

**GREENFIELD PUBLIC RECREATION DISTRICT**

**MINUTES**

**MONDAY FEBRUARY 16<sup>TH</sup>, 2026**

**6:30 PM @ 618 APPLE AVE (LIONS HALL) GREENFIELD, CA 93927**

**CALL TO ORDER:**

**TIME: 7:15PM**

**Adjourned: 8:27 PM**

**ROLL CALL:** David Kong (Chair), Beatriz Diaz (Clerk), Raul Rodriguez, Clara Valdivia, James Thorp

✓ When prompted each board member replied with “aye”.

**PUBLIC COMMENTS:** Members of the public will be afforded the opportunity of a **3-minute** public comment *for items not on the agenda*, and may do so when the board opens public comments. “The board will normally not respond to public comments.” *If an item is already on the agenda and you want to make a public comment, please save your comment and make it when the public comment for the item is presented.*

**1. Public comments:**

✓ No public comment was made when prompted.

**2. Approval of Minutes for January 19<sup>th</sup>, 2025.**

**Motion by:** James Thorp made a motion to approve the minutes. **Seconded by:** Beatriz Diaz seconded the motion.

**Motion:** The motion was unanimously carried with “aye” when the board was prompted.

**3. ADMINISTRATIVE ASSISTANT + PROJECT MANAGER REPORT – JANET THORP:**

**A.** The oral report will be presented by Janet Thorp

- ✓ Reported that views on the website were: 6,231 views online.
- ✓ AT&T has yet to get back to Janet in terms of the discrepancy. Still an open ended case.
- ✓ Reported the park is now saving over \$2,000.00 after the Dodge was taken off the insurance.
- ✓ Jesus Perez was emailed again, but contact has not been made in terms of getting information from him on basketball hoops. Started own research.
- ✓ Provided the board with a packet for a POS system for electronic payments. Reported there was a February – the unit was on a deal at \$309.00 when Janet originally spoke to EPOS. There was questions that still needed to be answered, but if the board was interested in this unit it’d include a digital register unit and provide a way for customers of the park to pay electronically. They would provide training and installation, but there is a monthly subscription. Works with most big banks. This price exceeds the amount approved previously of \$300.00 for a register.
- ✓ The water board has been sending the District a bill for drinking water. Reached out to the water board to clarify that the park does not provide drinking water and upon meeting was waiting to hear back.
- ✓ Last but not least, Easter is coming up and it’s the parks busiest day. Staff and Janet have been discussing a small display for pictures for an Oak Park keepsake to meet the Easter bunny. Also in discussion is an Easter Egg hunt. Last year, she attended Greenfield Rec Departments Easter event to get an idea of how theirs works.

**B.** Board Comments & Questions

- ✓ Trustee Jim Thorp questioned where the bills location from the State Water Board, and asked the board if they were aware of this bill. He went on to state it’s a bill we’ve never received before or paid in the past. It’s about drinking water. We don’t supply drinking water currently at the park. It was closed with the Health Department a long time ago. There is confusion there. He doesn’t understand the bill.
- ✓ David stated this is the first time he’s ever seen a bill like this.

- ✓ Beatriz Diaz questioned what's going to happen.
- ✓ Jim stated Janet is in contact, and she stated she'd inform David of updates.
- ✓ David asked about the POS system, and if it needed internet.
- ✓ Janet responded that it'd connect to Bluetooth and wifi. We do have wifi down at the park, but stressed it'd connect to Bluetooth.
- ✓ David stated maybe we connect it with the wifi connected to the security.
- ✓ Raul asked about the equipment and the total for the POS system and whether it'd include that. He also questioned about the monthly fee. Raul stated the investment price was pretty good. Depending on the monthly fee.
- ✓ Jim stated the subscription is \$39.00.
- ✓ The park would own the equipment.

