

# Board of Directors Regular Meeting Minutes

## April 26, 2018



The April 26, 2018 Special Meeting of the Pleasant Hill Recreation & Park District Board of Directors was called to order by Board Vice Chair Bonato at 6:30 p.m. in the Conference Room at the Administration Office.

### **CLOSED SESSION- 6:30 P.M.**

Open Session Identification of Closed Session Matters

CONFERENCE WITH LEGAL COUNSEL – Anticipated litigation. Conference with Legal Counsel pursuant to Government Code Section 54956.9(d)(2) regarding significant exposure to litigation relating to creek erosion in the vicinity of the District's Brookwood Park located at 3250 Withers Avenue, Lafayette, CA 94549. The litigation threat was made by attorney Mark Mosley on behalf of his clients (David Mariampolski, Megan Franz and Brian & Emily Shenson). Legal Counsel for the District made a contemporaneous record of the statement threatening litigation, which record will be made available for public inspection pursuant to Section 54957.5. (One potential case).

CONFERENCE WITH LEGAL COUNSEL – Potential initiation of litigation. Conference with Legal Counsel pursuant to Government Code Section 54956.9(d)(4) regarding potential initiation of litigation (one potential case).

Board Vice Chair Bonato stated the Board met with legal counsel and there were no final decisions made and the Board gave direction to staff and legal counsel.

Board Vice Chair Bonato called to order the April 26, 2018 Regular Meeting of the Pleasant Hill Recreation & Park District at 7:10 p.m. in the Conference Room at the Administration Office.

### **ROLL CALL**

**BOARD PRESENT:** Bonato, Ortega, Pierce, Shess

**BOARD ABSENT:** Glover

**STAFF PRESENT:** Lacy, Miller, Watson

### **PLEDGE OF ALLEGIANCE**

Board Member Shess led the Pledge of Allegiance.

### **PUBLIC COMMENT**

There was no public comment.

### **REPORT FROM EX-OFFICIO KATELYN DOWNING, COLLEGE PARK HIGH SCHOOL**

Ex-Officio Downing gave the following report:

#### **Teen Council news:**

- The Soroptimist Awards is tonight at the Teen Center.
- Applications are due soon for the 2018-2019 Teen Council. It was mentioned that in 2018 – 2019 there will be a retreat with other Teen Councils from various areas.

### **College Park High School news:**

- The Spring Musical opens tonight at 7:00 p.m. and the closing night is May 4.
- The Seniors received caps and gowns on Wednesday.
- The Senior Lunch is at Boomers on April 27.
- The Girl Scout of America (GSA) Forum is on April 27 at Concord High School Multi Use Room from 4:00 – 8:00 p.m. There will games, dinner and discussion.
- A Community Car Wash and Yard Sale, sponsored by local GSA's will be at Clayton Valley Presbyterian Church from 10:00 a.m. – 3:00 p.m.
- Track and Field Rummage Sale is on April 29 at the College Park High School Parking Lot from 10:00 a.m. – 2:00 p.m.
- Senior Ball is on May 5 at the Oakland Scottish Rite Center from 8:00 p.m. – 11:30 p.m.
- Choir Awards Banquet is on May 1. The Choir is singing for the Oakland A's on May 8.

### **REPORT FROM THE GENERAL MANAGER (ATTACHMENT A)**

General Manager Lacy reviewed the report enclosed in the board packet. She added the following announcements verbally:

- Lacy mentioned the 2018 Mayors Summit on May 9 and she asked the Board of Directors to let her know if they will be attending. Board Member Bonato asked if Glover will be going and if he can't, she will try and make it.
- The Pleasant Hill Community Foundation is having their event on May 3, 7:00 p.m. at the Community Center. The two grants the District was awarded will be presented that night.
- She said that the Master Plan update and edits were made and the consultants will let her know when the survey will go out. She asked the Board Members to bring their calendars to the next meeting so they can choose dates for the next Community Meeting.
- Board Member Pierce said that he can work the Bike to Work station from 5:00 – 6:00 p.m.
- Pierce also asked about the Candidate Workshop and questioned whether this could cover recommendation #11 from the Little Hoover Commission. Lacy said yes, this could. She stated this was reviewed by the Board about 8 months ago and one of the recommendations was to provide candidate forums. This is more about the process and making an effort to get people engaged and more involved and educated on the election process.
- Board Member Ortega will check to see if she can help out for the Bike to Work Day, it would be in the morning. She will also let Michelle Lacy know if she can attend the Mayor's Summit as well.
- Ortega asked about the Teen Job Faire. Recreation Superintendent Nicole Watson said the Teen Job Faire had a good outcome, but fewer employers were there. Eight vendors committed to attend the event, but only three showed up. They do not charge a fee, so they may charge a fee next year because then they may be more committed to the event.

### **CONSENT CALENDAR (ATTACHMENT B)**

- a. Approve Bills to be Paid, warrants #25231-25302 (Exhibit 1)

Upon motion of Shess and seconded by Ortega, the Board approved the consent calendar as presented.

