

Board of Directors Meeting Minutes May 14, 2015



The May 14, 2015 meeting of the Pleasant Hill Recreation & Park District Board of Directors was called to order by Board Chair Bonato at 7:06 p.m. in the Meeting Room at the Teen Center.

PLEDGE OF ALLEGIANCE

Board Member Glover led the Pledge of Allegiance.

ROLL CALL

BOARD PRESENT: Bonato, Donaghu, Glover, Sterrett

ABSENT: Shess

STAFF PRESENT: Blair, Bradley

PUBLIC COMMENT

None

Consent Calendar (ACTION)

- a. To Approve Bills to be Paid
- b. To Approve Minutes of February 12, 2015 and February 26, 2015
- c. To Approve Resolution 2015-05-14 for National Water Safety Month

Upon motion of Board Members Donaghu & Glover the Board approved the Consent Calendar with corrections to the February 12, 2015 minutes.

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

Ex-Officio Naccara gave the following report:

Teen Council news:

- The final two events of the year are in the next two weeks.
- The last Teen Council meeting for the year will be on May 28, 2015.

College Park news:

- The Senior Class Banquet is on May 15, 2015. It will be a Hollywood theme.
- There was a dance recital yesterday.
- Both the boys and girls lacrosse team advanced to NCS.
- The boy's volleyball team is advancing to the quarter finals in NCS.
- A College Park student who is also an Eagle Scout is collecting items for underprivileged students.
- The Sports Basement is holding a fundraiser for College Park.
- Staff is already preparing for the walk thru in August for the next school year.
- The undergraduate awards night was last night.

Board Chair Bonato presented Naccara with the certificates Naccara received from the Soroptomist Awards Night.

REPORT FROM THE LAS JUNTAS ARTISTS

Las Juntas Artists representative Judy Visscher was present to give the Board a report and update on the club's membership and activities.

The Board thanked Visscher for attending the meeting and for her report. Visscher thanked the Board and the District for their support.

REPORT ON DISTRICT'S WATER CONSERVATION PROGRAM

Accounting Supervisor and Acting General Manager introduced John Burgh, elected Board Member of the Contra Costa Water District. Blair commented that Burgh had been invited to the meeting by the General Manager to outline the strategies and tactics that Contra Costa Water District will be using during this drought season. Park Superintendent Tom Bradley was present, he explained that the majority of our facilities are on Contra Costa Water, but fortunately the majority of those facilities do use recycled water from Central Contra Costa Sanitary District.

Bradley and Burgh reviewed the District's water conservation plan with the Board. Board Member Glover asked about the increase in water usage at the Las Juntas Park site. Bradley explained that there had been a leak found which has since been fixed. Glover asked if Bradley felt the 25% required reduction was feasible. Bradley said it was. Burgh explained that the actual reduction for irrigation use is 45% from the 2013 usage. He said that the Water District is willing to work with the Pleasant Hill Recreation & Park District to achieve this reduction. Burgh complimented the Park District on their water usage and conservation. He commented that signage is very helpful for educating the public on the recycled water program.

Accounting Supervisor Blair reviewed Aquatic Supervisor Korey Riley's report on the Sprayground operation at the Aquatic Center during the drought. He reported that staff will be reducing or eliminating the Sprayground usage during the week which will reduce the usage by twenty percent.

Board Chair Bonato asked Burgh what the penalties would be if the District failed to meet their reduction. Burgh commented that the water district will be educating companies on water conservation before any penalties are assessed. He explained that there is currently a year's worth of reserve water in the Los Vaqueros Reservoir. Board Member Glover commented on how wonderful that reservoir is.

Board Member Sterrett said she would like staff to participate in the Water Pledge.

Board Chair Bonato asked that the District's Fire Prevention plan be agendized.

The Board thanked Bradley and Burgh for their report. Burgh gave the Board Members and staff shower timers and thanked the Park District for conserving water.

REVIEW OF THE MARCH 31, 2015 QUARTERLY FINANCIAL REPORT

- **Review Investment Report**
- **Review Public Agency Retirement Services**

Accounting Supervisor Mark Blair reviewed the March 31, 2015 quarterly financial report with the Board. Blair commented that the bottom line results for the General Fund show a loss of \$645k compared to a loss of \$757k for the 2013-14 year. This is a reduction in year to date loss in the amount of \$112k. He said the largest contributor to this is the increase in rental income in the current fiscal year.

Blair reported that the total tax revenue is up 5.7% over last year. He said that program revenues are up by 23%, and that expenses have increased by 13%. He reported that there was a \$258k decrease in Capital Expenses. Board Chair Bonato asked if any of the Capital Projects that were budgeted for will not get completed this fiscal year. Blair said the pathways in the park will not be done.

Board Member Glover commented that he was very impressed with the budget based on the monetary stipulations the Board had given to the staff.