**C. Public Comments**

- ✓ Bill Lipe stood up and made a comment on the point of sales system. He worked with Visa for 10 years and stated that he'd process and settle over three trillion dollars a year with traffic from all over the world. A couple hundred of them. Worked with a lot of merchant banks. He stated he'd look this over. He thinks that square would be a better option and the percentage fee would serve the District/park better in the long run. Doesn't think they charge anything. They can use a phone or any device you'd like with any account. Small vendors use this. There's one or two pos systems out there that would avoid having to spend that kind of money. If you have the connectivity via cell or wifi it would not be a drag on the bandwidth. You'd still have to pay the interchange reimbursement fee. You can get around the other costs.
- ✓ Mary Ann Leffel volunteered to send the ATT issue to the government relations rep because that's her job. She'll take care of it.

**D. Final Comments**

- ✓ No further comments were made on this report.

**4. MANAGER REPORT – ANIVAL MIRELES:**

**A. The oral report will be presented by Anival Mireles.**

- ✓ This passed month the park made \$849.00.
- ✓ Reported he's been replacing horseshoe backboards. Changed the ones near the tennis courts and he's now working to replace the ones by pit 14 as well.
- ✓ Reported he's been burning on burn days.
- ✓ Scraped the parking lot thanks to Jim Thorp he let the park borrow his tractor, scraper, and when he was complete with that his disc. This helped get weeds down in the field in the East lot. He thanked Jim.
- ✓ Began replacing the benches for the cement table. Thanked Jim for letting him use his skill saw. Anival went and purchased ones for the park. He's been purchasing all the material for the project.
- ✓ Anival purchased a weed eater and a leaf blower.
- ✓ Anival took the backhoe to the shop to get the tire repaired.
- ✓ A lot of reservations have been coming to the park for Easter. He's going to be the Easter bunny again.
- ✓ Reported the breaker keeps tripping when he's using the skill saw. He was thinking about getting a generator.

**B. Board Comments & Questions**

- ✓ Jim asked Anival where he was plugging into when it came to tripping the breakers. Stated he should have an electrician look at them. Jim wasn't sure Borzini Electric load tested the breakers.
- ✓ David stated that if he wanted to go by the theater to look at generators. One might be portable. Suggested Tractor Supply.

- ✓ Bea inquired about the generator.
- ✓ Raul Rodriguez suggested they look at the breakers, before looking into a generator.
- ✓ Jim stated each bbq area has electricity. They're old and they may need to be replaced would be his guess.
- ✓ Raul suggested checking them first and if it's an easy fix.
- ✓ Jim stated that Lee Borzini Electric has been doing work out there but there are other electricians.

**C. Public Comments**

- ✓ Bill Lipe thanked Mister Mireles for his report and he also thanked Jim Thorp for all his involvement.
- ✓ Janet Thorp asked if he considered using the concession stand to see if that breaker carried more power.

**D. Final Comments**

- ✓ Beatriz Diaz also thanked Mister Thorp. She also stated that the horseshoe boards look good. The benches look good, but mentioned there was a cement table. She asked Anival his plans for the cracked tables.
- ✓ Jim stated the cement tables would almost need to be repoured. A community effort was done by the Lions Hall a long time ago and people would donate and that's why there is name plates there. A concrete guy would need to be contacted or the board may want to consider replacing with wood.
- ✓ Anival questioned the board about the stain and what they might like him to do with the benches to make sure they don't weather.
- ✓ Beatriz Diaz stated he'd need to stain.
- ✓ Jim stated to seal it and then paint it. A wood primer.

