



## Board of Directors Meeting Minutes December 21, 2011

The December 21, 2011 Board Meeting of the Pleasant Hill Recreation & Park District Board of Directors was called to order by Board Chair Dennis Donaghu at 6:06 p.m. in the Conference Room of the Administration Office.

### **PLEDGE OF ALLEGIANCE**

Board Member Sandra Bonato led the Pledge of Allegiance.

### **ROLL CALL**

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

**ABSENT:** Shepard

**STAFF PRESENT:** Berggren, Blair, Hunn, Kubota, Luke, Miller, Noack, J. Pitcher, Riley, Spatz, Wusthoff, Young

### **PUBLIC COMMENT**

There was no public comment.

### **BOND PROJECT UPDATES/STATUS**

#### **a. Fundraising Report**

##### **To Consider Additional Naming Opportunities (ACTION)**

Campaign Coordinator Sandy Noack spoke about the additional naming opportunities and also recommended that the main large room at the Senior Center be named the Tom and Ruby MacDonald room, which they have donated over \$150,000 to the Senior Center. Board Member Bonato suggested to Noack if they can have a monthly campaign email sent to the Board.

Upon motion of Glover/Sterrett, the Board unanimously approved adding the naming opportunities and to have the main large room at the Senior Center to be named after Tom and Ruby MacDonald.

#### **b. Presentation of Exterior Signage for Senior Center, Teen Center, Community Center and Pleasant Hill Park**

The General Manager introduced Dickson Kaiser, the designer of the signs and his colleague Derick Lozaro. Kaiser reviewed the goals of GNU Group to develop the District into the next generation of exterior sign standards and develop aesthetics (look and feel) and to integrate all the facilities and site signs.

Kaiser said they met with the City in an informal meeting. He explained the new design of the District signs with organic curves and identity to form and define panels. He said the City said it can be 20% larger and still be within codes. Dickson Kaiser said he had rough budgets and will make the designs within that budget. He developed the color scheme to be more natural and less corporate. Board Member Glover had a question on the lettering and will they pop out. Kaiser said they are vinyl lettering and won't stick out. Several Board Members has some questions that Kaiser answered. Board Member Bonato did have concerns on the feedback with the Dahlin Group and Harriman and Associates on the font, color and materials. Board Member Donaghu said he would like to see the comments from the architects. Board Member Glover commented that he likes the style, look and lettering, also the color. Donaghu agreed he liked the style as well.

**c. Senior Center Update**

The General Manager said they are paving at the Senior Center in the back area for emergency vehicles to enter. It should be completed on December 28. He said on page two of the report from Ron Johnson on the update on bond projects, we will move on for a designer for Pleasant Oaks Park and will start the process in the new year.

**d. Teen Center Update**

Nothing to report.

**e. Community Center Update**

The Community Center shoring took less than 16 months.

**PUBLIC COMMENT**

There was no public comment.

**EX-OFFICIO MEMBER REPORT, GENESIS CASSIDY – COLLEGE PARK HIGH SCHOOL**

Ex-Officio Member Genesis Cassidy reported they will have winter break December 19 – January 2 and back in school on Jan. 3. She said that the Teen Council will be assisting with the Breakfast with Santa event. The College Park High School basketball team is doing okay. Board Member Bonato asked if Cassidy can promote the Teen Center. Bonato thanked Cassidy for her report.

**CONSENT CALENDAR (ACTION)**

**a. To Approve Bills to be Paid**

**b. To Approve Minutes of June 29, 2011**

**c. To Consider Granting Another Designated Period for Two Years of Additional Service Credit for Public Employees' Retirement System (PERS)**

Board Chair Donaghu pulled the minutes of June 29, 2011.

Upon motion of Bonato/Glover, the Board approved the bills to be paid and granting another designated period for two years of additional service credit for PERS.

**TO CONSIDER NOMINATIONS FOR 2011 COMMUNITY SERVICE AWARD AND BOARD APPRECIATION AWARD (ACTION)**

The General Manager said these are annual awards and this year supervisors Hunn and Luke made recommendations. He said with the closing of the Senior Center and the Community Center, many businesses and churches offered their sites to accommodate District programs and classes. For the Community Service Award, St. Andrews Presbyterian Church was recommended due to holding our CC Café daily lunch program for Seniors and accommodating other programs. For the Board Appreciation Award, Village Music School and Faith Lutheran Church were nominated. Board Member Sterrett commented on the nice reports the supervisors wrote on the nominees. Board Member Bonato asked why there were two awards. The General Manager explained there used to only be the Community Service Award, but they added the Board Appreciation Award years ago in order to recognize more than one group. Bonato suggested to have all the nominees; St. Andrews Presbyterian Church, Village Music School and Faith Lutheran Church for the Community Service Award and to nominate the City of Pleasant Hill for all their efforts and support this year.

