



Board of Directors Meeting Minutes April 24, 2014

The April 24, 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.

PLEDGE OF ALLEGIANCE

Board Chair Sterrett led the Pledge of Allegiance

ROLL CALL

BOARD PRESENT: Sterrett, Bonato, Shess

ABSENT: Glover, Donaghu

STAFF PRESENT: Young, Luke, Miller

PUBLIC COMMENT

None

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

No report, the Ex-Officio was on vacation.

CONSENT CALENDAR (ACTION)

a. TO APPROVE BILLS TO BE PAID

Upon motion of Board Members Bonato & Shess, the Board approved the Consent Calendar.

INTRODUCTION OF LEGAL COUNSEL CURTIS KIDDER

Recreation Superintendent Tina Young introduced the District's new legal counsel Curtis Kidder. Kidder thanked the Board for hiring him with the District and provided them with his employment background. He commented that he is currently working both in L.A. and this area. He said his office is located in Oakland, and that he plans to be located full time in that location soon. He stated that he has a lot of experience advising Boards. He commented that he worked with Mark Cornelius for about six months before Cornelius retired so he is very aware of his work with the District. Board Member Bonato asked Kidder that when submitting his reports to the Board to include the reasons for the advice he is giving. She stated that the District seems to be running into some Constitutional issues lately and asked if he is confident handling these issues. Kidder responded that although he has not had much experience in these issues he would be confident in handling them. Bonato commented that she was pleased to hear that Kidder has worked with other special districts like Hayward and Ambrose. She commented that his resume seemed heavy working with agencies other than special districts. Board Chair Sterrett introduced herself to Kidder. She commented that the District Board is a very "reading" Board. Sterrett asked Kidder if he is a sole practitioner. Kidder said he is. She asked which special district's he has worked with. Kidder said he has worked with Hayward, Ambrose, our District through Cornelius's firm from 2004-2005, and Byron Sanitary District.

Board Member Bonato asked Kidder if he is asked to attend other District's Board meetings on a regular basis or just on an invitation only basis. He said he attends some of the meetings on a regular basis, but most are when his advice is needed. Bonato commented that the Board would like estimates of his billing if possible before a request is completed. Sterrett asked Kidder if he will be

charging the District for travel time. Kidder replied that there would only be a charge for any special long distance travel. Such as something out of state.

Board Chair Sterrett confirmed that his contract is month to month with no cap on his hours. All the Board present stated that they are comfortable working through the General Manager in regards to acquiring legal counsel.

The Board welcomed Kidder to the District, and thanked him for attending the meeting.

REPORT ON PLEASANT HILL MARTINEZ SOCCER ASSOCIATION'S SOCCERFEST TOURNAMENT

Derek Westphal, Tournament Director for the Pleasant Hill Martinez Soccer Association's Soccerfest Tournament that was held at Pleasant Oaks Park on March 30-31 and April 5-6, was present at the meeting to give a presentation to the Board regarding the event. Westphal thanked the Board for the use of Pleasant Oaks Park for a portion of the event. The under 12 games were played at the park while the other games were played on the fields of the middle school. Westphal reported that the Tournament is a fundraiser for children who can't afford to travel with their AYSO travelling teams. He commented that out of the over 1000 total players, 746 were from out of town which was great for the local economy as well as the Tournament. He commented that he has estimated that well over \$100,000 of the fundraising money received comes from out of town support of the event.

Westphal asked the Board if there would be a place in the District to display the Continuous trophy for the event. He explained that this trophy is given to the local teams who have won with their team names and the list of the children who played on the trophy. Board Chair Sterrett said she would like this to be a "traveling" trophy to be displayed in many different venues to showcase the children of our community. Board Member Bonato commented that she is very excited about the success of this event and would like staff to find a place to display the trophy. Bonato said she would like to make sure the District's Park staff hears how well the fields preformed at the event.

The Board thanked Westphal for attending the meeting and for PHMSA's support of the District.

REPORT ON WINE, WOMEN & SHOES FUNDRAISING EVENT

Senior Center Supervisor Kendra Luke was present to give an update on the upcoming Wine Women & Shoes fundraising event on May 18, 2014. Luke reported that the event planning committee is very excited on how well everything is coming together for the event. Luke commented that Christina Loren, NBC weather reporter, has been confirmed as the MC. The committee has recruited 38 shoe guys, and all the volunteers needed for the event. Luke said there will be a live auction with eight fabulous auction items, and 20-25 silent auction prizes. She said the group has received over \$30,000 in donations for prizes and auction items. She reported that there will be a fashion show as part of the event with professional models both male and female including a former Miss America. She commented that the "Marketplace" area is secure with eight wineries, 10 culinary and 11 vendors. Luke said the Committee is concentrating on ticket sales now. There will be a special Girlfriend Package Special advertised this week which consists of four general tickets for \$400. She commented that this is a \$25 discount per ticket. She reported that 154 tickets have been sold to date and that only 2 VIP tables are left. She said the Wine, Women & Shoes Facebook page has 647 "likes". Luke distributed posters of the event to the Board Members to be displayed where the Members feel they would be appropriate. Board Chair Sterrett commented that she has seen a lot of publicity for the event. Board Member Bonato asked if there had been any discussion within the Committee to have banners on Contra Costa Blvd advertising the event. Young and Luke said it would not be cost effective at this time.

