

Board of Directors Meeting Minutes August 10, 2011



Pleasant Hill
Recreation & Park District

People, Parks, and Programs Since 1951

The August 10, 2011 Board Meeting of the Pleasant Hill Recreation & Park District Board of Directors was called to order by Board Chair Sandra Bonato at 6:00 p.m. in the Conference Room at the Administration Office.

PLEDGE OF ALLEGIANCE

Bond Oversight Committee Member Harold Jeffrey led the Pledge of Allegiance.

ROLL CALL

BOARD PRESENT: Bonato, Donaghu, Shepard, Sterrett

ABSENT: Glover

STAFF PRESENT: Berggren, Kubota, Miller, Spatz, Wusthoff

PUBLIC COMMENT

There was no public comment.

REVIEW CITY OF PLEASANT HILL CONDITIONS OF APPROVAL FOR COMMUNITY CENTER

REPORT ON PUBLIC HEARING BY CITY OF PLEASANT HILL'S ARCHITECTURAL REVIEW COMMISSION MEETING

Board Chair Bonato asked to combine the two agenda items listed above. The General Manager stated that the Conditions of Approval from the Planning Commission meeting was handed out at the last board meeting. He reported on the Architectural Review Commission meeting and said the commissioners were very excited about the Community Center building and they were very supportive of the new building. He said they did request a landscape update specifically in regards to trees, signage and lighting. Board Chair Bonato commented that her understanding was the Commission was concerned about the costs. Bond Facilities Coordinator Carrie Miller stated that the Commission was happy that Trespa was going to be used for the exterior material because they believe it is an outstanding material even though it does cost more.

Board Chair Bonato asked if any Board Members had questions about the conditions of approval. Board Member Sterrett asked about the amount of parking spots and Bond Facilities Coordinator Carrie Miller answered that there are 201 spots. Board Chair Bonato asked about item #5, the trash facilities. She said that the Planning Commission does not want the trash facility located within an easement, but there is no backup plan. Negotiations with the City continue. The General Manager stated there are two items they want to follow up on with the City. The other item is to discuss the expansion of the preschool fencing. Bonato stated she wants to be forward thinking and try to resolve this early to have a backup plan. Board Member Sterrett asked about the City's requirement about having a bike rack that can hold 10 bike slots. The General Manager said they will determine where the bike rack will be installed at a later date. Board Members further discussed some other questions in regards to the conditions of approval the City is requiring before issuing the permits. Bonato mentioned the current parking lot agreement needs to be finalized to include staging and the City's requirement to have the parking lot slurry sealed after construction. The General Manager stated that the City has had some conversations with Project Manager Ron Johnson and they

may allow us to use their contractor that does all the City resurfacing projects and this would enable us to get a good deal and to have them slurry seal the parking lot. He said it is still in negotiations. The Board had a question in regards to the requirement to have an ADA pathway made to the nearest public pedestrian access and where the location of the nearest one would be. The General Manager will check and get some clarification on the nearest public pedestrian access, but felt they meant the public access by Frank Salfingere Park.

REVIEW STEPHEN HARRIMAN AND ASSOCIATES AND THE DAHLIN GROUP CONTRACT AND CHANGE ORDERS

Board Member Bonato said this agenda item was requested by Board Member Shepard and agrees that we should follow up on the change orders. Bonato asked to bring this back to the next board meeting since Shepard was still absent. She expressed some of her concerns regarding the timing of when change orders are received and after bids have gone out for some projects and the estimators not receiving them prior to bids. She stated that they need to stay engaged and to listen to the experts. She asked the General Manager to be clear and straight forward with news and to keep the Board informed. She said the reductions have not been updated and she would like to receive a report from Project Manager Ron Johnson on the negotiations to reduce costs for the Senior Center and Teen Center projects. The General Manager remarked that Project Manager Ron Johnson is still working with the contractors on reducing costs.

