

Board of Directors Regular Meeting Minutes January 26, 2023



The January 26, 2023 Regular Meeting of the Pleasant Hill Recreation & Park District Board of Directors was called to order by Board Chair Bonato at 7:00 p.m. at the Community Center, McHale Room. Board Chair Bonato reported the Board of Directors had closed session and reported it will be reported on agenda item 7.

PLEDGE OF ALLEGIANCE

Board Member Glover led the Pledge of Allegiance.

ROLL CALL

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

PUBLIC COMMENT

There was no public comment.

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 reminded the Board their Annual Planning Retreat Meeting will be on February 2 from 9:30 a.m. – 3:00/3:30 p.m. She said they will be in the Pavilion Room. Lunch will be coordinated and there will be a number of speakers.
- The Summer Camp Expo will be on February 25
- She said she had a meeting with the City and School Superintendent and are looking at having another meeting with other entities regarding the vandalism.

CONSENT CALENDAR (Attachment B)

- a. Approve Bills to be Paid Warrants #16753 -16803 (Exhibit 1)
- b. Approve Minutes of December 1, 2022 and January 12, 2023 (Exhibit 2)

Board Member Wurst had a question on the warrants, which General Manager Lacy answered. Board Chair Bonato had a correction on the January 12, 2023 Board Meeting minutes.

Motion: to approve consent calendar with minor changes to the January 12, 2023 minutes,

Action: Approve, **Moved by** Sandy Vinson, **Seconded by** Bobby Glover.

SV/BG, passed (5)

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

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

AUTHORIZE CHAIR TO EXECUTE FIFTH AMENDMENT TO EMPLOYMENT AGREEMENT BETWEEN THE PLEASANT HILL RECREATION AND PARK DISTRICT AND ITS GENERAL MANAGER, MICHELLE LACY, TO INCREASE THE GENERAL MANAGER'S COMPENSATION (Attachment C)

Board Chair Bonato said the Board did an evaluation of General Manager Lacy. Each Board Member spoke of Lacy's accomplishments and gave positive feedback. They are pleased to have her as the District's General Manager. Further compliments were made and they acknowledged her strong leadership. She is well appreciated.

Board Chair Bonato said the proposal from the Board is to have a 5% increase of \$216,853 retroactive to her anniversary date in September 2022.

Motion: to authorize chair to execute fifth amendment to employment agreement between the Pleasant Hill Recreation and Park District and General Manager, Michelle Lacy to 5% Increase of the General Manager's Compensation retroactive to September 1, 2022, **Action:** Approve, **Moved by** Sandy Vinson, **Seconded by** Quy Tran.

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

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

General Manager Lacy thanked the board for their support and could not do what she does without the Board's trust and support. She appreciates the staff and says we had stellar employees when she arrived and have added key players and they are all rock stars. They make her look good. Board Chair Bonato thanked General Manager Lacy.

VERBAL REPORT FROM COMMITTEE CHAIR AND OPPORTUNITY TO SET MEETING DATES

- a. **Land and Facility Development Committee** – January 26, 2023 at 1:00 p.m.
- 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** – January 30, 2023 at 1:00 p.m.

Board Chair Bonato reported the Land and Facility Committee was cancelled and will be re-scheduled. General Manager Lacy said there will be some meetings set after the Board Retreat.

BOARD ANNOUNCEMENTS AND REQUESTS TO STAFF

Glover made the following announcements/questions:

- He does not have anything except the email inviting the Board to participate in the PHBA Opening Day Parade. He reminded them to let staff know if they will be attending.

Wurst made the following announcements/questions:

- He is curious about provisions about buying local or using local vendors. Lacy reported there are some State laws for purchasing. The District does not have a purchasing policy for local vendors. She said they can look at it and discuss it.

Tran made the following announcements/questions:

- He thanked General Manager thanked her for the Board Meeting Calendar for 2023. He wants staff to consider using Outlook to calendar future Board meetings.
- He wanted to acknowledge the mass shootings in the news recently, it is a reminder of our facilities and to make sure they are safe and try to minimize situations of that type.

Vinson made the following announcements/questions:

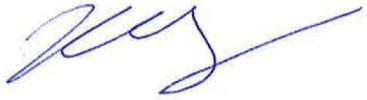
- She had nothing to report.

Bonato made the following announcements/questions:

- She said Michelle sent out training workshop information through California Special Districts Association (CSDA). She encouraged Derek and Quy to look into those and further their education. She said the Special District Leadership Foundation (SDLF) has a leadership training conference in October and encouraged participation in that workshop.
- She wants to invite District 4 County Supervisor Ken Carlson's Representative Lia Bristol to come to a future board meeting.

ADJOURNMENT

Board Chair Bonato adjourned the meeting at 7:26 p.m.

A handwritten signature in blue ink, appearing to be 'ML', is positioned above a horizontal line.

Michelle Lacy, Clerk of the Board