



# Hayward Area Recreation and Park District

1099 "E" Street, Hayward, CA 94541

(510) 881-6700

## MINUTES

December 14, 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 Pereira at 7:03 p.m. on Monday, December 14, 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, Ely, Maharaj

### **CONSENT CALENDAR**

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

Minutes

The Minutes of the Regular Meeting of the Board of Directors on Monday, November 23, 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-0910-36  
Personnel

Adoption of Resolution No. R-0910-36, authorizing appointments and the separation of Hourly Employees.

### **MISSION HILLS OF HAYWARD GOLF COURSE**

Extension of the  
Cart Paths - Hole  
No. 3, 6 and 8

Generous Donation  
of Mr. Sherman Balch,  
Sr. - \$86,732.00

Staff reported that the Board of Directors in their meeting on November 9, 2009, accepted the generous proposal of Mr. Sherman Balch, Sr. to extend the cart paths at Mission Hills of Hayward Golf Course. The project, which was completed on November 26, 2009, included the installation of approximately 1,500 linear feet of seven feet wide cart paths on hole number 3, 6 and 8. The costs incurred by the Hayward Area Recreation and Park District included \$750 for the Landscape Architect, \$352 for review of the Agreement Letter by District Legal Counsel, \$2,525 for removal of the sand and tree, \$2,669.93 for direct labor cost, for a total cost of \$6,296.93. The amount charged to Mr. Balch, Sr. by the contractor was \$86,732.00, bringing the total cost of the cart path extension project to \$93,028.93.

**MISSION HILLS OF HAYWARD GOLF COURSE (Continued)**

Following an inspection of the project and finding the work completed in accordance with the plans and specifications, Staff recommended acceptance of completion of the contract.

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

R-0910-37  
Acceptance  
Of Contract

Resolution No. R-0910-37, accepting completion of the contract for extension of the cart path on hole #3, 6 and 8 at Mission Hills of Hayward Golf Course in accordance with the plans and specifications and terms of the Agreement Letter with Mr. Sherman Balch, Sr.

Director Jameson -  
Cart Path Tour

Director Jameson reported that she was joined by Director Waespi and Staff on the tour of the cart path following completion of the project, which was made possible with Mr. Balch's generosity.

Director Andrade  
Extends B.O.D. Deep  
Appreciation to  
Mr. Balch, Sr.

Director Andrade requested Staff to prepare a letter to Mr. Balch from President Pereira, to extend the Board of Directors' deep appreciation and recognize Mr. Balch, Sr. for making the cart path extension possible.

**WEEKES COMMUNITY CENTER**

ADA Upgrades to  
Restrooms and  
Pathway  
Construction

Staff reported that the restrooms at Weekes Community Center were originally constructed in 1963 and need renovations and upgrades to comply with the Americans with Disabilities Act (ADA) standards. The renovation will include automatic doors to the restrooms and the main entrance and the installation of energy efficient lights and low water flow fixtures. In addition, a new pathway from the community center building to the library will be constructed, thereby completing the pathway loop for patrons to walk and jog on. The architect's estimate for the project was \$210,000 and funds are available from a City of Hayward Community Development Block Grant (\$100,000), with remaining funds from the District's Park In-Lieu Fees.

Estimate and  
Funding Sources

Staff requested approval of plans and specifications and requested authorization to advertise for bids for the ADA upgrades to the restrooms and construction of the pathway at Weekes Community Center, with bids to be opened at 1:30 p.m. on Thursday, January 7, 2010.

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

R-0910-38  
Approval of  
Plans/Specs;  
Call for Bids

Resolution No. R-0910-38, approving plans and specifications and authorizing advertising for bids for the ADA upgrades to the restrooms and construction of the

**WEEKES COMMUNITY CENTER (Continued)**

pathway at Weekes Community Center, with bids to be opened at 1:30 p.m. on Thursday, January 7, 2010.

