



## Regular Board Meeting

### Minutes

December 11, 2014

The regular meeting of the Board of Directors was convened by Chair Mae Cendaña-Torlakson at 6:30 p.m. at the Ambrose Community Center, 3105 Willow Pass Road, Bay Point, CA.

Chair Cendaña-Torlakson announced changes to the agenda:

1. Roll Call will be done with outgoing Board Member
2. After the Pledge of Allegiance will be a time of thanks for outgoing Board Member, Steve Hoagland

#### 1. Opening Ceremonies:

**Roll Call:** Board Members Present: Garcia, Dawson, Cendaña-Torlakson, Hoagland, Mason  
Staff Present: Long, Giles  
Audience Present: Approx. 30

#### 2. Pledge of Allegiance:

The Pledge of Allegiance was led by former Director, Greg Enholm.

At this point Chair Cendaña-Torlakson, and other Board Members shared their thanks and appreciation for outgoing Board Member Steve Hoagland's eight years of service.

Representing Assemblywoman Susan Bonilla, Mr. Jamerio Jackson recognized outgoing Board Member, Steve Hoagland, for the work done in Bay Point, as well as this county, wished him well for the future and presented him with a Certificate of Appreciation.

#### 3. Swear in Newly Elected Board Members

C.C.C. District V Supervisor, Federal Glover, administered the Oath of Office to newly elected Board Member, Trina Hudson.

State Superintendent of Instruction, Tom Torlakson, administered the Oath of Office to newly elected Board Members Judy Dawson and Mae Cendaña-Torlakson.

Brief comments of congratulations were shared by Supervisor Federal Glover and Superintendent of Instruction, Tom Torlakson.

#### 4. Approval of Agenda:

Director Mason recommended Agenda item 11c be removed.

Chair Cendaña-Torlakson recommended adding the November 2014 Financial Report to the Consent Calendar.

**Motion::** Approve the Agenda with above mentioned amendments.

**Motion:** Garcia **Second:** Dawson

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

#### 5. Consent Calendar:

Director Mason made a motion to pull items B, C, D & E for discussion.

Director Hudson made a motion to pull item A for discussion.

On item a, Director Hudson asked if it was appropriate to ask at this time to have included with Staff Reports a monthly report from Rande Ross about the Teen Center. Mr. Long stated that request should be made during the General Manager's oral report and it would require 3 Board Members to make that recommendation.

On item b, Directors Mason, Hudson and Dawson asked questions about some particular warrants and were satisfied with Mr. Long's explanations.

On item c, Director Mason requested a breakdown of expenses for the Neighborhood Parks. Mr. Long stated the largest cost for those parks is water.

On item d, Director Mason said he thought a new Board Member would benefit more from attending the CPRS Conference. After some discussion it was determined that Director Dawson would choose 1 day to attend, drive herself, and would cover the cost herself of any other additional days she might attend. Mr. Long stated the Board needs to approve Director Dawson's attending the conference, and the details of her going one day will be reflected in her Expense Report.

On item e, Director Mason inquired about an infrastructure study of Ambrose Park. Mr. Long said it will be addressed in his General Manager's Report.

**Motion:** Move to approve consent calendar items a, b, c, d including change of Director Dawson attending 1 day of Conference, and e.

**Motion:** Mason **Second:** Garcia

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

## 6. Presentations:

### a. **Yard of the Month Awards**

One of the winners, Ms. Pramila Lass, was present to receive her award and spoke about her lovely flower and vegetable garden providing her enjoyment. Mrs. Marcia LesSley was also there to accept the award for her husband, Mr. Patrick Lessley.

Other recipients not present were Hedui Stewart, Rosa Rodriguez, Herminia Ramos, Tolini Fonua, Martha Lopez-Martinez, Francisco Maria, Robert Bell, Howard Comrie, Dorothy Fojas, and Melissa & Brian Jekabsons.

### b. **Recognition of Mr. Hagata's 25 Years of Service as Shorinji Kempo Instructor**

Chair Cendaña presented Mr. Makota Hagata a plaque recognizing his 25 years of service for the Ambrose Recreation & Park District as instructor of Shorinji Kempo to this community's children and adults alike.

Mr. Hagata shared remarks about his positive experiences teaching Shorinji Kempo in this community center, and appreciates being a part of this community.

