



Board of Directors Meeting Minutes March 14, 2012

The March 14, 2012 Board Meeting of the Pleasant Hill Recreation & Park District Board of Directors was called to order by Board Chair Dennis Donaghu at 6:02 p.m. in the Conference Room at the Administration Office.

PLEDGE OF ALLEGIANCE

Board Member Sandra Bonato led the Pledge of Allegiance.

ROLL CALL

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

STAFF PRESENT: Berggren, Blair, Hunn, Kubota, Luke, Miller, Young

PUBLIC COMMENT

There was no public comment.

BOND PROJECT UPDATES/STATUS

a. Fundraising Report

Fundraising Consultant Marjorie Winkler reviewed the campaign analysis report. She gave an update on the fundraising efforts. She said there are two major donor foundations they are pursuing for donations. Winkler announced that the Diablo Valley Soroptimist Club donated \$55,000. She thanked staff and board members for their efforts. She said there will be more naming opportunities to bring back to the Board for approval. The General Manager reported that in the first meeting in April they will have the costs of the fundraising campaign.

b. Senior Center

c. Teen Center

d. Community Center

e. Pleasant Oaks Park

The General Manager reported that the City Planning Commission liked the new designs of the signs for the Community Center, Senior Center, Teen Center, and Pleasant Hill Park. He said the Commission is requiring all the permits for easements before approval. He said it will be back on for the Commission's April 10, 2012 meeting. The General Manager said the District has sent a letter to the Smith's to inform them that the construction for improvements for the additional parking spaces by the Little House will start on July 9.

The General Manager said the Bond Oversight Committee meeting is on Thursday. They will be finalizing their quarterly report. He said that two BOC members on the construction sub-committee are meeting with Ron Johnson of CSI to review procedural issues and prevent any overpayments. He mentioned that one of the sub-committee members will meet with Construction Manager Kelly Johnson next week. The General Manager said today is the start of the first rain day; the contractors have used up the 10 rain days already. In regards to Pleasant Oaks Park project, the General Manager will meet with Phil Abey with Abey Arnold and Associates along with Park Superintendent Lynn Spatz. Spatz will also coordinate setting up meetings with the user groups. The General Manager will be meeting with legal counsel in regards to a necessary easement with the School District.

Board Chair Donaghu announced a 15 minute break at 6:45 p.m. to reconvene at 7:00 p.m.

PUBLIC COMMENT

Board Chair Donaghu reconvened the board meeting at 7:00 p.m. and said there was no public comment.

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

Ex-Officio Member Genesis Cassidy did not attend this meeting

REPORT FROM VETERANS OF FOREIGN WARS, POST #3059

VFW Representatives Douglas Krause and Bob Newhall passed out information on their activities from last year. Krause reported that they were established in 1969 and most of their members are from World War II. He commented they try and recruit each day, new younger retired members and they are trying to integrate them into the VFW, but there have been difficulties recruiting the younger veterans. Krause said they have not had any problems with the users and various groups using their facility since the Community Center and Senior Centers have closed due to construction. The General Manager expressed the District's appreciation working with them and their cooperation in letting our groups use their facility. Board Member Sterrett asked to maybe partner with DVC and see if there are newer veteran students to recruit. Board Member Bonato asked if they have any ideas that the District can help to promote more members, to please let the District staff know. Board Chair Donaghu thanked Krause and Newhall for their report.

CONSENT CALENDAR (ACTION)

- a. To Approve Bills to be Paid**
- b. To Approve Minutes of September 14 and 28, 2011**
- c. To Approve Resolution 2012-03-14, Honoring Thora Harshman**

Upon motion of Bonato/Glover, the Board approved the consent calendar as presented.

