



**Board of Directors Meeting Minutes
August 14, 2014
DRAFT**

The August 14, 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 and that no action was taken.

PLEDGE OF ALLEGIANCE

Board Member Donaghu led the Pledge of Allegiance.

ROLL CALL

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

STAFF PRESENT: Lischeske, Berggren, Bradley

PUBLIC COMMENT

None

REPORT FROM PH DOG OWNERS GROUP

Representative Lori Tassano was present to give a report to the Board about the PH Dog Owners Group and the Pleasant Hill Dog Park. She reported that the dog park is looking good. She said most of the money raised by the group is used to buy the "clean up" bags which they need to purchase once a year. She commented that the small dog park is new and is getting used a lot. She said that from what she has seen the community is really enjoying all aspects of the dog park. Board Member Bonato commented that she always hears positive feedback from the Community regarding the park.

The Board thanked Tassano for all her dedication and hard work, and for her report to the Board.

CONSENT CALENDAR (ACTION)

- a. **TO APPROVE BILLS TO BE PAID**
- b. **TO APPROVE MINUTES OF APRIL 24, 2014 AND MAY 8, 2014**
- c. **TO APPROVE MOVING NOVEMBER 20, 2014 BOARD MEETING TO WEDNESDAY NOVEMBER 19, 2014**

Upon motion of Board Members Donaghu & Shess, the Board approved the Consent Calendar with the changes to the April 24, 2014 minutes.

TO CONSIDER INSTALLATION OF LABYRINTH AT BROOKWOOD PARK (ACTION)

The General Manager reported that he was approached during construction of the Community Center by the Hospice Division of Professional Healthcare at Home to consider an installation of a labyrinth at the Community Center. He had told the Hospice committee that the idea would need to be revisited once the Community Center was completed. He reported that after the completion of the Center there was a meeting with the Hospice representatives, the General Manager, the Recreation Superintendent and the Park Superintendent. The General Manager commented that it became apparent after that meeting that the Community Center would not be the ideal location for this kind of project, as the Labyrinth area

should be in an area where people can reflect and meditate. It was decided there was too much activity at the Community Center.

The General commented that various parks were discussed as possibilities and that Park Superintendent Tom Bradley took the Hospice Representatives to both Las Juntas and Brookwood Parks to view the sites. The Hospice representatives felt Brookwood Park would be the best option.

Hospice Representatives Rabbi Mimi Weisel and Belinda Sullivan were present at the Board meeting to show a power point presentation to the Board regarding the Labyrinth proposal at Brookwood Park. They commented that the Labyrinth would be a memorial project. They described to the Board what a Labyrinth is used for, and the basic design of the project.

The Board Members asked questions regarding signage and drainage. The representatives said they would bring samples of signage to be approved by the Board before the project was finalized.

Board Member Bonato asked if a contractor will be on the site. Chris Donton, who is the master builder for the project, was present. He commented that most of the building work would be done by volunteers, and the design would be completed by an architect. Donton will be completing the base work under the direction of District Park Staff.

Board Chair Sterrett asked about a contract for the project. The Hospice representatives commented that they are currently in conversations with their legal Department. Board Member Bonato commented that the contract should also be reviewed by the District's Legal Counsel to make sure the work can be done on District property by volunteers.

Board Chair Sterrett commented that she would like to have the condition added to the contract that Hospice will be paying for the project. She asked the General Manager if this project would warrant a signed agreement. The General Manager said it would be a good idea to have a signed agreement.

The Board thanked the Hospice representatives for attending the meeting and for their presentation.

Upon motion of Board Members Donaghu & Bonato, the Board approved the installation of a Labyrinth at Brookwood Park pending the determination of the conditions of the contractor issue and the monetary issue.

TO CONSIDER AMENDMENT TO SMOKING POLICY TO ADD E-CIGARETTES AS PROHIBITED IN ALL RECREATION AREAS (FIRST READING)

The General Manager reported that Electronic Cigarettes are growing in popularity, and therefore should be included in the District's no smoking policy.

Ken Housfeld, resident of Pleasant Hill, was present. He commented that the District "no smoking" signage should now include "no use of e-cigarettes". He said he thought it was very brave of the Board to include this in their policy. He commented that there should be public awareness as well as signage on this issue. Housfeld thanked the Board for considering adding the e-cigarettes verbiage.

Board Member Bonato commented that the Resolution should be amended to support the policy.

