



Board of Directors Meeting Minutes October 24, 2012

The October 24, 2012 Board Meeting of the Pleasant Hill Recreation & Park District Board of Directors was called to order by Board Chair Donaghu at 6:10 p.m. in the Conference Room at the Administration Office. Donaghu announced that the Board met in closed session but no action was taken.

PLEDGE OF ALLEGIANCE

Board Chair Donaghu led the Pledge of Allegiance.

ROLL CALL

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

STAFF PRESENT: Berggren, Lischeske, Spatz, Luke, Hunn, Miller, Young, Riley, Pitcher

PUBLIC COMMENT

No public comment.

REPORT BY THE BOND OVERSIGHT COMMITTEE FOR JUNE 30, 2012

Norm Vanhole presented to the Board the June 30, 2012 Semi-Annual report of the Citizens Bond Oversight Committee. Vanhole reported that as of the end of the reporting period, the contract for both the Teen Center and the Senior Center is approximately 74% complete in terms of dollars spent including change orders. He said that the Senior Center is approximately 70% complete and the Teen Center is approximately 84% complete in terms of dollars spent.

Vanhole reported that all payments for the current period were deemed acceptable Measure E funds. It was asked by the Board that the Bond Oversight Committee Report show the break down between the Measure E money and the WW Fund money. Blair explained that at this time there would not be a way to distinguish between Measure E and WW money. Bonato felt a letter from the Board with an explanation clarifying the budget amounts would be valuable for the public. The Board agreed with Bonato's recommendation and will be drafting a response letter to the Bond Oversight Committee.

The Board thanked Vanhole for attending the meeting and giving the Board such a detailed report.

TO CONSIDER RESOLUTION 2012-10-24A WITH MUNICIPAL FINANCE CORPORATION FOR FINANCING \$300,000 FOR THE ACQUISITION OF FURNISHINGS AND EQUIPMENT FOR BOND PROJECTS (ACTION)

This item was on the October 10, 2012 Board Meeting agenda and tabled until this meeting. The General Manager is recommending the \$300,000 loan with the Municipal Finance Corporation with a payback period of 7 years. The General Manager reviewed the payment schedule with the Board. Donaghu stated that there seemed to be a slight penalty for an early pay off to the loan. Accounting Supervisor Mark Blair explained that in the event of an early pay off the District would be penalized on a portion of the interest but not all of it. Bonato asked if this would be negotiable. Blair said he could ask the finance corporation, but that he doubted it. Glover said that the District would be entering the loan agreement knowing that we will be into it for a 7 year period. Donaghu does not see any incentive for paying it off in less than 5 years. Bonato asked if staff would look into a lower prepayment penalty.

Blair agreed to request a lower or no prepayment penalty. Glover is supportive of moving forward with the loan conditions, but would also like staff to look into the prepayment penalty.

Upon motion of Board Members Glover & Sterrett, the majority of the Board approved Resolution 2012-10-24A with Municipal Finance Corporation for financing \$300,000 for the acquisition of Furnishings and Equipment for the Bond projects. Shepard and Bonato voted against. Bonato does not support further indebting the District. She would have preferred that the District pay for FF&E as fundraising revenue is collected.

TO CONSIDER ADDITIONAL NAMING OPPORTUNITIES (ACTION)

At the October 10, 2012 Board meeting the Board had asked staff to come back to this meeting with more detail on the fees for the naming opportunities at the Teen Center, Senior Center, Community Center, and Pleasant Oaks Park. The General Manager reviewed a spreadsheet showing the naming opportunities for the Community Center, Senior Center and the Teen Center. He explained that the Garden Study Club would like to commit to a contribution of \$2,500. The Club is very interested in the landscape area at the Senior Center. The Board asked if there were landscaping areas that the \$2,500 could be used as a total amount. There was discussion about the bio-swell areas as a naming opportunity for the Garden Club's donation. This area could be named in their honor. Bonato felt that staff has done a nice job with the naming opportunities.

Shepard wondered why the lounge area in the Teen Center is listed as more money on the spreadsheet than the meeting rooms. The General Manager further explained how the building has been broken down for naming opportunities.

Upon motion of Board Members Bonato & Sterrett, the Board approved the revised naming opportunities and pricing in the document dated October 18, 2012 and added four naming opportunities in the bio-swell areas of the Senior Center.

UPDATES ON BOND PROJECTS

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

The General Manager made the following comments:

- Thanked everyone for attending the VIP opening and the Grand Opening of the Teen Center.
- He showed the Board certificates from the legislation and Assembly member Bonilla regarding the Teen Center opening. Bonato said that she had received a suggestion that there should have been a program for the events of the VIP opening.
- The Teen Center had some leaking issue with the rains, but the Senior Center is good.
- Received approval from the Planning Commission last night for the Pleasant Oaks Park project.
- Looking into the noise ordinances for Pleasant Oaks Park, and looking into alternatives to the 8 ft. solid fence. The neighbors have been very appreciative of the efforts the District is making on this issue. A lot of people who attended the Planning Commission meeting were concerned about the tree removal. The Commission talked about asking District staff about the possibility of relocating the trees.
- The General Manger is hoping to get through the architectural review on the Pleasant Oaks project next week.