**Objections:** \_\_\_\_\_, **Any Abstentions:** \_\_\_\_\_

**5. GREENFIELD PUBLIC RECREATION DISTRICT GUEST ACTION ITEMS**

- The board will discuss LAFCO candidates for Independent Special District.
  - A. The item will be presented by candidates in attendance or per statements read.
    - ✓ **Bill Lipe** introduced himself and spoke plainly. He lost a vote an hour ago and he accepts it. He's lost elections before. He informs this election is not about one District. It's about the word independent and what it actually means. The seat is called the Independent Special District Commissioner. Independent should mean something. It should mean independence of political networks, independence of insider alliances, and independence of narrow constituencies. It should be represented to fully rep across the entirety of Monterey County; from rural South County to North County. From Recreation District's like this one, to water, fire, mosquito abatements, cemeteries, and more. He wanted to address something directly. There are some saying that he and others lack experience. This is simply false. For eight years he has served on the board of the resource conservation District of Monterey County. That work has taken him into flood prone neighborhoods, wildfire risk areas, and agricultural lands (has a lot of history with that before his representation). It's also taken him to rural communities where small special districts struggle to stretch every dollar. These two districts are struggling, but it's hard. He gets that. Experience is not proximity to wealth. Experience is proximity to work. Experience is sitting at a table where budgets are tight, where land must be steward carefully, where communities depend on thoughtful decisions. Now, lets talk about Greenfield. Oak Park is not a line item. It is no abstract. It is where kids run around after school, it's where families gather. It is where a community breathes, and the public pool. That is not cosmetic. In a

South County summer, that is safety, which is health, that is dignity, and that is helping. When LAFCO makes decisions those decisions affect districts like yours. It affects whether small districts are respected whether recreation is seen as vital infrastructure or as an afterthought. The independent seat should not tilt one narrow type of District or one center of power. The Airport District is one type of district. It is not the full spectrum of Monterey County Special Districts. Greenfield Public Recreation District is part of that spectrum. Soledad, San Lucas, Pajaro, Moss Landing, rural fire districts, cemetery districts, the resource conservation District of Monterey County. That's the reality of where we live in this big gigantic county we live in. The independent seat should reflect that reality. This is not about personalities. It's about perspective. Do we want someone who is experienced and concentrated in one specialized area? Or do we want someone who has worked across landscapes? Across district types? Across rural and urban lines? Some one that understands what it means when a small board keeps a park open? When a district fights for a pool being refurbished? Or when localness matters? Independence means to walk into the LAFCO chamber owing nothing to anyone or anything. Independence means you listen to District's like Greenfield, and treat them as equal partners in government. Independent means you remember South County is not peripheral. It is central. It is central to your lives. His business background. He had a yard down here for 30 years. He's asking for the board's support not because he's entitled to it, but because he deeply believes this seat should truly reflect independence. Independence of judgment, independence of voice, independence of political gravity. Such the County One supervisor's conference room. Greenfield deserves that. Oak Park deserves that. The community deserves representation of and understanding of the state. He states he does understand that more than may know. He thanked everyone for their time and for the continued work that the board does.

- ✓ **Mary Ann Leffel** – Introduces herself to the meeting. She starts off by stating she did not bring her bio to the meeting/board, but she thinks they have it. She chaired on the Natividad Board of Trustees for six years. She also chaired on the board for sales tax to fix the Prunedale Bypass. Although, there was never a bypass built all the improvements that are there now were because they showed the County and BSL would work together. She also shared the house sales tax with Maria Giuriato, seven years ago to stay Natividad, when it was 22-million dollars in the hole. The board of supervisors were going to close it down. She really felt that we needed to have additional health care in our County. So, I might be on the airport board that serves the whole region, but I also have served on so many non-profits, and so many other boards and commissions here in the County. She was Vice Chair in the Workforce and Development board for 8 years. She resigned there right before Covid, so she could spend a little more time at the airport and LAFCO. She has paid her dues. She came here as an army wife 43-years ago, and raised her children here and got very involved in the community. She was fortunate because she was a banker. She's worked for Bank of America and Wells Fargo. A lot of the businesses down here she can point to and she knows she helped finance them. She helped provide jobs all over the county and even in San Benito and Santa Cruz Counties. She has a pretty good grasp of what is needed. She started the Monterey County business Council with people like Lawrence Porter and David Gills. She's worked hard all over the County, and continues to work hard. She would really appreciate one more term on LAFCO to serve all of us. She ended by thanking everyone.

