

Board of Directors Regular Meeting Minutes May 10, 2018



The May 10, 2018 Regular Meeting of the Pleasant Hill Recreation & Park District Board of Directors was called to order by Board Chair Glover at 7:00 p.m. in the Conference Room at the Administration Office.

ROLL CALL

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

BOARD ABSENT:

STAFF PRESENT: Blair, Lacy, Watson

PLEDGE OF ALLEGIANCE

Board Chair Glover 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:

- They are thinking of doing a Fall Fest for a special event for next year.
- At the Bike to Work Day Energizer Station on Gregory Lane Canal Trail from 4:00 – 6:00 p.m., two Teen Council Members along with some Board Members assisted. She said there were over 60 riders that came by to get their refreshments. Board Member Pierce said he was able to meet the two Council Members that assisted and asked Downing to express his thanks. They were very personable and did a great job.
- Teen Council Members are assisting with Family Camp Out on June 16.
- All applications for next year's Teen Council are submitted and there will be interviews set up soon.

College Park High School news:

- Dance recital was on May 9, 7:00 – 9:00 p.m.
- Choir is having a car wash on May 11 at 2295 Morello Avenue
- Spring Fling Concert is tomorrow from 4:00 – 8:00 p.m. There will be local bands and local singers performing.
- Undergraduate Awards will be on May 17, 6:00 – 8:00 p.m.
- AP Testing has been going on this week and will continue through May 18.
- CASSPP testing will be after AP testing with a modified schedule.
- Board Chair Glover asked about the Senior Ball. Downing mentioned they had over 30 cars vandalized that were in the parking lot. She said the school may offer a re-do event in the Quad to make up for the disappointments of the Senior Ball. In addition to cars being vandalized, Downing said the DJ was not there and the food was not that good from what was reported by the Seniors who attended.

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 thanked Board Member Pierce for coming out and assisting, 64 bikers this morning and 60 bikers in the evening, at the Bike to Work Day Energizer Station.
- The Annual Plant Sale put on by the Pleasant Hill Garden Study Club is at the Winslow Center on Saturday, May 12.
- Parkland Dedication Fees totaling \$138,951.00, which included \$956 in interest were received from the City. This is for the first 3 quarters of this fiscal year, July 1, 2017 – March 1, 2018.

Board Member Bonato asked about a brochure for the Stay and Play concept for local hotels. Lacy said they do not have one yet. Bonato also asked about the ratio of vendors to participants for the Laugh, Love and Learn event. She asked if the vendors are satisfied. Recreation Superintendent Watson commented that she feels they are satisfied with the number of participants. Lacy said she will confirm with Supervisor Kendra Luke.

Board Member Ortega confirmed that the next Community Meeting for the Master Plan is July 25 at 6:30 p.m. at the Community Center. General Manager Lacy said yes, she has confirmed that date with the consultants. Ortega said she learned that teen staff will be attending Elementary School Open Houses for the month of May. She asked if staff thought of doing an Open House at the Teen Center and invite middle schoolers to enjoy half a day at the Teen Center for free. Lacy stated we have not had any problems in the past about enrollment and have had success with attending the Open Houses at the Elementary School.

Board Member Shess asked about the groups that contribute to bringing people into Pleasant Hill, like PHBA, and how do we let those groups know about this Stay and Play concept. Lacy stated that this is a program for the ones staying at the local hotels and adding the value to staying at a Pleasant Hill hotel over staying in Walnut Creek or another city. Some further discussion followed.

CONSENT CALENDAR (ATTACHMENT B)

- Approve Bills to be Paid, warrants #25303-25427 (Exhibit 1)
- Approve Minutes of January 25, 2018, February 8, 2018 and February 22, 2018 (Exhibit 2)
- Approve Resolutions 2018-05-10A – 2018-05-10E, Intention to Order Improvement for Valley High II, Valley High IV, Valley High V, Woodside Hills I and Woodside Hills III (Exhibit 3)
- Approve Resolution 2018-05-10F, Intention to Order Improvement for Landscape and Lighting District #6 (Exhibit 4)
- Approve Resolution 2018-05-10G for National Water Safety Month (Exhibit 5)

Upon motion of Shess and seconded by Ortega, the Board approved the consent calendar items a, c, d and e as presented. Item b was pulled for further discussion.