The Board thanked Luke for her report and for attending the meeting.

REPORTS FROM BOARD CHAIR SHERRY STERRETT

A. REPORT ON CALIFORNIA SPECIAL DISTRICT ASSOCIATION (CSDA) STATE BOARD MEETING

B. REPORT ON CONTRA COSTA SPECIAL DISTRICTS ASSOCIATION (CCSDA) LAFCO ELECTION

C. REPORT ON CCSDA QUARTERLY MEETING

- a. Board Chair Sterrett reported that the CSDA State Board meeting was held April 4, 2014. She said the main focus of the meeting was to go through the goals and objectives for the executive director. They also approved nine new members. She reported that the SDRA risk management is projecting workers comp rates to increase by 10% in 2015. She commented that a new element added to the meetings was a ten minute time period at the end of the meetings for Board orientation and announcements to educate the new members of activities within other Districts. She said the audit had been completed and the organization received a high audit rating. Sterrett reported that she was reelected, and that the next meeting will be in June in which Marketing plans will be reviewed. Sterrett reported that the Legislation Days Conference will be May 21st. Board Member Bonato asked about the make up of the attendees at the Legislative Days. Sterrett said the attendance is mainly made up of elected officials.
- b. Sterrett reported that there was only one candidate for the election to the Special District Representative seat on the LAFCO Board of Directors. Therefore, incumbent Dwight Meadows was reelected. There were two candidates for the Alternate Representative seat. They were Gordon Dakin from San Ramon Valley Fire Protection District and George Schmidt from West County Wastewater District. After a presentation by both candidates, and ballots counted, George Schmidt won the Alternate Seat for the LAFCO Board."
- c. Sterrett reported that the chapter meeting was held on April 21, 2014. She said that Supervisor Candice Anderson was the keynote speaker. Sterrett found her very knowledgeable and involved. Sterrett commented that there was an update on RDA money. She said 7 out of 17 Districts will be getting money back from the RDA funds, and our district will be one of them.

DISCUSSION REGARDING THE EVALUATION OF THE GENERAL MANAGER

Board Chair Sterrett commented that she has received most of the Board Member's evaluations of the General Manager. The Board members tentatively set meeting dates of either May 6, 2014 or May 13, 2014 so they could meet in a closed session to discuss the evaluations.

TO SET DATE FOR PERSONNEL COMMITTEE MEETING

The General Manager stated that the date for this meeting will be set via e-mail by him and the members of the Personnel Committee.

BOARD ANNOUNCEMENTS AND REQUESTS TO STAFF

Shess made the following announcements/questions:

- He commented that the plant expo at the Rodgers Ranch Heritage Center was great.
- He commented that he is not happy with the current state of the Pleasant Oaks Park fields. The General Manager explained that one of the recycled large water mains has been broken and there is no set date for a fix. He commented that in the meantime Park Supervisor Tom Bradley has rented a water truck for the turf. Shess suggested that the Pleasant Hill Baseball Association send out an e-mail to their members explaining the situation.

Bonato made the following announcements/questions:

- She reported that the Plant Expo at the Rodgers Ranch Heritage Center was a huge success, and that the group was very thankful for the District's help promoting the Expo.

- She has heard that the Rotarians have offered to paint and repair the Gazebo at the Community Center and they were turned down by staff. She asked the General Manager to look into this matter further.

Sterrett made the following announcements/questions:

- She shared an e-news from CSDA regarding the Public Records Act.
- She shared an e-mail from CSDA regarding Regional Delegates. Each Region will be receiving welcome e-mails from their delegates.

STAFF ANNOUNCEMENTS

The Recreation Superintendent made the following announcements:

- She commented that the Pleasant Oaks Playground fundraising campaign is going well. The thermometer is not up yet, but PHMSA and PHBA have all the necessary information to begin gathering donations. Board Chair Sterrett asked if the Committee has looked into a joint fundraiser with Dick's Sporting Goods. Shess who is on the Committee commented that he will bring the suggestion to the Committee.
- She reported that Trelaney Road will be the new site for the Pleasant Hill Farmers Market. The food trucks will be at this location beginning Wednesday May 21st.
- She distributed the agenda for the Closed Session on May 6th.
- She announced that Jessie Wustoff's last day with the District is today.
- She reported that KIDSTOP Site Director, Maureen Valley will be retiring in June.

The Board requested the Senior Center HVAC be agendised for a future meeting.
The Board requested a Pleasant Oaks Playground Committee fundraising update.

ADJOURNMENT

Board Chair Sterrett adjourned the meeting at 9:48 p.m.

Tina Young, Acting Clerk of the Board