## B. Board Comments & Questions

- ✓ Clara Valdivia asked how many seats there were. It was clarified there was one.
- ✓ Mary Ann states after March 6<sup>th</sup>, whoever is not elected will be considered for the alternative seat. Right now, David is the alternate. States that Johnathan and her are from the same District, so if one of them wins they cannot run for the alternate position.
- ✓ Jim Thorp states that he made a public comment at the last meeting. He will reiterate that comment. He's worked with Bill Lipe in different areas with water – Salinas Valley Water Coalition, Greenfield Arroyo Seco GSA, in conjunction with the Salinas Valley Basin GSA. He did business with him. His family – his father, grandfather, and also himself. He personally would put his vote to Bill Lipe.
- ✓ Beatriz Daiz states she agrees with Jim Thorp. During the Cemetery Meeting states she went with Mr. Amato, but anyways she thinks that after listening to both candidates she's leaning to Mr. Lipe.
- ✓ Clara Valdivia states she likes both. She knows she can only say one. She wishes she could vote for both.

**C. Public Comments**

- ✓ No public comment was made when prompted.

**D. Final Comments**

- ✓ No final comments were made when prompted.

**Motion Adopted: Yes**

**Motion by:** Beatriz Diaz made a motion to vote for Mister Lipe, for the Greenfield Public Recreation District. **Seconded by:** Jim Thorp seconded the motion.

**Motion:** David prompted the board to raise their hands to vote for Mister Lipe. Jim Thorp, Beatriz Diaz, and Clara Valdivia, all raised their hands to vote for Mister Lipe. Clara Valdivia also stating she votes for him. David Kong and Raul Rodriguez did not raise their hands and were a “nay” when it came to this motion/vote. David Kong stated “Bill you’re the winner.”

**6. GREENFIELD PUBLIC RECREATION ACTION ITEMS**

- The board will discuss the well and any further updates with the water system (well and pump) at the park.

**A. The item will be presented by James Thorp.**

- ✓ During the last meeting the board approved sweeping and brushing the well. They took big tubes or wire brush and pumped it out. They were able to pull 20 more feet of debris out of the bottom, so the well is not 100-feet deep it is now 120-feet deep. There was holes found at the bottom. The suggestion is to reline it and not try and patch the holes at the bottom before putting in a five horse pump in there and use it for irrigation, the house, restrooms, and minimally for the pool when in operation. Janet should have provided estimates for everyone for the relining. There is steel quarter inch thickness. They want \$8,650.00 to do that. There is an option acid treatment which he states that it's not really needed. It tries to open up the perforations a little more. His opinion is it's overkill. He thinks just relining the well would be the way to go. The PVC is more expensive than steel. The price for that is \$13,100.00. He was surprised that it does cost more. Right now we have a 10-inch casing. They would go in with an 8-inch casing and put a gravel pack around that and it'd secure the well. He thinks it might last for 50-60 years. The board just needs to decide steel or plastic. He suggests plastic. He thinks it'll endure longer with the quality of water and he's surprised the well has lasted as long as it has. He thinks it would be money well spent.

**B. Board Comments & Questions**

- ✓ David Kong stated he thought the steel would be more expensive.

- ✓ Beatriz Diaz stated she's seen some of the corrosion of steel pipes and thinks plastic might be the better way to go.

**C. Public Comments**

- ✓ Janet Thorp stated she suggests going for it and suggests making sure that the PVC option is durable for the next 50-60 years based on quoted statement, so that water can be brought back down to the park.

**D. Final Comments**

- ✓ David Kong states he guesses he's sold.
- ✓ Jim Thorp states that the decision needs to be made either way. Then we can get rid of the portable restrooms and get the regular bathrooms back in operation and move on.
- ✓ David Kong asked about the big water tank.
- ✓ Janet Thorp stated it's filled.
- ✓ Raul Rodriguez stated that he thinks it's a good idea and suggests that Anival has been more careful in watering the park. He knows in the past many years ago that the park was overly irrigated.
- ✓ Jim Thorp stated he hasn't been able to water in months.
- ✓ Raul Rodriguez inquired whether or not it is steel right now. He asked how long it lasted.
- ✓ Jim Thorp doesn't know when the well was originally put in and he didn't know what the thickness happened to be. The quarter inch they're proposing is not very thick, but it's possible the steel might last for 50-60 years too, he doesn't know.
- ✓ David stated it's an emergency, so it needs to get done.

