



Board of Directors Meeting Minutes August 8, 2012

The August 8, 2012 Board Meeting of the Pleasant Hill Recreation & Park District Board of Directors was called to order by Board Chair 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: Donaghu, Bonato, Sterrett, Glover, Shepard

STAFF PRESENT: Lischeske, Miller, Young, Spatz, Bradley, Blair, Wusthoff, Luke, Hunn

PUBLIC COMMENT

Jim Utz was present on behalf of the Pleasant Hill Community Foundation. He invited the Board to the Party in the Park celebration on August 24th. This event held at Pleasant Hill Park is to celebrate the 25th Anniversary of the Pleasant Hill Community Foundation.

Utz also passed out the "Catalyst" newsletter which is published by the Foundation.

The Board thanked Utz for the information

Gary Kraft, resident of Pleasant Hill, spoke regarding the naming of the Senior Center. He felt very strongly that the name should be the "Pleasant Hill Senior Center". He wanted to bring the matter to the Board now before a decision was made about the name.

Dick Savage, the Vice President of the Senior Center, spoke regarding the naming of the Senior Center. He questioned the Board as to who does not think it should be called the "Senior Center". He also stated that he felt the Bond passed mainly due to the work the local seniors put into it.

Ron Quinn, resident of Pleasant Hill, added that the seniors will be a growing part of this community.

ADDITIONS TO AGENDA

Board Chair Donaghu announced that a new agenda item was to be added to the agenda, but to do so the Board had to vote to amend the current agenda.

Upon motion of Board Members Bonato & Glover, the Board amended the current agenda adding item #4 to consider awarding the Senior Center and Teen Center Signage bid to the second bidder, Ellis & Ellis.

TO CONSIDER AWARDING THE SENIOR CENTER AND TEEN CENTER BID TO THE SECOND HIGHEST BIDDER ELLIS AND ELLIS IN THE AMOUNT OF \$81,000 (ACTION)

The Board was not comfortable making this decision without more information from the General Manager regarding the Ellis & Ellis bid. The Board felt that if this was deemed an urgent item due to timing there could be an emergency meeting so they could take action on the item, otherwise it would be tabled until the August 22nd Board Meeting. No action was taken on this item at this time. The Board is asking for more information from staff including the budget information and the signage bid information.

TO CONSIDER CONTRACT FOR SPECIAL INSPECTION AND TESTING SERVICES FOR THE COMMUNITY CENTER (ACTION)

Matriscope provided special inspection and testing services for the District on the Teen Center and Senior Center projects to the District's satisfaction. They provided a proposal to perform the same services for the Community Center project. Matriscope's rates for the Community Center project are unchanged from the previous agreement and they have provided a competitive proposal. These special inspections and testing services are required by code.

CSI is recommending that the District award the contract to Matriscope in the amount of \$29,322.

Upon motion of Board Members Glover & Sterrett, the Board approved the contract to Mariscope in the amount of \$29,322 for the special inspections and testing services for the Community Center project.

TO CONSIDER CONTRACT FOR GEOTECHNICAL INSPECTION AND TESTING SERVICES (ACTION)

The PRA Group provided geotechnical observation and testing services for the District on the Teen Center and the Senior Center projects to the District's satisfaction. They provided a proposal to perform the same services for the Community Center project. PRA's rates for the Community Center project are unchanged from the previous agreement and they have provided a competitive proposal. These geotechnical observations and testing services are required by code.

CSI is recommending that the District award the contract to PRA in the amount of \$40,000.

The Board asked to pass on to Ron Johnson the need to back up his recommendations. The Board would like to know for future recommendations such as these how a company's original estimate compared to the actual expenses.

Upon motion of Board Members Glover & Sterrett, the Board approved the contract to The PRA Group in the amount of \$40,000 for the Geotechnical inspection and testing services for the Community Center project.

TO CONSIDER BIDS FOR FURNITURE AT THE SENIOR CENTER (ACTION)

Recreation Supervisor Kendra Luke passed out a hand out to the Board which showed the totals for each furniture package in priority order. Within each package there is a 1st, 2nd, & 3rd priority. Luke asked for the Board to approve the 1st priority package only tonight.

Mal Malpass, resident of Pleasant Hill, spoke regarding some of the furniture items in the package.