Board Member Donaghu said he reviewed the change orders and many of them are due to decisions that the Board made and agrees with the change orders. The concern he said he had were on some of the fees that other agencies are charging over what was estimated such as the Contra Costa Water District fee of over \$190,000. The estimate was over \$60,000. He said that the estimates from the Water District are "shotgun" high-end estimates and once all the information is received the costs may not be as much as the \$190,000. Bonato is concerned and wants to make sure we put more back into our contingency as we do not want to use Measure WW funds.

Board Member Cecile Shepard arrived at 6:50 p.m.

Board Member Sterrett had a question on change order #7 with Harriman and Associates. She noticed that it was not signed by the General Manager. The General Manager explained that there were funds still in the out of scope work contingency and the cost was at \$10,059. He stated it is a change order process by CSI. Board Member Shepard said it would be helpful if there is a running total of the contingency fund. She asked what the difference is between a program contingency and project contingency. Bonato explained that the program contingency is in each project, but within each of the projects there is a construction contingency, design contingency and others and these can be used for payment.

HAROLD JEFFREY, Bond Oversight Committee Member and Pleasant Hill resident – He said he has a spreadsheet that each change order is broken down to see what is under contract and covered and which contingency fund they are paid out of. Bonato said it will be helpful and thanked Jeffrey.

Board Member Shepard thought the Dahlin Group had a per square foot contract. The General Manager pointed it out on page two of the contract, which shows the cost assumption at a square foot amount. She stated she misunderstood the contract. The Board continued discussion on some of the change orders. Board Member Sterrett commented that Board Member Glover is absent and thought this item should be further discussed at the next board

meeting. Bonato stated that Project Manager Ron Johnson has pointed out that the costs have gone up and the Board and District need to stay on top of the funds.

REVIEW OF BOND PROJECT BUDGETS

Board Chair Bonato said the budget does not show where we are at and she would like to have a better explanation and be more confident to be held to some understanding. She does not feel that enough information is provided on the budget. The General Manager said he will verify the budget with Accounting Supervisor Mark Blair and improve the budget spreadsheet. He said that Project Manager Ron Johnson can explain in more detail.

Board Chair Bonato asked to take a short four minute break to reconvene at 7:30 p.m.

PUBLIC COMMENT

There was no public comment.

PRESENTATION OF SIGNED COPY OF SPARE TIME SPOTLIGHT TO MARK KOUZNETSLOV AND KASSY GREGORY

Board Chair Bonato explained the covers of the Spare Time Spotlight are local District residents and/or participants. She said Faye Donaghu volunteers to take the cover photo and design the Spotlight covers. The General Manager introduced Mark Kouznetslov and Kassy Gregory, who were playing water polo on the recent Spare Time Spotlight cover. He explained that the signed Spotlight Cover will be framed and put on the District's "Wall of Fame". Some photos were taken while Mark and Kassy signed some Spotlights. They were presented with their own framed Spotlight Cover as an appreciation of their participation. Family members of Mark and Kassy were introduced.

REPORT FROM FOURTH OF JULY COMMISSION

Board Chair Bonato invited Fourth of July Commission representative Jim Bonato to give a report on the Commission. Jim Bonato expressed his appreciation to the Recreation and Park District staff and for use of the park. He stated they will need to get more sponsors for next year. He handed out their financial report along with their list of officers for the Fourth of July Commission. Board Member Sterrett said every year the Commission does an outstanding job. Board Member Donaghu said the fireworks were great, some of the best. Board Chair Bonato thanked Jim Bonato and the Commission for all they do and is so amazed how much they put on for the amount of limited funds. Jim Bonato said there are many community businesses and clubs as well as the City of Pleasant Hill who assist in funding the firework show.

