



The June 23, 2016 meeting of the Pleasant Hill Recreation & Park District Board of Directors was called to order by Board Chair Shess at 7:30 p.m. in the Conference Room at the Administrative Office. Board Chair Shess reported that the Board had met in Closed Session and that no decisions were made.

PLEDGE OF ALLEGIANCE

Board Vice Chair Donaghu led the Pledge of Allegiance.

ROLL CALL

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

STAFF PRESENT: Blair, Cotruvo, Hunn, Luke, Miller, Riley, Young

PUBLIC COMMENT

There was no public comment.

PUBLIC HEARING

ASSESSMENT DISTRICT ANNUAL ASSESSMENT

VALLEY HIGH II

VALLEY HIGH IV

VALLEY HIGH V

WOODSIDE HILLS I

WOODSIDE HILLS III

LANDSCAPING AND LIGHTING DISTRICT #6

There was no public hearing comments.

CONSENT CALENDAR (ACTION)

- a. To Approve Bills to be Paid, warrants #22827-22891
- b. To Approve Minutes of April 14, 2016
- c. To Approve Resolutions 2016-06-23A – 2016-06-23E for Properties of the Landscape Maintenance Districts of Valley High II, Valley High IV, Valley High V, Woodside Hills I and Woodside Hills III Approving Final Engineer's Report for the Annual Levy of Assessments for Fiscal Year 2016-17
- d. To Approve Resolution 2016-06-23F for Properties of the Landscape & Lighting District #6 Approving the Final Engineer's Report for the Annual Levy of Assessment for Fiscal Year 2016-17
- e. To Approve Resolutions 2016-06-23G – 2016-06-23K for Properties of the Landscape Maintenance District of Valley High II, Valley High IV, Valley High V, Woodside Hills I and Woodside Hills III Ordering the Levy of Assessments for Fiscal Year 2016-17
- f. To Approve Resolution 2016-06-23L for Properties of the Landscaping Maintenance Districts of Landscape and Lighting District #6 Ordering the Levy of Assessment for Fiscal Year 2016-17
- g. To Approve Resolution 2016-06-23M, July as Parks and Recreation Month

Upon motion of Board Members Donaghu & Bonato, the Board approved the Consent Calendar with minor changes to the minutes of April 14, 2016.

REPORT FROM PLEASANT HILL DOG OWNERS GROUP (DOG)

Interim General Manager Tina Young mentioned that the outgoing President of the Pleasant Hill Dog Owners Group introduced the new Presidents Chet Frietag and Brian Agastino. Chet reported that he has been with the Dog Group for 16 years and the posts for the fence are rotted and the Dog Group will fund to replace the fence. Frietag said our park maintenance staff recommends the fence be pushed back just a bit, which will be left up to park staff to determine. He stated they need more dirt to fill in holes. Frietag said their membership fee is \$35 and they will confirm the number of members they currently have. Board Member Sterrett mentioned there may be a possibility of another dog park at Chilpancingo Park with the new development on Golf Club Road where the old Kmart used to be. Staff will keep Frietag informed. Board Chair Shess encouraged the group to come back or keep the new General Manager informed of new activities and Shess thanked him for their report.

REPORT ON WINE WOMEN AND SHOES 2016 AND PRESENTATION OF CHECK TO REHABILITATION SERVICES OF NORTHERN CALIFORNIA (RSNC)

Recreation Supervisor and Wine Women and Shoes Chair Kendra Luke introduced RSNC CEO Debbie Toth. Luke reported on the event and showed a video of the successful event. She mentioned there were six shoe guys who learned a choreographed routine and started the show with their routine. Everyone was so excited. These men dedicated their time and met with a choreographer at Studio A. The instructor donated her time to teach the men the routine they performed. Luke said the total attendance was 320 sold tickets including 17 VIP tables. The fundraising events were a success, a dinner at a firehouse sold for \$12,000.

Board Member Glover asked for a breakdown of where the funds come from. Luke said most funds come from the sponsors, then the auction and finally the ticket sales. Board Member Sterrett asked if the committee thinks we are hinting that we are coming to the life line of this event with a 5 year cap. The committee does not feel it is, but they try to get new sponsors and new partnering agency and also new highlights to bring to the event. Luke said while she is out on maternity leave, the committee will be starting to interview for a partnering agency for 2017. Board Member Sterrett asked to consider some agencies for special needs. Board Chair Shess asked how we thank the sponsors and attendees. Luke responded that the committee sends a personal email and also personal thank you letters thanking the sponsors for their support. Shess has attended each year and said it is a great event, but takes a lot of work. The Committee presented RSNC CEO Debbie Toth with a check for \$18,740. Toth thanked the committee and District Board for choosing RSNC to be a partner. Toth stated she has attended the event every year and will continue to be a supporter in the future.

