

Alba Park, Recreation, and Parkway District (APRPD)
PO Box 701, Ben Lomond CA, 95005 (Mailing Address)
12070 Alba Road, Ben Lomond, CA (Physical Location)

REGULAR QUARTERLY BOARD MEETING – Tuesday, March 10th, 2026, 3PM
Physical meeting with public attendance
Board Meeting was held at 10885 Alba Road, at the Helmer's Barn

MINUTES

- Meeting procedures follow Rosenberg's Rules of Order (2011)
- During discussion of each agenda item, public comment will be limited to 3 minutes per person.
- These rules may be suspended at any time by a majority vote of the Board
- All District business will be conducted pursuant to the Ralph M. Brown Act, CA Government Code 54850 et seq.as modified by emergency order of Governor.

1. MEETING AND ORGANIZATION

a. Establish a Quorum and Roll Call.

The meeting was called to order at 3:01 pm. Quorum established with board members John G, Martin M, Jim H, Amber T present. Absent Jean M. Dan Delong present for Friends of Alba. Presentation at ITEM #4.

b. Vote to approve Agenda for this meeting.

Martin M moved that the proposed agenda be accepted. Jim H seconded the motion, which carried with unanimous approval.

c. Approve Minutes of SPECIAL BOARD MEETING – Wednesday January 14th, 2026, 3PM

Jim H proposed that we accept the minutes of that meeting, as presented. Martin M seconded the motion which was approved with a unanimous vote.

2. PUBLIC FORUM

a. Public Comment on any item not listed on agenda (limited to 3 minutes per person).

None presented.

b. Public Comments on any items on the agenda that were submitted will be covered during discussion of that item below. - None were submitted.

3. REGULAR BUSINESS

a. County Account Balance to be provided by Martin

Martin M, Treasurer, presented that the County Account balance is currently \$44,267.10

b. Request Board authorization for payment of Elections Department invoice. (\$75)

Martin requested board authorization to pay an invoice for \$75 from the Elections Department. Amber T made the motion, which was seconded by Jim and carried with a unanimous vote in favor.

c. Form 700 filing

John G, Amber T, and Martin M have completed form 700. Jim H is in progress, but Jean M form status is unknown.

4. CONTINUING BUSINESS

a. Status of Property and Easement Survey by GV Land Surveyors (Dan Delong)

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GV Land Surveyors completed Alba Property Survey and Monument installation on 23 February 2026. Report expected by end of March.

- i. Recordation at County
Discussion- Best to record once Kinder contract is finalized. (GV Land Surveyors should submit invoice for completed survey and second invoice for county submission, so that survey could be included in Grant submission total.)
- ii. CAD file needed
Discussion- As soon as the Survey Report is available it should be added to the existing CAD file layout.
- b. Summary of meeting with County Planner, Nathan Macbeth (Dan DeLong and Jim Helmer)
 - i. Rebuild of Septic (Steve Homan working with Environmental Health)
Conventional system with options for future expansion would be acceptable.
 - ii. Pre-clearance application (work with Bailey Kirkland, building counter supervisor)
Simplified design site plan needed.
 - iii. Preparation of Preliminary Site Plan (building footprint, lot coverage, septic, water, topography, grading) (use Jennifer's as basis)
Simplified design CAD site plan by end of March?
 - iv. Program statement (history and planned use) and phasing plan (1st yr., 2nd yr. etc.)
History, based on History of Alba School paperback book. Planned Use, based on Alba school History and Expanded Alba Park possibilities.
- c. Status of Water Share-Land Easement agreement with Kinder
 - i. Preparation of Tank pads
Discussion of raised wall gravel tank pad for additional gravity flow for BLFD pumper truck loading with power out.
 - ii. Utility (water/electricity) Trench Location
Utility (water/electricity) Trench location based on pad design, survey, Kinder Contract.
 - iii. Water tank purchase (two 5,000 gal.)
See 5. New Business. Kinder tanks were purchased through Mountain Feed, Ben Lomond. Martin mentioned that we need to pay an approved County vendor for the tanks. We ought to purchase the same ones that the Kinders purchased, as they are likely the lowest cost format.
 - iv. Review of Alba School well water quality report. (Dan DeLong)
It was noted that all water quality measurements were okay except for the presence of total coliform (total coliform is present in plant matter, as opposed to e. coli bacteria, which comes from animals).
- d. Discussion of progress on finding an auditor to review prior years APRPD books.
It was discussed that we did not make any progress on this. John G offered to talk to Ben Lomond financial firms about audit costs.
- e. Discussion of progress on finding a contractor to undertake development of Alba Park projects.
Dan DeLong noted that several local contractors might be willing to help. We need to put together the series of Alba Park projects as a package.
Discussion- It was agreed that the Alba Road frontage and West (uphill) frontage fence, on the Surveyed Property line should be the first project, to show the community progress.
- f. Discussion of progress on finding an Architect to begin building plans.

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Jim H reviewed his discussions with Joshua Stewman, who had expressed definite interest in designing the new Alba School. It is anticipated that the cost of this work will be in the \$20,000 to \$30,000 range.

Jim moved and Amber seconded a motion that Jim H seek an hourly with estimate proposal or not to exceed proposal and find out the time frame quotation for building plans from Joshua Stewman. The motion carried with unanimous approval.

5. NEW BUSINESS

- a. Discussion of purchasing two 5,000 gallon water tanks for installation, reference CONTINUING BUSINESS a ,b, c.

Discussion- Best to purchase same 5,000 gallon tanks, as already acquired by Kinders, to make fittings universal.

Discussion of option to add small tank (500 gallon?) to hillside above school to provide powerless out flow to small restroom and eventually to Rebuilt Alba School.

John G moved, Amber T seconded that we Authorized \$12,000 max for the purchase of two (same as Kinders) 5,000 gallon tanks. VOTE unanimous.

6. DIRECTORS' REPORTS

Jim H reported that the Ben Lomond Village Alliance was initiating Main Street Saturday Farmer's Markets in Ben Lomond from the first Saturday in June until October 8th 10 AM until 2PM.

7. RECAP AND ACTION ITEMS

- a. John G to talk to Ben Lomond finance firms about APRPD prior year audits.
- b. Jim H to ask Joshua Stewman for estimate of costs to do preliminary design for new Alba School.
- c. Dan Delong to write first draft of Kinder contract and look for a lawyer to review it.
- d. Martin M to co-ordinate with Lindsay Speth of Friends of Alba to create Grant reimbursement submission for current expenditure summary.

8. NEXT MEETING DATE

Tuesday, May 12, 2026 3 PM at the Helmer's barn was set for the next meeting.

VOTE TO ADJOURN,

At 4:18 pm Amber T moved and Martin M seconded a motion to adjourn the meeting. The motion carried unanimously.

AUTHORIZED MINUTES FOR APRPD BOARD MEETING HELD MARCH 10, 2026, 3 PM AT THE HELMER BARN.

Signature John Gotthold

Signature Martin Mills

Printed Name John Gotthold

Chair Person

Printed Name Martin Mills

Director