



Board of Directors Meeting Minutes November 2, 2011

The November 2, 2011 Board Meeting of the Pleasant Hill Recreation & Park District Board of Directors was called to order by Board Chair Bonato at 6:04 p.m. in the Conference Room at the Administration Office.

PLEDGE OF ALLEGIANCE

Board Member Bobby Glover led the Pledge of Allegiance.

ROLL CALL

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

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

PUBLIC COMMENT

There was no public comment.

TO CONSIDER CHANGING BOND OVERSIGHT COMMITTEE QUARTERLY REPORTS TO BI-ANNUAL REPORTS (ACTION)

Board Chair Bonato invited Bond Oversight Committee (BOC) Chair Norm Vanhole to address the Board. She mentioned that she attended the last BOC Quarterly meeting and there seems to be a timing issue regarding the reports. She said if the reports are bi-annual, how it would work out better for the committee. The General Manager said the meetings are still going to be quarterly, but the reports will be on a bi-annual basis. BOC Chair Vanhole explained there are sub-committees that meet with staff and conduct the research. Board Member Sterrett asked if streamlining the reports without all the attachments would be easier for the reports. She suggested asking Project Manager Johnson how the bond oversight committee that he was involved with in Walnut Creek completed their reports and possibly checking with other agencies. Board Chair Bonato agreed that attaching the detailed reports is too much and suggested a more simple way of reporting. Board Member Sterrett requested to have a schedule of meeting dates for the whole year.

JACK PROSEK, Pleasant Hill resident – He said in the last five months there has been a lot of important information on bond funds for the bond projects and feels strongly that the Bond Oversight Committee should prepare reports for September 30 and December 31 of this year. After that point in time, it can change. There is too much going on to ensure the success of the bond measure.

Board Member Donaghu said he would be in support of having the Bond Oversight Committee conduct bi-annual reports. He said there are quarterly meeting minutes that can be viewed by the public. He commented that he knows the Walnut Creek School District bond oversight committee only had reports completed once a year. Board Chair Bonato clarified that the Committee will bring back a schedule of the report due dates to review at the November 16, 2011 Board Meeting. Board Member Glover feels that a report in December would be good and changing to bi-annual later. Having a schedule would be a great idea. He is confident with the bi-annual reporting will be more thorough and the minutes will still be available if there are any concerns. Board Member Sterrett asked BOC Chair Vanhole to inform the committee that the Board of Directors really appreciates the Bond Oversight Committee members' help and efforts.

TO CONSIDER REPLACEMENT FURNITURE FOR SENIOR CENTER AND TEEN CENTER (ACTION)

Board Chair Bonato explained that there are possibilities of options for furniture for the Senior and Teen Centers. She stated that the Senior Board has voted and expressed their opinions on the options. Recreation Supervisor Kendra Luke said there were four new samples along with the originally selected chair. She said they narrowed it down to two options for the chairs. Shepard asked about the Leland style chair that the designers had as their first option and Board Member Shepard liked. Luke said that it got no votes from the Seniors. Shepard does not feel that the seniors should make that decision before the Board. Luke said the style of the chair is what the Board is voting on, not the color or fabric yet. There was a black similar style from the San Leandro Senior Center that Luke presented to get an idea of a darker color. Board Member Sterrett said it is the most comfortable chair. She explained that the seniors are moving the furniture and it is the easiest chair to move around, with a handle in the back, and they stack easy. Board Member Donaghu said he agrees that it is the most comfortable chair and with the handle, like Sterrett mentioned is easier to move. Board Chair Bonato did not agree that the look of the chair is good. She is unhappy the Leland style chair is not one of the choices. Sterrett feels that the seniors should be able to choose the chair they prefer since they are the ones who will be them. Shepard is unhappy that the Board did not get to see all the choices first before the seniors and teens. Board Member Glover said he understands that there is a process, but the Board may not have the seniors number one choice if they decided on the choices first.

MAL MALPASS, Pleasant Hill resident and senior member – He said the only problem with the chair is that the legs are angled and stick out slightly possibly being a tripping hazard. However, it is the most comfortable, had versatility and was the seniors number one choice.

Board Chair Bonato was not aware they can choose the color. She does not care for the white chair and would like a darker color. She likes the wood chair and wishes it had not only looks, but the functionality as the other Fetch style chair. Sterrett said it is not only the look of the chair that is important, but who is moving the chairs and the ease of moving the chairs. She said it is comfortable with the built in cushion. **Shepard wouldn't mind the gray color.**

Recreation Supervisor Katrina Hunn presented the chairs the Teen Council decided on and said they wanted the darker color for the Blob style chair and Board Member Shepard suggested to ask Bev Norris for the other color options and maybe have the piping color gray on the black chair. Hunn said the Jenny style chair will be multi-colored with one solid color on the back and another solid color bottom. Board Chair Bonato does not want the white color fabric for the Blob style chair and tabled the approval of the furniture for the Senior and Teen Centers until they can find out about the darker color options.

TO DISCUSS CHANGES TO CAPITAL CAMPAIGN

Board Chair Bonato said this agenda item is an addition and stated that this arose subsequent to the agenda being posted. Upon motion of Glover/Donaghu, the Board approved to amend the agenda to include this agenda item. Board Member Shepard abstained from the decision.

Board Chair Bonato invited Fundraising Consultant Marjorie Winkler to discuss the changes to the Capital Campaign and the presentation of the new campaign brochure. Bonato said she is a bit uncomfortable with how the campaign plan is going, but open to hearing about the changes and the reason why. Winkler spoke about the possible major donor foundation that challenged the District to see how much the community is supporting the bond projects. They wanted to see about 50% of the funds needed for the Furniture, Fixtures and Equipment raised before they would consider donating. She stated they need credible evidence we can raise the funds.

