



Board of Directors Meeting Minutes April 25, 2013

The April 25, 2013 Board Meeting of the Pleasant Hill Recreation & Park District Board of Directors was called to order by Board Chair Glover at 6:15 p.m. in the Conference Room at the Administration Office.

PLEDGE OF ALLEGIANCE

Board Chair Glover led the Pledge of Allegiance.

ROLL CALL

BOARD PRESENT: Glover, Donaghu, Bonato, Shess

ABSENT: Sterrett

STAFF PRESENT: Berggren, Miller, Bradley, Young

PUBLIC COMMENT

None

TO CONSIDER CEQA ADDENDUM FOR PLEASANT HILL RECREATION AND PARK DISTRICT PARK BOND PROJECT (ACTION)

The General Manager reported that the original plan for the western fence around the boundary of Pleasant Oaks Park included an 8 foot solid wood fence. He stated that after much discussion with the neighbors, the City of Pleasant Hill and the Districts CEQA consultants it has been agreed upon that a solid 6 foot wooden fence along five neighbor's backyards would be sufficient to meet the City of Pleasant Hill's noise ordinance and the District's CEQA mitigation measures. The General Manager reviewed the CEQA addendum written by Jerry Haag.

Board Member Donaghu asked about the actual look of the fence. The General Manager explained that it would be a solid wood fence with no gaps. Board Member Shess asked what was different from the first set of plans in regards to the fencing. The General Manager explained that the height of the field was not in the original set of plans so the noise impact was not known upon the review of the original plans. Board Member Bonato asked if all the neighbors had been contacted regarding the new 6 foot fence, and if all were agreeable to it. The General Manager explained that all have been contacted except one who has been out of town. He stated that if this neighbor objects to the 6 foot fence, the design may have to come back to the Board for more review. The General Manager will notify the Board after he has contacted this neighbor and will also be communicating to the Board the next steps in the review and planning process with the City on this issue.

Upon motion of Board Members Donaghu & Bonato, the Board approved the CEQA addendum for Pleasant Hill Recreation and Park District Park Bond Project.

TO CONSIDER GOING TO BID FOR THE COMMUNITY CENTER FURNITURE (ACTION)

The General Manager reported that the furniture package for the Community Center is the same materials the Board saw earlier except for the chairs which will be more of a neutral color making it easier for rentals to decorate the room. Recreation Superintendent Tina Young was present and reported that the table tops are still being decided upon by staff. She displayed examples of the

table top covers to the Board and explained that the new proposed tables are more expensive. She went on to explain that there will be 40 tables ordered. Board Member Bonato asked about the price increase from the original amount proposed. The General Manager explained that the chairs and tables will cost more, and that he wants to make sure that there are plenty of chairs for future needs in the building so extras will be ordered.

Upon motion of Board Members Bonato & Donaghu, the Board approved going to bid for the Community Center Furniture.

TO REPORT ON BID RESULTS FOR PLEASANT OAKS PARK PROJECT

The General Manager reported that the bid deadline has been extended one week; therefore he will not have results until the first Board meeting in May. Board Member Bonato asked if it would be possible to discuss and approve the bid results in a two meeting time frame. Based on the timeline of the project the General Manager stated that the only way this would be possible is to hold a special meeting before the next board meeting. The Board decided to hold a special meeting on May 7, 2013 at 7:30 to review the bid information and then vote on the bids at the May 9th Board meeting.

UPDATES ON BOND PROJECTS

The General Manager made the following comments:

SENIOR CENTER/TEEN CENTER

- The remainder of the Acoustic material is being installed at the Senior Center.
- Quotes for the HVAC work at the Senior Center have been received. The General Manager will be meeting with the project manager tomorrow and will be sending out information to the Board.

COMMUNITY CENTER

- Bond Facilities Coordinator Carrie Miller is working on the bid documents for the kitchen equipment.
- Staff is working on revising the landscaping plans.

PLEASANT OAKS PARK

- The General Manager reported that the bid date for this project has been extended at the request of the bidders. Addendum I has been submitted by CSI and Addendum II to the bid will be submitted tomorrow.

