



Board of Directors Meeting Minutes June 26, 2014

The June 26, 2014 Board Meeting of the Pleasant Hill Recreation & Park District Board of Directors was called to order by Board Chair Sterrett at 7:00 p.m. in the Conference Room at the Administration Office. Sterrett reported that the Board met in Closed Session prior to the regular meeting and that no action was taken.

PLEDGE OF ALLEGIANCE

Board Chair Sterrett led the Pledge of Allegiance

ROLL CALL

BOARD PRESENT: Donaghu, Sterrett, Bonato, Shess

ABSENT: Glover-excused

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

PUBLIC COMMENT

Harold Jeffrey, resident of Pleasant Hill, spoke regarding the application for the Diablo Valley Macintosh user group to be added as a District Co-Sponsored group. Board Chair Sterrett reminded Jeffrey that this item was approved at the June 12, 2014 meeting. Jeffrey commented that he was aware of the approval, but had been interested to research the group further. He stated that he was originally impressed with the group's assets, but after more research he questioned the group's actuality of their assets. Board Member Bonato asked the General Manager to have the District's Accounting Supervisor review the financials of the group, looking specifically if they fall into special accounting rules. The General Manager said he would follow through on the request.

The Board thanked Jeffrey for attending the meeting and for his research.

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 for comment.

PUBLIC HEARING PRELIMINARY BUDGET FISCAL YEAR 2014 – 2015

No Public was present for comment.

E CLAMPUS VITUS PLAQUE PRESENTATION FOR RODGERS RANCH

Denise Koroslev from Friends of Rodgers Ranch was present. Koroslev reported that E Clampus Vitus Group has selected Rodgers Ranch to receive a historical plaque. Koroslev commented that

the group would pay for all the costs of the monument. The General Manager asked Koroslev who would determine the wording for the plaque. Koroslev said Rogers Ranch would with direction from the District. She commented that the plaque would include the history of the ranch including the current owner. Koroslev said the actual placement of the plaque on the site will be discussed with the City of Pleasant Hill. She reported that it would be a monument imbedded in stone. Board Member Shess asked if the design of the house could be incorporated in the plaque somehow. Koroslev said it would be an option if everyone agreed to it. Board Chair Sterrett asked how the monument will benefit Rodgers Ranch. Koroslev explained that the monument would tell the story of the ranch to the public if members of the Rodgers Ranch group are not present on the site. Koroslev commented that the "Clampers" group likes to go around and recognize different historical sites. She said the group is very well known. Board Member Bonato asked if the District would need to enter into an agreement with the group. The General Manager commented that it would be a good idea. Koroslev reiterated that the Board would have the final word on the verbiage for the plaque.

The Board thanked Koroslev for attending the meeting and for the information that she presented.

CONSENT CALENDAR (ACTION)

A. TO APPROVE BILLS TO BE PAID

B. TO APPROVE MINUTES OF APRIL 10, 2014

C. TO APPROVE RESOLUTIONS 2014-06-26A - 2014-06-26E 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 2014-15

D. TO APPROVE RESOLUTION 2014-06-26F FOR PROPERTIES OF THE LANDSCAPE & LIGHTING DISTRICT #6 APPROVING THE FINAL ENGINEER'S REPORT FOR THE ANNUAL LEVY OF ASSESSMENT FOR FISCAL YEAR 2014 - 15

E. TO APPROVE RESOLUTIONS 2014 - 06-26G - 2014-06-26K 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 2014 - 15

F. TO APPROVE RESOLUTION 2014-06-26L FOR PROPERTIES OF THE LANDSCAPING MAINTENANCE DISTRICTS OF LANDSCAPE AND LIGHTING DISTRICT #6 ORDERING THE LEVY OF ASSESSMENT FOR FISCAL YEAR 2014 - 15

Board Member Bonato asked where the District is in the status of the combination of the Woodside Hills assessment, and if the dollars allocated for all the Districts were adequate for the maintenance of the Districts. She commented that residents of Woodside Hills have said to her that the area is not as cleaned up as it should be. The General Manager stated that an education forum is needed for the residents in the Woodside Hills area and the Valley High II area. The General Manager said that he is still planning on combining Woodside Hills I and III Landscaping and Lighting Districts to make the assessment amounts more equal. He stated that a vote from the residents in these areas would be necessary for this to take place. The General Manager went on to explain that the District provides basic services to the Woodside Hills area. He said the Valley High II District will need to be increased to cover the costs in that area. Board Member Bonato asked if the Engineer's reports go to the residents of the areas in question. The General Manager said they do not, but since they are public documents the residents can review them any time at the District office. He commented that the best time to provide education to the public regarding the assessment districts is in the fall, as there is a one year lag in the process.

