

Board of Directors Meeting Minutes June 8, 2011



Pleasant Hill
Recreation & Park District

People, Parks, and Programs Since 1951

The June 8, 2011 Special Board Meeting of the Pleasant Hill Recreation & Park District Board of Directors was called to order by Board Chair Sandra Bonato at 6:00 p.m. in the Conference Room at the Administration Office.

PLEDGE OF ALLEGIANCE

Executive Secretary Susie Kubota led the Pledge of Allegiance.

ROLL CALL

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

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

PUBLIC COMMENT

There was no public comment.

BOND PROJECT UPDATES/STATUS

a. Fundraising Report

The General Manager stated that he met with Capital Campaign Coordinator Sandra Noack and Fundraising Consultant Marjorie Winkler who have continued their fundraising efforts. He said they have researched various foundations and grants the District is eligible to apply for. He reported further on the fundraising efforts and stated they have a fundraising tracking spreadsheet, which Board Chair Bonato asked how often the Board will receive reports. He said Campaign Coordinator Sandra Noack will come to board meetings once a month to report on their progress. He said they had a great meeting with the Lions Club and said they expressed interest in supporting the campaign.

b. Senior Center Update

The General Manager reported that we received the remaining comments from TRB for the plan checks, which was responding to the first addendum and it does not sound like there are any major issues. He said Project Manager Ron Johnson has had good communications with the new contractor's superintendent and staff has also met with the superintendent. He said there will be a kick-off meeting on Monday with McFadden Construction, District staff and CSI staff. He said they are reviewing the big ticket items and will review some of the ideas at the Monday meeting with the contractor.

The General Manager said there is earthquake insurance that was required in the bid and the contractor is questioning if the Board wants to pull out this insurance and save \$25,750. He asked Project Manager Ron Johnson and he recommended not having the insurance, which he is speaking from past experience. The General Manager also asked the question of the District's past interim project manager Hamid Sarvi and Sarvi did not recommend having it either. The Board had some further questions and asked to have the pros and cons of having the earthquake insurance. The Board requested to have something in writing and more information to be able to make a decision. The General Manager will get additional information to bring back to the Board.

a. Teen Center Update

Discussion started with the design changes to the exterior of the Teen Center. Board Member Shepard asked if galvanized steel can be put in place of the wood so it is lower maintenance

and will last longer. Board Chair Bonato does not like the dual colored stucco. She asked to bring the ideas back to the architect and see what his opinion is. Bonato asked about the logistics and plans for the Fourth of July festivities and if staff can inform the President of the Fourth of July Commission. Recreation Supervisor Katrina Hunn asked which Board Members will be in the parade and attending. Board Members Glover, Sterrett and Bonato will be attending the parade. Donaghu said he will be judging or watching the parade.

The General Manager confirmed the groundbreaking date of June 22 for the Senior Center at 4:00 p.m. and Teen Center at 5:00 p.m.

b. Community Center Update

The General Manager announced that the plans are to be reviewed by the Planning Commission on July 26 and to the Architectural Review Commission on August 4. He mentioned that Critical Solutions and the Dahlin Group have met to make sure they are staying within budget. He said staff had a meeting with Architect Karl Danielson and they are hoping to add additional land between the Police Department and where the playground will be located. He said there is a new fence design that the Police Department is planning and he said they will bring it up to the City.

The General Manager mentioned that the Contra Costa Fire District requested to use the Community Center for some training. He said if they take on the liability, then it should be fine, but they will check to make sure what type of drills and what their needs will be. The Board was concerned and wanted to make sure the District will not have to pay more for the demolition if there are further damages to clean up. The General Manager stated that they have not gone out to bid for the demolition of the Community Center yet and it should not affect it.

Board Member Shepard brought up that the City staff had some conditions of approval and she wants to plan for those conditions now such as the parking lot issue for the teen center. She expressed her concerns and wants to make sure we have the budget for any issues that arise from the conditions of approval. It was suggested to bring up some of these concerns with the liaison committee.