REPORT ON BLUES AND BREWS FESTIVAL

Recreation Supervisor Katrina Hunn and Special Events Coordinator Sheila Cotruvo reported on the Blues and Brews Festival for July 15 and 16. Cotruvo reported the music will be free to the community and the beer tasting tent tickets are \$40 advance, \$50 at door and \$55 VIP. There will be single ticket sales for beer or wine. She said they are looking for a few more beer booth sponsors. They have four food vendors, six craft vendors and 17 breweries in the tent. Hunn said Friday will be featuring the Big Jangle and they have added a home brew contest, people's choice tasting where they will receive three bottle caps, placing them in the order of their likeness. Hunn said they have been working with Doze Home Brew Club in Walnut Creek where many of their applicants for Friday have come from, 20 so far, and some requests are from the website as well. Saturday headliner is Gregg Wright; Frankie G and the Conviction is returning,

Caroompas Room and a female performer GG Amos are performing. The Get Famous contest winner was the Indecision Band from Martinez where people vote on Facebook. She said past volunteers, District Staff, Chamber, friends and families assist with the event. There are many openings to volunteer if you would like to help with the event. Hunn reviewed over all the marketing they have been conducting for the Blues and Brews Festival. The Board thanked Hunn and Cotruvo for their report.

BUDGET AND FINANCE COMMITTEE REPORT

- a. To Approve Resolution 2016-06-23N, Amending Fiscal Year 2015-16 (ACTION)**
- b. To Approve Resolution 2016-06-230, Amending Fiscal Year 2016-17 (ACTION)**

The Interim General Manager Tina Young stated since the amended budget completed by past General Manager Bob Berggren has been revised, the Budget and Finance Committee met with staff and completed some further revisions for Board approval. Board Member Bonato reviewed some of the revisions and asked if Accounting Supervisor Mark Blair had other comments. He reviewed the amended budget more closely and said Bob was the orchestra of the budget. He thinks the changes made are better and this is a general financial plan for the District. Young reminded the Board Members that past General Manager Bob Berggren did put in the 2016-17 amended budget a 3% cost of living increase. Young pointed out that the current index report is 2.7%. The Board appreciated Young bringing this up and approved the budgeted amount of the 3% COLA for the 2016-17 amended budget.

Upon motion of Bonato and Donaghu, the Board approved the resolutions amending the Fiscal Year 2015-16 budget and amending the Fiscal Year 2016-17 budget as presented.

REPORTS AND TO SET BOARD COMMITTEE MEETING DATES

- a. Land and Facility Development Committee** – Board Member Bonato reported that the Land and Facility Development Committee meets next Tuesday, June 28.
- b. Personnel Committee** – no report
- c. Budget & Finance Committee**
- d. Program Committee** – Board Member Donaghu reported that the Program Committee met on June 21 for the Fall/Winter Spotlight and a report will be made at the July 14, 2016 Board Meeting. He also mentioned they will cover rental fees and facility issues.

BOARD ANNOUNCEMENTS AND REQUESTS TO STAFF

Bonato made the following announcements/questions:

- She congratulated Board Member Glover on becoming a new daddy.

Glover made the following announcements/questions:

- He congratulated Bonato on her daughter's marriage.
- A Liaison Committee meeting was set tentatively for July 27, 11 a.m. at the City Manager's Conference Room.

Sterrett made the following announcements/questions:

- She asked about the Family Camp Out. Hunn reported there were 109 people that camped out at Pleasant Hill Park on Saturday, June 18.
- She is interested in meeting with the new Chamber CEO. Shess recommended, maybe after the Blues and Brews Festival, to invite him to a Board Meeting.

Donaghu made the following announcements/questions:

- He attended the Chamber Meeting last Thursday. He said Martin Nelis did a presentation on the City's needs and the priorities of those needs. It was an interesting presentation. He asked staff to follow up with Nelis to see if he can do a presentation to our Board.

Shess made the following announcements/questions:

- He started writing a column in the Community Focus. He went to all the District parks in one day with his son. He wrote an article about the parks and tied it into July as Parks and Recreation Month.

STAFF ANNOUNCEMENTS

The Interim General Manager made the following announcements:

- Staff met with Brian Royer of California Consultants on June 21, 2016 to finalize the Zero-Emissions Vehicle Grant, and to discuss the CalRecycle Tire-Derived Product Grant for outdoor basketball courts and the Habitat Conservation Fund for removal and restoration of Eucalyptus groves.
- Young also reported that the District was notified that we were denied the grant for 10 iPads and keyboard cases for the Teen Center by Wayne and Gladys Valley Foundation.
- The Teen Center had shades installed in the center and at the snack shack and staff already can see a difference in the cooling of the rooms.
- She showed the Board the article and ad from the Bay Area News Group's Sunday East Bay Times, announcing that the Pleasant Hill Community Center Perera Pavilion won The Best Venue for a Wedding in the East Bay. The District got a full page ad in the inside back cover of the "Best in the East Bay" insert.
- Kendra Luke will be going on maternity leave July 1 – September and Holly Frates will be Acting Supervisor in her absence.
- Attorney Bill McInerney wants to meet in closed session on July 14 to update the Board on the Pleasant Oaks Park case.

ADJOURNMENT

Board Chair Shess adjourned the meeting at 9:37 p.m.

Tina Young, Acting Clerk of the Board