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

REPORT ON CALIFORNIA SPECIAL DISTRICTS ASSOCIATION (CSDA) LEGISLATIVE DAYS

Board Chair Sterrett reported on the California Special Districts Association Legislative Days that were held in Sacramento from May 20-May 21, 2014. She commented that the theme for the event was to be positive. She reported that there was a lot of discussion on shifting of Redevelopment Agency's funds. She commented that the local government panel had a very refreshing discussion. Sterrett said the event was a very good networking and educational experience. She commented that the legislative staff who attended the event made a point of knowing everyone present at the event which she was very impressed with. Sterrett reported that she was glad CSDA is finally receiving recognition in Sacramento. Sterrett encouraged the other Board members to attend the event in the future, as it is a great way to meet legislators. She commented that all in all it was a very productive and well run day.

Report from Land and Facility Committee

a. Consideration of Labyrinth at Brookwood Park

b. To Consider Extending Agreement of Veterans of Foreign Wars (VFW) Building at School House Annex (ACTION)

The Land and Facility Committee consisting of Board Members Shess and Glover met on June 17, 2014.

- a. Board Member Shess reported that the Committee met with members of Kindred at Home Hospice, and the Madrone Foundation to discuss the possibility of the group installing a living labyrinth at the District's Brookwood Park location. Shess reviewed the location and the design of the proposed labyrinth. He described the look of the labyrinth and commented that it would be an area for reflection. He said the group was very sensitive to the Brookwood Park area in terms of constructing something that would blend in and enhance the surroundings. Board Chair Sterrett asked if the area would be wheelchair accessible. Shess said he would check into that. Shess reported that the group is prepared to fund the whole project, but there may be some District staff time involved. If the labyrinth is approved by the District, the group is hoping to have it completed by September 21, 2014. Shess commented that there is a labyrinth constructed on church ground's in Walnut Creek if the Board would like to see an example of one. Shess said the Land and Facility Committee have asked the group to come back with more information on signage of the project and the Madrone Foundation.

Shess commented that the neighbors in the Brookwood area should be informed of the project. He reported that the Land and Facility Committee gave the group confidence that the District would be willing to pursue the idea. Shess stated that the group was very sensitive to the needs of the District and were more than willing to work with the District on its requests.

Board Chair Sterrett and Board Member Donaghu commented that Brookwood Park seemed like the most logical site for the labyrinth based on the design of the labyrinth. Board Member Bonato said she wondered if the whole idea was appropriate for a public park. She commented that she did not want the area seen as a religious venue. The General Manager said he has seen labyrinths like the one proposed in areas that are similar to Brookwood Park. Board Member Shess commented that he was less concerned about the religious aspect and more concerned with the group promoting their organization.

All Board Members present expressed that they would like more information on the project.

TO CONSIDER ADJUSTMENTS TO FISCAL YEAR 2014 - 2015 PRELIMINARY BUDGET (ACTION)

The General Manager reported that this item was on the agenda as an action item so the Board could discuss the Capital items list if needed. Board Chair Sterrett asked if the items were thoroughly discussed at the last Board meeting. Board Member Bonato said they were. The General Manager explained that the Capital items were currently in the budget as place holders. Board Member Bonato commented that District staff has brought the Board a budget showing \$173,500 available for Capital items in the coming fiscal year. She said that some of the items are indeed necessary and some are a wish list. She commented that the question before the Board is what items the money should be spent on. She commented her top priority would be to set aside monies for the reserve fund as well as the pathways in Pleasant Hill Park. She said that this is the Board's opportunity to decide how to best allocate the monies budgeted.

