

Board of Directors Meeting Minutes May 26, 2016



The May 26, 2016 meeting of the Pleasant Hill Recreation & Park District Board of Directors was called to order by Board Chair Shess at 7:12 p.m. in the McHale Room at the Community Center. Board Chair Shess adjourned closed session at 7:06 p.m. and stated there were no final decisions made.

PLEDGE OF ALLEGIANCE

Board Member Glover led the Pledge of Allegiance.

ROLL CALL

BOARD PRESENT: Bonato, Donaghu, Glover, Shess

BOARD ABSENT: Sterrett

STAFF PRESENT: Berggren, Bradley, Cooper, Hunn, Kubota, Luke, Miller, Riley, Thoits, Young

PUBLIC COMMENT

Stephanie Leal, Pleasant Hill resident – Stephanie commented that she has had tree debris falling in her yard from the Eucalyptus tree on the District's open space behind her home. She has been working with the District and apologized that she was not able to make the last Land and Facility Development Committee meeting. She presented some photos and pointed out that the tree has grown back with a vengeance. She said she is in contact with staff and the Board to see how we can resolve the issue with the Eucalyptus trees behind her home. She offered to help pay to remove the trees. She got a bid for \$6,500. She has concerns of falling debris and with having a 3 year old child and a new one on the way, she wants it to be safe for her family. Board Chair Shess said he will speak with the Land and Facility Committee and Staff about her concerns.

CONSENT CALENDAR (ACTION)

- a. **To Approve Bills to be Paid, warrants #22718-22770**
- b. **To Approve Minutes of Special Board Meeting May 12, 2016**
- c. **To Approve Resolution 2016-05-26, Honoring Robert Berggren, Outgoing General Manager**

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

PRESENTATION OF SIGNED COPY OF THE WINTER/SPRING 2016 SPOTLIGHT TO ALEXA HEINE AND THE SPRING/SUMMER 2016 SPOTLIGHT TO TRACEY LANE, DEBBIE BOUEY, KELLY BECKER, MARTY PAPAGNI AND ALLISON LIGHTFOOT

Marketing Director Jen Thoits introduced Alexa Heine who was the cover model for the Spring/Summer 2016 Spotlight. Alexa signed a copy of the Spotlight to put up on the "Wall of Fame" in the District Office. Board Chair presented her with a framed copy of the Spotlight Cover for her keepsake.

Jen Thoits introduced the ladies from the Wine, Women and Shoes event that were on the Spring/Summer Spotlight 2016 cover. They all signed the copy of the Spotlight to add to the District's "Wall of Fame" and they were each presented a framed copy of the Spotlight Cover. Board Chair Shess thanked everyone for coming tonight to sign the Spotlight cover and for supporting the District.

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

Ex-Officio Naccara gave the following report:

Teen Council news:

- Five Senior Teen Council members assisted in conducting 2016-17 Teen Council interviews which were last Tuesday and one more set of interviews will be on Tuesday, May 31.
- The Battle of the Bands event was a success with 4 bands total (2 from Pleasant Hill and 2 from Danville). The tickets were \$10 at the door and the event was held at the Teen Center.

College Park news:

- Graduation Commencement will be held on June 7 at 6pm at the Concord Pavilion. There will be a company taking photos at the Graduation that Seniors may purchase.
- Next week is Spirit Week and the Movin' Up Rally is on June 6, there will be themed days for the week starting with 60's, 70's, 80's, 90's and school color day on Friday.
- Finals week is two weeks from now.
- Allie announced the signed athletes for various colleges such as William Jessup, Hastings, and Chico State.
- The CPHS Orchestra will be performing at the Pops picnic tomorrow at 5pm.
- Yearbooks will be issued tomorrow.
- Grad Night memory boards are due on June 2.
- Walk thru registrations for next school year will be on August 15 and 16.
- First day of school for 2016-17 will be on August 22
- Final transcripts will be available end of next week.

HONOR AND RECOGNIZE THE 2015-16 TEEN COUNCIL

a. Presentation to Teen Council Members

Recreation Supervisor Katrina Hunn and Recreation Coordinator Jenny Cooper presented certificates of appreciation to each Teen Council Member. Jenny spoke about each individual and what programs and events they were involved with. Board Chair Shess thanked Allie Naccara for serving as Ex-Officio for the last two years. She has been great. Allie was presented with a certificate as well as her name plate engraved with the terms she served as Ex-Officio.

b. Presentation to Chair Ryan Hood

Ryan Hood was not present to receive his certificate of appreciation.

TO CONSIDER INTERIM GENERAL MANAGER POSITION (ACTION)

The General Manager mentioned that the process for a new General Manager is still ongoing and until a new General Manager is decided on, he recommends to have Tina Young as the Interim General Manager starting on June 1. Board Member Bonato thought it is a good selection and looks forward to continuing to work with Tina Young.

Upon motion of Glover and Donaghu, the Board approved to appoint Tina Young as the Interim General Manager at the proposed compensation until a newly selected General Manager can start.