**Motion Adopted: Yes**

**Motion by:** Jim Thorp made a motion to have Industrial Pump re-line the well with PVC pipe.

**Seconded by:** Beatriz Diaz seconded the motion.

**Motion:** All board members when prompted replied with "aye" and the motion was unanimously carried.

- The board will discuss park house and any potential projects including the cabinets.
  - A. The item will be presented by Anival Mireles/Janet Thorp.
    - ✓ Starts off by saying last month Raul Rodriguez mentioned the house, and he took some measurements of the outline the previous cupboards. He got some pricing from Home Depot just for the cupboards - \$1,637.00.
  - B. Board Comments & Questions
    - ✓ Jim Thorp inquired about whether there was a sink. He also stated there'd need to be countertops.
    - ✓ Raul Rodriguez stated that normally they're custom designed. You'll give them the measurements and usually it's pretty quick. They can do the cabinets, counter, and even the cabinets on top and they'll make it simple and deliver within 2 weeks. Special sized and it's done pretty quick. The challenge is finding someone to install them. Suggests finding a handyman.
    - ✓ Anival suggests he could do the work.
    - ✓ Raul said that was great and maybe he can find someone to help him.
    - ✓ Anival stated that he went and tested the sinks and restrooms and informed the board what was working and he wasn't sure if the plumber repaired all the sinks and toilets.
    - ✓ Raul Rodriguez questioned if that was all the house may need once everything was installed.
    - ✓ Anival asked if he could get carpet for the bedroom in the back.

- ✓ Raul states that for all the bedrooms it could work. They would need to give him an estimate to move forward on the projects. He thinks maybe it'd be \$3,000.00-\$3,500.00.
- ✓ Jim states yeah if they get their measurements they'll put it in the computer and design him what he needs.

**C. Public Comments**

- ✓ Janet questioned the price based on countertops and the sink.

**D. Final Comments**

- ✓ Beatriz Diaz asks if it would be during his working hours or on his day off and if it was to the board's discretion paying him for that.
- ✓ Jim Thorp states the board could reimburse him for that if necessary. Also states once water is brought back down to the park the plumber needs to come back down and test his work, because there was no water so none of the work was tested.

**Motion Adopted: Yes**

**Motion By:** Raul Rodriguez made a motion to allow Anival up to \$4,500.00 for cabinets and carpet of the house. **Seconded by:** Beatriz Diaz seconded the motion.

**Motion:** When prompted all board members stated "aye" unanimously carrying the motion.

- The board will discuss the ticket booth and employee(s).
  - A. The item will be presented by David Kong/Anival Mireles.
    - ✓ This item was discussed in conjunction with the item two bullet points down. The conversation of the booth and the policy were stated to be two of the same so the action is taken below.

**Motion Adopted: See the last item.**

- The board will discuss the manager's evaluation/approve a template or method.
  - A. The item will be presented by David Kong
    - ✓ David Kong stated that the board should fill out the evaluation forms and the board can agree to meet and discuss evaluations. Raul Rodriguez stated that they should set a date. Suggests that the evaluation is done officially in the month of March.
  - B. Board Comments & Questions
    - ✓ Jim Thorp stated that the board members could individually do their evaluations and then bring them to the next meeting; turn them in. Anival Mireles gives a report at every meeting he doesn't think it'd be that hard to evaluate.
    - ✓ Raul Rodriguez states that they should take a trip to the park. He appreciates the pictures, and to get a visualization.
    - ✓ David Kong, states if they want to do the evaluations and get them to him before the meeting so he can compile the information.

**C. Public Comments**

**D. Final Comments**

**Motion Adopted: Yes**

**Motion by:** Jim Thorp made a motion to adopt this manager's performance evaluation.

**Seconded by:** Raul Rodriguez seconded the motion.

**Motion:** The motion was unanimously by all board members replying "aye" when prompted.

- The board will discuss a hiring policy and approve a potential method per pass hiring's process: advertise, application, interviews, board approval, and manager input.

