

Board of Directors Regular Meeting Minutes August 23, 2018



The August 23, 2018 Regular Meeting of the Pleasant Hill Recreation & Park District Board of Directors was called to order by Board Vice Chair Bonato at 7:07 p.m. in the Conference Room at the Administration Office. She announced that Board Chair Glover will be arriving late due to a previous engagement.

ROLL CALL

BOARD PRESENT: Bonato, Glover (arrived at 7:35 p.m.), Ortega, Pierce, Shess

STAFF PRESENT: Lacy

PLEDGE OF ALLEGIANCE

Board Member Ortega 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 handed out invites from Denise Koroslev for the Rodgers Ranch Heritage Center 27th Annual Celebration of the Rodgers Ranch Journey on Friday, September 7, 4:30 – 7:00 p.m.
- She announced and invited the Board to the Employee Service Awards on September 18 at Noon at the Senior Center Chateau Room. Nineteen employees are being honored for 5 years of service up to 25 years of service (Lance Hurtado).
- She will be out of the office from August 24 – September 5, Acting General Managers will be Nicole Watson and Mark Blair when Nicole is not available.
- Board Member Bonato commented on how appreciative she was of Lacy working with first responder's round table luncheon.
- Board Member Shess asked if there will be a report on the American Iron Car Show and asked how it went. Lacy said they are not planning on giving a report on the car show, but it was about the same as previous years and went well. Board Member Ortega asked if it is an event that makes a profit. Lacy reported that it does not and is more of an event for the community. She stated the Program Committee will be reviewing and evaluating all future events.
- Board Member Ortega had a question regarding the promotion of the Teen Center afterschool program. Lacy stated staff went to all the middle school all-in-one registrations and have promoted it at other events.

CONSENT CALENDAR (ATTACHMENT B)

- a. Approve Bills to be Paid, warrants #25869-25932 (Exhibit 1)

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

REVIEW AND INPUT REGARDING INITIAL CONCEPTUAL PLAN AND AMENITIES FOR 1700 OAK PARK BOULEVARD (ATTACHMENT C)

General Manager Lacy said at the July 12 board meeting the Board approved the Memorandum of Understanding (MOU) which provides the District rights to purchase the northern 5-acres of 1700 Oak Park Boulevard. The District will need to submit a planning application for the 5-acre project to the City of Pleasant Hill in conjunction with the City of Pleasant Hill and Contra Costa County

The General Manager reviewed the proposed conceptual plans with the Board of Directors. Lacy answered some of the questions from the Board. Board Member Ortega asked if the fields will be synthetic turf or real turf. The General Manager explained that due to the flood plain they would need to be real turf. Ortega also asked if other sports fields were considered other than soccer and softball. Lacy remarked that Lacrosse and Rugby can use the fields as well. Board Member Pierce asked if there will be fencing and Lacy said yes. Board Member Shess if PHBA and PHMSA are aware of the plans. Lacy said she has informed them and once the plans are further along, the organizations will be more involved. Ortega asked if a score board was going to be considered.

When submitting the plans, Lacy said it is recommended to have everything in the plans that we may think we need. In the future, if lighted ball fields or score boards are wanted, we should have them in the plans that are being submitted now. We are not obligated to have them, but at least we will have the option as they would be covered by the Environmental Review. We will not be able to add those type of features in the future without complying with the California Environmental Quality Act (CEQA). Board Vice Chair Bonato stated that the Board was advised early on that we should not commit to what the use is for until we could purchase the property. Now this is rapid and we know we are going to purchase the property, so we can start the CEQA process. (Chair Bobby Glover arrived at 7:35 p.m.)

Board Chair Glover opened public comment:

HEATHER ROSMARIN, Pleasant Hill resident and a Member of the Friends of Pleasant Hill Creeks, which is an all-volunteer non-profit group that protects, restores and enjoys our creeks. She followed up on the letter emailed to the Board of Directors and the General Manager. She said the Friends of Pleasant Hill Creeks members track trash, species and conduct surveys of the wildlife in and near the creek. She commented that she is excited to partner with the District. She said a design that optimizes the creek is best. Rosmarin stated that more than 90% of riparian habitat in California is destroyed or degraded and they want to educate the community and feel that if they extend the property north, we may have to shift more active areas. A more passive space is more appropriate for the creek. She said lighting will be sensitive to creek habitat. They would like to have bird watching and interpretive signage. One major concern and source is trash blown off from not properly secured trash cans. Board Chair Glover said he appreciates Ms. Rosmarin for her early involvement and engagement.

ALAN BADE, Pleasant Hill resident and member of the Friends of Pleasant Hill Creeks said he is deeply supportive of the purchase of the property at 1700 Oak Park Blvd. He collected signatures in support of the District acquiring this property. He feels that this is a better property joining the library. He did ask if the diamonds can be shifted to have more green space.

WENDY GOLLOP, Pleasant Hill resident, stated she agrees with what the members of the Friends of Pleasant Hill Creeks. She is concerned that the 10 feet setback is not enough. It would be nice to make a corridor by the school. She thinks there needs to be a 20 feet minimum setback. She is worried that the fertilizer used on the field can affect the creek. There needs to be more bio swales so the run off can go into those and it will protect the creek. She also felt there is not enough parking.

