



## Regular Board Meeting

### Minutes

July 9, 2015

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.

1. **Opening Ceremonies:**

**Roll Call:** Board Members Present: Garcia, Dawson, Cendaña-Torlakson, Hudson, Mason  
Staff Present: Long, Rodrigues  
Audience Present: Approx. 15

2. **Pledge of Allegiance:**

The Pledge of Allegiance was led by Annette Ramirez from West Pittsburg for Progress.

Chair Cendaña-Torlakson gave her thought of the month "If not us, who? If not now, when?" by John F. Kennedy.

3. **Approval of Agenda:**

**Motion:** Approve the Agenda as presented.  
**Motion:** Hudson **Second:** Garcia  
**Action: Roll Call Vote:** 5 ayes/Motion Passed

4. **Consent Calendar:**

Director Mason requested items **a & b** be pulled and **Director** Hudson requested items **c & d** be pulled for discussion. Director Mason stated there was a wrong vote recorded in the minutes and Mrs. Rodrigues stated it had already been brought to her attention and would be changed. There were questions from Director Mason and Director Hudson regarding checks to D& H Landscaping, Robert Cupit (electrician), SSD Systems (alarms), Martell Water Systems and Hub International.

**Motion:** Move to approve consent calendar as presented.  
**Motion:** Garcia **Second:** Dawson  
**Action: Roll Call Vote:** 5 ayes/Motion Passed

5. **Presentations/Introductions:**

**a. Presentation by EMG on a 20 Year District-Wide Facilities Master Plan.** Erik Piller, Vice President and Matt Anderson, Program Manager made a slide presentation and explained the process and steps they would take to create the plan. They also explained software that would be included and how the District could use it. There were questions and discussion from the Board members on ADA plan being separate, when the best time of year to do it and how long it will take.

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

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

1. Restroom Reno – Environmental Review done, first step
2. Maintenance Workers – hired a part-time maintenance worker and our regular maintenance worker has returned.
3. Budget – looks better than we thought for this year, final figures with audit.
4. Teen Center Grant – awarded for next year \$71,000+, program is doing great things
5. Ambrose Park Clean-up and BBQ – August 1<sup>st</sup>, 9-12, with ACCES group
6. Pool Redesign – met with Siegfried and Pittsburg on redesign, will need special meeting to approve
7. Strategic Planning Meeting – John De Lorenzo not available, looking for a facilitator, will reschedule meeting

7. **Legal Counsel Report:**

None

8. **Public Communications:**

Public comments were made on the August 1<sup>st</sup> clean-up of Ambrose Park, Peace March/Vigil on Friday, visiting Ambrose Park on Sunday and it being clean and beautiful and thanks to the Board on their good work, and hoping to get the pool back.

9. **Public Hearing:**

a. **Levy of the proposed Ambrose Parks Assessment.** Chair Cendaña-Torlakson opened the Public Hearing. Mr. Long introduced Chuck Crandall of Community Economic Solutions. There were comments and questions on wanting majority share of assessment go to Ambrose Park, the pool, what the assessment covers and the protocol if residents want to eliminate the assessment. The Chair closed the Public Hearing.

12. **Board Matters:**

a. **Consider authorizing the General Manager to execute a contract with EMG in an amount not to exceed \$40,587 for the Development of a 20 Year District-Wide Facilities Master Plan.** Mr. Long stated that the funds were approved with the budget at the last meeting without the ADA component. There were public comments on the past Master Plans not being addressed and ADA being included especially in a 20 year plan. There were Board comments on ADA being important, doing ADA plan and not Master Plan, this being different that past plans because of specific information and adding the ADA to the Master Plan.

**Motion:** Move to authorize the General Manager to execute a contract with EMG in an amount not to exceed \$69,937.88 for the development of a 20 Year District-Wide Facilities Master Plan including the ADA Transition Plan.

**Motion:** Hudson **Second:** Dawson

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

b. **Consider authorizing the General Manager to execute a contract with Contra Costa County for Community Development Block Grant funds (CDBG) in the amount of \$50,000 to renovate the Ambrose Community Center Restrooms.** Mr. Long stated that the project was approved by the Board and this was a procedural item to enter an agreement with the County. There were Board comments on the restrooms being available during the renovation and the timeline for the project and the grant.

**Motion:** Move to authorize the General Manager to execute a contract with Contra Costa County for Community Development Block Grant funds (CDBG) in the amount of \$50,000 to renovate the Ambrose Community Center restrooms.

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

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

c. **Consider voting to select a Special District member to the Contra Costa Local Agency Formation Commission (LAFCO) pursuant to Government Code Section 56332; and consider appointing an alternate representative to the Selection Committee.** Mr. Long stated that a member of LAFCO had passed away and a replacement was to be appointed. There was a short discussion.

**Motion:** Move to select Stephen A. Anderson as the Special District member to the Contra Costa Local Agency Formation Commission (LAFCO) pursuant to Government Code Section 56332.

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

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

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

Comments were made on the July 18<sup>th</sup> & 19<sup>th</sup> Relay for Life in Pittsburg, July 10<sup>th</sup> Peace March at Riverview School, District Receptionist, Debbie Giles' 15 years of service and having to move the Strategic Planning meeting.

13. **Closing Ceremonies:**

a. Adjournment.

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

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

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

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

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