



Board of Directors Meeting Minutes January 10, 2013

The January 10, 2013 Board Meeting of the Pleasant Hill Recreation & Park District Board of Directors was called to order by Board Chair Glover at 6:05 p.m. in the Conference Room at the Administration Office. Glover announced that the Board met in closed session but no action was taken.

PLEDGE OF ALLEGIANCE

Board Chair Glover led the Pledge of Allegiance.

ROLL CALL

BOARD PRESENT: Glover, Bonato, Sterrett, Donaghu

STAFF PRESENT: Berggren, Lischeske, Kubota, Luke, Hunn, Miller, Young, Spatz, Riley

PUBLIC COMMENT

None

TO DISCUSS PROCESS OF SALE OF LITTLE HOUSE AT 249 GREGORY LANE

The General Manager reported that the District purchased 249 Gregory Lane in 1991 for a total price of \$170,000. He said that the Little House was an extension of the former Senior Center complex and was utilized for a number of programs for the seniors. He continued to explain that with the completion of the new Senior Center, this building is no longer necessary for District programs. The General Manager would like the Board to consider selling the property with the proceeds of the sale going into the Capital Campaign program. He indicated that a recent estimate from a local realtor estimates the property to be worth \$250,000-\$275,000. The intent would be to sell the property "as is" without too many costs in upgrading the property.

The General Manager reported that the District would be required to declare the Little House as surplus property and follow the procedures as outlined by Attorney Mark Cornelius. The General Manager explained that the first action from the Board at a future date would be to declare the property as surplus and then announce the notification of intent to sell the property. He said that once the property has been declared as surplus it would then be offered to various non-profit agencies for moderate to low income housing. These agencies would have 60 days to respond to the District's intent to sell. If no notice of intent to purchase or lease from these agencies is received within this 60 day period, the District may proceed with the sale or lease of the property on the open market. To date, the General Manager has had some inquiries regarding the property from the Pleasant Hill Martinez Soccer Association as well as the Contra Costa Humane Society.

Board member Sterrett asked if the parking lot would be included in the sale. The General Manager explained that it would not be included.

Board member Bonato asked how the property is zoned. The General Manager explained that this would need to be researched further. Bonato would like to see additional analytical information from Cornelius regarding the sale of the property. Bonato has received a question from a community member about how the funds from the sale of the Little House will be used by the District. She feels that the zoning of the property is an important issue to find out about to see who could buy the

property and for what uses. Bonato asked if the District has any loans on the property. The General Manager explained that the District does not.

The Board would like to have more explanation regarding the property before they take action on the sale of the property. The feeling of the Board was that it was best to bring this information back to a future Board meeting as a non-action item.

Jeff McClure from the Pleasant Hill Martinez Soccer Association was present at the meeting. He said he was present for informational reasons only as any final decision regarding the purchase of the property would need to come from the national soccer level. He stated that the Association would be interested in potentially buying the property, but if that did not work out they might be interested in leasing the property from the District.

TO CONSIDER CLAIM FROM MCFADDEN CONSTRUCTION COMPANY (ACTION)

Upon motion of Board Members Donaghu & Bonato, the Board unanimously rejected the claim from McFadden Construction Company.

UPDATES ON BOND PROJECTS

The General Manager made the following comments:

SENIOR CENTER

- The punch list items are being completed.
- Had a terrific VIP Opening and Grand Opening. Staff estimated that there were over 3,000 people in attendance at the Grand Opening. Board Member Sterrett commented that the Grand Opening was wonderful. She said the photo booth was her favorite part: She felt parking was an issue but that it had been resolved quickly.
- The Senior Center received 368 new memberships the day of the Grand Opening.
- The General Manager will be looking into the number of handicap parking spots at the new center, and if any more can be added.

The General Manager and the Board complimented all the staff on the wonderful job that was done with the Grand Opening. The building was full of people all having a great time.

Board Member Bonato asked about the status of the landscaping in back of the Senior Center. The General Manager explained that no firm date has been set for the "in-house" work to be completed. Bonato asked the General Manager to send her a time line on the work to be completed so that she may share this with members of the public who are interested.

Bonato also asked for the status of the rental fees for the Co-Sponsored groups. The General Manager said that staff has been talking with some Co-Sponsored groups and informing them that they will receive a 10% discount off the non profit rates.

Board Member Sterrett commented that she would like to see the costs of the Teen Center grand opening, and also the December attendance report for the Teen Center. The General Manager said he would get that information to the Board.

TEEN CENTER

- The punch list items are close to completion.

COMMUNITY CENTER

- The first pour of the slab is scheduled for Wednesday; the second pour is scheduled for Friday.
- The completion date for the Community Center is still on track.
- Substantial completion should be some time in November, hoping to have the Center open in December.

PLEASANT OAKS PARK

- The tree work was completed last week.
- Should be receiving the 50% completed documents for the project.
- This project is within the budget at this time.
- The General Manager has set up a meeting with the noise consultants to analyze the sound issue further.

Board member Bonato asked about the potential grant for Pleasant Oaks Park. The General Manager went to a seminar on the grant process and he feels that there is a possibility that Pleasant Oaks Park could qualify for the grant based on the "green" aspects of the project.

