

Regular Board Meeting

Minutes

February 14, 2013

The regular meeting of the Board of Directors was convened by Chair Steve Hoagland 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 (6:35), Dawson, Hoagland, Cendaña-Torlakson, Mason
Staff Present: Rodrigues
Audience Present: Approx. 15

2. Pledge of Allegiance

The Pledge of Allegiance was led by Chair Hoagland.

3. Approval of Agenda

Motion: Move to approve the agenda adding under Item 13 "Items for Next Month's Agenda".

Motion: Mason **Second:** Cendaña-Torlakson

Action: Voice Vote: 5 ayes/Motion Passed

4. Consent Calendar:

Director Mason requested that items C & D be removed for discussion. Director Dawson stated she wanted the minutes of the January 10th meeting changed on item 9b. She said to change it to read "Director Dawson stated that she didn't remember all of the dates of the delays and the County had held up the \$400,000 but we kept working with them and it took so long that the costs went up." Director Cendaña-Torlakson also wanted a change to the December 12th minutes under "Approval of the Agenda". She wanted the sentence removed that stated "Director Cendaña-Torlakson explained why it had been changed and there was a short discussion after which it was suggested that it be discussed at the next meeting" and replaced with the following: "Director Garcia requested Director Cendaña-Torlakson to recount the events that led to the rearrangement of the Public Comments item on the regular board meeting agenda. Director Cendaña-Torlakson explained that in May 2007, three members of the Board voted to move the start time of the regular Board meeting from 7:00 p.m. to 6:30 p.m., which she and Director Magleby opposed because they wanted to be sure that the start time was convenient for the public to attend and speak during Board meetings. Immediately after the Board meeting start time was set to 6:30 p.m. Director Cendaña-Torlakson moved that Public Comments be moved to after the Consent Calendar to keep the agenda item consistent within the time frame when it (Public Comments) would be heard when the Board meeting started At 7:00 p.m. That motion was unanimously passed and approved by the Board. There was a short discussion after which it was suggested that the item be further discussed at the next meeting."

Motion: Move to approve the Consent Calendar with items C & D removed for discussion.

Motion: Garcia **Second:** Dawson

Action: Roll Call Vote: 5 ayes/Motion Passed

Director Mason stated that for item 4c, the Financial Report, he would like only the General Fund money shown in the main part of the report with the grants and reimbursement accounts listed separately. Mrs. Rodrigues stated she could rearrange the report.

On item 4d, General Manager's maintenance report, Director Mason noted that there were valves replaced in two parks by D&H at an extra cost. He questioned why our maintenance workers weren't doing the work.

Motion: Move to approve items C & D on the Consent Calendar.

Motion: Mason **Second:** Garcia

Action: Roll Call Vote: 5 ayes/Motion Passed

5. **Presentations:**

a. **Yard of the Month Awards**

None of the winners for this month were present to accept their awards

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

None

7. **Public Communications:**

There were no comments at this time.

8. **Legal Counsel Report:**

None

9. **Public Hearing:**

None

10. **Board Matters:**

a. **Consider conference attendance by Board and Staff (Mason)** Director Mason quoted the By-Laws and Policy Manual regarding the reimbursement policy, including proper reimbursement forms, for staff and Board members for meals and stated that it makes sense and would protect everyone. He also stated that the Board is supposed to approve attendance at conferences and said he wanted to attend one day of the CPRS conference for \$201. Director Cendaña-Torlakson said she thought the limits for the costs of meals need to be raised. Mrs. Rodrigues stated that they could discuss it at another meeting and consider an amendment to the By-Laws and Policy Manual. ***The motions and vote on this item were not made or taken until after Item 11 (see below).***

Motion: Move to approve CPRS conference attendance by Directors Dawson, Mason, Hoagland and the General Manager.

