Carmel Valley Recreation and Park District

REGULAR MEETING OF THE BOARD OF DIRECTORS

***April 8, 2020 @ 6:30 p.m.***

Park District Office (Activity House), 29 Ford Road, Carmel Valley, CA

**MINUTES**

**Due to Shelter in Place Rules Only Essential Items Covered**

1. CALL TO ORDER: The Meeting was called to Order at 6:38PM.
2. ROLL CALL & ESTABLISHMENT OF QUORUM: Members Stone, Thatcher and Buffalo are present.

 A Quorum is present. Les Girard, District Counsel is present. Member Hertlein arrived at 6:40PM.

1. MOMENT OF SILENCE & PLEDGE OF ALLEGIANCE (Please Stand).
2. PUBLIC COMMENTS:

5. CONSENT AGENDA: **ESSENTIAL:** Motion to approve Consent Agenda (Thatcher); Seconded (Stone); Approved by unanimous vote of Members present (Stone, Thatcher, Buffalo)

1. FINANCIALS – $94,937.38

 b) ACCOUNTS PAYABLE – April 2020

 (1) Aqua Flow Landscape $3,925.00 (March 2020)

 Lawn Fertilizer $ 560.46

 (2) Cal Am $ 398.34

 (3) Carmel Marina, Waste Management $ 453.48

 (4) PG&E $ 206.96

 (5) AT&T Universe $ 129.20

 (6) Office of Monterey County Counsel $ 292.44

 (7) MJ Murphy’s $ 6.45

 (8) Karolyn Stone $ 600.00 (M & A Cleaning)

 c) MINUTES

 (1) March 11, 2020 – Regular Board Meeting

6. PUBLIC HEARINGS: None

7. NEW BUSINESS: **Informative Comments**

 a) Shelter in Place Rules: Counsel updated the Board on the status of the current “Shelter in Place” Order.

8. FORMER BUISNESS: **Informative Comments and/or Essential Discussion**

a) District Administration: President Stone updated Board on Paul Ingram’s status. The Board noted its appreciation of Paul’s long term and continued assistance to the District.

b) District Administration Manual: Nothing reported.

 c) Website Design: The District website is live as of today.

d) Review and Update of Prop 68 & RIRE: Nothing new to report.

e) FY 2015-2016 Financial Review: This review is still in progress.

 f) Undergrounding Electrical Near BBQ Site: Nothing new to report.

 g) West End of Park by the Parking Lot – Landscape Plan Design: Nothing new to report. An update was

 requested by the President for the May Regular Meeting.

 h) Parking – East Gravel Parking Lot: the issue with unpermitted parking seems to have been resolved.

 i) CVCYC/CYRPD Lot Line: Member Buffalo reported that SIP order has delayed finishing this work.

9. ACTION ITEMS: **ESSENTIAL**

 a) Benefit Assessment Budget for Preliminary Engineering Report was tabled pending a Special Meeting.

 b) Mark Mileti Contract: Review for renewal. Motion to Renew the Contract (Hertlein); Seconded (Thatcher) approved by unanimous vote of the four (4) Members present.

c) West Restrooms: ADA Status, Accept Bids and Plan of Work. No action taken pending receipt of detailed proposed budget and compliance report.

d) LAFCO – Election of Commissioner : Motion to vote for Pete Poitras, (Hertlein); Seconded (Thatcher) approved by unanimous vote of all four (4) Members present.

10. IDENTIFICATION OF CLOSED SESSION ITEM: **ESSENTIAL**

a) Pursuant to Government Code section 54956.9(d)(2) the Board met in closed session to discuss a matter of possible exposure to litigation.

11. PUBLIC COMMENT ON CLOSED SESSION ITEM: **ESSENTIAL:** None.

12. ADJOURN TO CLOSED SESSION: **ESSENTIAL:** 6:45PM.

13. REPORT ON RETURN FROM CLOSED SESSION: **ESSENTIAL:** At 6:52 PM the Board resumed its Regular Meeting. There was no reportable action taken while in Closed Session.

14. OPERATIONS REPORT: **If Urgent**

*Status report on condition, use, and maintenance of park facilities by Directors or Park Facilities Contractor. If a report item requires action, it will be placed on the next agenda.*

15. INFORMATIONAL REPORTS: **If Urgent**

 *Board member opportunity to ask questions for clarification or make a brief report on his or her activities as permitted by Government Code Section 54954.2*

President Stone reported on the fall she had in the Park while posting notices. Happily she is recovering well.

16. WRITTEN COMMUNICATIONS: None

17. ADJOURNMENT: the Meeting was adjourned at 7:55PM.

18. NEXT REGULAR MEETING: May 13, 2020.

Respectfully submitted,

William L. Buffalo,

Secretary