The Board unanimously decided to amend Resolution 2011-05-25 to include prohibiting electronic cigarettes in the District's parks and facilities.

TO CONSIDER AN EMPLOYMENT AGREEMENT WITH ROBERT B. BERGGREN TO SERVE AS GENERAL MANAGER FOR THE PERIOD OF JULY 1, 2014 TO JUNE 30, 2018 (ACTION)

Board Chair Sterrett reported that all the Contract negotiations for the General Manager had been completed by the Board in Closed Sessions. Board Member Bonato commented that she would like to see the General Manager receive pay in lieu of vacation time. She said that currently the General Manager can use five days paid in lieu of vacation. Bonato commented that she would like the in lieu days to be increased to eight.

Upon motion of Board Members Bonato & Donaghu, the Board approved the Employment Agreement with Robert B. Berggren to serve as General Manager for the period of July 1, 2014 to June 30, 2015, and to change the in lieu days from five to eight.

The General Manager thanked the Board.

REPORT ON APPEAL OF THE PLANNING COMMISSION'S DECISION TO APPROVE AT&T'S USE PERMIT FOR A NEW WIRELESS COMMUNICATION FACILITY AT PASO NOGAL COURT

Board Member Bonato reported that the AT&T wireless communication issue has come to an end. She said the City Council heard the appeal of the Planning Commission's decision to approve AT&T's Use Permit for a new facility at Paso Nogal Court. She commented that she has been invited to meet with the City Attorney regarding the whole process. She said the whole experience was a good learning process. She reported that AT&T agreed to move the tower ten feet down the hill from the original location so that nothing will be visible from the Park. She commented that this is a much better location. Bonato said once the tower is installed there can not be anymore review process for other antenna locations. Bonato reported that she came away from the process encouraged with the District's working relationship with the City on this issue.

Board Chair Sterrett thanked Bonato for her time and expertise devoted to this issue.

BOARD ANNOUNCEMENTS AND REQUESTS TO STAFF

Donaghu made the following announcements/questions:

- He shared a letter that he received via Tim Flaherty supporting the City's Summer Concert Series, and the District's Blues and Brews event.
- He gave compliments to the Lion's Club for their hamburgers served at the National Night Out event.
- He commented that the City has purchased a drone, and that it would be good for our Marketing Specialist Jen Thoits to contact Martin Nelis about filming the District Facilities with it.
- He complimented staff on the American Iron Car Show.

Bonato made the following announcements/questions:

- She gave an update to the Board on the Library Task Force proceedings.
- She commented that she received a call from Joseph Palmer who wanted to broach the subject of entering into a written agreement with the District to become the non-profit group

running the Rodgers Ranch site. She said their group would like to have an independent fundraising foundation.

- She received an e-mail from a community group saying that they had plans to restore the tennis courts at College Park.
- She asked the General Manager to follow up on the Pleasant Hill/Martinez Soccer Association continuous trophy.
- She would like an update on the fundraising for the playground at Pleasant Oaks Park.

Shess made the following announcements/questions:

- He asked the General Manager to let Sports Supervisor Lance Hurtado know he would be happy to look into the Frisbee Golf interest.
- He asked for an update on the Rodgers Ranch barn project.
- He asked about the directional signs for the District Parks. The General Manager said they are in process.

Sterrett made the following announcements/questions:

- She said the Lion's Club cooked the BBQ for the Summer Recreation School end of the summer party.
- She attended the art show at the Senior Center. She commented that she thought the art would be bigger. She asked the General Manager to share the contract with the East Bay Artists Guild with the Board. The General Manager said he would.
- She reported that she has been working with Accounting Supervisor Blair on updating the District's Policy Manual. She asked the Board to let her know how they would like to review it.
- She congratulated Shess, Glover and Bonato on their re-elections.

STAFF ANNOUNCEMENTS

The General Manager made the following announcements:

- The District will be hosting the City Council on October 16, 2014 at 6:30 p.m.
- He commented that Ted Winslow moved from Pleasant Hill to Livermore. He sent the General Manager a fun article to share with the Board.
- He commented that Board Chair Sterrett is highlighted in the Special District brochure.
- He shared an e-mail he received from someone in the Community complimenting the art at the Senior Center.
- The District will be hosting a Measure E breakfast celebration for staff and Board Members on August 26, 2014 at 8:15 a.m.

ADJOURNMENT

Board Chair Sterrett adjourned the meeting at 10:00 p.m.

Robert B. Berggren, Clerk of the Board