



Hayward Area Recreation and Park District

1099 "E" Street, Hayward, CA 94541

(510) 881-6700

MINUTES

February 9, 2009

MEETING

The Regular Meeting of the Board of Directors of the Hayward Area Recreation and Park District was called to order by President Carol A. Pereira at 7:05 p.m. on Monday, February 9, 2009 in the Board Room of the Administration Building at 1099 'E' Street, Hayward, California.

PLEDGE TO FLAG

The Pledge of Allegiance was followed by Roll Call.

PRESENT

Directors: Andrade, Hodges, Jameson, Pereira, Waespi

Staff: Shue, Silva, Gouveia, Lepore, Bragg, Maharaj

CONSENT CALENDAR

It was moved by Director Andrade, second by Director Hodges, and unanimously carried to approve the Consent Calendar as set forth below.

Minutes

The Minutes of the Regular Meeting of the Board of Directors on Monday, January 26, 2009 at 7:00 p.m.

Finance

The Invoices payable and Warrants paying the Invoices were prepared and presented for Board of Directors' approval.

R-0809-61
Personnel

Adoption of Resolution No. R-0809-61, authorizing appointments and the separation of Hourly Employees.

GOLF DEPARTMENT

Mr. Shawn Malotte,
Golf Course
Caretaker

Staff introduced Mr. Shawn Malotte, a Caretaker at Skywest Golf Course, who was in attendance at the Meeting to be formally presented with a Resolution from the Board of Directors to commend and recognize him for going beyond his call of duty, and for his gallant action on Monday, December 29, 2008 to come to the assistance of Mrs. Brandi Dennis and her home toward the back of Skywest Golf Course.

Presentation
Of Special
Recognition Award -
Gallant Action on
12/29/08

Staff reported that on December 29, 2008, at about 8:00 a.m., Mr. Shawn Malotte was mowing the fairway at the golf course, when he noticed smoke coming from Mrs. Dennis' home. Without any hesitation he found his way into the burning garage to help remove a motorcycle and quickly turned off the gas to the home, which slowed down the fire, prevented other inevitable explosions and the fire from spreading.

GOLF DEPARTMENT

(Continued)

Mr. Malotte -
First One to
Respond to
Scene of Fire

Staff was pleased to note that Shawn Malotte's selfless act was indicative of his commitment and concern for others. Staff added that it is rare to find a person, who would be willing to stop and help, and potentially endanger themselves, to save others. Staff added that the District is very fortunate to have employees who are willing to go above and beyond their duties. Likewise, Mr. and Mrs. Dennis, owners of the home, who could not be in attendance at the Board Meeting, wanted Staff to convey their heartfelt gratitude to Shawn Malotte for his bravery, and for being a hero.

Presentation of
*Resolution of
Commendation for
Heroic Action*

President Pereira on behalf of the Board of Directors congratulated and presented Shawn Malotte with a *resolution of commendation and recognition in honor of his heroic action* and for a job well done. She said that she was honored to present him with the Resolution and proud of his response to the situation on December 29th.

Comments -
Mr. Malotte
Outlines Sequence
Of Events on the
Morning of
12/29/08

Mr. Malotte thanked the Board for the Resolution of Commendation and the recognition extended to him. He outlined the actions that transpired upon his arrival at the house as outlined by Staff, his call to 911 that dispatched two fire trucks to the scene that took control of the situation following a briefing from him. Mr. Malotte said that it was difficult to express in words the feeling that he personally experienced that day, which was being able to assist someone who was helpless and in a dangerous situation, a feeling that he has not experienced before.

Directors Commend
Mr. Malotte's Actions

Director Waespi on behalf of his fellow Board Members commended Shawn Malotte and said that his action on December 29th was incredible.

**CASTRO VALLEY
WATER PARK**

Installation of
Water Recycling
System

Water Features
Turned Off
Due to Water
Restriction

On February 14, 2005, the Board of Directors accepted the completion of the play area renovation at Castro Valley Community Park, which included installation of new play areas, landscaping and a water play area. Staff reported that a water recycling system for the water features at the Castro Valley Community Park was not installed due to insufficient funds at that time. More recently, due to the severe water shortage and the mandatory water use restriction by the East Bay Municipal Utility District, Staff said that the Hayward Area Recreation and Park District was left with no choice but to turn off the water features at Castro Valley Community Park. Since then, Staff has been involved in developing plans and specifications for installation of a complete water recycling system, similar to the system installed at Cannery Park, which would continually recycle and treat the water chemically. Staff also recommended the installation of an ultraviolet light system. Staff estimate for the project was \$215,000. Funds were available in the District's Capital Outlay Account for fiscal year 2008/2009.