Upon motion of Bonato and seconded by Pierce, the Board approved item b, approving minutes of January 25, 2018, February 8, 2018 and February 22, 2018 with amendments suggested.

CONSIDER REQUEST FROM THE ROTARY CLUB OF PLEASANT HILL FOR THE PLEASANT HILL RECREATION AND PARK DISTRICT CO-SPONSOR THE PLEASANT HILL VETERANS DAY CELEBRATION FOR 2018 (ATTACHMENT C)

General Manager Lacy reviewed the information and mentioned that Rotary Club has been sponsoring the Veterans Day Celebration at Pleasant Hill Park for the past two years. She said the current Rotary Club President Allen Vinson approached her to request co-sponsorship of the event and for the sponsorship we would waive the rental fees for the picnic area, staff time to set up AV system and rental fees of the system. Lacy stated we do not currently have an event for Veterans

that we assist with and it is a weekend that is not busy or in high demand and the fees are minimal. It would mostly be staff time.

Allen Vinson spoke about the event and stated that Bob Lamson will be the new President when the event takes place. He said that the Lions Club and John F. Kennedy Valor Center are other sponsors of the event. They may have Diablo Valley College coming on as another sponsor. Sargent Casey Brown spoke about how the event is good for the community to get to know the Veterans and sit down and hear their stories. He said they did a swearing in this past year. He said there are young people that make the commitment in a communal setting. With DVC assisting there will be younger veterans promoted to attend this event. Bonato expressed an interest with the VFW here in Pleasant Hill. Maybe they can reach out and see if they can get them involved. Board Chair Glover expressed their desire to engage with the younger veterans.

Board Member Ortega said she thinks this is fantastic and joining the various generations and bringing in DVC and John F. Kennedy University. She asked if the seniors at the Senior Center will be involved. Lacy stated if we become more involved in the event, we can promote and connect with the seniors. She is in favor of supporting the event. Board Member Pierce echoes Ortega's comments and he congratulated the growth of the event. Shess feels that it is a great community event and thanked them for bringing this opportunity to the Board.

Upon motion of Bonato and seconded by Ortega, the Board supports the request from the Rotary Club of Pleasant Hill to have the District co-sponsor the Pleasant Hill Veterans Day Celebration for 2018 at Pleasant Hill Park.

REPORT FROM RECREATION SUPERINTENDENT NICOLE WATSON REGARDING WINE, WOMEN AND SHOES ON MAY 19

Recreation Superintendent Nicole Watson reported they are getting excited for the Wine, Women and Shoes event coming up. She said due to the time change for an evening event this year, they have changed up the decorations to a more classic and elegant with red, black and shimmer accents. They will have the fashion show during the market place with three short segments instead of the focal point inside. She reviewed some of the sponsors and said there is a slight drop off in the number of sponsors for this year. The Masters of Ceremonies will be Paul Cotruvo and Jeremy Carlson. She reviewed some of the highlights planned for the event. The Key to the Closet is valued at about \$10,000 this year. There will be a lot of food options and there will be dinner served inside once participants come in to be seated.

Board Member Ortega asked how many Board Members will be participating in the event and in what capacity. She will be attending as a participant/guest. Board Member Shess will be responsible for the Heads and Tails fundraiser. Board Chair Glover will be a Shoe Guy. Board Member Pierce cannot attend this year. Board Member Bonato asked how the Fund to Need works. General Manager Lacy said Fund to Need is an opportunity for participants to donate towards some of the items and programs listed. Bonato likes how this shows how the District is benefitting the community with our programs. Board Member Glover feels that if we do this event again next year, we should show how much has been donated to each program. Some suggestions were made by the Board. One suggestion was to have funds raised to be paid to the Community Foundation and held in the Recreation and Park District fund with the Foundation and pulled for the individual programs when needed. Many are social service types of programs. Further discussion followed and it was recommended to bring this topic back to a future meeting.