REPORT FROM AD HOC BENEFITS COMMITTEE

Board Member Sterrett reported on the AD HOC Benefits Committee Meeting and said they are moving towards having staff eventually pay their share of PERS. She said at the District wide staff meeting the employees were polled and were in favor of paying their share within the next two years. The cost would be split between the two years, so it won't be such a burden for the employees to pay the rest of the share in just one year. Board Chair Donaghu explained that he met with the Morale Committee and another option if possible, would be to request a small cost of living increase. He said it was a reasonable option to consider. Board Member Glover thanked staff for their commitment. Board Member Bonato cannot make a commitment and does support the increase in salary if the budget allows.

REPORT FROM LAND AND FACILITIES DEVELOPMENT COMMITTEE

Board Member Shepard reported that the Land and Facilities Development Committee along with staff members General Manager Bob Berggren, Recreation Supervisor Tina Young, and Park Superintendent Lynn Spatz interviewed two agencies that sent in proposals to upgrade the District's Master Plan. She said Lauren Schmidt with MIG gave a nice presentation and seemed to be more interested in fine tuning the District's Master Plan. She said they asked what they can do and how can they best program the new facilities. Shepard said the other agency was RJM Design Group where the Financial Executive Tim Gallagher was very knowledgeable with a great experiential base. She said they are coming back with their scope of services. Shepard stated RJM was looking more at the economic sustainability and all the financial issues from maintenance, labor costs, programs and more.

REPORT ON STAFF ORGANIZATIONAL AND RESPONSIBILITY CHANGES

The General Manager handed out a new interim organizational chart which also highlighted the additional or responsibility changes occurring with various employees. He said there are four

employees that have retired and the positions will not be replaced right away. He stated there will be a six month probationary period and asked the Board to have some understanding and patience during this transition stage. He pointed out some of the staff responsibility changes.

BOARD ANNOUNCEMENTS AND REQUESTS TO STAFF

Board Member Sterrett attended the California Parks and Recreation Society District 3 Awards Luncheon where Program Supervisor Dodie Jones received the Lifetime Achievement Award, the Community Focus received the Business Award and the Prom Preview received the Special Event Showcase. Sterrett said the event was at the new Brentwood Community Center and there was a tour of the new facility. She announced that CSDA is offering a free webinar on legislation currently being considered in Sacramento, and she has all the information if anyone is interested. Lastly, she stated that the Program Committee meeting is on March 22 and if there are any questions the Board may have for staff to email her the questions.

Board Member Glover said he has to yet fill out the Form 700. He asked staff to email him information on the Governance Training information.

Board Member Bonato said she saw John Matthesen recently who is assisting with the Master Gardeners program at the Rodgers Ranch site and commented that they can provide new programs and what they can envision. She said Matthesen is available to give a report at the beginning of April's board meeting. Bonato said she wants to contact the City in regards to what the AT&T cell tower site can do, which are the proposed sites that might be on District properties.

Board Chair Donaghu said he attended the 54th season of the PHBA opening day. He reported that there are 1,600 participants this year and they are expanding the 16 – 18 age group. He said it was a great opening day. He shared a thank you card to the Board from retired Network Administrator Marilyn Wojcik.

STAFF ANNOUNCEMENTS

The General Manager made the following announcements:

- He reported that the resolution for endorsing Mike McGill was sent to LAFCO. He commented that other agencies such as Iron Horse Sanitary District and Diablo Water District also sent endorsements for McGill. He stated that George Schmidt with the West County Water District is also running for the position.
- A letter from FEMA was received regarding the Disaster Preparedness.
- CSDA elections are coming up for 2012.
- CalPERS discount rate was reduced 7.75% to 7.5% with a 1%-2% increase in payroll for the District for fiscal year 2013-14.
- The Form 700, Conflicts of Interest, are due, so please have them turned in by the next week.
- He announced that Park Superintendent Lynn Spatz's last day is on March 19. He thanked her for her efforts and work as Superintendent on the bond projects. He said she did a terrific job, was great to work with and is a great representative of the District.
- Recreation Supervisor Tina Young announced Thora Harshman's retirement party on March 23 at El Torito's Restaurant. She will email out another invite.

ADJOURNMENT

Board Chair Donaghu adjourned the meeting at 8:26 p.m.

Robert B. Berggren, Clerk of the Board