



The June 25, 2015 meeting of the Pleasant Hill Recreation & Park District Board of Directors was called to order by Board Chair Bonato at 7:00 p.m. in the Conference Room at the Administrative Office. Bonato reported that the Board met in closed session and gave direction to the attorney on the items in the closed session.

PLEDGE OF ALLEGIANCE

Park Maintenance Superintendent Tom Bradley led the Pledge of Allegiance.

ROLL CALL

BOARD PRESENT: Bonato, Donaghu, Glover

BOARD ABSENT: Sterrett, Shess

STAFF PRESENT: Young, Blair, Bradley, Miller, Luke

PUBLIC COMMENT

None

PUBLIC HEARING

Assessment Districts Annual Assessment

Valley High II

Valley High IV

Valley High V

Woodside Hills I

Woodside Hills III

Landscaping and Lighting District #6

No public was present to speak

CONSENT CALENDAR (ACTION)

- a. **To Approve Bills to be Paid**
- b. **To Approve Minutes of June 4, 2015**
- c. **To Approve Resolutions 2015-06-25A - 2015-06-25E 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 2015-16**
- d. **To Approve Resolution 2015-06-25F for Properties of the Landscape & Lighting District #6 Approving the Final Engineer's Report for the Annual Levy of Assessment for Fiscal Year 2015-16**
- e. **To Approve Resolutions 2015-06-25G - 2015-06-25K 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 2015-16**
- f. **To Approve Resolution 2015-06-25L for Properties of the Landscaping Maintenance Districts of Landscape and Lighting District #6 Ordering the Levy of Assessment for Fiscal Year 2015 -16**

- g. To Approve Resolution 2015-06-25M, Transferring Monies from the Park Landscape Assessment Fund for Assessment Districts 1-5 to the General Fund**
- h. To Approve Resolution 2015-06-25N, Transferring Monies from the Landscape & Lighting District #6 to the General Fund**

Upon motion of Board Members Donaghu & Glover the Board approved the consent calendar, tabling the June 4, 2015 minutes until all the Board Members could be present to review them.

PUBLIC HEARING

Preliminary Budget Fiscal Year 2015 - 16

Preliminary Budget Fiscal Year 2016 – 17

No public was present to speak

TO CONSIDER SELECTION OF CONSULTANT FOR RESERVE STUDY (ACTION)

Accounting Supervisor Mark Blair was present and he reported that the District received three proposals for the reserve study project. He commented that staff is recommending the Browning Reserve Group due to their experience, client reviews and pricing.

Board Chair Bonato asked if staff felt there should be an interview before a final decision was made. Blair commented that he felt the client reviews were more important than an interview.

Upon motion of Board Members Donaghu & Glover the Board approved the Browning and Reserve Group for the amount of \$16,000, with annual updates of \$1000.

REPORT ON 2015 WINE, WOMEN & SHOES AND PRESENTATION OF \$15,000 CHECK TO MONUMENT CRISIS CENTER

Recreation Superintendent Tina Young and Senior Center Supervisor Kendra Luke were both present to review the event with the Board. They commented that the event was a huge success and the partnership with the Monument Crisis Center was delightful.

Luke complimented fundraising coordinator Sheila Cotruvo for all her hard work on the event.

Luke reviewed the event budget details. Board Member Donaghu asked how much the revenue of the event had increased this year. Luke said it was \$18,166 more than last year.

Luke and Young said the District has already been approached by four non-profit organizations who have asked to be considered as a partner for Wine, Women & Shoes 2016. Young asked the Board members to submit any considerations they may have to her by July 10, 2015.

Luke and Young ended their report by showing the Board a short video of the event.

Board Member Glover said he was very impressed with the event.

Board Chair Bonato commented she was very impressed with the event, and happy with the decorations. She asked how the vendors felt about the event. Luke said they were all very pleased.

Sandra Scherrer, Executive Director of the Monument Crisis Center was present. Scherrer commented that it had been an honor to be part of the event, and to work with District Staff. She complimented all the hard work the staff put into the event.

The Board and District Staff presented Scherrer with a check for the Monument Crisis Center for their partnership in the event. Scherrer commented that on behalf of everyone at the Crisis Center she appreciated all the support from the District. She said it had been a great partnership.

REPORTS AND TO SET BOARD COMMITTEE MEETING DATES

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

Land and Facility Development Committee: Nothing to report at this time.

Personnel Committee: Board Member Donaghu reported that the Committee met last week to discuss the Special Events Coordinator position. He commented this item will be presented to the Board as an action item at the July 9, 2015 Board Meeting.

Budget & Finance Committee: Nothing to report at this time.

Program Committee: Board Member Donaghu commented that there will be a full report at the July 9, 2015 Board Meeting. He commented that the Committee had met on June 23, 2015 to review the upcoming Spotlight and increasing the rental fees at the Community Center. He reviewed the highlights of the meeting with the Board, and said he will go into more detail at the July meeting. He distributed the Summer Camp Brochure to the Board.

BOARD ANNOUNCEMENTS AND REQUESTS TO STAFF

Bonato made the following announcements/questions:

- She asked about the Antioch Water Park incident and how it may affect our District. Young said according to Aquatic Supervisor Korey Riley there have been no new updates and the Antioch Park has been reopened. Park Superintendent Tom Bradley said he has been discussing the incident with the District's pool staff to make sure all safety precautions are in place at the District pools.
- She thanked staff for replacing her name tag.
- She commented that she is working with Marketing Director Jen Thoits regarding give away items at the Fourth of July parade.
- She would like a report on the Elderwood tree project.
- She has been receiving e-mails from the tennis club asking for contributions for the resurfacing of the courts.
- She will not be able to attend the Labyrinth Celebration on June 28, 2015.
- She was contacted by the people behind Pleasant Hill Park as to when the Redwood tree would be replaced. Bradley said it will not be done until late Fall.
- She complimented Bradley on how nice Pleasant Hill Park is looking.

STAFF ANNOUNCEMENTS

Recreation Superintendent Young made the following announcements:

- She said the Labyrinth Celebration will be on June 28, 2015 at 2:00 p.m.
- The Garden Study Club has donated \$500 to the District.
- The Fourth of July event is coming up.
- The Board Tour of facilities will be on July 9, 2015 at 5:00 p.m.

ADJOURNMENT

Board Chair Bonato adjourned the meeting at 8:23 p.m. on behalf of Sherry and Mike Sterrett's 50th Anniversary.

Tina Young, Acting Clerk of the Board