RECEIVE REPORT REGARDING THE DISTRICT'S FINANCIAL STATEMENTS ENDING MARCH 31, 2018 (ATTACHMENT D)

The General Manager asked Administrative Services Manager Mark Blair to join her. She stated that Blair thinks we will hit budget in both revenue and expenditures. Blair reviewed financial statements ending March 31, 2018. He stated there is an improvement from last year's revenue. He stated the second tax payment has not been received yet. As far as income recognition difference will not occur until end of June. He estimates a \$150,000 surplus at the end of the fiscal year. Board Member Ortega asked if there are some departments that he is concerned about and he remarked that Aquatics and Senior Center have had an increase in deficit every year. He said there needs to be some action taken to stop the deficit or it will be increasingly difficult.

There was a brief recess taken per the request from Board Member Bonato to speak to the General Manager. Board Chair Glover reconvened the meeting. Bonato stated that she wanted to meet with the General Manager because there is a budget item she thought maybe should be covered in closed session in regards to consultants. The General Manager confirmed that it will need to be discussed in closed session. There was no further discussion on the financial statements.

VERBAL REPORT FROM COMMITTEE CHAIR AND OPPORTUNITY TO SET MEETING DATES

- a. Land and Facilities Development Committee – May 9, 2018, 8:00 a.m.
- b. Personnel Committee – TBD
- c. Budget & Finance Committee – May 30, 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 said the Diablo Mayors Summit had a good turnout for Pleasant Hill.
- He requested that if there are minutes brought back to a meeting, please have amended and highlight the changes made.
- He wished all the mothers on the Board and other mothers a very Happy Mother's Day early.

Pierce made the following announcements/questions:

- He was at Bike to Work Day at the Energizer Station and enjoyed meeting with all the bikers, staff and teen council members.
- He had a question on the update of the bus wrap. Lacy stated that it is in progress.
- He said he instilled with staff to come to the General Manager with any training opportunities. He asked if there are any trainings. Lacy said she has not received any new requests and once the ADP transition is completed, there will be more pro-active trainings planned. Most of them will happen in the Fall.

Ortega made the following announcements/questions:

- She said that with the June 5 Primary Prop 68, is there anything that the District can do to promote the Proposition. Lacy stated that as a District we cannot, the only thing we can do is to state how we will spend the funds and state our position on a Bill, but not on a Proposition. We can do some education. Ortega asked if they, as an individual, wanted to write a letter to the editor and state their position, could they. Lacy said that we should check with Legal Counsel, but as far as she knows yes.
- She said earlier today, not on District property, a Tween made a very inappropriate response to another Tween. She asked if there is a Code of Conduct with our teen programs. Lacy stated there is a Code of Conduct for the Teen Center and Senior Center. She said she can follow up with exactly what staff is doing on bullying and will follow up with the Board.

- She will not be at the next board meeting.

Bonato made the following announcements/questions:

- She attended the Mayor's Conference. She hopes in the future all Board Members can attend.
- She asked about an informal picture taken at an outdoor facility. She asked with the weather better, if there will be an opportunity to take a photo that is less formal.
- She attended the Community Foundation Awards Ceremony and congratulated the various programs that were awarded the grants and the supervisors that applied for the grants.
- She asked about the email that was sent from the General Manager in regards to the off leash dog situation. She stated that the response from the General Manager was beautiful and an excellent response. Lacy said there will be a discussion with the Land and Facility Development Committee to see how we can resolve this and what our options are.
- She read something that there will be a massive tick problem with many viruses and if this is something that the District should be concerned about with our open trails. Should we put up warning signs? Board Member Pierce mentioned that Mosquito and Vector Control has worked with East Bay Regional Park District regarding signage. General Manager Lacy will follow up with Pierce and meet with Park Superintendent regarding signage.

Glover made the following announcements/questions:

- The Mayor's Conference was good and he complimented Mayor Flaherty when he did the "Shout Out" to his civic partners.

General Manager Lacy commented that she is still waiting for the PHBA storage shed design plans. Once she gets the plans, she will bring it back to the Board.

ADJOURNMENT

Board Chair Glover adjourned the meeting at 8:51 p.m.

Michelle Lacy, Clerk of the Board