

Board of Directors Regular Meeting Minutes June 28, 2018



The June 28, 2018 Special Meeting of the Pleasant Hill Recreation & Park District Board of Directors was called to order by Board Chair Glover at 6:30 p.m. in the Conference Room at the Administration Office.

Call to Order - **CLOSED SESSION- 6:30 P.M.**

- a. Open Session Identification of Closed Session Matters
- b. Public Comments of Closed Session Matters
- c. Closed Session

CONFERENCE WITH LEGAL COUNSEL—POTENTIAL LITIGATION/LIABILITY CLAIM. Pursuant to Government Code Sections 54956.9(d)(2) and 54956.95, conference with legal counsel related to exposure to litigation related to falling limb from tree in Senior Center Parking Lot at 233 Gregory Lane. The District received a claim on June 6, 2018 from Todd Seikichi Veliz pursuant to the Government Claims Act. The claim will be made available for public inspection upon request pursuant to Government Code Section 54957.5.

Board Chair Glover reported on the closed session matter listed on tonight's agenda that the Board unanimously denied the claim that was submitted by Todd Seikichi Veliz.

The June 28, 2018 Regular Meeting of the Pleasant Hill Recreation & Park District Board of Directors was called to order by Board Chair Glover at 7:07 p.m. in the Conference Room at the Administration Office.

ROLL CALL

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

STAFF PRESENT: Bradley, Hunn, Kubota, Lacy, Miller, Watson

PLEDGE OF ALLEGIANCE

Board Chair Glover led the Pledge of Allegiance.

PUBLIC COMMENT

There was no public comment.

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 passed out the end of month statement for May 2018 from Mark Blair, Administrative Services Manager. She commented that we are hitting revenue targets.
- Board Members Pierce, Bonato and Glover will be riding on the train with their family members for the 4th of July parade.
- She announced that the Friday Night home brew competition for the Blues and Brews festival has been cancelled due to difficulty getting home brewers signed up.
- Lacy said she had a good meeting with PHBA on the re-design of the utility building for Pleasant Oaks Park and will bring back the design plans to the Board at the July 26 Board Meeting.

- She received an email today from CSDA stating they support the compromise on AB 1838 that will remove the non-alcoholic beverage tax from the November ballot.
- Board Member Bonato said she received a complaint from the public about the aquatic park and the Teen Center. Lacy is following up with the supervisors.
- Board Member Shess had some questions about the Pool Safety Day.
- Board Member Pierce was wondering about the bocce hybrid schedule. General Manager Lacy said that at Pleasant Hill Park they are going to have two leagues on Wednesday nights, one that starts at 6pm and one at 8pm.

CONSENT CALENDAR (ATTACHMENT B)

- a. Approve Bills to be Paid, warrants #25585-25639 (Exhibit 1)
- b. Approve Minutes of April 12, 2018 (Exhibit 2)
- c. Consider Adoption of Resolutions 2018-06-28A – 2018-06-28E, Approving the Final Engineer’s Report for the Annual Levy of Assessments for Fiscal Year 2018-2019 Properties of the Landscape Maintenance District of Valley High II, Valley High IV, Valley High V, Woodside Hills I and Woodside Hills III (Exhibit 3)
- d. Consider Adoption of Resolution 2018-06-28F, Approving Final Engineer’s Report for the Annual Levy of Assessments for Fiscal Year 2018-2019 for Landscape & Lighting Assessment District #6 (Exhibit 4)

Board Member Bonato asked about the deficit spending for each assessment district. The General Manager reviewed the assessment districts with deficits and the Board Members asked if we can go out to a vote to the homeowners of these districts. General Manager Lacy recommended to wait until the Master Plan has been completed before making decisions on the assessment districts.

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

PUBLIC HEARING

- a. Consider Adoption of Resolutions 2018-06-28G – 2018-06-28K, Ordering the Levy of Assessments for Fiscal Year 2018-2019 for the Landscape Maintenance Districts of Valley High II, Valley High IV, Valley High V, Woodside Hills I and Woodside Hills III (Attachment C)

Upon motion of Bonato and seconded by Ortega, the Board unanimously approved adoption of resolutions 2018-06-28G – 2018-06-28K, ordering the levy of assessments for Fiscal Year 2018-2019 for the Landscape Maintenance Districts of Valley High II, Valley High IV, Valley High V, Woodside Hills I and Woodside Hills III.

- b. Consider Adoption of Resolutions 2018-06-28L, Ordering the Levy of Assessment for Fiscal Year 2018-2019 for Landscape and Lighting Assessment District #6 (Attachment D)

Upon motion of Ortega and seconded by Pierce, the Board approved adoption of resolution 2018-06-28L, ordering the levy of assessment for fiscal year 2018-2019 for Landscape and Lighting Assessment District #6 (Attachment D)

- c. Presentation and Review of 2018-2019 Capital Improvement Program Projects (Attachment E)

General Manager Lacy said getting competitive bids can be difficult on some of the projects. She said some projects are moving to next year and there are a number of new projects being recommended for next year. It is important for the Board to see how the Capital Improvement

Projects (CIP) fund is drawn down, they are separate funds; operating fund and CIP fund. Board Member Bonato asked to move the Senior Center amount of \$25,000 for the reception desk project to 2020 until we know the costs for the Senior Center HVAC replacement. Some further discussion followed.

d. Consider Adoption of 2017 – 2019 Amended Operating Budget (Attachment F)
After some discussion, General Manager Lacy reviewed the direction of the Board, she stated they recommended staff to remove costs related to Granicus, show budget options for a 2% and 3% Cost of Living (COLA) for full-time staff. Board Member Bonato confirmed that discretionary decisions were made bringing staff salaries to 95%, which is the middle tier on comparable salary ranges.

General Manager Michelle Lacy mentioned other options for distribution of funds for COLA where a 1% COLA and a 2% lump sum could be decided on. While the percentage in COLA doesn't affect the increase for the District in PERS contribution, it helps with long term pension. The majority of the Board supported adopting a budget with 3% budgeted for a potential COLA increase. Lacy stated that the Board can decide on the budgeted amount of the COLA now and she can bring the item on how and when the COLA will be distributed for future Board discussion.

Upon motion of Ortega and seconded by Pierce, the Board adopted the 2017-2019 Amended Operating Budget.

Board Member Ortega left the Board Meeting at 8:50 p.m.

VERBAL REPORT FROM COMMITTEE CHAIR AND OPPORTUNITY TO SET MEETING DATES

- a. Land and Facilities Development Committee – TBD
- b. Personnel Committee – TBD
- c. Budget & Finance Committee – TBD
- d. Program Committee – July 9, 6:00 p.m.
- e. District/City Liaison Committee - TBD

BOARD ANNOUNCEMENTS AND REQUESTS TO STAFF

Shess made the following announcements/questions:

- He announced that Mayor Tim Flaherty lost his Mom and the service is this weekend.

Pierce made the following announcements/questions:

- He said he was in Vegas last week and there was a container park, a little village of shipping containers with a giant playground. It had a pre-fab tree house that was open all day to everyone, but at night it was only open to 21 and over. Great idea for future events for adults over 21.

Bonato made the following announcements/questions:

- She had nothing to report.

Glover made the following announcements/questions:

- He had nothing to report.

ADJOURNMENT

Board Chair Glover adjourned the meeting at 8:57 p.m.

Michelle Lacy, Clerk of the Board