Dick Savage, resident of Pleasant Hill, spoke about his concerns that the new tables in the C.C. Cafe were going to be too heavy for the seniors to move for the floor to be cleaned. He stated that it is a requirement from the Health Department that the floor in the C.C. Café be cleaned every day.

Ron Quinn, resident of Pleasant Hill, stated that he thinks it is important to look at functionality of all the furniture. He asked why furniture that is too heavy for seniors to move would be considered. Luke stated that the heavier tables were needed for safety reasons, because the seniors use them as leverage when they stand up from their chairs.

The Board asked for options from staff on how the balance for the furniture costs will be paid. There is currently a budget shortage for the Senior Center furniture, and it was felt that this is a good time for the seniors to know about the shortage. The Board felt that since the fundraising campaign has stalled they would like to see this item with more information at the next Board meeting on August 22nd.

This item was tabled until the August 22nd Board Meeting. At this time the Board would like to see a plan to come up with additional funding to be able to move forward with the base bid. Bond Projects Facilities Coordinator Carrie Miller reminded the Board that the building permit for the Senior Center states that the building can not be opened without furniture.

Board Member Shepard left the meeting at 7:25

UPDATES ON BOND PROJECTS

- **SENIOR CENTER**
- **TEEN CENTER**
- **COMMUNITY CENTER**
- **PLEASANT OAKS PARK**

The Acting Recreation Superintendent made the following comments:

- 15 seniors attended the Senior Board tour of the Senior Center.
- The Community Center project is moving along well, with the notice to proceed scheduled for Monday August 13, 2012.
- The initial plans for Pleasant Oaks Park will be reviewed at an August 20, 2012 meeting.

Board Chair Donaghu started the regular board meeting at 7:30 p.m.

PUBLIC COMMENT

None

CONSENT CALENDAR (ACTION)

A. TO APPROVE BILLS TO BE PAID

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

TO APPROVE RESOLUTION 2012-08-08, APPROVING THE APPROPRIATION LIMIT FOR FISCAL YEAR 2012-13 (ACTION)

This resolution is required on an annual basis. Bonato felt that the resolution should be updated and re-written.

Upon motion of Board Members Glover & Sterrett, the Board approved Resolution 2012-08-08 approving the appropriation limit for Fiscal Year 2012-13 with the noted changes. Board member Bonato will send the changes to the wording for the resolution. It was asked that the new resolution be included in the next Board Packet.

REPORT ON THE MASTER GARDENER PROGRAM AT RODGERS RANCH

John Matthesen was present to give a report and show a slide presentation on the Master Gardener Program at Rodger's Ranch. John stated that he will be including the Board members on the invite list to the Rodger's Ranch website.

The Board was very impressed with the slide presentation and thanked John and the Master Gardener program for all their hard work and commitment to the Rodgers Ranch project.

BOARD ANNOUNCEMENTS AND REQUESTS TO STAFF

Bonato made the following announcements/questions:

- Attended the Strategic Business Plan meeting hosted by RJM Designs with the Co-Sponsored groups and other Community representatives. Board member Sterrett was also in attendance at that meeting. She was surprised how little our Co-Sponsored groups know about the District. She was also amazed how many groups thought the District's relationship with the School District was pretty solid. Bonato suggested that as the Co-Sponsored groups come to the Board meetings to give their annual reports, it can be asked at that time if they need to know more information about the District.

Sterrett made the following announcements/questions:

- Also was in attendance at the Strategic Business Plan meeting. She thought the consultants did a good job, but wished there had been more people at the meeting. She felt that most of the groups got their information from the Spotlight. She felt that RJM was very supportive

of the District board, and that there should be these informational meetings more often. Sterrett thought the meeting was time well spent.

STAFF ANNOUNCEMENTS

Acting Recreation Superintendent Tina Young made the following announcements:

- Nine people attended the Strategic Planning Meeting. It was felt that there were key community players who were not in attendance and therefore, RJM is looking into hosting another meeting in September.
- The Teen Center Tiles are available for the public to purchase.
- The American Iron Car Show is this Sunday with 89 cars enrolled.
- The Fall Spotlight will be coming out next week. Registration will begin on August 15th.

ADJOURNMENT

Board Chair Donaghu adjourned the meeting at 8:33 p.m.

Tina Young, Acting Clerk of the Board