Board Chair Glover thanked Gollop for her concerns. Glover closed public comment.

General Manager Lacy stated that the initial design needs to include the potential highest and most intense uses. This will allow for the greatest flexibility as the District fine tunes the final design. Lacy said this is the best starting point and other support amenities can be added such as picnic areas. Board Member Bonato said after hearing the comments of the public, she asked if we cannot consider this now. Board Member Shess stated this was started about three years ago and the issue was there were not enough fields. He feels maximizing the playing field density into the conceptual proposed plans is the appropriate action at this time. He feels that we need to commit to what we started when we embarked on acquiring the property for ballfields. Board Member Pierce is in agreement with Board Member Shess and to go ahead as recommended. Board Member Ortega asked if a fourth bocce court could be added. Board Chair Glover echoed Ortega's comments and said to put in a scoreboard and one more bocce court. Board Member Bonato commented this is a big decision and expressed her support.

General Manager Lacy said she will put in their application with the City to start the process for CEQA.

REVIEW AND APPROVE COST-OF-LIVING ADJUSTMENT FOR ELIGIBLE DISTRICT EMPLOYEES (ATTACHMENT D)

General Manager Michelle Lacy reviewed the options for the Cost of Living Adjustment (COLA) for eligible employees. Option 1 is the full 3% of a COLA increase which would cost the District \$110,679; option 2 is the 1% COLA and a 2% bonus, which would cost the District \$105,873. While she feels that moving in the direction of non-salary compensation for employees is important for future consideration by the District she has not had proper time to engage employees in the discussion and would like the opportunity to do so prior to implementation since the District has never offered non-salary compensation to employees. The General Manager said she is recommending the straight 3% COLA.

Board Member Bonato pointed out that the Board approved to raise salaries and the District spent close to \$71,000 in salary adjustments due to the salary range changes. She wondered why it isn't important to save \$5,000. Lacy said that not all employees received increases due to the salary scale adjustments and feels that employee morale is the most important factor at this time. Board Member Pierce understands proper engagement of employees, especially when they have not had this in the past. He supports option 1 of the 3% COLA. Board Member Ortega is in agreement that there needs to be more time and seek options available. She agrees with the General Manager's recommendation.

Board Member Bonato said she is not comfortable with spending \$110,679 and feels that this is an exciting opportunity to structure what would benefit the District and satisfy employees. There needs to be more recognition of the salary increases and she is not in favor of Option 1. She wants to wait until after the Budget Summit. Board Member Shess thinks similar to Bonato and thinks we may not have a COLA next year. He wants to have better ideas for next year. Board Chair Glover agrees and is pleased to see the changes we have made. He said he supports the 3% COLA, we have the budget for it this year and this will maintain employee morale.

Upon motion of Ortega and seconded by Shess, the majority of the Board approved a 3% Cost of Living Adjustment (COLA) for eligible employees for fiscal year 2018-2019 effective July 1, 2018. Board Member Bonato opposed the COLA increase.

VERBAL REPORT FROM COMMITTEE CHAIR AND OPPORTUNITY TO SET MEETING DATES

- a. **Land and Facilities Development Committee** – General Manager Lacy said she needs to schedule a meeting. She will send out possible dates to committee members Glover and Ortega.
- b. **Personnel Committee** – TBD
- c. **Budget & Finance Committee** – TBD
- d. **Program Committee – September 6 at 6:30 p.m.** The Program Committee moved the meeting time from 6:00 p.m. to 6:30 p.m. on September 6.
- e. **District/City Liaison Committee** - TBD

BOARD ANNOUNCEMENTS AND REQUESTS TO STAFF

Shess made the following announcements/questions:

- He had nothing to report.

Pierce made the following announcements/questions:

- He was wondering about the smoke and unwelcome air quality and how it has affected our programs. Lacy reported that most of our summer programs that are outdoors are finished and children are back in school, so none of our programs were affected by the bad air quality and we have not had to cancel any programs.
- He verified which committees he was on. Some of the other Board Members also wanted confirmation since many of the committees have not met. Executive Secretary Susie Kubota was asked to email the committee list to the Board Members.

Ortega made the following announcements/questions:

- She asked how the Tinker and Thinker event plans are going. Lacy said they are good. Bonato asked if they have roles for the event. Lacy stated staff have not expressed any volunteer needs at this time.

Bonato made the following announcements/questions:

- She asked staff how we are minimizing wild fire risks. She wanted to make sure we are doing the most we can with the funds we have.
- She will attend the Employee Service Awards on September 18.

Glover made the following announcements/questions:

- He thanked Bonato for running the meeting in his absence.
- He mentioned to Board Members Bonato and Ortega that at the last meeting, he suggested to have a resolution to honor Martin Nelis on behalf of the District and present it to his family at a future meeting.
- He reminded the Board that the General Manager's evaluation is due to him by next Wednesday.
- He will attend the Employee Service Awards on September 18.

ADJOURNMENT

Board Chair Glover adjourned the meeting at 8:43 p.m.

Michelle Lacy, Clerk of the Board