



## Board of Directors Meeting Minutes March 27, 2014

The March 27, 2014 Board Meeting of the Pleasant Hill Recreation & Park District Board of Directors was called to order by Board Chair Sterrett at 7:00 p.m. in the Conference Room at the Administration Office. Sterrett reported that the Board met in Closed Session, and no action was taken.

### **PLEDGE OF ALLEGIANCE**

General Manager Berggren led the Pledge of Allegiance

### **ROLL CALL**

**BOARD PRESENT:** Donaghu, Sterrett, Glover, Bonato, Shess

**STAFF PRESENT:** Berggren, Lischeske, Hurtado, Bradley, Miller

### **PUBLIC COMMENT**

None

### **EX-OFFICIO MEMBER REPORT, ALLIE NACCARA, – COLLEGE PARK HIGH SCHOOL**

Ex-Officio Naccara gave the following report:

- The "Every 15 Minutes" assembly was this week at College Park for the Juniors and Seniors.
- The College Park Junior Prom will be April 5, 2014 at Chabot Space and Science Center.
- This is the last week for the California Exit exams at College Park.
- The drama department at College Park is putting on "The Little Shop of Horrors".
- The Teen Council will be helping with the District's Breakfast with Bunny, and Egg Hunt events.

Board Member Bonato asked Naccara if she would think of programming ideas for the High School age group. Naccara said she would.

### **CONSENT CALENDAR (ACTION)**

- TO APPROVE BILLS TO BE PAID**
- TO APPROVE MINUTES OF JANUARY 23, 2014**

Upon motion of Board Members Donaghu & Glover, the Board approved the Consent Calendar.

### **REPORT FROM GUILD OF QUILTERS**

No members from the group were present to give a report.

### **TO CONSIDER RESOLUTION 2014-03-27 NOTICE OF COMPLETION FOR THE COMMUNITY CENTER PROJECT (ACTION)**

The General Manager reported that after finalizing a number of outstanding items, he is now recommending the Board approve the Notice of Completion for the Community Center Project. Board Chair Sterrett reported that the dollar amount on the resolution has been changed to \$8,766,582.

Upon motion of Board Members Donaghu & Glover, the Board approved Resolution 2014-03-27 Notice of Completion for the Community Center in the amount of \$8,766,582.

**TO CONSIDER SELECTION OF REPRESENTATIVES TO LIBRARY TASK FORCE (ACTION)**

The General Manager reported that the Pleasant Hill City Council established the Pleasant Hill Library Task Force at the regular City Council Meeting on March 10, 2014. He commented that the goal of the Task Force is to explore the need and feasibility for constructing a new library building for the residents of Pleasant Hill. The General Manager said the City Council agreed to include a representative from the District Board to be a member of the Task Force.

Board Chair Sterrett and Board Member Bonato expressed interest in becoming members of the Task Force. It was decided that Board Member Bonato would be the primary representative and Board Chair Sterrett would be the alternate.

Upon motion of Board Members Glover & Donaghu, the Board approved the selection of Bonato as the primary representative to the Library Task Force, with Sterrett as the secondary representative.

**TO CONSIDER LEGAL AGREEMENT WITH LAW OFFICE OF CURTIS S. KIDDER (ACTION)**

The General Manager reported that District Attorney Mark Cornelius is officially retiring at the end of March 2014. The General Manager commented that he is recommending utilizing the services of Curtis S. Kidder. He said Kidder has worked with Mark Cornelius, and the District has used his services on various items. The General Manager reported that at this time he is recommending a month to month contract with Kidder, but would like the Board to consider a long range contract with a firm. Kidder will be billing the District a tenth of a minute at a rate of \$180 per hour.

Board Member Shess commented that he would like to see references for Kidder. He would like to have RFP's done after the month to month agreement has been met.

Board Member Bonato commented that she would like to know how much experience Kidder has had working with Special Districts. Bonato would like to see Cornelius' invoices over the last few years to get a sense of the main areas the District has needed counsel for and to determine if Kidder is a good fit in this regard for the District.

Upon motion of Board Members Donaghu & Glover, the Board approved the legal agreement with the Law Office of Curtis S. Kidder on an interim basis until such time that the Board can go through the full contract process with a firm to be determined at a later date.