Motion: Mason **Second:** Dawson

Action: Roll Call Vote: 5 ayes/Motion Passed

b. **Discussion of current maintenance contracts (Mason)** Director Mason said he was reviewing the maintenance contract with D&H Landscaping and thinks we could do what they are doing in-house and eventually save the District \$80,000 a year. He submitted a plan that could be phased in over a couple of years. Director Mason referenced the copy of the D&H contract for the county parks that was signed in August of 2012 for \$50,000 and said the Board had approved the proposed contract for \$42,000. He stated that he was really concerned that the General Manager signed the wrong contract, not the one approved by the Board. Director Dawson said the General Manager is not present to address this.

c. **Consider acceptance of proposal for engineering services by Luhdorff and Scalmanini for Lynbrook Park well and authorize the General Manager to sign contracts and authorize expenditures. (Smith)**

Motion: Move to not approve the contract with Luhdorff and Scalmanini until the General Manager contacts Michael Clark.

Motion: Mason **Motion died for lack of a second.**

Chair Hoagland stated that the General Manager had been asked to find other engineers before approving the contract with Luhdorff and Scalmanini but he couldn't find any. He asked that we approve the \$10,500 but have the General Manager contact Michael Clark.

Motion: Move to approve the \$10,500 but have the General Manager contact Michael Clark.

Motion: Garcia **Second:** Cendaña-Torlakson

Action: Roll Call Vote: 4 ayes/1 no (Mason)/Motion Passed

d. **Consider Ambrose Park Master Plan Future Direction and Grant Funds (Smith)** Director Hoagland explained about the public hearings to discuss the Master Plan. John Wilson stated he thought there should be a district wide mailing to inform the residents of the meetings and the meetings should be run by someone with no other interest in the project. He also said repair of the old pool was brought up and it should be investigated and addressed. Mike Kerr stated that it was too bad that it took the failure of the project to involve the public. He said the Board owed the public an apology for the wasted public funds. Mr. Kerr stated that the Master Plan has two large pools and a large pool was the overwhelming consent of the people and now there is no pool in the project. He also stated that RJM running the workshops and being contracted to do the design work seems to be a conflict.

Motion: Move to set four public meetings; 2 on weeknights; 2 on Saturdays; 2 in March and 2 in April with dates to be set by the General Manager.

Motion: Garcia **Second:** Dawson

Action: Voice Vote: 3 ayes/1 abstention (Cendaña-Torlakson)/1 no (Mason)/Motion Passed

11. Closed Session:

Chair Hoagland adjourned the meeting to a closed session to discuss:

a. Conference with legal counsel – existing litigation

b. Conference with legal counsel – anticipated litigation

Chair Hoagland reconvened the meeting and stated that on item a the are continuing the appeal and on item b there was no reportable action taken.

Continuing Item 10a: At this time Chair Hoagland apologized for not completing Item 10a (Conferences). Director Mason stated that he would like to attend on Wednesday. Director Hoagland said he would like to attend and would love to see all Board members go at least one day. Director Dawson said since Director Mason is attending Wednesday, she would like to attend on Thursday. Director Hoagland said he is a board member of CAPRBDM and will be attending the entire CPRS conference with the General Manager. (See motion and votes above under Item 10a)

12. Public Communications:

There were no comments.

13. Committee Reports and Board Comments:

Director Mason stated that he attended a workshop on How to be an Effective Board Member and submitted a report and explained a bit of the report. He said he also attended the CCSDA lunch meeting and learned that reserve funds should be designated. Director Mason stated he would like a report on the Prop 1a funds status at the next meeting and would like the General Manager to present a quarterly budget report. Director Dawson said she had also attended the CCSDA lunch. Director Cendaña-Torlakson said the Garden Club will be having a lecture on grafting in March. She also asked Mrs. Rodrigues for a list of litigation cases and any amounts paid for her information. Director Hoagland said the CAPRBDM is having a dinner and State Superintendent of Schools Torlakson will be the guest speaker.

14. Closing Ceremonies:

a. Adjournment.

Motion: Move to adjourn the meeting.

Motion: Cendaña-Torlakson **Second:** Garcia

Action: Voice Vote: 5 aye/Motion Passed

Approved by the Board of Directors on _____

Signature of Board Member