Upon motion of Bonato/Sterrett, the Board approved to nominate St. Andrews Presbyterian Church, Village Music School and Faith Lutheran Church for the Community Service Award and the City of Pleasant Hill for the Board Appreciation Award.

## **COMMUNICATIONS AND MARKETING REPORT**

### **a. Presentation of Final District Logo in Color**

Recreation Supervisor Tina Young gave a presentation and explained their decision process for the District logo and color. Board Member Sterrett said the dot after Rec. does look like a tennis ball and would like to see a solid dot instead. The majority of the Board was happy with the color of the new District logo.

### **b. Preview of District's New Website**

Jessie Wusthoff presented a draft of the new website and said they wanted it to be clean and simple. They will launch the new website in January. The Board complimented Wusthoff and asked some questions about the website.

## **REPORT ON CHANGE IN POOL CHEMICALS**

Aquatics Supervisor Korey Riley said last year they changed from the 30% muriatic acid to 15% muriatic acid for the Pleasant Hill Education Center pool. She did a comparison on the costs and the usage of the chemicals in a 4 month period. The total differences in costs are negligible, but safety is a major issue and it is much safer to have the 15% muriatic acid than the 30% muriatic acid. It also saves on the wear and tear of equipment to have the 15% muriatic acid. Board Chair Donaghu thanked Riley for the report and agreed that it was a good choice to change.

## **REVIEW OF SEPTEMBER 30, 2011 QUARTERLY REPORT**

### **a. Review of Investment Report**

### **b. Review of Public Agency Retirement Services**

Accounting Supervisor Mark Blair reported on the September 30, 2011 quarterly report. Board Member Bonato said it is interesting to see that last year funds from the County were \$302,000 and this year it is \$104,000 at this time. She asked about the reporting on the teen revenue and said it is not clear and how come they have Brews and Blues separate. Bonato requested to move special events under teens to a special events account. Further discussion followed. Blair also reviewed the investment report from LAIF and the PARS retirement fund.

## **TO ANNOUNCE BOARD COMMITTEE ASSIGNMENTS FOR 2012 (ACTION)**

Board Chair Donaghu stated he would like to continue the committee assignments except for the change of the City/District Liaisons. He wants to switch Board Member Bonato with Board Member Glover and he would like to stay as a liaison. Donaghu said with the AD/HOC Benefits Committee, he asked to have the Chair Sherry Sterrett and Member as Bobby Glover. Board Member Bonato asked when setting a committee meeting, does it need to be on the agenda. The General Manager said no.

Upon motion of Bonato/Glover, the Board approved the changes as recommended by Chair Donaghu for the Board Committees for 2012. They are as follows:

Budget & Finance	Bonato, Chair	Glover, Member
Land/Facility Development	Shepard, Chair	Donaghu, Member
Personnel	Sterrett, Co-Chair	Bonato, Co-Chair
Program	Sterrett, Chair	Glover, Member
City/District Liaisons	Donaghu, Chair	Glover, Vice Chair
Chamber Representative	Donaghu	Sterrett, Alternate
Flood Zone Task Force	Bonato	Glover, Alternate
Fundraising Liaison	Shepard	
AD HOC Benefits Committee	Sterrett	Glover

### **TO CONSIDER DATES FOR BOARD STUDY SESSION**

The General Manager announced that the Staff Board Study Session will be held on January 20, 2012. The Board decided to have the Board Study Session on February 7, 2012 at 9:00 a.m.

### **BOARD ANNOUNCEMENTS AND REQUESTS TO STAFF**

Board Member Bonato attended the staff holiday party and thanked staff for a nice event. She asked if the bond advisors are coming in January to give a report and she wondered if lowering bond will cost taxpayers more. The General Manager said they will be at the second board meeting in January.

Board Member Glover volunteered for the Senior Holiday luncheon and said it was a good event.

Board Member Sterrett attended the staff holiday party and said it was a nice event. She also volunteered at the Senior Holiday Luncheon.

Board Member Donaghu said at the Chamber Mixer at Aegis he received a compliment on how they are delighted to have the District senior programs at their facility. He attended the Chamber Board Meeting where six new members were voted in. The Board Members are staffing the office now. The next Chamber Mixer is on January 18 at Tahoe Joe's. On February 9 there is the Mayor's Breakfast at Back Forty BBQ. He said the District will be able to have a few words and are able to make a presentation.

### **STAFF ANNOUNCEMENTS**

The General Manager made the following announcements:

- Past employee John Neal passed away.
- Park Superintendent Lynn Spatz said they had a second meeting with the Master Gardeners Group and will follow up with them. Staff will be grading the area and will further meet and go over the layout.
- Community Service Awards event flyer was passed out to the Board.

### **ADJOURNMENT**

Board Chair Donaghu adjourned the meeting at 10:10 p.m.

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Robert B. Berggren, Clerk of the Board