

CROCKETT RECREATION COMMISSION

of the Crockett Community Services District

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MINUTES OF REGULAR MEETING, FEBRUARY 4, 2019

1. CALL TO ORDER: The meeting was called to order at 6:00 PM by Chairperson Cusack. Present were Commissioners Airoidi, Botta, Choquette and Valentini, along with General Manager McDonald, Department Manager Wilson and Facilities Manager/Asst. Secretary Witschi. Also present was Sanitary Commissioner Bartlebaugh. Commissioner Eskildsen arrived later.
2. AGENDA ORDER: There were no requests to hear agenda items out of order.
3. PUBLIC COMMENTS: None
4. CONSENT CALENDAR: The following consent item was approved unanimously (jv/db):
 - a. Approve Minutes of January 7, 2019.
- 5.a. ALEXANDER PARK SUMMER USE TRASH: Commissioner Eskildsen arrived at 6:05 pm. Commissioner Airoidi reported Commissioners Cusack, Valentini and himself, along with Mr. Wilson met to discuss summer use trash at Alexander Park. He said we are limited by space in garbage bins. Mr. Wilson may have a dedicated person to help him on Sunday's. It is out of control for the amount of people in the park. Mr. Wilson said he and Susan are working to get signage for the park to post rules.
- 5.b. LANDSCAPING RESPONSIBILITIES: Mr. Wilson said the Memorial Hall is currently under the Maintenance Department and, absent of any plans for restoration right now, only the grounds are available for public use. He said the District should let the neighborhood use it as a park formally. Mr. McDonald said the main focus of the Maintenance Department should be the restoration of the hall. Mr. Wilson said the Recreation Department is currently paying for landscaping with pass-through Return-to-Source money from the Cogeneration plant. Commissioner Airoidi asked is the basement leaking at Memorial Hall. Mr. Wilson said no. Commissioner Choquette asked if some agapanthus can be planted around the perimeter of the building. Mr. Wilson said staff is trying to keep costs to a minimum and work may be planned close to the building irrigation. A motion to support Memorial Hall grounds moving landscaping responsibilities at the Recreation Department carried unanimously (db/jv).
- 6.a. FINANCIAL REPORT: The monthly statement of Department finances and report on investments were examined by the Commission. Mr. McDonald reported a fund balance of \$507K. He said the Local Agency Investment Fund interest rate has gone up from 2.1% to 2.4%. He said the largest expense on the reconciliation detail list is liability insurance for \$13K, up 6% since last year.
- 6.b. DRAFT BUDGET: Mr. McDonald presented the 7-month draft budget. He said next year staff plans to perform more capital projects. The LED lighting project in the auditorium is anticipated to be funded through a capital improvement grant of \$52K. The retaining wall along Pomona and replacement stairs at the corner of Rolph and Pomona will be treated as a capital improvement under the Parks cost center. A grant would be required to complete this project. Mr. Wilson said he will also apply for a

grant for resurfacing the tennis courts. A motion to recommend approval of 7-month draft budget carried by consensus.

7.a. DISTRICT BOARD ACTIONS: Mr. McDonald reported on the actions taken by the District Board in January. He said the Board set up committees, re-appointed Commissioner Choquette for two years to the Recreation Commission, engaged new legal counsel Thomas Smith, and accepted the completed auditor's report.

7.b. PERSONNEL COMMITTEE: Mr. McDonald reported the Board asked staff to reach out to each commission and ask if someone would be interested serving on the Personnel Committee. The committee usually meets the second Tuesday at 4:00 pm. Mr. McDonald reported that Mr. Wilson sits on the committee representing the Recreation Department. He asked the commissioners to contact him if interested.

8. REPORT OF DEPT. MANAGER: Mr. Wilson reported A-One Tree Service came out and trimmed branches on some of the trees in the park and an elm and plum tree was removed. He had a meeting with the Fire Department regarding the inspection report we received. Some smaller issues have been taken care of but the fire suppression system alarm project is still required. He said the initial estimate was for \$6K and other vendors are being looked into. Mr. Wilson said someone broke into the pool area, broke multiple locks, stole items from the swim team shed and stole some personal tools from the pump room, and ransacked the pool office, but only stole the credit card machine. Ms. Choquette asked if insurance will cover the loss. Mr. Wilson said the deductible was not met.

9. COMMISSIONERS: None

10. FUTURE AGENDA ITEMS:

- Receive report on insurance appraisal (March).
- Consider Recreation Commission candidates (March).
- Consider termination of waterfront lease and impact on waterfront access and recreation, form recommendations.
- Consider Grant approval for tennis court.

11. COMMISSIONER COMMENTS: None

12. ADJOURNMENT: The meeting was adjourned at 6:41 PM until March 4, 2019.

Respectfully submitted,

Susan Witschi