

# Board of Directors Regular Meeting Minutes January 12, 2023



The January 12, 2023 Regular Meeting of the Pleasant Hill Recreation & Park District Board of Directors was called to order by Board Chair Bonato at 7:07 p.m. at the Community Center, McHale Room. She announced the Board met in closed session on a Personnel Matter and Chair Bonato and Vice Chair Vinson are tasked to meet with the General Manager to conduct her evaluation.

## **PLEDGE OF ALLEGIANCE**

Board Member Tran led the Pledge of Allegiance.

## **ROLL CALL**

**BOARD PRESENT:** Sandra Bonato, Bobby Glover, Derek Wurst, Quy Tran, Sandy Vinson

## **PUBLIC COMMENT**

There was no public comment.

## **ADMINISTRATION OF THE OATH OF OFFICE TO RE-ELECTED DIRECTOR BOBBY GLOVER**

Kristen Connelly, County Clerk Recorder, administered the Oath of Office to re-elected Director Bobby Glover. Director Glover had his family present. He thanked Kristen for administering the oath and all her support and thanked his family for their support.

Board Chair Bonato opened public comment. Kevin Kennedy, Pleasant Hill resident, said he has worked with Bobby within the community and is proud of him and said to keep up the good work. Chair Bonato closed public comment. She thanked Glover and congratulated him.

## **REPORT FROM THE GENERAL MANAGER (Attachment A)**

General Manager Lacy reviewed the report enclosed in the board packet. She added the following announcements verbally:

- Lacy thanked the Park Maintenance Staff for all their hard work with down trees, clearing drains and making sure our parks are safe. They have been up early, working late and keeping things going and doing a tremendous job.
- She reminded everyone Monday, January 16 is Martin Luther King Day and staff will be off and offices will be closed.

Director Wurst had a question regarding the vandalism at Pleasant Oaks Park. General Manager Lacy said the Police Department assigned a Detective who is investigating the situation. They hope to get the School District involved and she announced they have a meeting set on the 19<sup>th</sup> with the School District Superintendent, City Manager, and the General Manager.

Director Tran said there are many open space facilities near where he lives and there is no sidewalk along some of them which hinders safe walking due to mudslides. He stated you must go out to the street to walk around the mudslide. He suggested we should consider a sidewalk along Morello for a Capital Improvement Project. Some further discussion followed regarding some additional slides and downed trees in District sites. The Board of Directors thanked Park staff for all their hard work.

**CONSENT CALENDAR (Attachment B)**

- a. Approve Bills to be Paid Warrants #16645 -16745 (Exhibit 1)
- b. Approve Minutes of October 13, 2022 and November 17, 2022 (Exhibit 2)

Board Member Wurst had a question on the listing of the warrants and asked if they can be sorted by revenue accounts. General Manager Lacy stated the program sorts by vendor names. Administrative Services Manager Chris Petlock reported the descriptions are more detailed on the report. Lacy asked Petlock if there were any changes to the warrants. He stated there were three warrants pulled. Board Chair Bonato asked the warrant numbers pulled. Petlock researched the warrant numbers. Chair Bonato asked to move to the next agenda item and come back to Consent Calendar.

**CONSENT CALENDAR (CONTINUED)**

General Manager Lacy reported the warrants pulled were #16682 – Andrea Gaspari, #16707 – Martinez Electric, and #16710 – Occupational Health with a new total amount of \$252,561.33.

**Motion:** to approve consent calendar with warrant numbers 16682, 16707 and 16710 pulled for a revised total amount of \$252,561.33, **Action:** Approve, **Moved by** Sandy Vinson, **Seconded by** Bobby Glover.

**Vote:** Motion carried by unanimous roll call vote (**summary:** Ayes = 5).

**Ayes:** Sandra Bonato, Bobby Glover, Quy Tran, Sandy Vinson, Derek Wurst.

**CHAIR ANNOUNCEMENT OF COMMITTEE ASSIGNMENTS**

Board Chair Bonato announced the following appointments:

- Budget and Finance Committee – Chair Sandy Vinson, Member Quy Tran
- Land and Facility Development Committee – Chair Sandra Bonato, Member Derek Wurst
- Personnel Committee – Chair Quy Tran, Member Bobby Glover
- Program Committee – Chair Bobby Glover, Member Derek Wurst
- City/District Liaison Committee – Sandra Bonato and Sandy Vinson
- Ad Hoc Policy Committee – Sandra Bonato and Sandy Vinson will continue to serve.

**IDENTIFICATION OF BOARD ANNUAL PLANNING RETREAT DATE FOR 2023 (Attachment C)**

Board Chair Bonato brought up the dates that General Manager Lacy proposed to the Board of Directors. The Board of Directors discussed some dates. The date of February 2 was decided by the Board of Directors. General Manager Lacy will work on getting consultants. Board Chair Bonato asked the Board of Directors to get any proposed agenda items to Lacy.

**VERBAL REPORT FROM COMMITTEE CHAIR AND OPPORTUNITY TO SET MEETING DATES**

- a. **Land and Facility Development Committee** – TBD
- b. **Personnel Committee** - TBD
- c. **Budget & Finance Committee** – TBD
- d. **Program Committee** – TBD
- e. **District/City Liaison Committee** – TBD
- f. **Ad Hoc Committee – Board Policies** – TBD

Lacy will contact the committee chairs to schedule future meeting dates.

## **BOARD ANNOUNCEMENTS AND REQUESTS TO STAFF**

**Glover** made the following announcements/questions:

- He had the opportunity to attend the swearing in of Councilmembers Sue Noack and Zac Shess, also County Supervisor Ken Carlson. He said it is nice to see the elevation of the people in our community into new positions.
- He announced PHBA Opening Day is Saturday, March 4, 2022. PHBA will reach out to the Board to attend.

**Wurst** made the following announcements/questions:

- He expressed his appreciation to Lacy and staff on keeping the Board up to date on the closures of some parks and all the challenges due to the weather.

**Tran** made the following announcements/questions:

- He thanked staff for keeping up with the storm and expressed his appreciation to staff.
- He reminded everyone that Chinese New Year is January 22 and handed out some gifts to the Board and staff. He hopes this year will bring quite a bit of luck with the Year of the Rabbit.

**Vinson** made the following announcements/questions:

- She thanked Park Maintenance Staff on keeping up the parks and making sure every one of our parks are safe.
- She saw Shannon Hills Park closure and said the creek was rushing and the closure was necessary.
- She said you can renew your Senior membership, which she did today.
- She attended the swearing in of new Councilmember Zac Shess and County District Supervisor Ken Carlson. It was nice to be there and honor people that she has worked with, and it was special.

**Bonato** made the following announcements/questions:

- She did make the swearing in of Sue Noack and Zac Shess.
- She attended, along with General Manager Lacy, the County Board of Supervisors Reorganization Luncheon at the RYSE Center. The RYSE Center is a youth-focused programs providing opportunities and recognizing that everybody can grow and become what they want. She said it was a lovely experience.
- She announced Lisa Chow, is now the Chief of Staff for Ken Carlson, will no longer be in the position of District Representative. She introduced Lia Bristol who will be the new District representative for Pleasant Hill for Ken Carlson. It was a wonderful opportunity to meet her and hope to invite Lia Bristol to a future meeting to introduce herself and meet the Board.

## **ADJOURNMENT**

Board Chair Bonato adjourned the meeting at 7:47 p.m.



Michelle Lacy, Clerk of the Board