**CASTRO VALLEY
WATER PARK**
(Continued)

Staff requested approval of plans and specifications and authorization to advertise for bids for installation of a water recycling system at the Castro Valley Water Park, with bids to be opened at 1:30 p.m. on Thursday, March 5, 2009.

It was moved by Director Jameson, second by Director Andrade, and unanimously carried to adopt the following:

R-0809-62
Approval of
Plans/Specs;
Call for Bids -
3/5/09; 1:30 p.m.

Resolution No. R-0809-62, approving plans and specifications and authorizing advertising for bids for the installation of a water recycling system at Castro Valley Community Water Park, with bids to be opened at 1:30 p.m. on Thursday, March 5, 2009.

Staff Comments -
Aquatics Staff
Trained and
Familiar with the
System

For information of the Board, Staff advised that the District's Aquatics Staff and pool operators are familiar with the project and have been trained on the water recycling system, the chemical treatment and the operation of the ultraviolet light system, which was installed at Cannery Park in July 2008. Staff estimated completion of the project in early June.

Water
Restriction

During brief discussion on the impact of the current water restriction on the project, Staff responded that the project is permissible as the water features will use recycled water only. However, should the water restriction become more significant in the future, Staff said that they would be required to evaluate the operation of the water park that will operate May through September.

Board and Staff
Discussion and
Comments

Director Hodges said that he was pleased that funds were available in the District's Capital Outlay Account to proceed with the project that the community has been waiting for, and would certainly be very thankful for. With reference to the number of companies that would bid on the project, Staff said that due to the scope of the project that includes plumbing, electrical and the construction of a storage building, bids undoubtedly would be submitted by many general contractors who would then use sub-contractors. Staff pointed out that plans and specifications call for drainage and trenching that may extend to the Castro Valley Community Park play area. Staff said that it is still too early to determine what the impact of the project would be on the nearby play area.

Signage to
Announce Water
Park Project

Director Andrade requested that a sign be posted to announce the future Castro Valley Water Park that the community has been waiting for, and the expected opening date of the water park.

RECREATION DEPT.

Recreation Guide
And Facility
Directory
Printing and
Distribution of
Twelve (12)
Issues

On February 26, 2006, the Board of Directors approved a three-year contract with Wesco Graphics to print and prepare for mailing the District's quarterly Recreation Guide and Facility Directory. The contract with WESCO expires with printing of the Spring 2009 Guide. Staff recommended that due to the favorable mailing costs, the basic size and style of the Guide, and the 98,500 copies printed each quarter remain the same; however, Staff requested that the paper stock for the cover be upgraded even more.

Staff Outlines
Basic Size and
Style of
Recreation
Guide

Staff requested approval of the specifications and authorization to print 98,500 copies each of the District's quarterly Recreation Guide and Facility Directory beginning Summer 2009 and ending in Spring 2012, a total of twelve (12) issues. The Guide shall be 64 total pages, printed mini magazine style, saddle bound by wire, trimmed to a finished size of 6.125 inches x 10.75 inches. 48 pages shall be on 32-lb. Hibrite, 72 Brite recycled newsprint or equivalent, black ink + 1 PMS spot ink, and 16 pages (outside wrap) on 40-lb E-star pro brite or equivalent, 8 pages (one plate, to include front and back covers) 4-color process, with the remaining 8 pages (one plate) black + 1 PMS (same spot ink as 48 page section). Staff also requested one (1) alternate bid for a 68-page book, 64 inside pages 32-lb. Hibrite, 72 Brite recycled newsprint or equivalent, black + 1 PMS spot ink, with a 4-page, 4-color process, 70-lb. gloss wrap.

Specifications
Of Brochure -
64 Pages and
One (1) Alternate
Bid

Distribution of
Recreation
Guide Each
Quarter

For distribution of the Recreation Guide and Facility Directory, Staff requested that the brochures be mailed to all District residents under the non-profit organization rate, U.S. Postal Permit 2930, of the Greater Hayward Recreation and Park Foundation. Of the 98,500 copies printed of each brochure, 95,331 will be distributed to all residents by direct mail. The remaining 3,169 will be distributed through the Hayward and Castro Valley Chambers of Commerce, Public Libraries, Community Centers and the District Office.

Staff Estimate
For Printing and
Mailing

Staff estimate to print 98,500 copies and mail twelve (12) separate 64-page brochures, and prepare 95,331 for mailing, is \$186,000. The total cost estimate to mail the District's quarterly Recreation Guide via the Foundation rate is \$85,315 for twelve (12) issues.

