



Regular Board Meeting

Minutes

September 8, 2016

The regular meeting of the Board of Directors was convened by Chair Judy Dawson 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 (6:45), Dawson, Hudson, Mason
Board Member Absent: Torlakson
Staff Present: Long, Rodrigues
Audience Present: Approx. 4

2. Pledge of Allegiance:

The Pledge of Allegiance was led by Administrative Assistant, Mary Jane Rodrigues.

3. Approval of Agenda:

Motion: Approve the Agenda as presented.

Motion: Mason **Second:** Hudson

Action: Roll Call Vote: 3 ayes/2 absent (Torlakson, Garcia)/Motion Passed

4. Consent Calendar:

Motion: Move to approve the consent calendar items **c** and **e**.

Motion: Hudson **Second:** Mason

Action: Roll Call Vote: 3 ayes/2 absent (Torlakson, Garcia)/Motion Passed

Director Hudson pulled item **a** (July minutes) and stated that at Adjournment the roll call vote should have showed 3 ayes since she had left early and was not present. She stated that Mrs. Rodrigues had already been informed.

Motion: Move to approve consent calendar item **a** with the noted changes.

Motion: Hudson **Second:** Mason

Action: Roll Call Vote: 3 ayes/2 absent (Torlakson, Garcia)/Motion Passed

Director Mason pulled item **b** (approval of warrants) and asked questions on warrants #41161 in the amount of \$3,155.22 and #41163 in the amount of \$542.50. He said he saw that it was for the Administrative Assistant and asked if it was appropriate to spend that much on a computer and installation. He requested that the General Manager e-mail him with information on when the last time a computer was purchased for her, what kind of computer and was a monitor, keyboard, mouse and software included in the charge.

Motion: Move to approve consent calendar item **b**.

Motion: Mason **Second:** Hudson

Action: Roll Call Vote: 3 ayes/2 absent (Torlakson, Garcia)/Motion Passed

Director Mason also pulled item **d** (Rec. Coordinator staff report). Director Mason stated that he was at the movie night at the park and there were probably 150 people and not 150 families as stated in the report. Director Mason also asked about the Junior Giants and summer basketball programs. He asked if there were scholarships and how many were received by Bay Point residents. He also asked how many Bay Point residents participated in both programs.

Motion: Move to approve consent calendar item **d**.

Motion: Mason **Second:** Hudson

Action: Roll Call Vote: 3 ayes/2 absent (Torlakson, Garcia)/Motion Passed

5. Presentations/Introductions:

a. Presentation on the Los Medanos Community Garden by Los Medanos Community Health Care District Director Marilyn Condit. Chair Dawson said that this item would be addressed when Marilyn arrives.

Ms. Condit said that their garden project started in 2010 and took 4 years to open with some strong opposition. She stated that \$50,000 was approved by their Board to start the garden and \$15,000 of that ended up being used for the fence which was the largest expense. They had a garden committee with at least two Board Members included that met once a month but they wanted the gardeners to run the garden themselves. The Board budgets every year for tools, compost and miscellaneous projects. She stated they have 40 plots that are open to Pittsburg and Bay Point residents who pay \$20 per year for a key to the gate. There were some questions by the Board members and Ms. Condit gave some names of people who may be able to help the District.

6. General Manager's Report:

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

1. Pool Project – pool project on schedule. Will be meeting with Pittsburg staff to discuss partnering on the pool in the future.
2. AB 2444 Park Bond – the bill died. They will try again.
3. 70th Anniversary – Will have a celebration tentatively set for Saturday, December 10th.
4. Maintenance position – good response but still recruiting.
5. Koshland Grant – program to enhance our Teen Center and Riverview Middle School.
6. CAPRI – District visit to review safety including park inspections and reviewing all required forms. We did well.

7. Legal Counsel Report:

None

8. Public Communications:

None

Item 5 (Presentations/Introductions) was now addressed and Marilyn Condit had arrived. See #5 above.

9. Board Matters:

a. Consider directing the General Manager to issue a Request for Proposal for real estate services for the sale of real property located at the corner of Willow Pass Road and Clearland Drive. Mr. Long stated that the title had finally been cleared and we can start again to sell the property. He stated that we need to look for a real estate company that deals in commercial properties. Mr. Long said that by law we have to offer the property to various local agencies before selling to the public.

Motion: Move to direct the General Manager to issue a Request for Proposal for real estate services for the sale of real property located at the corner of Willow Pass Road and Clearland Drive.

Motion: Garcia **Second:** Hudson

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

b. Consider a request from Victor Saldana regarding tools located at the Ambrose Park Maintenance Building. Mr. Long explained that he was a former employee and they had met at the maintenance shop to claim his tools. He said that after checking with legal counsel, he told Mr. Saldana that he would have to show proof of ownership for any of the tools that weren't labeled as his. He said that letting him take all of the tools could be considered a gift of public funds and we couldn't do that. Director Mason stated that when he worked for the District the maintenance workers all kept their own tools and personal property at the shop and he had tried to have them take them home. He said he checked with Victor and he had his own tools. Director Hudson said she didn't see how we could give them to him but maybe Director Mason had a good idea for a new policy. Director Dawson said all District items should be marked.

Motion: Move to deny the request from Victor Saldana to take tools from the Ambrose Park maintenance building without a receipt.

Motion: Hudson **Second:** Garcia

Action: Roll Call Vote: 3 ayes/1 no (Mason)/1 absent (Torlakson)/Motion Passed

10. Public Hearing:

None

11. Closed Session

None

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

Director Garcia complimented Delano of the All in One group for the hard work on the backpack giveaway. She stated there were a lot of people and other agencies were asked to participate. She also noted the movie event at the park and barbeque saying they had a nice crowd and the food was delicious.

Director Dawson stated that the community looks to the District for good ideas and programs. She said we make a connection with the community through our classes and programs. Director Garcia said our next door neighbors have mowed the area next to us and the homeless group that was staying there is gone now. She asked the General Manager if we could send a note of thanks. Director Hudson thanked staff for their communication and answering all her questions. She also asked for an update on what is happening with the Attorney General's investigation of the Bay Point Community Foundation.

13. Closing Ceremonies:

Adjournment

Motion: Move to adjourn the meeting.

Motion: Hudson **Second:** Garcia

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

Approved by the Board of Directors on _____

Signature of Board Member