REPORT FROM CONTRA COSTA WATER DISTRICT DIRECTOR JOHN BURGH

Board Chair Bonato introduced Contra Costa Water District Director John Burgh. She expressed her gratitude to Burgh for listening to the District's concerns. He passed out some information on the Water District and presented a PowerPoint presentation. Burgh spoke about the construction of a new hydro facility in Oakley which will serve 10 cities and commented that every gallon of water is from the Delta. Director Burgh said they are in construction to expand the Los Vaqueros Reservoir, raising the dam by 34 feet to hold 60% more water with no extra costs to the users. He said the bonds to build the first construction of Los Vaqueros Reservoir will be paid off by this year and so the funds will pay for the expansion as well.

Burgh said they removed a station on the golf course and a control building had to be built at Paso Nogal Park. He said they will plant big trees to help camouflage the building. He said they are going to work with the resident and the Recreation & Park District to try and improve the look of the control building. He said they have over 40 storage tanks and 30 pump stations; they have always been a good neighbor. He continued to explain that they have increased their assets by 50% and have the same amount of employees. He explained that 50% of the Water District bills pay for

infrastructure, 25% for operations, 20% for management/administration and 5% for education and customer service.

Board Chair Bonato expressed the Recreation & Park District's concerns about the Cell Tower faux tree structure to be built by Paso Nogal Park and how the Water District came to the decision. She said there is a concern on the proximity to the open space trail and it looks over the Paso Nogal Park where it will be so prominent. She requested that the Water District Board contact us to discuss the issue before the decision is made. Burgh stated that he will check their policy. Bonato asked if this lease is granted, will it be for one operator or will they allow others to add on. She also stated there is some erosion of Water District land onto Paso Nogal Park. He will find out more information on the issues, but did explain that he believes that if it is something that the land use planning department handles, it does not necessarily have to come to the Water District Board. Board Member Donaghu asked if there is a requirement of clearance of the proposed cell tower site to a public area or parkland that may require them to impede on Recreation District land. He is concerned and would like to know. Bonato said it is a good question and also asked if there is other property they may need to use to meet the City's requirement. Burgh thanked the District and said he will get back to the General Manager and Board on the concerns brought up by the Recreation Board. Board Chair Bonato thanked Burgh and his staff member Gina for their report and efforts and she did encourage him to express their concerns to the Water District staff and Board.

Board Member Sterrett asked what the outcome was at the Architectural Review Commission meeting concerning the cell tower site appeal from the neighbors in the area. Board Chair Bonato stated that the Commission postponed it until the September 12 Council Meeting.

REPORT ON APPEAL OF AT&T CELL TOWER SITE ADJACENT TO PASO NOGAL PARK

Board Chair Bonato said she attended the appeal, which had only three Council Members in attendance and they went into a question and answer session, but decided to continue this issue at the September 12 Council Meeting. The Council wanted it to go to the Architectural Review Commission (ARC) first before it comes back to the Council. It is planned to be presented at the ARC meeting on August 18.

JOHN MATTHESEN, Pleasant Hill resident – He spoke about how he has seen the process with the City and feels it is disjointed. He is meeting with the Water District staff tomorrow.

REPORT FROM PROGRAM COMMITTEE

A. TO REVIEW FALL RECREATION PROGRAM AND SPOTLIGHT COVER

Board Member Sterrett reported on the Program Committee meeting and pointed out that the Spotlight has been reduced in size to save money, but they are getting as much information into the Spotlight with less space. Sterrett presented new classes, the center fold and the new cover. She explained that Faye Donaghu could not take the photo for the cover this time, so Ann Luke of Luke Designs took the photo for this Spotlight cover. She pointed out that the Mt. Diablo Family Camp Out is an event that community member Mark Celio and his wife offered to head up after having had such a wonderful time at the family camp out at Pleasant Oaks Park. She said the Moonlight Movies are a joint event with the City of Pleasant Hill, the County Library and the Recreation District. She continued to review some of the events and classes in the new Spotlight. Sterrett stated that she explained to staff that the program committee will be conducting program analysis and reviewing existing programs. The purpose is to allow the Board to become more educated on future programs, planning, budget, successes and in addition to their regular committee responsibilities of reviewing upcoming Spotlights. She said the next Program Committee meeting to review program analysis will be on August 28. The Board was pleased with the new Spotlight and thanked Sterrett for her report.