Additional Seating Benches for Park Patrons

The Board of Directors briefly referred to the amenities at Weeks Park, including the children's play area and suggested the installation of more concrete benches and/or a seat wall for the convenience of both parents and children during their visit to the park.

**BOARD OF DIRECTORS' COMMITTEE REPORTS**

H.A.R.D. Citizens Advisory Committee (C.A.C.)

President's Report: Staff reported that the two-year term of office of Ms. Judith Radousky, Ms. Liz Bathgate and Mr. Mel Medeiros, members of the Hayward Area Recreation and Park District's Citizens Advisory Committee formed in 2009, will expire on December 31, 2009. Only Ms. Radousky has requested appointment to an additional two-year term, while Mr. Medeiros and Ms. Bathgate did not. Staff further reported that due to pending vacancies on the Committee, Staff met Director Pereira and Director Jameson, Board Liaison representatives on the Citizens Advisory Committee, on November 13, 2009, to review applications on file and recommended the appointment of Ms. Kathy Gil, which would bring the total membership on the Citizens Advisory Committee to nine (9). Staff said that Ms. Gil, a member of the Cherryland Community Association and actively involved in several community-based citizen efforts, was selected for her desire to work to ensure quality parks and programs within the Greater Hayward Area.

Reappointment of One Member - Ms. Judith Radousky And Appointment of One New Member - Ms. Kathy Gil

Total Membership of Committee in 2010 - Nine Members

Ms. Kathy Gil's Two-Year Term - 1/1/10 – 12/31/11

Staff recommended the re-appointment of Ms. Judith Radousky, and the appointment of Ms. Kathy Gil, to serve on the Hayward Area Recreation and Park District's Citizens Advisory Committee for a two-year term, beginning January 1, 2010 and ending December 31 2011.

Motion Carried - Citizens Advisory Committee Appointments

It was moved by Director Jameson, second by Director Hodges, and unanimously carried to reappoint Ms. Judith Radousky, and appoint Ms. Kathy Gil, a new member, to the Hayward Area Recreation and Park District's Citizens Advisory Committee, for a two-year term of office beginning January 1, 2010 and expiring December 31, 2011.

Presentation of Year-End Report Of Citizens Advisory Committee

Staff proceeded to present the Citizens Advisory Committee's 2009 year-end report that consisted of five (5) regular meetings and the completion of the following assignments that the Committee was requested to undertake during 2009: 1) Participation in the District's 65<sup>th</sup> Anniversary Committee, which planned activities and commemorative efforts to mark the Hayward Area Recreation and Park District's 65 years of existence; 2) A comprehensive Sustainability Report that included recommendations for environmentally-friendly practices and nine focal areas for implementation by the Hayward Area Recreation and Park District by year 2015, attached hereto; 3) Recommendations for park and

Five Regular Meetings And Completion of Assignments

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

Priority Study Areas  
In 2010 and Formation  
Of Sub-Committees

facility inspections that were completed in 2009 and will continue in 2010. Staff reported that the Board of Directors provided the Committee with the following priority study areas for implementation in 2010. Staff reported that the following sub-committees were formed to carry out the study areas: 1) Building Strong Partnerships (Jesus Armas and Leslie Rothwell – Co-Chairpersons); 2) Facility and Park Inspections (Darryl Gray, Chairperson); 3) District Marketing and Outreach (Paul Ferreira and Betty Moose – Co-Chairpersons)

Additional Staff  
Comments -  
2008 First Year of  
HARD C.A.C.

Staff stated that they have enjoyed and have been pleased with the work that the Citizens Advisory Committee was able to accomplish since the formation of the Committee in 2008. Staff recognized each Committee member for their interest and active participation. Staff concluded their report by noting that in accordance with the Citizens Advisory Committee Bylaws, the total membership of the Committee did not exceed eleven in 2009 and were as follows: Jesus Armas, Ruth Barratta (Chairperson), Elisabeth Bathgate, Jim Cerruti (resigned in 2009), John Davini, Paul Ferreira (Secretary), Darryl Gray (Vice-Chairperson), Karen McNamara (resigned in 2009), Mel Medeiros, Betty Moose, Judith Radousky, Leslie Rothwell and Mark Salinas (resigned in 2009).

