



Regular Board Meeting

Minutes

December 14, 2023

The regular meeting of the Board of Directors was convened by Vice-Chair Mae 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, Lopez-Garcia, Torres, Torlakson
Board Member Absent: Hudson
Staff Present: Long, Villa, Chalifoux
Audience Present: 0

2. Pledge of Allegiance;

The Pledge of Allegiance was led by the Vice-Chair.

3. Approval of Agenda:

Motion: Approve the Agenda.

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

Action: Roll Call Vote: Ayes: Garcia, Lopez-Garcia, Torres, Torlakson **Noes:** None
Absent: Hudson **Abstentions:** None

4. Consent Calendar:

Motion: Move to approve the Consent Calendar as presented.

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

Action: Roll Call Vote: Ayes: Garcia, Lopez-Garcia, Torres, Torlakson **Noes:** None
Absent: Hudson **Abstentions:** None

5. Presentations/Introductions:

None

6. General Manager's Report:

The Recreation Coordinator gave brief reports on the following topics:

1. Clearland Property – buyers requested fourth and final extension; will have an update within the next few weeks
2. County – will be renewing their lease at the community center
3. Recreation/Programs/Parks – sponsored a free bike repair program; 18 bikes were repaired; Pour-N-Place at Anuta has been completed; waiting for final parts to complete project; Lynbrook fountain has been repaired and water has been turned back on; Senior Line Dancing program ended today and will return in January; Breakfast with Santa was magical; 300 attendees; BPYA and Teen Center did a fantastic job on the event; pictures on the website

There were a few questions from the Board.

7. **Legal Counsel Report:**

None

8. **Public Communications:**

None

9. **Board Matters:**

a. **Consider Approving the Proposed FY 2023-2024 Mid-Year Budget Adjustments.** Mrs. Villa explained all the accounts that had significant changes. There were a few questions from the Board.

Motion: Move to approve the proposed FY 2023-2024 mid-year budget adjustments.

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

Action: Roll Call Vote: Ayes: Garcia, Lopez-Garcia, Torres, Torlakson **Noes:** None

Absent: Hudson **Abstentions:** None

b. **Consider Extending the General Manager's Contract from May 14, 2024 to June 30, 2024 and Directing the General Manger to Institute a Succession Plan.** Mr. Long announced his retirement. He is requesting a 6-week extension to finish the fiscal year, which would also institute a 6-month succession plan. The District has successfully used a succession plan in the past. The recommendation is to train Ms. Chalifoux for the position. There were a few questions and comments from the Board.

Motion: Move to extend the General Manager's contract from May 14, 2024 to June 30, 2024 and direct the General Manager to institute a succession plan.

Motion: Garcia **Second:** Torres

Action: Roll Call Vote: Ayes: Garcia, Lopez-Garcia, Torres, Torlakson **Noes:** None

Absent: Hudson **Abstentions:** None

10. **Public Hearing:**

None

11. **Closed Session**

None

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

Director Torres thanked staff for their great work. He has seen tremendous growth in the community. He would like to add a discussion about the District's masterplan on the next agenda. Director Garcia thanked the Board for being present and always asking the right questions. Director Lopez-Garcia is proud of the District and its accomplishments. The Bay Point Youth Academy, then, presented Mr. Long with a 10-year anniversary card signed by the academy, staff, and board members. The directors each expressed their gratitude to Mr. Long. Director Torlakson said it has been a terrific 2023 and she is excited for 2024.

13. **Closing Ceremonies:**

Adjournment

Motion: Move to adjourn the meeting.

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

Action: Roll Call Vote: Ayes: Garcia, Lopez-Garcia, Torres, Torlakson **Noes:** None

Absent: Hudson **Abstentions:** None

Approved by the Board of Directors on _____

Signature of Board Member