



## Regular Board Meeting

### Minutes

June 13, 2024

The regular meeting of the Board of Directors was convened by Vice-Chair Mae Torlakson 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: Torlakson, Lopez-Garcia, Garcia  
Board Member Absent: Hudson, Torres  
Staff Present: Long, Chalifoux, Villa  
Audience Present: 1

2. **Pledge of Allegiance;** 

The Pledge of Allegiance was led by Director Torlakson.

3. **Approval of Agenda:**

**Motion:** Approve the Agenda.

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

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

4. **Consent Calendar:**

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

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

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

5. **Presentations/Introductions:**

None

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

At this moment, Mr. Long thanked the Board for the opportunity to have served them for over 10 years. The Recreation Coordinator gave brief reports on the following topics:

1. Recreation/Programs/Events – Ambrose Aquatic Center opened daily as of Monday; have sold 53 youth passes and 46 adult passes; summer camp starts next week; Mike's Bike Repair was at the community center on the 6<sup>th</sup> and repaired 40 bikes for free; Jr. Giants begins next week; practices will be in Pittsburg until field maintenance is complete; Walk with Ease, a new senior program in partnership with the Arthritis Foundation, started June 3<sup>rd</sup>; swim lessons are completely full
2. Lynbrook Park – basketball court is now complete; has been getting a lot of use

7. **Legal Counsel Report:**

None

**8. Public Communications:**

None

**9. Board Matters:**

- a. **Consider Approval of the 2024-2025 Engineer's Report as Presented by Community Economic Solutions and Approval of Resolution #23/24-02, Intention to Order Improvements and Set a Public Hearing for Ambrose Parks Assessment District.**

**Motion:** Move to approve the 2024-2025 Engineer's Report as presented by Community Economic Solutions and approve Resolution #23/24-02, Intention to Order Improvements and Set a Public Hearing for Ambrose Parks Assessment District.

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

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

**Absent:** Hudson, Torres      **Abstentions:** None

- b. **Consider Approval of Resolution #23/24-03, Ordering Even Year Board of Directors Election; Consolidation of Elections; and Specifications of the Election Order.**

**Motion:** Move to approve Resolution #23/24-03, Ordering Even Year Board of Directors Election; Consolidation of Elections; and Specifications of the Election Order.

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

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

**Absent:** Hudson, Torres      **Abstentions:** None

- c. **Consider Approving the First Amendment to Purchase and Sale Agreement and Joint Escrow Instructions for the sale of Clearland Property.** Mr. Long explained that this is to consider approving the buyers request to purchase another 60-day extension and to consider approving the covenant for low-income housing. Director Torlakson went over the covenant and does not think it would be best for the District to have to continuously audit the buyers on the 10% low-income agreement. She does not think it is the Districts responsibility and believes that the District would no longer be parks and recreation, at that point. Director Garcia agrees that the job of the District is to sell the property with no attachment.

**Motion:** Move to approve the First Amendment to Purchase and Sale Agreement and Joint Escrow Instructions for the sale of Clearland property without the covenant.

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

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

**Absent:** Hudson, Torres      **Abstentions:** None

- d. **Consider Entering into an Employment Agreement with Lori Chalifoux to Serve as General Manager for the District.** Mr. Long explained that this is a 3-year agreement with the same hourly rate of the existing General Manager, only at a 40-hour week. There are a few errors on the contract, which will be corrected prior to executing. Change would take effect July 1, 2024.

**Motion:** Move to enter into an Employment Agreement with Lori Chalifoux to serve as General Manager for the District.

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

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

**Absent:** Hudson, Torres      **Abstentions:** None

**10. Public Hearing:**

None

**11. Closed Session**

None

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

Director Lopez-Garcia loves the new carpet in the community center. She would like to see the Board Room carpet updated, as well. She also mentioned how busy Ambrose Park has been and thanked staff for the upkeep. Director Torlakson congratulated Mrs. Chalifoux and is looking forward to working with her. She thanked Doug for the positive change he brought to the District.

**13. Closing Ceremonies:**

Adjournment

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

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

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

**Absent:** Hudson, Torres **Abstentions:** None

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

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