Board Chair Glover started the regular meeting at 7:02 p.m.

EX-OFFICIO MEMBER REPORT, GENESIS CASSIDY – COLLEGE PARK HIGH SCHOOL

Ex-Officio Cassidy was unable to attend this meeting.

CONSENT CALENDAR (ACTION)

- TO APPROVE BILLS TO BE PAID**
- TO APPROVE MINUTES OF NOVEMBER 14, 2012, AND NOVEMBER 29, 2012**
- TO APPROVE RESOLUTION 2013-01-10A HONORING THE CHATEAUS, AND RESOLUTION 2013-01-10B HONORING AEGIS OF PLEASANT HILL FOR 2012 COMMUNITY SERVICE AWARD**
- TO APPROVE RESOLUTION 2013-01-10C HONORING GREGORY GARDENS ELEMENTARY SCHOOL PRINCIPAL CHERYL KOLANO FOR BOARD APPRECIATION AWARD**
- TO CONFIRM FEBRUARY 11, 2013 FOR BOARD STUDY SESSION**

Upon motion of Board Members Donaghu & Sterrett, the Board approved the Consent Calendar with the changes to the November 14th minutes.

TO REVIEW BOARD MEMBER SELECTION PROCESS

As of today, the General Manager as of today has received applications packets from John Crawford, Dawn Block, and Matt Rinn. The final filling date is January 16, 2013. He distributed the applications to the Board members. Board Member Bonato will not be able to make the January 24, 2013 meeting so the Board decided to have a Special Board meeting on January 28, 2013 for the appointment of the new Board member.

The General Manager distributed the list of potential questions for the Board to ask the applicants. The Board then discussed how best to proceed with the process of appointing a new member at the Special meeting on January 28, 2013. It was decided that the best approach, if there are over five applicants, would be to have each applicant draw numbers for speaking order, and then speak

for five minutes to discuss the questions that will be given to them in advance. Once the applicants have all had their five minutes of speaking time, each Board member would vote for two applicants. Then if needed they would have a second vote, then make a motion for an appointment of the new Board member.

TO CONSIDER AWARDING POOL CHEMICAL BIDS (ACTION)

The General Manager reviewed the bids that were received for pool chemicals for the Pleasant Hill Aquatic Center and Pleasant Hill Education Center Pool. Staff was very pleased with the bid results, and is recommending awarding Lincoln Equipment the bid.

Board member Bonato commented that she was impressed that each year the bids prices are getting lower instead of higher.

Aquatic Supervisor Korey Riley was present and explained that the low pricing is due in part to the fact that for chemical deliveries in the fiscal year 2013/2014, the District will be joining with the Bay Area Chemical Consortium. The bids received were from February 1, 2013 – June 30, 2013.

Upon motion of Board Members Bonato & Donaghu, the Board approved awarding the pool chemical bid to Lincoln Equipment.

TO ANNOUNCE BOARD COMMITTEE ASSIGNMENTS FOR 2013

Board Chair Glover announced the following Board Committee Assignments for 2013:

Budget & Finance	Bonato, Chair	Glover, Member
Land/Facility Development	Donaghu, Chair	<i>New Board Member</i> , Member
Personnel	Sterrett, Co-Chair	Bonato, Co-Chair
Program	Sterrett, Chair	<i>New Board Member</i> , Member
City/District Liaisons	Glover, Chair	
Chamber Representative	Donaghu	
Flood Zone Task Force	Bonato	
Fundraising Liaison	Glover	
CSDA Representative	Sterrett	
CAPRI Representative	Bob Berggren, General Manager	

BOARD ANNOUNCEMENTS AND REQUESTS TO STAFF

Sterrett made the following announcements/questions:

- The agenda came out today for the January 28, 2013 CSDA Chapter Meeting at the Sanitary District. She will be attending the meeting. Board Member Bonato will try to attend.

Bonato made the following announcements/questions:

- She had spoken with someone from the Pleasant Hill Historical Society who suggested that they might be interested in partnering with the Senior Center for decorations of the new facility.
- She was glad to see former Board Member Shepard at the Senior Center VIP opening, and she would still like to see her honored at a future Board Meeting.
- She would like to see more research into the ERAF issue. She would like to see this as a goal for the upcoming year.

Donaghu made the following announcements/questions:

- He asked about information on the Ethics training, and the Sexual Harassment training requirements. The General Manager said he will have Susie Kubota follow up with the Board members on this.

Glover made the following announcements/questions:

- He stated that as the newest Board Member it was great to be a part of the Grand Opening of the Senior Center. He stated that he was proud to be a part of the District and the Board. He congratulated the staff on the success of the event.

STAFF ANNOUNCEMENTS

The General Manager made the following announcements:

- Next Thursday is the Community Awards night.
- The Mayor's Breakfast will be held on February 7, 2013 at Back Forty BBQ. The event will begin at 7:30. Board Chair Glover said he would like a Power Point presentation for his speech at the event.

ADJOURNMENT

Board Chair Glover adjourned the meeting at 8:18 p.m.

Robert B. Berggren, Clerk of the Board