UPDATE ON GENERAL MANAGER SELECTION PROCESS

Board Member Bonato reported on the Executive Search firm process and stated she met with the representative Pam Derby with CPS HR Consulting firm along with Board Member Sterrett. They were pleased with the candidates and the process. They have received over 50 applicants and now have reached the interview process where the Board will meet the 3 final candidates to interview which is tentatively scheduled for June 11. Board Chair Shess continues to be impressed with the process.

REPORT AND DISCUSSION ON LIAISON COMMITTEE MEETING WITH THE CITY OF PLEASANT HILL

Board Chair Shess said the meeting was postponed.

TO CONSIDER AMENDMENT TO THE FEE WAIVER ASSISTANCE POLICY (FIRST READING)

The General Manager said the Program Committee met on May 11 in regards to the fee waiver assistance policy and some changes to the policy. The Program Committee recommends offering other forms of documentation instead of only the tax documents. He said this is the first reading and the next time will be for approval. Some Board Members recommended some changes to the wording on the policy. Bonato commented that with the Oversight Workers Group (OWG), she wants to make sure for cost recovery purposes, staff and supervisors get credit of the full value and not the discounted rates.

REPORTS AND TO SET BOARD COMMITTEE MEETING DATES

- a. Land and Facility Development Committee** – Board Member Glover said the Committee met last Tuesday. He said the Old School House estimated the demo at \$110,000. He said there was no further discussion and this information will be used when more considerations, decisions and recommendations are made later. Glover said with Rodgers Ranch, there was considerable amount of discussion with the agreements and a plan so that the District can assist with programs at the site. With Dinosaur Hill Park and the gate discussion, Glover stated that staff estimated \$4,200 a year spent with dealing with graffiti and damage to Dinosaur Hill Park. The Eucalyptus Tree issue was placed on the agenda per Ms. Leal and Park Superintendent Tom Bradley, but she was not able to attend. Glover stated the Committee felt that there should be a policy on tree issues. They will have other meetings in the future on the 4th Tuesday of every month.
- b. Personnel Committee** – Nothing to report.
- c. Budget & Finance Committee** – Cancelled meeting and will have to re-schedule for June 7 at 4:30 p.m.
- d. Program Committee** – Tentatively scheduled a meeting for June 20.

BOARD ANNOUNCEMENTS AND REQUESTS TO STAFF

Bonato made the following announcements/questions:

- She congratulated Bob on his retirement and thanked him for his leadership, mentoring her and with all his patience for when she came onto the Board.

Glover made the following announcements/questions:

- He will not be at June 9 Board Meeting. His first job was with PH Rec and Park and Bob is the reason why he got involved with the Board. He said he remembered when he was campaigning for the position. A lady stated she can't support him because she loves Bob Berggren. Bob has a great reputation and thanked him for everything he has done for the District, community and everyone. He congratulated Bob on his retirement.
- He attended Wine, Women and Shoes and said it was a great event. He thanked staff and everyone for all their hard work for this successful event.

Donaghu made the following announcements/questions:

- He attended the Relay for Life last week.
- He thanked Bob for all his years of service and in 1993 was the first time he interacted and met Bob was on the Master Plan Committee. He will miss him and congratulated him and said to enjoy his retirement.

Shess made the following announcements/questions:

- He attended Wine Women and Shoes and he was selling keys to the closet. He said staff did a great job. It is becoming a signature event and shows off our facility, the community and Pleasant Hill. The MC's did a wonderful job.
- He did not get to attend the Relay for Life for that long, but did walk late at night.
- He reached out to Steve Van Dorn with the Chamber and he said they will try and meet up and tell him a bit about the District. Donaghu said he mentioned to Van Dorn that Pleasant Hill Recreation & Park District are the oldest members of the Chamber.
- He said when he was running for the Board position with the District, he met Bob and thanked Bob for getting him up to speed and said staff owes a tremendous amount of gratitude to him and the reason why the community is special is because of people like Bob.
- Shess read and presented a framed resolution to Bob Berggren, outgoing General Manager.

STAFF ANNOUNCEMENTS

The General Manager made the following announcements:

- He attended the California Association Recreation and Park District (CARPD) conference and gave a brief report. He also attended his last CAPRI Board Meeting at the conference. Jim Friegle will be taking his spot on the CAPRI Board.
- With the minimum wage, it has affected the District and as the years go by, it will be more challenging with the budget and will have an impact.
- With Proposition 218, there have been challenges for Assessment Districts. It is important to follow all the procedures and to get the final approved Engineer Reports.
- He received a legislative update to pass the Park Bond Act and to get it on the ballot where the District could receive Per Capita money. It would be huge to get this Act passed.
- He handed out the District's Annual Report. The Board appreciated the Annual Report and asked to get them out to other agencies and community organizations.
- Who is available for the 4th of July Parade and who will be attending? Bobby Glover and Dennis Donaghu are confirmed, but Sandy Bonato will let Katrina Hunn know.
- He said there was an issue at the Senior Center with a gentleman. They had to ban him from the center and filed a no trespass notice with the Police Dept.
- Berggren thanked staff and Curt Kidder for working with him.

ADJOURNMENT

Board Chair Shess adjourned the meeting at 8:27 p.m. in honor of Bob Berggren with over 800 Board Meetings.

Robert B. Berggren, Clerk of the Board