

## Regular Board Meeting

### Minutes

February 13, 2014

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, Mason, Dawson, Cendaña-Torlakson, Hoagland  
Staff Present: Long, Rodrigues  
Audience Present: Approx. 15

#### 2. Pledge of Allegiance:

The Pledge of Allegiance was led by former Board member Greg Enholm.

#### 3. Approval of Agenda:

Director Hoagland asked to pull Item a, the January minutes, since he wasn't here.

**Motion:** Move to approve the agenda removing Item A for a separate vote.

**Motion:** Mason **Second:** Dawson

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

**Motion:** Move to approve the Minutes of the January 16, 2014 regular meeting.

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

**Action: Voice Vote:** 4 ayes/1 abstention (Hoagland)/Motion Passed

#### 4. Closed Session:

None

#### 5. Consent Calendar:

Director Dawson stated that in the minutes for December 19<sup>th</sup> it wasn't mentioned that she and Director Mason were in attendance. She also said that in the minutes for December 12<sup>th</sup> under Board Comments she would like to add that a gift and card was presented to Mr. De Lorenzo by Director Dawson as a thank you from all the Board members. Director Mason noted the Financial Report and said he thinks the budget should be reviewed every three months and the current budget needed to be revised because some of the numbers didn't make sense. There were a couple of questions regarding the bills by Director Dawson. Director Cendaña-Torlakson stated that in the December 12<sup>th</sup> minutes the comment about the taco restaurant and a Subway coming was made not by herself but by Director Dawson.

**Motion:** Approve the Consent Calendar with the requested changes to the minutes.

**Motion:** Mason **Second:** Garcia

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

#### 6. Presentations:

##### a. Yard of the Month Awards

None of the winners were present to accept their awards.

##### b. Presentation of proposals by Jones & Madhavan Architecture and Siegfried Engineering for the Ambrose Aquatics Complex Redesign and Rebuilding Project.

Mr. Long explained the process of the presentations. The representatives from Jones & Madhavan Architecture gave their presentation explaining their experience as architect and engineer, the process and the project proposal. There were no questions from the public but Board members asked questions about the RFP and more specific uses/programs for the pool, reducing the length of the pool, securing a solar system, engaging the public and the length of time to complete.

The representatives from Siegfried Engineering introduced their representatives and gave their presentation including proposal and budget. There were questions and comments by the public including

being very impressed with the presentation, it seeming customized to us, questions on security and the timeline. The Board members had comments on feeling the energy and passion from the presenters, liking the comments on the scope of work, staying to the budget and few as possible change orders, personalization of the project proposal. Mr. Long asked what the biggest challenges would be and they replied that it was the unknown at this point before inspection of the pool shell and drainage issues.

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

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

1. Thanked the Chamber of Commerce for the meet and greet with the community and said it was very welcoming.
2. Invited the Board members to the Senior Nutrition Valentine's celebration.
3. No Little League this summer, possibly in the fall because of no parent involvement.
4. March 13<sup>th</sup> deadline for RFPs for District Counsel.
5. Will present options for maintenance services for the District at the March meeting.
6. Dumping of dirt at Clearland property – put out bigger no dumping signs
7. Update on negotiations with AT&T for tower at Ambrose Park and asked for okay to continue negotiations and the Board agreed to stay with the current offer.

**8. Public Communications:**

None

Chair Cendaña-Torlakson read another quote of former Board member Gloria Magleby.  
'In order to see the rainbow, you must first endure the rain!'