- A. The item will be presented by David Kong
- B. Anival Mireles acknowledged the board is looking to hire someone for the ticket booth, but asked if he gets a say in it? He believes that Hortencia, did a good job last year, and managers previously were able to hire the ticket booth employee. States she knows what she's doing and the system – reservations and everything. He doesn't see why she should not get the opportunity to reprise her role.
- C. Board Comments & Questions
  - ✓ Jim Thorp states that what he sees here and with the hiring policy agenda items seem redundant. Do we have to approve a hiring policy before hiring a booth employee? If you want to hiring policy and do background checks. You're going to have a part time employee for two days a week for how many months. Are these items connected? In the past we've allowed the manager to hire the booth person. When Les Hill was there we allowed him to hire the person in the booth. When your brother-in-law was there Raul we allowed him to hire the person that worked the booth, but that was never an official policy. He doesn't know if that needs to be changed or if they want to keep doing it that way in the past.
  - ✓ Beatriz Diaz stated if she remembers correctly that Raul Rodriguez stated it was at the discretion of the manager (Anival) to do hiring. She doesn't know if that's still the same or not.
  - ✓ Raul Rodriguez stated he thinks that what is Jim mentioned. He stated that he thinks we have the opportunity to adopt a hiring process and in his opinion it's a positive thing. States that just hiring people and letting the manager hire someone it's not a big risk, but that he thinks he's learned having a hiring policy and follow it. Let's treat everyone the same, so no one can come and accuse of nepotism or whatever. He thinks it's just safer.
  - ✓ Anival states he doesn't think there's a problem working there.
  - ✓ Raul Rodriguez states that he doesn't think there's a problem with her working there, but they need to follow a hiring process they adopt, so there's no accusations. In the past he acknowledges the managers have hired the booth help, but he thinks it's a good time to adopt a hiring process and follow it.
  - ✓ Anival states that members of the public are asking for Hortencia at the booth. She has a good energy and spirit, decorates the booth to make it look nice for the occasion, and states it brings life to the park. He feels like it's a good thing.
  - ✓ David Kong asks if there was a job description for her or not.
  - ✓ Janet stated there was no job description, but she did put in an application and the board reviewed it and they voted to hire her based off of the application.
  - ✓ Raul Rodriguez states he doesn't think adopting a hiring process is critical of Hortencia. He says he doesn't think it's connected. States that if you're adopting a hiring process that you don't like her work. States that is not what the board is saying. He agrees that she brings energy and organizes the booth right, but having a hiring process is a good thing for the District. She can apply and go through the process. And if we hire her, if anyone brings up why is Hortencia related to Beatriz the board can say they went through a process. We got applications. We interviews. Suggests that she wasn't treated any different because she was Beatriz sister.
  - ✓ Jim asked when the booth hires for business. He says if they're going to have a hiring policy they need to do it soon because the booth opens in April.
  - ✓ Anival asks if he has a say in the hiring.
  - ✓ Raul Rodriguez states that the board is the one that hires.
  - ✓ David states that he would have a say in the job description and hours.
  - ✓ Raul agrees that those are the issues that Anival is asked about.

- ✓ Jim states it does say here with managers input.
- ✓ Raul states he doesn't have a vote – it's the board.
- ✓ Beatriz Diaz inquired about the next time – would whoever is hired at the booth for this year would they need to reapply every single year?
- ✓ Raul Rodriguez states that once the policy is implemented there would be a way to say she wouldn't need to reapply. Raul states it's an at-will position, and so that doesn't mean that we have to bring her back. States that we don't have to bring anyone back.
- ✓ Jim Thorp states that this just complicates things it's an employee hired for two days a week; part time.
- ✓ Raul Rodriguez agrees it may complicate things, but his opinion is that it makes things more clear and offers the district a measure of protection.
- ✓ Jim Thorp states you keep going back to family and you made a statement about nepotism earlier. States that Beatriz did not vote on the hiring. The rest of the board voted for her.
- ✓ Raul Rodriguez reiterates that the process would mean the board would not have anything to explain.
- ✓ Anival asks why are we worried about what people say?
- ✓ Raul Rodriguez states he doesn't think anyone is worried about what people say. It's about following a process, and if people ask we have it, and we followed it.