BOND OVERSIGHT COMMITTEE ALTERNATE MEMBER APPROVAL (ACTION)

The General Manager requested to add an agenda item to approve the appointment of Erin Hirst as the alternate member for the Bond Oversight Committee. He stated that when the vacancy was filled by Frank Gorham, Board Members Sandy Bonato and Sherry Sterrett suggested having an alternate member as an active participating member. When the original motion was approved by the Board to appoint Frank Gorham on the Bond Oversight Committee, it was suggested to have Erin Hirst as the alternate member, but there was not a motion to have Erin Hirst as the alternate member. The General Manager said that it should have been part of the motion, but it was an oversight. He stated that later the Bond Oversight Committee Chair requested to have the alternate member Erin Hirst have voting rights when a member may be absent and at a later date the Board did vote to have the alternate member have voting rights, but he stated that the Board does need to approve to have an alternate member on the committee.

Upon motion of Sterrett/Donaghu, the Board authorized to amend the agenda and add the agenda item to approve bond oversight committee alternate member.

Upon motion of Donaghu/Glover, the Board approved to appoint Erin Hirst as the alternate member for the Bond Oversight Committee.

Board Chair Bonato adjourned the bond agenda items meeting at 7:12 p.m. until 7:30 p.m. for the regular board meeting. She did mention that it may be good to move the regular board meeting time up to 7:00 p.m. for future meetings if we are not needing as much time for the bond related items.

The regular board meeting started at 7:33 p.m. with Board Member Shepard absent. Shepard arrived at 7:34 p.m.

PUBLIC COMMENT

There was no public comment.

REPORT FROM PLEASANT HILL/MARTINEZ SOCCER ASSOCIATION

Regional Commissioner for the Pleasant Hill/Martinez Soccer Association Jeff McClure reported that it was an interesting year and in the fall they had registrations with 2,000 participants, which were down from last year of over 2,300. He mentioned that there is quite a few more scholarship/financial aid applications and the amount may be lower due to the economy. He said he did not realize how much they use the Community Center until the facility was closed and they were moved to different locations for their meetings. He expressed appreciation to the District for the meeting space.

McClure said the normal season is from August 1 – mid November and the select program goes through May where they have about 300 participants. He spoke about their annual event in March/April, which is a Soccer Festival they host over two weekends with girls on one weekend and the boys on the next weekend. He said one of their Board Members did an analysis with the economy in the area with food sales, hotels and more and said they brought in about \$350,000 – \$400,000 of revenue for the community businesses. He said he met with County Supervisor Karen Mitchoff and PHBA Commissioner Mark Rolandelli to discuss possibilities to use the vacant Oak Park Elementary School site for some new fields. He said between volunteers and raising their own funds, they can build a field on the vacant lot. They requested to have the opportunity to use it until the County decides to sell the land or find other use for it. They are waiting to see what may come of the request. He mentioned in Carson City there is an event that brings in close to \$3-4 million with 18 fields and a complex in the middle, which is about the same space as Pleasant Oaks Park, Pleasant Hill Middle School fields and the old Oak Park Elementary vacant school space put together. Board Chair Bonato thanked McClure for his report. He said they are still taking late registrations for \$85 which includes uniform, shorts and socks.

Board Chair Bonato requested to move up agenda item 11 to consider AT&T proposed cell tower site adjacent to Paso Nogal Park and then continue on with the rest of the agenda items after. There were no objections.

TO CONSIDER AT&T PROPOSED CELL TOWER SITE ADJACENT TO PASO NOGAL PARK (ACTION)

Board Chair Bonato explained that AT&T wants to install a cell tower site on Contra Costa Water District property and the Water District has approved the tower. She said it still needs approval and permits from the City. Bonato continued to review the City's ordinance on visibility from public places, which states that "a communications facility installed in locations readily visible from a public trail, public park, or publicly owned outdoor recreation area should blend in with the existing natural and/or man made environment in a special manner that should be effectively unnoticeable". She stated that it is readily visible from park property and it is effectively noticeable. She suggested to maybe asking the City to require a change of location for the cell tower or a different design to be required so it is not so noticeable. She announced that the Planning Commission meeting is scheduled for June 20. She recommended having this as a discussion item and has staff

communicate with the City. She suggested the Board taking action at the next board meeting on June 22.