CONSENT CALENDAR (ACTION)

- a. To Approve Bills to be Paid, warrants #15575 - #15651 in the amount of \$297,987.69 dated August 10, 2011.
- b. To Approve Minutes of April 27, 2011

Upon motion of Donaghu/Shepard, the Board approved the consent calendar as presented

REPORT ON CONTRA COSTA SPECIAL DISTRICTS ASSOCIATION QUARTERLY MEETING

Board Member Sterrett reported on the CCSDA quarterly meeting held on July 18. She said the speaker was Fred Silva with California Forward, which is a program and structure of government looking at reorganizing agencies, consolidation and looking at some that may overlap. Bonato said they are not very well funded. Sterrett also mentioned that Stan Caldwell won the election for Member at Large with CCSDA. Sterrett stated they reviewed the fiscal report and said she is working on some bylaw changes. She said the CSDA Board changed their bylaws as well, one of which was that all members of the local Special Districts Association have to be a member of the CSDA State Association. She was surprised it passed because they were split that last time it was brought up to the CSDA Board. She announced the next CCSDA meeting date of October 17 at St. Andrews Presbyterian Church at 6:00 p.m.

BOARD ANNOUNCEMENTS AND REQUESTS TO STAFF

Board Member Sterrett spoke about an announcement that she received from the California League of Cities where the representative is Bismarck Obamdo. They are doing a program called "Strong Cities, Strong State Campaign". She said they are working together to educate the public and they may form a foundation. Sterrett commented on the article in the Contra Costa Times that talked about Lynn Spatz and her husband, Rich Spatz, who were instrumental in having a small play area installed at Buchanan Fields and were also major contributors. Sterrett thanked Spatz for her involvement in the community.

Board Member Donaghu said there are re-districting efforts for our District. He mentioned the article discussing a letter David Durant wrote to the re-districting committee pointing out all the reasons why Martinez and Pleasant Hill should not be separated. He said he did write a letter as a member of the Recreation District. If re-districting took place, our District would have two representatives and there should only be one representative. He said it would split our District in half. He attended a 50th Anniversary Committee meeting and said the Moonlight Movie, "James and the Giant Peach" is a co-sponsored community event with the City, the District and the County Library as mentioned earlier. He said it is a book from 50 years ago and it is a "one family, one book" program with the Library. He mentioned it ties into the 50th Anniversary that the City is celebrating. He mentioned the City has a photo contest with a theme, "Day in the Life of Pleasant Hill". Donaghu announced that Charley Daly with the Chamber is on medical leave, Ingrid is no longer there and Chamber Board Members are volunteering their time to cover the office.

Board Chair Bonato attended the Mayor's Conference on August 4. Senator Mark DeSaulnier and Assembly Member Nancy Skinner were present and the theme seemed to be "local governments know what to do and are the best ones to do it, so stop making laws that make it more difficult and stop sending requirements that are not funded". She said the two legislators held their own well, but some things needed to be said and they were said. She said there is a lot of legislation being proposed still. She said she was proud of our Mayor and he expressed concerns with dignity and represented the City well. She stated that Prop. 13 funds were discussed and how they need to be distributed differently.

STAFF ANNOUNCEMENTS

The General Manager made the following announcements:

- The August 31 Special Board Meeting is postponed until the first week of September or will be covered at the regular Board Meeting on September 14, 2011.
- Bond Facilities Coordinator Carrie Miller wanted to pass on that they replaced the switch with a cost of \$25,000, but the District did not have to pay for it.
- Pleasant Hill Day will be celebrated on September 18 at the Oakland A's game. Tickets are on sale at the District office or through the Foundation.

ADJOURNMENT

Board Chair Bonato adjourned the meeting at 10:13 p.m.

Robert B. Berggren, Clerk of the Board