**D. Public Comments**

- ✓ Lydia Guterrez states that from what she sees it's not about the employee and whether or not they're doing good. She states that the fact that she's her sister is always brought up by Raul Rodriguez, and suggests that it's always his choice of words.
- ✓ Raul Rodriguez responds that he did not understand the comment.
- ✓ Bill Lipe states it's not so much what people say. Any type of hiring is a liable situation and so obviously it would be a share of the responsibility to make sure there is some sort of policy in place. They could be brought back again and again without the liable situation. Gossip is gossip. It's awful and he's heard some of it tonight. It's more about a financial and liable situation to have a policy in place.
- ✓ Janet Thorp asked if she was rehired would she be considered a new employee or considered an employee that's been hired for the District previously. The policy states that new employees would be subject to background and drug testing, so she was asking for clarification.
- ✓ Hortencia Valenzuela stated that last year Clara Validiva came to her and told her to apply for the position.
- ✓ Clara Validiva acknowledged with a yes.

**E. Final Comments**

- ✓ Jim Thorp states that he doesn't think the board did anything wrong last time. She put in an application. The board hired her through a board action. If the board wants to throw in background checks and stuff like that it's going to take a long time. He thinks the board is reacting to a public records request for the Cemetery District and nothing's really happened. He's not saying that it's not a good thing to have, but inquired about what the board wants to do...Advertising in the paper and a background check for an employee working two days a week? He doesn't know.
- ✓ David Kong states what was lacking last time was the job wasn't advertised out to the public. We don't want that to reoccur, so someone can come and say they couldn't apply for a job that wasn't advertised.

- ✓ Janet Thorp states that the record request was not for this District, but the request was responded to with help from the lawyer and what we were legally obligated to provide.
- ✓ Jim Thorp states that if we're going to adopt it then we need to adopt it and move forward so that we can move forward. States that the two items are the same.
- ✓ Raul Rodriguez states that most businesses have hiring policies.
- ✓ David Kong states the background check is the references. It could be Anival that makes the calls.

**Motion Adopted:** Yes

**Motion by:** Jim Thorp made a motion to adopt the background check. **Seconded by:** Raul Rodriguez seconded the motion, with the question if the board did need to do a criminal background check is that included in this policy? David Kong stated it's usually references. Raul Rodriguez motioned then we adopt it as is and check with the lawyer.

**Motion:** The board unanimously carried the motion with an "aye".

**Comments post motion:** A job description needs to be created and it needs to be advertised. Janet asked about posting the job description and how she gets approval to advertise and post the ad up. Janet volunteered to work with Anival to make up the job description. The board seemed okay with a basic job description overall. Then Janet asked about the deadline and they agreed March 15<sup>th</sup>, was what everyone agreed on.

- ✓ Raul asked about where they would be sent.
- ✓ Janet clarified they'd be sent to the PO BOX or Lauren. Hopefully everyone will direct them to Lauren because applications floating about for managers was an issue.

## 7. EXPENSE SHEETS

- The board will review the expense sheets attached to the agenda's for the last month.
  - ✓ Jim Thorp states he doesn't see the scrubbing bill that was approved for Industrial Pump. He thinks that it might not have been billed. It could be coming once the relining happens.
  - ✓ Janet stated she could have made the check out today.
  - ✓ Raul Rodriguez asked to be reminded what the scrubbing was?
  - ✓ Jim states that they scrubbed the well with wire brushes and they got another 20 feet of debris out of the bottom of the well. It was approved.

## 8. FINAL BOARD COMMENTS:

Each member of the board will take 1 minute to finalize comments and introduce items for March.

- ✓ No further comments were made.