### **REVIEW AND DISCUSSION REGARDING CONTRACTING WITH GRANICUS FOR VIDEO STREAMING OF DISTRICT BOARD MEETINGS, AGENDA MANAGEMENT, AND DIGITAL PACKETS FOR BOARD MEMBERS (ATTACHMENT C)**

General Manager Lacy reviewed the information that was researched from Granicus for agenda management, video streaming of District Board Meetings and digital packets for Board Members. She stated there are only two companies the currently handle video streaming and legislative management technology options, Granicus and Accela, but recently Granicus purchased Accela's

Legislative Management Division. She explained this process would be more efficient for Board Meetings as the audio portion can be tagged, so public would not have to listen to the whole meeting and if they are interested in one agenda item, they can have the option to listen to only that portion of the recording. The Board would have the packets digitally on their iPads, thereby reducing the time it takes staff to produce the board packets and completing the minutes. Board Member Shess asked what Livermore or Hayward Recreation have. Lacy said neither one has this type of management system.

Lacy stated she is still waiting for the audio-visual company to send their quote on the cameras and wiring for av. The bid in the packet is for only the Granicus software package. Shess also wanted to know if we have to have video. The General Manager stated there would only be savings of not purchasing cameras because it is all one price for the software for the audio and video. Board Vice Chair Bonato asked about the hardware. Lacy stated it would include an LCD television, a camera for the McHale Room and the Conference Room, audio mixer and microphones.

Board Vice Chair Bonato is becoming more concerned on discretionary spending and feels like we should wait for the Master Plan to be done and refer this to the Budget and Finance Committee. Board Member Ortega stated this is the direction that many public agencies are moving towards and it will benefit the Board and staff to be more efficient and to show greater transparency. This would give more accessibility for constituents to get more engaged. If it works budget wise, it will be a good investment and not overly expensive for what it will provide. She would rather not wait. Board Member Pierce asked if the costs each year will keep increasing as stated on page 2 of the proposal. General Manager Lacy stated they could as most software providers do adjust fees annually. She pointed out that Susie pulled a quote from Granicus from three years ago and the cost didn't change much, so in three years there was not an increase in the quote. Board Member Shess wants to wait because of the budget. He asked to take a look at more options. Board Vice Chair Bonato isn't convinced if this is necessary now. She supports this, but is concerned about the timing and feels that the budget will be tight.

**INFORMATION REGARDING FEBRUARY 6, 2018 REPORT FROM ALAN R. HOREIS, STRUCTURAL ENGINEERS, INC. REGARDING THE CURVED GLUED-LAMINATED ROOF BEAMS AT THE WINSLOW CENTER LOCATED AT 2590 PLEASANT HILL ROAD (ATTACHMENT D)**

General Manager Michelle Lacy reported that Board Member Shess requested to review the report from Structural Engineer Alan Horeis' February 6, 2018 report. The District has been actively monitoring the Winslow Center roof beams since 2011. Building Superintendent Carrie Miller reported that there has been half an inch of movement in the past six months. Miller stated that if it is more than half an inch, they contact the engineer to make sure there are no concerns. Lacy stated that Engineer Horeis said he will continue to monitor and complete his report every two years. Staff will continue to evaluate the condition of the roof arches (glue lam beams) on a 6 month basis.

Board Member Ortega asked about some verbiage in the report. Board Vice Chair Bonato commented that she noticed the verbiage and had concerns on how it is worded. Back in 2011, Engineer Horeis was hired to inspect the Winslow Center and make recommendations. She thought we had two choices; one that was very costly and would last longer and one that we would epoxy the glue lam beams and was less costly and would last about five years or so. The Board at that time chose to epoxy the glue lam beams. Bonato asked to check past reports and compare the verbiage used at that time.

**VERBAL REPORT FROM COMMITTEE CHAIR AND OPPORTUNITY TO SET MEETING DATES**

- a. Land and Facilities Development Committee – May 9, 2018, 8:00 a.m.  
The committee met and Ortega reported that they were able to see a new draft of possible solutions for the Pleasant Oaks Park all abilities structure and equipment. They also reviewed alternatives for the torn wallpaper in the Community Center lobby, and recommendations will come back in the Capital Improvement Project.
- b. Personnel Committee – TBD
- c. Budget & Finance Committee – May 1, 2018 at 5:00 p.m.
- d. Program Committee – TBD
- e. District/City Liaison Committee - TBD

### **BOARD ANNOUNCEMENTS AND REQUESTS TO STAFF**

**Shess** made the following announcements/questions:

- He will be attending the Pleasant Hill Community Foundation event and the Mayor’s Summit.

**Pierce** made the following announcements/questions:

- When will the PHBA storage shed be on the agenda. Lacy stated it may be on for the May 10 Board Meeting, but is awaiting to receive revised plans from PHBA.
- He said he found some spelling errors on the Big Picture website. He said it has its own on-line survey and there’s a form they can take now. He asked when the results of the survey will be reviewed. General Manager Lacy said it will be at the next Master Plan Meeting.

**Ortega** made the following announcements/questions:

- She asked when the Master Plan (Big Picture website) went live. Lacy remarked after the last community Master Plan meeting.
- She wanted an update on the Wine Women and Shoes event. Recreation Superintendent Nicole Watson reported that there are 150 tickets sold and they started posting auction items and they will be posting daily on social media. The committee is working hard. There will be entertainment, six live auctions and several silent items, and the key to the closet. The committee has been working with the Preschool Parent Committee.

**Bonato** made the following announcements/questions:

- She noticed the pine trees were taken out by the School House.
- She noticed a political sign by Taylor and Grayson and asked for it to be removed.

### **ADJOURNMENT**

Board Vice Chair Bonato adjourned the meeting at 8:30 p.m.

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Michelle Lacy, Clerk of the Board