**REPORT ON LAND AND FACILITY DEVELOPMENT COMMITTEE MEETING**

- a. **RODGERS RANCH**
- b. **WINSLOW CENTER**
- c. **SCHOOL HOUSE**
- d. **PLEASANT OAKS PARK**
- e. **PASO NOGAL**
  - a. **DISC GOLF**

Board Member Shess reported that the Land & Facilities Development Committee, consisting of himself and Board Member Glover, met on Tuesday, March 18, 2014. Shess reviewed the topics of the meeting with the Board.

- a. **Rodgers Ranch:** Shess reported that Rodger's Ranch representatives Steve Wallace and Denise Koroslev attended the meeting to report on the progress of the Rodgers Ranch Wheat Barn. Shess commented that the group has agreed to produce construction plans, timelines, fundraising plans and a budget for the project to the District Board. Shess commented that the group does understand that the District will need to approve any development at the site.

- b. Winslow Center: Shess reported that this item was to discuss the status of the Winslow Center site. He commented that when a decision has been made by the Board regarding the site communication to the public regarding relocation plans is going to be key. Bond Projects Coordinator Carrie Miller was present; she reported that there had been an inspection of the Winslow Center this morning. She commented that the inspector signed off on the building for use until 2016.
- c. School House: Shess reported that the committee discussed the different options for this site. The committee would like to develop these options further before they are brought back to the Board. Shess commented that communication to the public on this issue is going to be a key factor. Board Member Glover commented that he feels the liaison meetings with the City of Pleasant Hill have been very beneficial for this issue.
- d. Pleasant Oaks Park: Shess reported that there is a secondary meeting scheduled on April 14, 2014 for the fundraising plans of the playground. He commented that the General Manager is looking into signage for the fundraising efforts.
- e. Paso Nogal Park: Shess reported that Scott Anders had been present at the committee meeting to discuss the idea of creating a disc golf course in the park. Shess commented that the committee is not ready to come to the Board with a recommendation on this yet. He said that he and Board Member Glover will be walking the park site on April 11, 2014 to get a better perspective of Ander's idea. Board Chair Sterrett asked about the background of Scott Anders. Shess commented that he is a private individual who is passionate about the disc golf sport, and would like to bring it to Pleasant Hill.

**TO CONSIDER CANDIDATES FOR THE SOROPTIMIST ANNUAL YOUTH RECOGNITION NIGHT (ACTION)**

This item was tabled until the next meeting.

**DISCUSSION REGARDING EVALUATION OF GENERAL MANAGER**

Board Chair Sterrett reviewed the evaluation form that she would like the Board to use to evaluate the General Manager. The evaluation of the General Manager will take place during a closed session with the Board members only. The General Manager will be asked to attend a closed session at a later date to review the evaluations with the Board. Sterrett asked the Board to complete the evaluation and return it to her before the next Board meeting.

**BOARD ANNOUNCEMENTS AND REQUESTS TO STAFF**

**Shess** made the following announcements/questions:

- Asked the General Manager for an update on the water conservation forum. The General Manager said he is in talks with both East Bay MUD and the Contra Costa Water District.

**Bonato** made the following announcements/questions:

- Asked for an update on discussions with the YMCA regarding the parking lot at the Community Center. The General Manager said that he will get this information to the Board. She commented that she would also like to look into joint programming with the YMCA, especially in the area of Teens.

**Donaghu** made the following announcements/questions:

- He attended Attorney Mark Cornelius's retirement party. He said it was a great event.
- He commented that the Chamber has implemented the tiered membership program. He does not think it will have an effect on the District's membership.
- He commented that he received a lot of positive comments regarding the Rotary St. Patrick's Day event at the Community Center.

**Sterrett** made the following announcements/questions:

- She shared the latest issue of the Diablo Magazine which highlighted the District's Wine, Women and Shoes event.

### **STAFF ANNOUNCEMENTS**

The General Manager made the following announcements:

- He distributed information regarding the Commissioner and Board member training that will be held in May sponsored by the California Association of Parks Recreation Commissioners and Board Members. CAPRCBM.
- He reported on the successful "Happy Camper" discount campaign that was offered for one week in March.
- He reported that the Urban Farm plant sale at Rodgers Ranch will be on April 5<sup>th</sup>.

### **ADJOURNMENT**

Board Chair Sterrett adjourned the meeting at 9:22 p.m.

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Robert B. Berggren, Clerk of the Board