## 7. General Manager's Report:

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

1. Restroom infrastructure at Ambrose Park.
2. Auditorium Floor, accepting of CDBG funds as additional monies have been approved by County.
3. Lynbrook Well including brief background and where it stands now. Director Mason and Hudson shared their concerns about the well not being completed yet and how close to budget
4. Pool Project and results of recent bidding process. Mr. Long said he wanted to share information so the Board would be better able to give him direction. Director Mason objected to discussion of Pool Project under Manager's Report instead of a separate Agenda Item.

Director Hudson made a request to the Board to have a monthly teen program report added to the agenda. It was the consensus of the Board to add the report and the Chair directed the General Manager to provide a teen report on future agendas.

Paul Schneider from Siegfried shared his analysis of why bids came in so high over the estimated budget.

After some discussion it was agreed the Pool Project will be on the next Board Meeting Agenda in January and that Bob Norbudes and Paul Schneider would return then and share again their analysis and also their ideas on changes that might bring costs down. Also requested from Mr. Long was information regarding possibly surveying the community again.

## 8. Public Communications:

Debra Mason congratulated the newly elected Board Members and said she hoped new and old Board Members would take advantage of Board Training, and Brown Act training, to become a more effective Board.

Ed Stevenson said he was back and more available to community again, and reminded everyone they have a representative in him at the Tournament of Roses, Rose Bowl Parade.

Michael Kerr said he was frustrated with the Pool Project and hoped the Board considers the importance of Public input; would really like to see a mailing done by the Park District to inform them about Pool meetings.

## 9. Legal Counsel Report:

None

**10. Public Hearing:**

None

**11. Board Matters:**

**a. Consider authorizing the General Manager to submit a Community Development Block Grant (CDBG) application to renovate the Ambrose Community Center Restrooms and authorize the General Manager to allocate \$25,000 from the State Grant Fund for this capital project.** After explanation and brief discussion it was decided:

**Motion:** Move to authorize the General Manager to submit an application for Community Development Block Grant funds for the amount of \$50,000 to renovate the Ambrose Community Center restrooms, and authorize the General Manager to allocate \$25,000 from the State Grant Fund for this capital project.

**Motion:** Garcia **Second:** Dawson

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

**b. Consider adopting a Whistle Blower Policy.** After explanation and some discussion it was decided:

**Motion:** Move to adopt "Whistleblower" policy as part of the Personnel Policies Manual, Chapter 13 added as section 1318, with staff training about the policy also.

**Motion:** Mason **Second:** Garcia

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

**12. Closed Session**

None

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

Director Hudson asked Chair Cendaña Torlakson about attending a MAC meeting if it was arranged for EBRPD to give their report about the Delta Trail, instead of them having to make the presentation twice, and Chair Cendaña said yes.

Director Mason reported he had attended the quarterly Special District Association Meeting on Oct. 20<sup>th</sup> where they talked about restructuring and fees being raised and an interesting speaker. He stated he also received information on AB1542 and AB2040; and shared with Mr. Long. Director Mason also was a part of the SDA's planning committee on November 13<sup>th</sup> where they talked about the rate increases, possibly bringing back their scholarship program, and Dependent Districts having more of a voice and hopefully boosting their membership. Director Mason indicated he wants Board Members to be accountable for past decisions.

Director Dawson reported she attended the Tesoro workshop on nonprofit foundations and thought it was very interesting, and there is to be some talk at the CPRS Conference she will look into about this subject. She stated she was very pleased with the Riverside Creek Cleanup, and was also able to attend and had a good time at the well-attended Tree Lighting Ceremony at the Center last night.

Director Cendaña thanked the staff for their work this past year, particularly for the work done on the back-to-back Thanksgiving Meal, Breakfast with Santa and Tree Lighting Ceremony.

Director Hudson said she wanted to acknowledge Director Mason's sentiments regarding Board accountability. She also encourages the Board to move forward from this point on and stressed the importance of working as a team.

Chair Cendaña said she is looking forward to working with the new Board and they will have in January the General Manager's State of District Report. She also explained that because of the staff's Holiday furlough the next Board Meeting will be on January 15<sup>th</sup>, instead of January 8<sup>th</sup>, 2015.

Agenda items for next meeting to include:

1. Pool Project
2. Survey possibilities
3. Committee Assignments
4. General Manager's State of the District Report

**14. Closing Ceremonies:**

a. Adjournment.

**Motion:** Move to adjourn meeting to a reception in Dining Room for the newly elected Board Members

**Motion:** Garcia **Second:** Dawson

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

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

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Signature of Board Member