The Board thanked Blair for his report.

POLICY MANUAL REVIEW

- **To Review Sections 2000 – 2095 – Employee Policies**
- **To Review Sections 1000-1505- Introduction – Board Policies**

Board Chair Bonato the Policy Manual and the review process to the public present.

The Board reviewed the sections included on the agenda.

Accounting Supervisor Blair suggested that due to time constraints the Board review future policy manual sections at a Committee level. Board Chair Bonato suggested that the Board set a special meeting to review Board Policies Sections and that the Employee Sections be reviewed by the District's legal counsel. Blair commented that if the Employee sections were reviewed by legal counsel it would reduce the amount the Board would need to look at.

The Board instructed staff to have the District's legal counsel review the employee section.

REPORTS AND TO SET BOARD COMMITTEE MEETING DATES- *This item was moved up from its original place on the agenda by the Board Chair at the beginning of the meeting.*

- a. **Land and Facility Development Committee**
- b. **Personnel Committee**
- c. **Budget & Finance Committee**
- d. **Program Committee**

Land and Facility Development Committee:

Board Member Glover reported on the Land and Facilities meeting from Tuesday May 12, 2015. Glover commented that the Committee has been discussing a disc golf course proposal at Paso Nogal Park. He reported that there were about 200 people who attended the meeting mostly neighbors of the park opposed to the project. Glover reviewed the neighbor's main objections to the golf course. He said he learned a lot more about the park from the neighbors concerns, and does not support the project at this time.

Bill Fazhkerlt, resident of Pleasant Hill, spoke thanking Board Member Glover for his Accurate assessment of the meeting on Tuesday. He said he would like the park not to be touched, and would like the District's web site easier to use.

Keith Ritthaher, resident of Pleasant Hill, spoke saying he was glad the Board is taking an interest in the issue.

Jean Blaser, resident of Pleasant Hill, spoke thanking Board Member Glover for his summary of the meeting, and saying she is a user of the dog park. She is looking forward to the decision making process of the issue.

Maria Banghart, resident of Pleasant Hill, spoke expressing her thanks to Board Member Glover for summarizing the meeting. She has a slide show she will be sending to the Board.

Shelly Cullimore, resident of Pleasant Hill, spoke saying she would like to better understand the communication process between the public and the Board. Board Chair Bonato explained the procedural process for the next public meeting.

John Piva, resident of Pleasant Hill, commented on the costs and the environmental concerns regarding building a disc golf course in the park.

Board Chair Bonato said the Paso Nogal item will need to be agendized for the whole Board to discuss. Bonato will notify all the public present when the item has been agendized.

Personnel Committee: Nothing to report at this time.

Budget & Finance Committee: Board Chair Bonato reported that the committee will be meeting with the General Manager on Friday May 29, 2015 at 3:00 to review the proposed two year budget.

Program Committee: Nothing to report at this time.

BOARD ANNOUNCEMENTS AND REQUESTS TO STAFF

Sterrett made the following announcements/questions:

- She received an e-mail from a citizen who was concerned about fire danger from some trees near his property.

Donaghu made the following announcements/questions:

- He said George Schmitt had passed away.
- He will be out of town for the May 28th meeting.
- He completed the Harassment Training.

Glover made the following announcements/questions:

- He would like to have a conversation about the Committee structure.
- He would like to discuss the procedure for Board Members conferring with District Counsel.

Bonato made the following announcements/questions:

- She attended the Rodgers Ranch meeting at which they discussed the barn reconstruction, grants and signage.
- She asked that the report from the General Manager be reissued with more detail.
- She attended the annual meeting of the Senior Club.
- She attended the Pleasant Hill Community Foundation grant awards event. She thought it was a wonderful event.
- She was contacted about the burned area in Woodside Hills and tree removal in the area.
- She would like a list of all areas that need to be repaired in the District.
- She commented that several months ago she was approached by a neighbor of Pleasant Hill Park who was concerned about people passing through their property as they go to/from the

Park. Bonato asked the neighbor to propose alternatives to a fence in the common area between the park and the neighborhood.

STAFF ANNOUNCEMENTS

The Accounting Supervisor made the following announcements:

- He shared nice e-mail from the Monument Crisis Center regarding the Wine Women & Shoes event.
- He said that the Mity Lite company will be covering the cost of replacing 148 chairs.
- California Special Districts Association has awarded the District with the Transparency Certificate.
- May 21, 2015 the City's Architectural review will be having a study session regarding the K-Mart shopping center.
- CAPRI did a safety inspection of the District about a month ago, and we received the highest mark possible.

ADJOURNMENT

Board Chair Bonato adjourned the meeting at 9:37 p.m. in honor of George Schmitt

Mark Blair, Acting Clerk of the Board