Staff Requests
Approval of Specs.
And Authorization
To Advertise for
Bids

Staff met with the Finance and Program, Policy and Public Relations Chairperson of the Board of Directors and requested approval of the specifications and authorization to advertise for bids to print 98,500 copies of the Guide, and prepare 95,331 copies for mailing, beginning Summer 2009 and ending in Spring 2012, a total of twelve (12) issues, with bids to be opened at 1:30 p.m. on Thursday, February 26, 2009.

RECREATION DEPT.
(Continued)

It was moved by Director Hodges, second by Director Jameson, and unanimously carried to adopt the following:

R-0809-63
Approval of
Specs/Call
For Bids
2/26/09;
1:30 p.m.

Resolution No. R-0809-63, approving specifications and authorizing advertising for bids for the printing of 98,500 copies, and prepare for mailing 95,331 copies of the Summer 2009 through Spring 2012 (12 issues) of the Recreation Guide and Facility Directory, with bids to be opened at 1:30 p.m. on Thursday, February 26, 2009.

Board and
Staff Comments -
Access to Guide
Electronically to
Help Save Printing
And Mailing Costs

Director Waespi discussed whether or not Staff had explored or received any indication from the public on whether or not they would like to access the Recreation Guide electronically, thereby saving on printing and mailing costs. Staff responded that they are working with LERN, a non-profit organization that serves educational institutions and park and recreation agencies to help analyze postal carrier routes to determine the geographical areas that generate the greatest and the least number of registrations. Staff said that the data collected would then help create additional marketing opportunities for the District's user groups, for example, seniors and youth. Staff said that since implementation of the new registration software program, Staff has been recording the email addresses of clients who register on-line and the viability of those clients receiving their Guide electronically.

MEASURE WW

East Bay Regional
Park District's
Open Space,
Wildlife, Shoreline
And Parks Bond
Extension Measure
Approved by Voters
On 11/4/08

With the passage of Measure WW, the East Bay Regional Park District's Open Space, Wildlife, Shoreline and Parks Bond Extension Measure on November 4, 2008, the Hayward Area Recreation and Park District is eligible to receive \$12,706,683, to be used for capital projects of the Hayward Area Recreation and Park District, to include the acquisition of property and/or facilities for recreational activities and services, and historic preservation. Staff reported that in order for the Hayward Area Recreation and Park District to receive funds, which must be expended by 2018, the Board of Directors is required to adopt a resolution to enter into a contract with the East Bay Regional Park District, the administrator.

H.A.R.D's
Allocation of
\$12,706,683

Staff recommended that the Board adopt a resolution to formally apply for local grant funds from the East Bay Regional Park District's Measure WW Park Bond Extension and authorize the General Manager to enter into a Master Contract with the East Bay Regional Park District for the Measure WW funding projects of the Hayward Area Recreation and Park District in the amount of \$12,706,683.

Staff stated that the East Bay Regional Park District expects an allocation of \$50 million every two (2) years from Measure WW.

MEASURE WW
(Continued)

Staff indicated that the first series of the Measure WW funding projects of the Hayward Area Recreation and Park District would be placed on the agenda in February/March 2009 for the Board's approval.

It was moved by Director Andrade, second by Director Waespi, and unanimously carried to adopt the following:

R-0809-64,
Approval to Apply
For Local Grant
Funds from the
EBRPD Under the
Measure WW Park
Bond Extension and
Authorizing the
General Manager to
Enter into Master
Contract

Resolution No. R-0809-64, approving
the Hayward Area Recreation and Park
District to apply for local grant funds
from the East Bay Regional Park District
under the Measure WW Park Bond
Extension and authorizing the General
Manager to enter into a Master Contract
with the East Bay Regional Park District
for the Measure WW Funding Projects of
the Hayward Area Recreation and Park
District in the amount of \$12,706,683.

Staff noted that the East Bay Regional Park District would provide signs to the Hayward Area Recreation and District to denote that the H.A.R.D. project is being funded by Measure WW.

**BOARD OF DIRECTORS'
COMMITTEE REPORTS**

Professional
Services
Agreement with
I.E.D.A.

Personnel: For background information of the Board of Directors, Staff reported that in 2007 the Hayward Area Recreation and Park District renewed their relationship with the Industrial Employers and Distributors Association (IEDA) to provide services to the District on all matters relating to employment conditions and employer-employee relations, including negotiations, between the District and employees represented by SEUI Local 1021, a service that IEDA previously provided to the District from 1981 until 2001. The District's agreement with IEDA expired on December 31, 2008.

