



Regular Board Meeting

Minutes

September 14, 2017

The regular meeting of the Board of Directors was convened by 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, Hoagland, Lopez-Garcia
Board Members Absent: Torlakson, Hudson
Staff Present: Long, Rodrigues
Audience Present: Approx. 10

2. **Pledge of Allegiance:** 

The Pledge of Allegiance was led by Director Hoagland

3. **Approval of Agenda:**

Motion: Approve the Agenda as presented.
Motion: Hoagland **Second:** Lopez-Garcia
Action: Roll Call Vote: Ayes: Garcia; Hoagland; Lopez-Garcia

4. **Consent Calendar:**

Motion: Move to approve the Consent Calendar as presented.
Motion: Hoagland **Second:** Lopez-Garcia
Action: Roll Call Vote: Ayes: Garcia; Hoagland; Lopez-Garcia
Noes: none
Absent: Torlakson; Hudson
Abstentions: none

5. **Presentations/Introductions:**

a. Presentation by Pool Manager, Lori Chalifoux regarding our first Aquatics season for the new pool. Lori gave an overview of customer use of the new pool. She stated that the expense for the season was \$63,689 and the income was \$35,796 which was a great return of 60% of income to expenses. She gave the goals for next year as being more rentals of the pool, more lessons and more classes/programs. Lori stated that there was more and more people on weekdays and weekends as the summer went on and both parking lots were full most of the time. The Directors commented on what an amazing job Lori and her staff had done and how good it was to see the pool draw people, even outside of the District, to Ambrose Park.

b. Presentation by Paul Bugarino of the County Elections Dept. regarding an ADA project for the Center. Mr. Bugarino explained that the Center has been an election precinct for many years and the Election Dept.'s interest in improving ADA access to make it easier for handicapped voters. He stated that they had received a Keller Canyon Mitigation Funds Grant for the project and it would repair and enhance the handicapped parking area and sidewalks for entrance into the building. He stated that the General Manager of the District had said the west entrance door by the Career Center needed replaced and said that they were willing to contribute part of the cost of replacing and ADA updating of the doors. The Directors thanked Mr. Bugarino and agreed that they were happy to be working with the County. They agreed that this was a very worthwhile project.

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

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

1. Clearland – Sale fell through because of pending litigation and zoning problems; second bidders already found another property; will need to change our Capital Improvement Plan because of the lack of funds.
2. Lynbrook Park – slide on playground cracked and broke; taped off and contacted playground company; \$5,000 to replace; need to replace right away.
3. Lynbrook Park – received 3 bids for tree work that needs to be done; 3 phase plan for a total of \$15,000 from our parks maintenance company; project will cut into our reserves.
4. Recognition Dinner – working with All-In-One to put on a Volunteer & Service Recognition Dinner. Had the 70th Anniversary dinner last year and this would be a less formal event.
5. Ambrose Park – amazing increase in use of Ambrose Park; good picnic areas; good staff that keep the garbage emptied; both parking lots full.
6. Community Garden - Jasmine working on volunteer program with Contra Costa Health Services and the Eagle Scouts; replaced the irrigation to the garden
7. Pool break-in – 24 hours before the Labor Day weekend; need to bolster security; staff did great job cleaning up.

7. **Legal Counsel Report:**

None

8. **Public Communications:**

None

9. **Board Matters:**

- a. **Consider approval of the 2016-2017 Final Budget.** Mrs. Rodrigues explained some of the highlighted changes in the budget and stated that we had done very well and are in the black again this year. There were a few comments.

Motion: Move to approve the 2016-2017 Final Budget.

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

Action: Roll Call Vote: Ayes: Garcia; Hoagland; Lopez-Garcia

Noes: none

Absent: Torlakson; Hudson

Abstentions: none

- b. **Consider approval to participate in the CAL-Card Purchasing Program and authorize the General Manager to execute a Subscription Agreement.** Mr. Long explained the advantages of the program as opposed to regular credit cards such as the vendors and purchase amounts can be limited. Director Lopez-Garcia said that they used them at her work and it was wonderful.

Motion: Move to approve participation in the CAL-Card Purchasing Program and authorize the General Manager to execute a Subscription Agreement.

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

Action: Roll Call Vote: Ayes: Garcia; Hoagland; Lopez-Garcia

Noes: none

Absent: Torlakson; Hudson

Abstentions: none

- c. **Discussion regarding park entry signs.** Mr. Long explained that the neighborhood parks we took over from the county have no signs and there is a need to put the park names and the District's name to identify them as ours. He explained the different materials available and suggested the pre-cast concrete because it is hard to vandalize and have a long life. He said we will have to work with the county for a sign by Bailey Road for Ambrose Park. Director Hoagland said he asked for this item because he wanted the parks identified as belonging to Ambrose and he said the cement is the norm for agencies now. The rest of the Directors agreed with the cement.

10. **Public Hearing:**

None

11. **Closed Session**

None

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

Director Hoagland mentioned that on September 20th there will be a Root Beer Social for Board Members and Commissioners and staff is invited. He also wanted to add the CPRS Conference attendance to the next

agenda. Director Lopez-Garcia said that on September 30th there is a tour of the Antioch Dunes at the Habitat on Wilbur Ave. and parking is limited. Director Garcia said the Bay Point Koshland Fellows is having a open house for the new Bay Point Youth Academy here at the Center.

14. Closing Ceremonies:

Adjournment

Motion: Move to adjourn the meeting.

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

Action: Roll Call Vote: Ayes: Garcia; Hoagland; Lopez-Garcia

Noes: none

Absent: Torlakson; Hudson

Abstentions: none

Approved by the Board of Directors on _____

Signature of Board Member