be able to offer more to the community.

Motion: Move to approve the FY 2016-2017 Budget adjustments as proposed.

Motion: Hoagland **Second:** Hudson

Action: Roll Call Vote: 4 ayes/1 absent (Dawson)/Motion Passed

e. Consider approving a design change to install a roof on the mechanical room at the Aquatic Center not to exceed \$16,000. Mr. Long stated that he previously had asked them to approve \$12,000 earlier and now the estimated cost is more.

Motion: Move to approve the design change to install a roof on the mechanical room at the Aquatic Center not to exceed \$16,000.

Motion: Torlakson **Second:** Hudson

Action: Roll Call Vote: 4 ayes/1 absent (Dawson)/Motion Passed

10. Public Hearing:

None

11. Closed Session

None

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

Director Hoagland added his congratulations to Rande's Teen Center on the well-deserved award. He also noted that there is a teen session at the CPRS State Conference and we should look into the teens participating in the future. Director Torlakson said there is a new commissioner for East Bay Regional Park District, Colin Coffey. Director Hudson said she would like to thank the General Manager and staff for being responsive and generous with their time. Director Hudson stated that it is an honor to serve as a Board Member and we are slowly but surely getting our community what they deserve.

14. Closing Ceremonies:

Adjournment

Motion: Move to adjourn the meeting.

Motion: Torlakson **Second:** Hudson

Action: Roll Call Vote: 4 ayes/1 absent (Dawson)/Motion Passed

Approved by the Board of Directors on _____

Signature of Board Member