Committee Members  
Thanked for Their  
Interest and Active  
Participation

B.O.D. Acknowledged  
Year-End Report and  
Extended Thanks to  
C.A.C. Members for  
Their Time and  
Interest in 2009

The Board of Directors acknowledged the Citizens Advisory Committee's year-end report and extended their thanks to each member of the Committee for their time and interest on behalf of the Hayward Area Recreation and Park District during 2009, which Director Andrade requested be conveyed to each member of the Committee in a letter from the Board President. Acceptance of the year-end report of the 2009 Citizens Advisory Committee was moved by Director Andrade, second by Director Jameson, and carried unanimously.

**BOARD OF DIRECTORS' COMMITTEE REPORTS**

Election of  
B.O.D. Officers

President's Report: As set forth in the Board of Directors' Bylaws, it is at this time of year that the Board of Directors' reorganizes itself through the election of officers. The three (3) positions to be elected are that of President, Vice-President and Secretary. The offices will become effective immediately. The slate of Officers for 2010 were elected as follows:

President;  
Vice-President  
and Secretary -  
2010

It was moved by Director Pereira, second by Director Andrade, and unanimously carried to appoint Mr. Paul W. Hodges, Jr. as President, Mrs. Minane Jameson as Vice-President, and Mr. Dennis Waespi as Secretary.

Standing & Ad  
Hoc Committee  
Appointments

The Board of Directors' Standing Committee Chairpersons and Ad Hoc Committees will be appointed at the Board Meeting on January 11, 2010.

**REPORT ON BOARD  
MEMBER ACTIVITIES**

H.A.R.D. Foundation  
Meeting and Holiday  
Dinner – 12/2/09 -  
Director Waespi

Director Waespi on behalf of the Board of Directors extended thanks to Staff for their hard work to coordinate the details of a very enjoyable Holiday dinner for the Board of Directors of the Greater Hayward Area Recreation and Park Foundation held at the L. A. Critzer, Jr. Clubhouse at Skywest Golf Course on Wednesday, December 2, 2009, which was preceded by a Foundation Board of Directors' meeting at 5:30 p.m. He added that everyone had a great time and enjoyed the evening immensely.

Director Waespi -  
CV/Eden Area Chamber  
Of Commerce  
Luncheon in Honor of  
George Pacheco, Jr. -  
12/9/09

Director Waespi reported that on Wednesday, December 9<sup>th</sup>, he attended the recognition lunch in honor of George Pacheco, Jr., selected *2009 Business Person of the Year*, hosted by the Castro Valley/Eden Area Chamber of Commerce at the Willow Park Event Center. He added that Mr. Pacheco, is an exceptional civic-minded human being and very deserving of the award. Director Andrade, Director Jameson and Staff also attended the luncheon.

Next BOD Mtg.  
12/28/09;  
5:30 p.m.

President Pereira announced the next regular meeting of the Board of Directors is scheduled on Monday, December 28, 2009 at 5:30 p.m. at the District Administration Office, 1099 'E' Street, Hayward, to be followed by dinner for Board Members, Staff and their spouses, kindly hosted by Leroy and Carol Pereira.

**ADJOURNMENT**

In Memory of Mrs. Aida  
Hood, Former Hourly  
Employee of H.A.R.D.

There being no further business to discuss, President Pereira adjourned the Board of Directors' meeting at 7:25 p.m. in memory of Mrs. Aida Hood, a former hourly employee of the Douglas Morrisson Theatre where she worked as a seamstress for many years. Mrs. Hood passed away at her home in Hayward on Friday, December 12, 2009.

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DENNIS WAESPI, Secretary  
Board of Directors