**9. Legal Counsel Report:**

None

**10. Public Hearing:**

None

**11. Board Matters:**

**a. Review and consider approval of the Annual Audit for 2012-2013.** Mrs. Rodrigues stated she had sent the audit to the Board and had asked that they forward any questions that she could answer. She said she had not received any. She explained that even though the audit says we have \$417,735 in our General Fund, it includes the settlement of park dedication fees and the county parks which had to be accounted for this year but was designated for the pool project and held by Pittsburg. She said we have to be careful because looking only at income and expenses we were overspent by \$77,437 and if we deduct the one time Prop 1a funds of \$40,000+ we would have been overspent by about \$110,000. Mrs. Rodrigues also said there were notes on the Afterschool Program that need to be removed and a few typos but other than that it looks good. Director Mason said he had a list of questions and would get them to Mrs. Rodrigues. He said that it had the county parks listed as a donation instead of part of the settlement and Mrs. Rodrigues said there were a few places that the auditor will have to change the wording. Director Mason stated for the public that the audit is not 100% where we are but a quick look that we are in compliance and Mrs. Rodrigues does a good job. Mrs. Rodrigues stated that as soon as the audit is final she will have it on the website.

**Motion:** Move to approve the 2012-2013 Annual Audit.

**Motion:** Mason **Second:** Dawson

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

**b. Consider authorizing the General Manager to execute a contract with Martell Water Systems, Inc. for an amount not to exceed \$120,410 to install an irrigation well at Lynbrook Park.** Mr. Long explained the background of receiving the county parks in a settlement, the parks are not on well water but city water and Lynbrook Park using most of the assessment paying for water. He said the funds will have to come from the reserve which will bring it below the 20% but it would be paid back quickly and a good return on the investment. The Board made comments on a good opportunity for lower water costs and not really having a choice. Director Dawson asked how soon we would see lower bills and Mr. Long said immediately.

**Motion:** Move to authorize the General Manager to execute a contract with Martell Water Systems, Inc. for an amount not to exceed \$120,410 for installation of an irrigation well at Lynbrook Park.

**Motion:** Hoagland **Second:** Dawson

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

**c. Consider selection of a consultant for the Ambrose Aquatics Complex Redesign and Rebuilding Project and authorize the City of Pittsburg, acting on behalf of the District per agreement, to execute a contract, not to exceed \$160,000 with the selected firm for consulting services.** Chair Cendaña-Torlakson said they had heard the presentations and gave their comments.

**Motion:** Select Siegfried Engineering for consulting services for the Ambrose Aquatics Complex Redesign and Rebuilding Project and authorize City of Pittsburg, acting on behalf of the District per agreement, to execute a contract not to exceed \$160,000 with Siegfried Engineering.

**Motion:** Mason **Second:** Hoagland

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

**d. Report to Board: Discussion on renaming an existing facility in honor of Gloria Magleby.** Mr. Long stated that it was an opportunity to honor her in perpetuity and noted the District policy and criteria which they had a copy of. Debra Mason spoke on behalf of the Bay Point Municipal Advisory Council and stated they had chosen to start a perpetual plaque that they would add a name to every year in honor of Gloria. She said another idea brought up was to name a street after her in the Habitat for Humanity housing project. Ms. Mason said she thought it would be a good idea to name the community garden after her because Gloria had wanted Bay Point to be the geranium capital of the world and you wouldn't have to come into the building to see it. She said everyone who drives by will see it and she did start the Bay Point Garden Club. The Board made comments regarding there being other pioneers on past Board's, this building not being here without Mr. Ed Spencer, being careful when starting to name things, not having particular place or thing in mind but definitely wanting to honor her. Suggestions were made to name the Board Room, the community garden and the play area behind the parking lot in the back. Mr. Long was asked to bring it to the meeting next month.

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

Director Mason reported on the California Special District Association meeting he had attended and said that for the next agenda he would like to include a change to the Policy Manual. Director Hoagland said he would be attending the California Park and Recreation Society Conference in March and asked that approval of him attending Legislative Days in Sacramento with the General Manager in May be placed on the next agenda. Mr. Long stated he had not planned on attending the CPRS conference partly because of the budget and he had planned on going to the CARPD Conference in May. Director Cendaña-Torlakson said she and Mr. Long had a good meeting with Supervisor Glover and they will meet with him quarterly to keep in touch.

**13. Closing Ceremonies:**

a. Adjournment.

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

**Motion:** Mason **Second:** Hoagland

**Action: Voice Vote:** 5 ayes/Motion Passed

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

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