JOHN MATTHESON, Pleasant Hill resident – He took photos of the proposed site and reviewed his work with the Water District. He said it is immediate adjacent to Paso Nogal Park. He stated that he had many questions for the Water District and asked if there are any other locations for the tower. He mentioned that T-Mobile was in the process of installing a cell tower at the golf course at Contra Costa Country Club and suggested to maybe have the AT&T cell tower installed near the golf course as well.

MARIAN WOODARD, Pleasant Hill resident - She said she contacted the Country Club and the T-Mobile request has gone through the initial approval stage and they are glad to have the tower and would welcome the AT&T one as well if they were approached.

JOHN LOPEZ, Pleasant Hill resident – He has lived on Kenton Court for 20 years overlooking the beautiful view of Paso Nogal area. He said he wants to keep Pleasant Hill the way it is and if the cell tower is installed it would be an eyesore. He hopes the City will listen to their requests and is glad the District supports relocating the tower.

LAWRENCE KOLKA, Pleasant Hill resident – He is the President of the Falconpointe Homeowners Association and said he has lived on Ellington Terrace for 25 years. He said the water tank that the Water District installed is horrible and they are working on requesting the Water District to improve it. He said with the cell tower it will be a 35 foot faux tree on a hill, which will be obstructing the view and ruin the vista.

Board Member Glover has concerns and said the park and open space need to be taken into consideration and he is not comfortable going in and saying don't do the project, but maybe have other recommendations such as having the tower installed at a different location or have a different design. Board Member Sterrett said that if the City approves the permit for the tower, it is going against the local City Ordinance. Board Member Donaghu wants to know what the health hazards are and thinks it is too near the hiking trail. Board Member Shepard said that other alternatives should be looked at and maybe an old barn structure or water tower design might be better. Board Chair Bonato said the City cannot say that the tower can effectively be regulated from park user's view. She stated masking the base of the tree, a better quality tree, improved color and concerns about the radiation, noise and lights from the structure need to be taken into consideration. Board Member Sterrett recommended to bring the concerns up to the Water District and to meet with the City. The consensus was to have the General Manager contact the City. He stated that he will also write a letter to the Planning Commission voicing the District's concerns. Bonato recommended the Board to take a position at the next board meeting and to raise their concerns in writing to the City. Some further discussion followed. Board Chair Bonato thanked all that spoke on this issue at public comment.

CONSENT CALENDAR (ACTION)

- a. To Approve Bills to be Paid, warrants #15295 - #15366 in the amount of \$391,279.28 dated June 8, 2011.
- b. To Approve Minutes of March 30, 2011

Board Member Shepard and Chair Bonato had some questions on the warrants, which the General Manager answered.

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

REPORT FROM LAND AND FACILITY DEVELOPMENT COMMITTEE

a. Discussion on Pleasant Hill Aquatic Park Pool and Pleasant Hill Education Center Pool Maintenance and Upgrade Needs

Board Member Shepard reviewed the report and stated that the Pleasant Hill Education Center is in need of \$459,000 in upgrade needs and the Pleasant Hill Aquatic Park is in need of \$427,000. She reviewed the pool priorities and some issues with the site. Shepard pointed out that the expenses for the pools are more than what revenue is collected, so it is a subsidized program. She mentioned that there is a program that PG&E offers a 0% finance loan for energy efficiency upgrades, which the ozone chemicals for the sprayground and upgrading the pools with a variable frequency drive. She stated the cost is \$25,000 and the District may be able to get a PG&E loan that would be paid off in 10 years at 0% financing. Shepard suggested having waterpolo back to generate more revenue and to have the program at the new College Park High School pool. There was much discussion and questions were answered.

b. Discussion on Winslow Center Maintenance and Upgrade Needs

Shepard reviewed the report on the Winslow Center maintenance and upgrade needs. She mentioned that the Winslow Center wood evaluation has to be completed soon and they are still waiting for bids. There have been some shoring that has been completed and the wisteria has been removed. Shepard said Miller's assessment is that if repairs are made, cedar is installed, use malleable washes, treat bolt holes and more, and support what we have, it will last a long time. Shepard said it would be something to look at for the future to expand the childcare program at the Winslow Center even though it was not currently decided on. She mentioned that it is in the budget to upgrade the parking lot.

Board Member Donaghu thanked Aquatics Supervisor Korey Riley and Bond Facilities Coordinator Carrie Miller for their report.

