

Board of Directors Meeting Minutes November 6, 2014



The November 6, 2014 Board Meeting of the Pleasant Hill Recreation & Park District Board of Directors was called to order by Board Chair Sterrett at 7:09 p.m. in the Conference Room at the Administration Office. Sterrett reported that the Board met in closed session and no action was taken.

PLEDGE OF ALLEGIANCE

Ex-Officio Naccara led the Pledge of Allegiance.

ROLL CALL

BOARD PRESENT: Sterrett, Bonato, Shess, Glover

ABSENT: Donaghu

STAFF PRESENT: Berggren, Bradley

PUBLIC COMMENT

None

CONSENT CALENDAR (ACTION)

- a. **To Approve Bills to be Paid**
- b. **To Approve Minutes of July 24, 2014**
- c. **To Approve Resolution, 2014-11-06, Declaring Certain Equipment as Surplus**

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

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

Ex-Officio Naccara gave the following report:

Teen Council news:

- They will be helping with the City's Light Up the Night event on December 3, 2014.
- They will be helping with the District's Holiday Festival on December 10, 2014.
- They will be helping with the District's Breakfast with Santa event on December 13, 2014.
- They helped last Sunday at the District's Family Fun Triathlon.

College Park news:

- There are a lot of activities for the Senior class right now:
 - Cap and gown orders are due today.
 - The Senior Breakfast will be December 1, 2014 at Boomers.
- There will be a fundraiser for College Park at Melo's Pizza on November 12, 2014.
- The College Park baseball team was asked to compete in the Nationals.
- The drama department is performing the play "An Appointment with Death" beginning yesterday until next Saturday.

REPORT ON THE CONTRA COSTA SPECIAL DISTRICTS QUARTERLY MEETING

Board Chair Sterrett reported that both she and the General Manager attended the October 20, 2014 Contra Costa Special Districts Quarterly Meeting. The program speaker was Katherine Lyddow from the Brentwood Agricultural Land Trust. Lyddow spoke about the historical and agricultural growth of the east Contra Costa County. The presentation was very informative.

The Special District Representative to LAFCO, Michael McGill, gave a LAFCO update. Sterrett reported that Chapter dues will be increasing January 2015. However, if PHR&PD chose to pay their 2015 dues before the end of the year, the 2014 rate will still be in effect. Sterrett reported that the next chapter meeting will be January 26, 2015. She stated that these meetings are always informative and a good way to learn about other Special Districts.

TO CONSIDER FINAL WORDING ON RESERVES POLICY (ACTION)

The General Manager reviewed the final wording of the Reserves Policy with the Board. He commented that a Reserves Policy is one of the requirements to receive the Transparency Certificate from CSDA.

Board Member Bonato asked that a few more changes to be made to the policy.

Board Chair Sterrett reported to the Board that she and Accounting Supervisor Mark Blair are in the process of reviewing and updating all the District's policies.

Upon motion of Board Members Shess & Glover, the Board approved the final wording on the Reserves Policy with the changes requested by the Board in relation to the transparency certificate.

TO SCHEDULE BOARD STUDY SESSIONS RELATED TO THE BUSINESS STRATEGIC PLAN

The meeting was scheduled for November 20, 2014 from 3:00 – 5:00 p.m. in the Conference Room at the District Administrative Office.

LAND & FACILITY DEVELOPMENT COMMITTEE REPORT

a. TO REVIEW STORAGE FACILITY AT PLEASANT OAKS PARK

Board Member Shess reported that the Land & Facility Committee meeting had been rescheduled to November 13, 2014. This agenda item was tabled until after the Committee meeting.

BOARD ANNOUNCEMENTS AND REQUESTS TO STAFF

Shess made the following announcements/questions:

- He asked the General Manager to follow up with the Marketing Department regarding submissions in the Community Focus. He would like to see the District information be more detailed.
- He will be volunteering at the Holiday Festival.
- He congratulated his fellow Board Members on the November 4, 2014 elections.

Sterrett made the following announcements/questions:

- She shared Livermore Area Recreation Department's Fall catalog with the Board.
- She reported that on October 31, 2014 she volunteered to work at the Senior's Volunteer Luncheon. She distributed the Senior Center volunteer information and shared pictures of the event with the Board. She said it was a fun day, and that the seniors she spoke with had a great time.
- She thanked the General Manager and Rental Coordinator Ryan Herriman for the list of rental usage at the Community Center.

- She will not be able to attend the Hospice Tree of Lights ceremony, but Glover, Shess and Bonato will be attending to represent the District.

STAFF ANNOUNCEMENTS

The General Manager made the following announcements:

- He announced the annual Warmth for Wellness drive is currently in full swing.
- He attended the "Lights On" event at KIDSTOP Children's Center on October 23, 2014. He said he was very impressed with the event, and Site Director Elizabeth Hurley's involvement in the event.

ADJOURNMENT

Board Chair Sterrett adjourned the meeting at 8:02 p.m.

Robert B. Berggren, Clerk of the Board