



Board of Directors Meeting Minutes February 22, 2012

The February 22, 2012 Board Meeting of the Pleasant Hill Recreation & Park District Board of Directors was called to order by Board Chair Dennis Donaghu at 6:07 p.m. in the Conference Room at the Administration Office.

PLEDGE OF ALLEGIANCE

Board Chair Donaghu led the Pledge of Allegiance.

ROLL CALL

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

Board Member Shepard arrived at 6:38 p.m.

STAFF PRESENT: Berggren, Hunn, Kubota, Luke, Miller, Noack, Riley, Spatz, Young

PUBLIC COMMENT

There was no public comment.

PRESENTATION BY FINANCIAL ADVISOR CRAIG HILL FOR GENERAL OBLIGATION BOND FINANCING PLAN

Financial Advisor Craig Hill said he went back and fine tuned the Series B Bonds and can keep within the \$29 per \$100,000 assessed value and mentioned they should lock in interest rates within the next two months. He said with their experience with recent trending, they should lock in interest rates lower than projected. Hill said they have worked the first couple of years to have taxpayers pay less and where the pay back will have a minimal effect at an average of \$20.80 and currently, the average is at \$23, but it should still not exceed \$29. He will move forward to start the Series B Bonds for the second issuance. Board Chair Donaghu thanked Hill for his presentation.

BOND PROJECT UPDATES/STATUS

a. Report on Project Schedule and Project Budget by Project Manager Ron Johnson

Project Manager Ron Johnson reported on the project schedule and budget. He commented on rain delays and so far the project is about one to two weeks behind schedule. He said they may be able to get caught up. Board Member Sterrett asked if the Teen Center and Senior Center will be opened at different times. Johnson said the Teen Center may be completed before the Senior Center, but they will inform the Board as time gets closer to completion.

Board Member Bonato brought up some questions on the project budget and said one of the things discussed was having financial reports include change orders and contingencies. The General Manager handed out a Measure E project summary and Bonato requested to have this report every other month. The General Manager said this item will be put on the next board meeting agenda to discuss.

b. Senior Center

c. Teen Center

d. Community Center

e. Pleasant Oaks Park

The General Manager reported that the Architectural Review Committee approved the designs for signage for the Senior Center, Teen Center and Community Center.

Board Chair Donaghu started the regular board meeting at 7:03 p.m.

PUBLIC COMMENT

MICHAEL HARRIS, Pleasant Hill City Councilmember – He requested to have the Sprayground accessible to the public, not fenced in and free of charge. He feels that since the public helped raise funds for the Sprayground they should have access to the facility. He asked if it can be agendaized to discuss at a future board meeting. Harris said after a staff report is completed, he would like to review it and see how feasible this would be. The General Manager said they will bring this back to a future board meeting in about three months.

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

Ex-Officio Member Genesis Cassidy reported the College Park High School leadership class will be attending a leadership outing at Concord High School. She said the carnation fundraising was successful. She announced that the College Park Basketball team won their last game and the girls' basketball team will be playing Concord High School this Friday.

PRESENTATION OF SIGNED COPY OF THE SPARE TIME SPOTLIGHT TO ALISON KLIPPEL

The General Manager introduced instructor Alison Klippel. She was on the recent Spare Time Spotlight cover. Klippel signed the framed Spotlight cover to add to the District's "Wall of Fame". Board Chair Donaghu thanked Klippel and presented her with her own framed copy of the Spotlight Cover.

CONSENT CALENDAR (ACTION)

- a. To Approve Bills to be Paid**
- b. To Approve Minutes of February 8, 2012**
- c. To Approve Resolution 2012-02-22, Honoring Marilyn Wojcik**

Upon motion of Bonato/Glover, the Board approved the consent calendar with the exception of warrant #16427 in the amount of \$900.00 for the Blues & Brews Festival band management company. The Board would like Recreation Supervisor Katrina Hunn to try and negotiate a change to the contract to include a "60 day out" clause.

REVIEW OF DECEMBER 31, 2011 QUARTERLY REPORT

- a. Review of Investment Report**
- b. Review of Public Agency Retirement Services**

Accounting Supervisor Mark Blair gave a detailed report on the December 31, 2011 Quarterly Report. Blair also reported on Local Agency Investment Fund (LAIF) and the Public Agency Retirement System (PARS). Board Member Bonato commended staff on keeping expenses down with a tight budget. She asked how much is in the facility fund. There was further discussion on the facility fund surcharge and the budget. Board Chair Donaghu thanked Blair for his report and commented how he liked the executive summary showing the highs and lows.

REPORT FROM PROGRAM COMMITTEE

- a. To Review Summer Programs and Spare Time Spotlight Cover**

Board Member Glover reported on the new look and name of "The Spotlight". He reviewed the new programs and revealed the cover, which the Board said, was spectacular. There was some discussion with the aquatic programs. He explained that the District is utilizing all the time they can

in the pool and the Board wanted to bring this discussion back for review. Glover thanked staff and said it was a great Program Committee meeting.