The District accepted the challenge and Winkler explained that they took on the challenge full speed with many hours spent on producing a campaign brochure they hope to get included in the new Spotlight production. Board Member Glover explained a bit from the meeting he had **with the Director of the Foundation along with staff and Winkler. He said the Foundation's** primary focus is the Senior Center and Teen Center. He agrees to move forward with the new campaign plans. Board Chair Bonato had some suggestions for the brochure and wanted to make sure the amount so far raised is correct. Winkler mentioned they have gone public with the brick campaign for the Senior Center already. There was some further discussion on the campaign plans. Bonato thanked Winkler for all her efforts.

MAL MALPASS, Pleasant Hill resident and Senior Club Member – He mentioned that the Senior Club has raised over \$100,000 so far.

TO CONSIDER DATE TO TOUR THE SENIOR CENTER AND TEEN CENTER CONSTRUCTION SITES

The Board decided to meet at the District Office on Monday, November 7, 2011 at 3:30 p.m. for the tour of the Senior Center and Teen Center.

BOND PROJECT UPDATES/STATUS

- a. Senior Center Update**
- b. Teen Center Update**
- c. Community Center Update**

The General Manager handed out photos of the bond projects. He gave some updates on the bond projects, the slab for the Teen Center was poured on October 31 and the first pour for the Senior Center is scheduled for November 4. The Community Center demolition plans are rolling along with the towers down now. He said the Dahlin Group will give a presentation the first meeting in December where they may have a start time of 5:30 p.m. to have more time for bond project items. He also announced that there will be closed session for the November 16 Board Meeting starting at 5:00 p.m. with the regular board meeting starting at 7:00 p.m.

PUBLIC COMMENT

There was no public comment.

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

Ex-Officio Member Genesis Cassidy reported they finished the costume contest at College Park High School. She announced that the Teen Council assisted with the cell phone workshop for the seniors. Board Member Glover mentioned that the College Park High School football team is playing Concord High for the championship. Cassidy said the Freshmen football team is playing Clayton Valley High next week. Board Chair Bonato thanked Cassidy for her report.

CONSENT CALENDAR (ACTION)

- a. To Approve Bills to be Paid**

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

TO REVIEW AUGUST 31, 2011 FINANCIAL REPORT

Board Chair Bonato asked what the seasonality is and noticed an absence of that. She wants more heightened awareness especially during this tight budget.

Accounting Supervisor Mark Blair pointed out that normally he has quarterly reports that he reviews with the Board and not monthly reports. Some questions and issues were brought up that Blair answered. One question was regarding the unemployment expenses. Blair explained that the

District does not pay for unemployment insurance and only pays per claim. Since the closures of District facilities, there are more employees that have been laid off and more claims than what is historical. The Board continued to discuss the August 31, 2011 monthly financial report. Board Chair Bonato thanked Blair for his report.

UPDATE ON WINSLOW CENTER

Bond Facilities Coordinator Carrie Miller said **the engineer's report on the Winslow Center** will be completed by mid-next week and be ready for the next board meeting. Millers said, in regards to the glue-lam beams, Al Horeis will give two references of people/firms that can complete the required repairs for the beams.

REPORT ON UPDATE OF DISTRICT'S MASTER PLAN

Board Chair Bonato thanked the General Manager for his update on the schedule for the update of **the District's Master Plan**. She stated there should be some proposals received and interviews conducted by the beginning of the new year.

BOARD ANNOUNCEMENTS AND REQUESTS TO STAFF

Board Member Donaghu said the Chamber is doing better. The Art, Jazz and Wine Festival was well attended and a good event. They **don't have any numbers yet, but there were more expenses this year** and not as many corporate donors. He mentioned that the Community Service Awards will be on January 19, 2012 at the Back Forty BBQ Restaurant. The General Manager asked to have any suggestions emailed to him in regards to awards. Board Member Sterrett suggested the VFW. Donaghu gave an update on the 50th Anniversary Dinner Gala and said the Open House is on Sunday, November 13 at City Hall from Noon – 5:00 p.m.

Board Member Glover said that he read an article about the City of Concord building additional bocce courts with the Measure WW funds.

Board Member Sterrett said she read an article regarding the City of Brentwood building some new bocce courts with a bad design and commented we know what not to do when building our courts. She commented that the program committee said staff mentioned there is an opportunity to get an evaluation of our programs and get new ideas through a pilot program with a class at Cal State Hayward East Bay Campus. The class is a program analysis course and the students will evaluate existing District classes and programs and will make recommendations for new programs for the District. Supervisors Kendra Luke and Katrina Hunn will take part in this pilot program and also assist in the grades of each student **group's** presentation. She said in the CCSDA newsletter, revised dates were reported for the upcoming quarterly meetings and asked the Board to make note of the revised dates.

Board Chair Bonato gave Board Member Glover a "big hand" on his Capital Campaign efforts. She said there is nothing new to report on the Master Gardeners possible program at Rodgers Ranch. She attended the Senior Volunteer Recognition luncheon and commended the seniors on their 29,779 hours of volunteer time and said the lunch was donated by the Chateaus. She said the new District logo committee met and at the next Board Meeting the final choices will be presented to the Board.

STAFF ANNOUNCEMENTS

The General Manager made the following announcements:

- **Park Superintendent Lynn Spatz's mother is ill and** she is in Oregon assisting her mother.
- He said there are two employees who had to have surgery recently; Nancy Allison broke her wrist and had to have surgery and Pam Lischeske had eye surgery today. She is doing well.

ADJOURNMENT

Board Chair Bonato adjourned the meeting at 9:10 p.m.

Robert B. Berggren, Clerk of the Board