PUBLIC HEARING

Preliminary Budget for fiscal year 2011 – 2012

Board Chair Bonato opened public hearing and there was no public present to comment.

The Board discussed the preliminary budget and the priorities. Glover stated that he can't just pick which priority is more crucial than the others. He said the Winslow Center looks as if it will need to be taken care of right now. Board Chair Bonato asked if there was a 10 year plan. The General Manager said they had a facility needs list and they were prioritized by safety/maintenance, ADA requirements, revenue generating, participation and other categories. He said they were completed and checked off the list. Bonato asked if there was a spreadsheet with the budget. She said that the facilities need budgets to maintain.

Bonato stated there still are no plans for the School House and the history of the District is not to put money aside for the maintenance or repairs of facilities and that is a reason we have gone out for a bond measure to pay for new facilities. She feels that we need to look at what is the best for the District and what programs we can keep and evaluate our programs. She said we need to look at if maybe not maintaining one of the pools because it is taking more funds to upkeep than revenue generated to fund it are issues the District needs to look at. Board Member Sterrett said the District had plans and knew what was needed. She said the money on hand was spent wisely, but there was much more that needed to be completed, but there were no funds to do it all. Bonato wants to have funds put aside and maybe having a 5% facility surcharge to put into a reserve should be considered. She said to have policy changes and having other areas to cut back should be looked at as well. Board Member Glover does not want to see the only option to get money and go to the employees; he does not want this list against a list to make cut backs on employee benefits. He struggles on making the choices that will be best for all. Board Member Sterrett stated that she wants to keep the employees whole and they have not received any Cost of Living increases in three years. Board Member Donaghu agreed with Sterrett. Sterrett recommended

another program to generate revenue would be to have more programs for special education or special needs children and adults. Bonato wants to have more programs that are self sustaining. The General Manager pointed out that one of the successful revenue generating programs is the adult bocce league and one of the add alternates is to add two bocce courts. He said it is something for the Board to think about. The Board continued discussion on the budget.

TO CONSIDER APPROVAL OF BOARD'S RESPONSE TO THE GRAND JURY REPORTS

a. Elected Board Membership (ACTION)

Board Chair Bonato made some changes to the proposed wording to state stipends and not to state compensation and to add "any proposed" changes are warranted.

Upon motion of Glover/Sterrett, the Board approved the wording of the policy change for elected board membership.

b. Ethics and Transparency Issues in Contra Costs County (ACTION)

The General Manager stated the Board needs to agree with the findings and the District has current policies that meet the Grand Jury's recommendations.

Upon motion of Donaghu/Glover, the Board approved to send a letter stating the District's conformance and agreement and to also include copies of all the policies.

BOARD ANNOUNCEMENTS AND REQUESTS TO STAFF

Board Member Shepard said she has not heard about the chair replacement for the Senior Center.

Board Member Glover said he was approached by Sue Angeli who spoke about the Twin Towers Park and has concerns. She thinks it needs to be taken care of and cleaned up. The General Manager said staff have put mulch and did clean it up a bit and thinks it looks good. Board Chair Bonato said it may be used for a 9/11 ceremony coming up.

Board Member Sterrett said she has old postcards from the historical society if anyone needs them. She will be attending a park maintenance meeting that Board Members were invited to attend.

Board Chair Bonato said she met an upset Paso Nogal Park user and suggested to have volunteers from the Teen Council to hand out flyers twice a year in regards to leash laws for dogs because people are not having their dogs on leash when they are exiting their cars and walking over to the dog park. She stated an email can be sent to County Supervisor Karen Mitchoff and ask to have animal control to have more of a presence at the park. She wants to contact the Pleasant Hill Dog Owners Group and have them pass out flyers to remind the dog park users of the leash laws.

STAFF ANNOUNCEMENTS

The General Manager made the following announcements:

- He said CSDA bylaw changes will need to be voted on and requested to allow Sherry Sterrett to vote on behalf of the District. He said they are currently expanding new chapters by regions and counties.
- He passed out a thank you letter from a parent of a preschooler in our preschool program.

ADJOURNMENT

Board Chair Bonato adjourned the meeting at 11:01 p.m.

Robert B. Berggren, Clerk of the Board