TO CONSIDER PURCHASE OF ADA LIFT FOR PLEASANT HILL AQUATIC PARK AND PLEASANT HILL EDUCATION CENTER POOL (ACTION)

Recreation Supervisor Korey Riley explained that the ADA guidelines have changed and the new requirements state that buildings with multiple pools cannot share ADA lifts and if a pool is over 300 linear square feet there needs to be a secondary type of access. She said they are recommending stairs for the Pleasant Hill Education Center pool and another ADA lift for the Pleasant Hill Aquatic Park pool.

Upon motion of Shepard/Sterrett, the Board unanimously approved the Scout ADA lift for Pleasant Hill Aquatic Park for \$4,641.52 and the Aqua Step for the Pleasant Hill Education Center Pool for \$2,691.62 (shared cost with Mt Diablo Unified School District).

TO CONSIDER SUPPORT FOR CONTRA COSTA CENTRAL SANITARY DISTRICT BOARD MEMBER MIKE MCGILL FOR THE LAFCO SPECIAL DISTRICT REPRESENTATIVE

The General Manager stated that Mike McGill from the Contra Costa Central Sanitary District is running for the LAFCO position, which several of our Board Members requested to support McGill. He said LAFCO requires a resolution approved by the Board if the District wants to show our support for McGill. Board Member Bonato expressed an interest earlier for running for the LAFCO position, but stated she did not want to run.

Upon motion of Shepard/Sterrett, the Board approved to support Mike McGill for the Special District Representative LAFCO position and approved resolution 2012-02-22A to nominate Mike McGill.

PRESENT BUDGET SCHEDULE FOR FISCAL YEAR 2012-2013

Board Member Bonato requested to have the Budget and Finance Committee meet around April 15 to express ideas before the Administrative Staff reviews the budget. She said maybe the Benefits AD-HOC meeting can review the benefits and PERS, also budget and finance committee can report to the Board at the April 25 meeting. Board Member Shepard suggested getting more quotes from Kaiser.

BOARD ANNOUNCEMENTS AND REQUESTS TO STAFF

Board Member Sterrett:

- Asked about the email in regards to the elevator at the Winslow Center. Recreation Supervisor Tina Young stated that the elevator is getting repaired; parts needed to be ordered and should be in by March 2. Young said the repairs will cost just over \$3,000.
- There was an email she received in regards to the Silent Auction, Simply Wine fundraiser for the teen center at the Winslow Center did not seem appropriate where it stated "join the Senior and Teens for the event". She received a complaint from a public member who said they did not feel it was appropriate to have a wine event raising funds for teens.
- The article about the District's new website in the Pleasant Hill Record was a nice article.
- Who will be attending the California Association of Recreation and Park Districts Conference May 3 – 5? The registration fee is \$275.
- Sterrett commented on the email sent from the General Manager in regards to an incident at Pinewood Park. Park Superintendent Lynn Spatz was there dealing with the residents in the area. The vegetation will be cut back so you can see the park from Monti Circle. The neighbors said they will self monitor the area as well.
- Past Board Member Dick Maksel passed away and the memorial is at St. Andrews Church on March 3 at 1:30 p.m.
- The ribbon cutting for the new Safeway on Contra Costa Boulevard was packed.

Board Member Bonato:

- Asked about an update on the Winslow Center. Miller and Young commented that they have installed lattice in one area, which looks much better than the orange net fencing.
- She asked what the District is doing with the donated bus in regards to getting it painted.
- She attended a meeting for the core group on building a library in Pleasant Hill. It is a ten year project and needs to be brought to the public due to no redevelopment or County funds.

Board Chair Donaghu:

- Talked about the Pleasant Hill Youth Summit that Mayor John Hanacek is starting and how they want to find out what the kids want in the community.
- Last week, he attended the Chamber Board Meeting and they still don't know if they will be participating in the Blues & Brews Festival, maybe as volunteers. He said they are putting together a strategic marketing plan. The outlook for the Chamber is looking good. He commented that Chamber President Matt Rinn is doing an excellent job.

STAFF ANNOUNCEMENTS

The General Manager made the following announcements:

- He said there is a clean water initiative which the Board Chair gets to vote on for the District.
- A letter was received from the Special District Leadership Foundation to renew the District of Distinction. He asked if they want to renew. There needs to be six hours of Governance Training through the CSDA Leadership Academy.
- Marilyn Wojcik's retirement party is Thursday, February 23 at Tahoe Joe's from 5pm – 7pm.

ADJOURNMENT

Board Chair Donaghu adjourned the meeting at 9:52 p.m. in memory of Dick Maksel.

Robert B. Berggren, Clerk of the Board