Board Member Bonato asked if any of the landscaping items have been removed from the bid documents. She asked Lynn Spatz if she felt the landscaping in the plans is too much. Spatz commented that the plans have been thinned down. The General Manager stated that staff has been very pleased with their working relationship with architect Phil Abey.

Board Member Shess asked when the Senior Center and Teen Center will cease to become a bond project. The General Manager explained that the projects are very close to that point.

Board Chair Glover started the regular meeting at 7:00 p.m.

PUBLIC COMMENT

None

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

Ex-Officio Cassidy was not present for a report.

CONSENT CALENDAR (ACTION)

- a. **TO APPROVE BILLS TO BE PAID**
- b. **TO APPROVE MINUTES OF FEBRUARY 28, 2013**
- c. **TO APPROVE RESOLUTION 2013-04-25 DECLARING CERTAIN EQUIPMENT AS SURPLUS**

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

REPORT FROM PLEASANT HILL GARDEN STUDY CLUB

Debbie Arnold, president of the Garden Study Club was present to give an annual report on the membership and activities of the Pleasant Hill Garden Study Club.

Arnold reported that the club's annual plant sale will be held May 11th. This, as well as their annual dues, is the club's main income. She reported to the Board that the major expenses in the club are the guest speakers at meetings. She distributed to the Board the club's bylaws and financial statements. She stated that the club has 161 members and that they have one of the largest amounts of Master Gardeners in their club.

Arnold commented that the club would like to work more closely with the District in revenue producing ideas and events. She also stated that the rental pricing at the new Community Center will be very important to them. They would like to hold their meetings at the new site for a reasonable rate. They had previously met in the largest room at the old Community Center, and would need a room of that size in the new building.

The General Manager thanked the Garden Study Club for their support of the District over the years. Board Member Bonato commented that the Board and District staff is working hard on reasonable rental fees to bring back the District's co-sponsored groups to our facilities.

The Board thanked Arnold for attending the meeting and for her report. The Board also expressed their thanks to the club for all they do.

TO CONSIDER LICENSE AGREEMENT WITH ASTOUND BROADBAND LLC (ACTION)

This item was tabled until more information has been received.

DISCUSSION REGARDING A POSSIBLE AT&T ANTENNA AT DINOSAUR HILL PARK

In 2006, the District was approached by Nextel regarding a possible cell antenna being installed at Dinosaur Hill Park. The Board of Directors at the time met at the Dinosaur Hill site to review the proposed installation of a faux water tank to house the cell antenna equipment. At the time there was agreement within the Board to move forward; however, the cell company changed directions and did not pursue this installation.

The General Manager reported that he was recently approached by Blaine Swafford of MODUS who had worked for Nextel back when this installation was being proposed. Swafford is now contracted with AT&T who is interested to see if the possibility of the installation of a cell tower at Dinosaur Hill Park is still an option.

Blaine Swafford was present at the meeting. He stated to the Board that this AT&T proposal would be a good opportunity to provide increased cell services to the community. The General Manager asked Swafford if he has done any installations in Pleasant Hill. Swafford stated that he has not, but that he has worked on a water tank cell antenna design in the Livermore area.

The Board reviewed the proposed design of the water tank cell antenna at the Dinosaur Hill Park site. They discussed the size, placement, and design of the water tower. The General Manager asked Swafford about the maintenance of the equipment. Swafford explained that once the tank is built and the equipment has been installed, there would need to be monthly maintenance by AT&T which would potentially require them to drive onto the site.

The Board expressed concerns of graffiti on the tank. Board Member Bonato stated she would like other location ideas proposed on the site so the tank would not be visible from the trail. Bonato stated that the board would also like to see the RF data for the project. The Board was concerned about the neighbors in the area. Board Member Shess asked if the neighbors had problems with the project would they bring them to the District's Board. The General Manager explained that they would because the project would be on District property. The General Manager went on to explain that the project would need to be permitted by the City of Pleasant Hill, but would need to be approved by the District Board first.

Board Member Donaghu asked if this cell project would negate the need for one at Paso Nogal Park. Swafford was not aware of the Paso Nogal Park proposal. Board Member Bonato stated that it was important for Swafford to learn all he can regarding the Paso Nogal situation as this is a large concern of the Board right now.