Board Chair Donaghu started the regular board meeting at 7:04 p.m.

PUBLIC COMMENT

None

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

- College Park students are planning for the Contra Costa Student Leadership Coalition Conference that will be held in San Jose this year.
- Last Saturday was the Grand Opening of the Teen Center.
- Leadership is discussing purchasing a tile for the Teen Center.
- Genesis will let the teens know about the registration process for the Teen Center.

CONSENT CALENDAR (ACTION)

- TO APPROVE BILLS TO BE PAID**
- TO APPROVE MINUTES OF JANUARY 11, 2012**
- TO APPROVE RESOLUTION 2012-10-24B, TRANSFERRING MONIES FROM THE PARK LANDSCAPE ASSESSMENT FUND FOR ASSESSMENT DISTRICTS 1-5 TO THE GENERAL FUND**
- TO APPROVE RESOLUTION 2012-10-24C, TRANSFERRING MONIES FROM THE LANDSCAPING & LIGHTING DISTRICT #6 TO THE GENERAL FUND**

Upon motion of Board Members Sterrett & Shepard, the Board approved the Consent Calendar.

REPORT ON 2012 BLUES & BREWS EVENT

Teen Supervisor Katrina Hunn was present to give a final report on the 2012 Blues & Brews event. She stated that the event totals were pretty close to last year's amounts. She said it was a tremendous event overall. They were able to cut expenses to reach the goals for this year. She hopes the Board will continue to support this community event.

Board Chair Donaghu asked what could be done to increase sponsorship. Hunn would like to approach more companies and do it earlier than was done this year.

Paul Cotruvo, resident of Pleasant Hill, was present and spoke about the event. He said he would be able to cut the band expenses in half for next year. He said that sponsorship is key for this event and agreed that it should be pursued earlier in the year.

Hunn went on to explain that all of the funds raised from this event will be going to the Teen Center Capital Campaign.

Board member Glover complimented Hunn on the event. He feels this event showcases the park and the District's facilities, and is 100% supportive of going forward with the event next year.

Board member Bonato had heard it was a great event, but is concerned about the District's financial role in the event. She said that the District staff hours are not reflected in the report. She would like to explore the idea of the Pleasant Hill Chamber taking the lead on this event. Bonato also stated that Hunn will be needed full-time at the Teen Center which will not allow her extra time for this event. She would like to consider having it more of a Chamber/City function as opposed to a District event. She would like to see the amount of District staff hours that were put into planning this event.

Hunn stated that because the Blues & Brews Committee is so strong, she had less work to do than in previous years.

Board Chair Donaghu supports the event and felt the key is bringing back sponsorship.

Board member Shepard asked about specifics on cutting down on the entertainment expenses. Cotruvo explained that he would cut down on the headliners and use more local bands.

Board member Sterrett does not feel the District should give up the event, and was glad to see the overall profit was the same as last year's event.

In general the Board majority was supportive of continuing the Blues & Brews community event lead by the District, and thanked Hunn for her report.

TO SET DATE FOR THE BOARD STUDY SESSION ON THE STRATEGIC BUSINESS PLAN

The General Manager stated that John Courtney and Tim Gallagher with RJM Design Group would like to schedule a Board Study session to review their report. The Board decided on December 6th at 7:00 p.m. for the Board Study session with RJM Design Group. The General Manager will confirm this date. The General Manager also reminded the Board that December 12th was the potential VIP opening of the Senior Center. He also requested changing the November 28, 2012 Board meeting to November 29th, due to the City's Light up the Night event is scheduled for November 28th.

BOARD ANNOUNCEMENTS AND REQUESTS TO STAFF

Sterrett made the following announcements/questions:

- This Friday is the Trunk or Treat event. She reminded the Board that she registered for the event and would like to know how many of them would be there. Hunn reported that there are 18 cars registered at this time.

Bonato made the following announcements/questions:

- Questioned the Teen Center flyer, as to why it does not state that it is free to participants. The flyer also announces that the Teen Center is for Middle School kids not High School kids. Acting Recreation Superintendent Tina Young explained that the program is a Middle School afterschool program. Sterrett felt that most people are assuming that the center is a Teen Center for Middle Schoolers, and she thinks that the High School students should be included. Glover said that the wording on the flyer should probably be changed.
- Brought up the pool report that was done by the Land & Facilities Committee. She asked Shepard and Donaghu the status of the report. Shepard asked the General Manager to send her the report from Aquatics Supervisor Korey Riley.

Glover made the following announcements/questions:

- Attended the Celebrity Bingo event last night, and had a good time.

Donaghu made the following announcements/questions:

- Shared with the Board an e-mail he received from a member of the community complimenting the new facilities.

STAFF ANNOUNCEMENTS

The General Manager made the following announcements:

- The District will be hosting the District III training on Camps and Outdoor Programs at the Teen Center.
- Reported that the LERN organization gave the District an award for our web site.
- Handed out a brochure about the Hospice Tree of Lights. They will not be having a ceremony in Pleasant Hill this year, but the lights will still come on.
- The Celebrity Bingo event made \$2,400.

ADJOURNMENT

Board Chair Donaghu adjourned the meeting at 8:20 p.m.

Robert B. Berggren, Clerk of the Board