Scope of I.E.D.A.
Services Expanded
Supervisory and
Senior Unit in 2008

Staff reported that in 2008, the scope of the service was expanded to include the Supervisory and Senior Units of the Hayward Area Recreation and Park District. Staff was pleased to note that IEDA has not only been a great resource, but their expertise in Labor Relations has proven to be an asset to the District.

Staff Recommended
Extension of
Agreement with
I.E.D.A for an
Additional Year to
12/31/09

Staff recommended that the Board of Directors authorize the General Manager to extend the Hayward Area Recreation and Park District's agreement with the Industrial Employers and Distributors Association to provide employment services to the District for an additional year, through December 31, 2009, for a fee not to exceed \$2,083 per month, \$25,000 annually, and to include an option to extend the agreement for an additional two (2) years provided that the fee does not exceed 5% annually.

**BOARD OF DIRECTORS'
COMMITTEE REPORTS**
(Continued)

It was moved by Director Andrade, second by Director Hodges, and unanimously carried to adopt the following:

R-0809-65
Extension of
Agreement
With I.E.D.A.

Resolution No. R-0809-65, authorizing the General Manager to extend the Hayward Area Recreation and Park District's Employment Services Agreement with the Industrial Employers and Distributors Association (IEDA), on matters relating to employment conditions and employer-employee relations, including negotiations, for an additional year, beginning January 1, 2009 through December 31, 2009.

Hayward Area
Recreation and
Park District's
65th Anniversary -
1944 –2009

Formation on
12/11/44 to
Provide Park &
Recreation Services

Over 100 Park and
Recreation Facilities
In 2009

Program, Policy and Public Relations: On December 11, 1944, the Hayward Area Recreation and Park District was officially formed as a Special District to provide park and recreation services for the communities of Hayward, Castro Valley, and the Unincorporated Areas of San Lorenzo, Ashland, Cherryland and Fairview in Alameda County. In the 65 years since the formation of the Hayward Area Recreation and Park District, the District continues to recognize the need for meaningful community facilities, which are conveniently located and well maintained; the necessity of a variety of leisure-time activities for all ages; along with the preservation of our open space and shoreline areas as a natural environment to enhance the awareness and pleasure of present and future generations. The residents, in the last 65 years, have seen the development of over 100 park and recreation facilities, that include community parks, swim centers, tot lots, linear parks, community centers, athletic fields, senior centers, golf courses, skate parks and special interest facilities for theatre, art, dance, fitness, special needs, nature, and camps.

In commemoration of the Hayward Area Recreation and Park District's 65th Anniversary, it was moved by Director Hodges, second by Director Jameson, and unanimously carried to adopt the following:

R-0809-66
Proclamation of
2009 as the
Hayward Area
Recreation and
Park District's 65th
Anniversary

Resolution No. R-0809-66, proclaiming and recognizing 2009 as the Hayward Area Recreation and Park District's 65th Anniversary (1944-2009) of providing the community with meaningful facilities, a variety of leisure-time activities for all ages, and preservation of open space and the Shoreline areas.

**BOARD OF DIRECTORS'
COMMITTEE REPORTS**
(Continued)

On the occasion of the District's 65th anniversary, the Board of Directors encouraged and urged everyone in the community to join in the celebration and participate in creative and meaningful recreation and park programs so that everyone would find exciting and rewarding experiences in 2009.

Request from the
Hayward Area
Shoreline Planning
Agency (HASPA) -
To Rename the
Habitat Room at the
Hayward Shoreline
Interpretive Center
In Honor of Frank
And Janice Delfino

On December 29, 2008, Board President Carol Pereira, received correspondence from the Chairperson of the Hayward Shoreline Planning Agency (HASPA), Mrs. Carol Severin, requesting that the Hayward Area Recreation and Park District consider naming the Habitat Room at the Hayward Shoreline Interpretive Center the *Frank and Janice Delfino Wetland Habitat Room*. The request was made "to honor the work of two dedicated people that have raised the awareness of the fragility of the East Bay shoreline and fought hard for its preservation."

H.A.R.D. Park Naming
Committee Meeting -
1/16/09

The Park Naming Committee and Staff met on Friday, January 16, 2009, to discuss the request and review the Delfino's contributions, and unanimously endorsed the request from HASPA. President Pereira also requested that the Board of Directors of H.A.R.D. review and approve the design of any plaque or display that will be installed to commemorate the naming.