Board Chair Glover stated that there seems to be agreement with moving forward with the process of looking into the comments and concerns raised by the Board. He stated that Swafford should work closely with the General Manager on the progression of answering the concerns. He feels that a future study session on this issue may be the next step.

The Board thanked Swafford for attending the meeting and providing his information to the board.

REPORT ON CONTRA COSTA SPECIAL DISTRICTS ASSOCIATION (CCSDA) QUARTERLY MEETING

The General Manager attended the Contra Costa Special Districts Association quarterly meeting on April 15th. He reported that the guest speaker was the chief operations officer of the Santa Clara Water District. The General Manager was very impressed with the speaker and the meeting itself. He reported that there was a good crowd and lots of good information regarding water districts and Special Districts as a whole.

REPORT ON JOINT MEETING WITH FRIENDS OF RODGERS RANCH

Board Chair Glover, Board Members Bonato and Shess all attended the joint meeting with Friends of Rodgers Ranch on April 16th at the Rodgers Ranch site.

Board Chair Glover commented that it was great to see the Ranch and all the work that has been done at the site. He stated that the meeting was a good discussion focusing on the needs of the site and the importance of historical preservation in Pleasant Hill. Glover felt that the end result of the meeting was that there would be continued collaboration and planning for the future of the Rodgers Ranch site.

Board Member Bonato commented that she also felt the meeting was very positive and that it was clear from the meeting that more of a historical perspective should be communicated about the site. Board Member Shess commented that he enjoyed learning more about the Rodgers Ranch site. He feels that the future goals of the ranch and other historical/cultural sites in Pleasant Hill need to be clearly developed. His hope is that the group who met on the 16th doesn't splinter into a different direction than that of just the Rodgers Ranch site.

City Councilmember, and member of the Historical Society, Jack Weir was present. He reported to the Board that there has been talk of merging the Historical Society and the Friends of Rodgers Ranch into one group. He has proposed facilitating a half day brainstorming session with these and other groups to discuss ideas for maintaining the historical sites within Pleasant Hill. Weir feels that this would benefit the community and drive a better understanding of future historical planning. Weir thanked the board members for attending the meeting and their involvement in the future planning processes.

BOARD ANNOUNCEMENTS AND REQUESTS TO STAFF

Donaghu made the following announcements/questions:

- He attended the 21st Annual Starquest show which was a big success.
- He reported that the Chamber is looking into hiring a part time employee to help Ann Luke with membership solicitations.
- The Chamber is looking into acquiring the Chamber Master software. This would be a \$5,000 expense.

Bonato made the following announcements/questions:

- She requested a report on the rental fees at the new Community Center for the use of the Perera Pavilion for the time that the Garden Study Club would be interested in using for their monthly meetings.
- She reported that the first budget committee meeting had taken place. The committee will be having another meeting in a week. It was decided at the first meeting that now is not the time to bring back a two year budget.
- The OWG (Oversight Working Group) for the Strategic Business Plan met this month. Aquatic Supervisor Korey Riley did a great job moderating the meeting. The group will be focusing mainly on Recreation goals. Bonato would like an opportunity to bring a status update to the board on the groups work.
- She requested that the Board see any agreements made between the District and co-sponsored groups. She does not want the District to be part of an agreement that does not meet the goals of the District.
- She attended the FF&E Wine and Song event at the Teen Center, and thought it was a great event. She asked how much money had been raised at the event. The General Manager said he will get a report from the event.

Shess made the following announcements/questions:

- He requested a status update on the Teen survey that was brought up at a prior meeting. The General Manager stated he would follow up on the status of the survey.

Glover made the following announcements/questions:

- Attended the Soroptomist Award night at the Teen Center. He said it was a great event.
- Attended the Literary Women event at the Senior Center. He said that was also a great event and that the acoustics worked well.

STAFF ANNOUNCEMENTS

The General Manager made the following announcements:

- Commented that he will not be able to attend the East Bay Mudd event and is hoping some of the board members may be able to attend.
- The District is receiving the Award for Distinction for the new Teen Center from CARP. This award will be given in May at the annual conference in Tahoe.
- He received a notice that the YMCA is going to build a new pool at their Pleasant Hill site.

ADJOURNMENT

Board Chair Glover adjourned the meeting at 8:37 p.m.

Robert B. Berggren, Clerk of the Board