The Board reviewed the Capital items that were not unanimously decided upon by Budget Committee. These items included: a new passenger van for District programs, the Community Center ceiling mounted projectors, a new sports scoreboard at the Pleasant Hill Education Center gym, park sign at Rodgers Smith Park, a second infield prep machine, and the Pleasant Hill Park pathways. In general the Board requested more information on these items and wanted to wait until Board Member Glover was present to make final decisions. Board Member Bonato asked that any budget ideas for these items from the Board also be brought back when the whole Board is present. The Board asked the General Manager to rework the numbers for the Capital items list so that they show more current figures. The action on this item will be continued when the list is complete.

REPORT ON WINE, WOMEN & SHOES EVENT

Recreation Superintendent Tina Young, Senior Center Supervisor Kendra Luke, and District staff member Sheila Cotruvo were present to report on the event to the Board. Young reported that all the Wine, Women and Shoes Committee members felt it was a great event, and that it should be continued next year. Board Member Donaghu asked if the Hospice group would like to be a partner for next year's event. Young said that they have their huge gala event next year during the same time as the proposed Wine, Women and Shoes event so they would not be available. Board Member Bonato asked if the Hospice group would like to be involved in the 2016 event. Young said they would probably like to be considered. Board Member Donaghu asked Young what she thought the sense of interest was from the 2015 potential partners. Young said that all the potential partners had attended this year's event, and that she felt the Monument Crisis Center would be the most interested.

Board Member Bonato asked Cotruvo if Hospice of the East Bay thought the event was a lot of work for the money they received. Cotruvo said they did not, and that they were very happy with the partnership.

Board Chair Sterrett asked Young, Luke and Cotruvo if they thought there were any improvements that should be made to the event. Young commented that they would only be minor improvements on the day of the event, but nothing in the planning phases.

Young, Luke, and Cotruvo shared a video presentation of the event with the Board. Board Member Donaghu commented that the video would be good to show to potential sponsors.

Recreation Superintendent Young reported that May 17, 2015 has been reserved for next year's event, and that a partner for that event should be chosen soon, as that will help to secure sponsors

for the event. She asked the Board to e-mail her with any partnership ideas. Young also requested to have Hospice of the East Bay attend a Board meeting to receive their fundraising check from the event. The Board all agreed to have them come.

The Board thanked Young, Luke, and Cotrovo for their report, their video presentation, and for their hard work on the event.

BOARD ANNOUNCEMENTS AND REQUESTS TO STAFF

Bonato made the following announcements/questions:

- She would like recommendations from staff as to where the fundraising money from the 2015 Wine, Women & Shoes event should go.
- She attended Ted and Suzie Winslow's party last night. She said it was a very nice event, and a lot of nice things were said about the District at the event.
- She thanked Board Chair Sterrett and the General Manager for the accommodation and letter given to the Eagle Scout for his project with the District.

Donaghu made the following announcements/questions:

- He attended the water conservation forum at the Community Center. He felt it was very informative and well done. He would like to see similar forums offered in the future.
- He attended a Chamber Board meeting at which it was announced that the plastic bag ban will be on the July 7, 2014 City Council Meeting agenda.
- He also attended the party for the Winslow's and thought it was a great event. He got to see a lot of people he has not seen in a long time.

Sterrett made the following announcements/questions:

- She said the next Board meeting on July 10, 2014 will begin with a closed session regarding the review of the General Manager.
- She attended the water conservation forum and found it very informative.
- She attended the Winslow's party and felt it was a very successful event. She said the scrapbook was a great idea and asked the General Manager to thank Susie Kubota for her work on the scrapbook.
- She would like an update on the Fourth of July plans. She would like to know if she will be doing a welcome in the park. The General Manager said the Fourth of July Commission should be in touch with the Board. Recreation Superintendent Young said she will get a timeline for the day and e-mail it to the Board.

STAFF ANNOUNCEMENTS

The General Manager made the following announcements:

- He stated that according to AT&T the cellular service should improve at the Community Center by the end of June.
- He reported that the Family Camp Out event has 170 signed up.
- He said that July 11, 2014 will be another Fire District Safety Day at the pool with a helicopter landing on the Pleasant Hill Park field.

ADJOURNMENT

Board Chair Sterrett adjourned the meeting at 10:15 p.m.

Robert B. Berggren, Clerk of the Board