Motion Carried to
Name the Habitat Room
At the HSIC, the
*Janice and Frank Delfino
Wetland Habitat Room*

It was moved by Director Jameson, second by Director Waespi, and unanimously carried to name the Habitat Room at the Hayward Shoreline Interpretive Center, the *Janice and Frank Delfino Wetland Habitat Room*, and to commemorate the naming at the Bay Trails 20th Anniversary Celebration at the Hayward Shoreline Interpretive Center on Saturday, June 6, 2009.

City of Hayward
Utility Users Tax -
2009

President's Report: President Pereira reported that she was invited to meet with Mayor Sweeney and the City Manager on Friday, February 13, 2008 to discuss the City's proposed Utility Users Tax in 2009. She invited her fellow Board Members to join her to the meeting.

Director Jameson added that other cities in Alameda County have already implemented a similar tax measure to prevent major cuts in essential city services. Staff referred to the City of Hayward's website for more information on the Utility Tax Measure.

**REPORT ON BOARD
MEMBER ACTIVITIES**

46TH Annual Battle of
the Bands – 2/7/09

Director Hodges reported that he was in attendance at the 46th Annual Battle of the Bands held on Saturday, February 7th at the Chabot College Performing Arts Center, joined by Director Waespi. He said that the show in which twelve (12) bands participated was very enjoyable and provided great entertainment. Director Hodges reported that *The Dialed*, a band from San Lorenzo took first place.

**REPORT ON BOARD
MEMBER ACTIVITIES**
(Continued)

Board Members'

Comments -

Directors' Hodges and
Waespi

He also commended the participation of the youngest finalist band in the Battle, *Prove It*, made up of guitarists and 10-year old twin brothers, Graham and Ian Houts, and Jack Cucas, drummer, that received a special award from the Master of Ceremonies Mick Flaire.

Director Waespi also reflected on the Battle of the Bands, which he agreed was a tremendous show and enjoyable, as reviewed by Director Hodges. He extended thanks to District personnel for a job well done at the 46th Battle of the Bands.

Roxanna Salinas
Memorial Award For
*Outstanding Service
In the Battle of the
Bands* --

Ms. Simonette Mirande,
2009 Recipient

Staff referred to the Roxanna Salinas Memorial Award that was created for *Outstanding Service in the Battle of the Bands*, that would be awarded each year to a deserving recipient. Staff was pleased to report that Ms. Simonette Mirande who works at Sorensdale Recreation Center was the honorable recipient of the 2009 Award, which was witnessed by the family of Roxanna Salinas. Staff said that that the Roxanna Salinas Memorial Award plaque would be displayed in the District Administration Office.

Board Members
Visit Adobe Park
Renovation Project

Directors Waespi and Andrade reported that they had an opportunity to visit Adobe Park to see the renovation in progress. They were happy to add that the park is already looking beautiful and referred to the many amenities added to Adobe park for the community to enjoy.

C.V. Sanitary District
Endorsed Director
Andrade's Nomination
To Alameda County
LAFCo

Director Waespi was pleased to report that the Castro Valley Sanitary District Board of Directors endorsed Director Louis M. Andrade's candidacy/nomination to the Alternate Special District Seat on the Alameda County Local Agency Formation Commission (LAFCo), said election to be held on Friday, February 27, 2009.

Director Waespi referred to the recognition award presented to Mr. Shawn Malotte earlier on in the Board Meeting and said that Mr. Malotte be considered for recognition by the Alameda County Fire Department that gives out annual awards to firefighters and citizens for their efforts and acts of valor.

Fairmont Drive
Linear Park
Improvements

Director Andrade complimented the fencing recently installed at the Fairmont Drive Linear Park for the safety of the younger children. He added that the other improvements completed at the site were user-friendly and will make the site more useful.

Maintenance and
Cleanup Completed at
Fairmont Terrace Park

Director Jameson requested Staff to provide a report via the weekly General Manager's Report on the cleanup and maintenance recently completed at the District's Fairmont Terrace Park.

Next B.O.D. Mtg.,
2/23/09; 7:00 p.m.

The next meeting of the Board of Directors will be held on Monday, February 23, 2009 at 7:00 p.m. at the District Administration Office,

1099 'E' Street, Hayward.

ADJOURNMENT

There being no further business to discuss, President Pereira adjourned the board meeting at 7:45 p.m. in memory of Michael Kincaid, who passed away on Saturday, January 31, 2009, brother of Mrs. Robin Toussaint, an employee in the Hayward Area Recreation and Park District's Aquatics Program.

MINANE JAMESON, Secretary
Board of Directors