



Hayward Area Recreation and Park District

1099 "E" Street, Hayward, CA 94541
(510) 881-6700

MINUTES

May 10, 2010

MEETING

The Regular Meeting of the Board of Directors of the Hayward Area Recreation and Park District was called to order by President Paul W. Hodges, Jr. at 7:00 p.m. on Monday, May 10, 2010 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, Gouveia, Lepore, Ely, Maharaj

CONSENT CALENDAR

It was moved by Director Pereira, second by Director Jameson, 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, April 26, 2010 at 7:00 p.m.

Finance

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

R-0910-70
Personnel

Adoption of Resolution No. R-0910-70, authorizing appointments and the separation of Hourly Employees.

EDEN GREENWAY LINEAR PARK

Play Area
Installation

Staff was pleased to report that the Hayward Area Recreation and Park District has been awarded a KaBOOM play space grant for a new play area in the Eden Greenway, south of Soto Road, which is in partnership with the South Hayward Parish, the City of Hayward and the Hayward Unified School District. Staff reported that plans and specifications for a play area that will be more enhanced have been prepared to include an ADA walkway, ramp and a concrete curb around the play structure, all of which should be completed before the June 17, 2010 *Build Day*, selected by KaBOOM and Home Depot, their corporate sponsor.

Installation of
Concrete Prior to
KaBOOM's *Build Day*
On June 17, 2010

Staff Outlined
Other Requirements
Of Project

The KaBOOM grant requires the recipient to contribute \$7,500 towards the project, coordinate *Build Day*, secure available donations and provide community building opportunities, while KaBOOM would provide the play equipment, benches, and other improvements for the new play area. Staff also pointed out that there would be

**EDEN GREENWAY
LINEAR PARK**
(Continued)

Informal Bids
Solicited for
Concrete Work

other direct costs associated with the project, and the final cost would be provided to the Board in a future Board Meeting.

Staff solicited informal bids for the concrete work and received a low bid from Alecka Paving, Inc. of Fremont in the amount of \$19,800. Funds for the concrete work are available from Park Dedication In-lieu fees. Staff requested authorization to expend funds not to exceed \$19,800 for installation of concrete in the play area at Eden Greenway Linear Park.

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

Authorization
To Expend
Funds - \$19,800

Authorization to expend funds not to exceed \$19,800 for installation of concrete in the KaBOOM play area at Eden Greenway Linear Park, in accordance with Article V, Section 4 of the District Bylaws.

Director Andrade extended his compliments and thanked KaBOOM for making another much-needed play area possible in the community.

**BOARD OF DIRECTORS'
COMMITTEE REPORTS**

Church of Jesus
Christ of Latter-Day
Saints – *Day of
Service* on
May 8, 2010

Program, Policy and Public Relations: The Hayward Area Recreation and Park District in conjunction with the Church of Jesus Christ of Latter-Day Saints joined forces in a *Day of Service* on Saturday, May 8, 2010, which was a Statewide volunteer effort called "Mormons Helping Hands- Renewing California Parks," to provide community service, support and to involve the Church in the many local communities, with the primary focus being to improve those communities and the environment. Over 75,000 Californians volunteered in their designated communities on Saturday, May 8th.

Day of Service
Volunteers at the
Hayward Shoreline
And West Winton
Site, Hayward

Staff reported that 465 volunteers were at the Hayward Shoreline and the West Winton site on Saturday, May 8th, to help clean the shoreline, maintain the trails, restore the natural habitat and remove invasive and non-native plants. In addition, the volunteers cleaned the exterior deck and the walkway of the Interpretive Center building, helped with Bay Camp projects and preparation for the "Mud Lab" in the summer.

H.A.R.D's
Resolution of
Commendation

Staff said that the Resolution of Commendation from the Board acknowledges the Hayward Area Recreation and Park District's appreciation and gratitude for the time and effort donated to the Hayward Area Recreation and Park District by the hundreds of volunteers on May 8, 2010.

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

Mr. Eric Willyerd,
Retired General
Manager of H.A.R.D.
Introduced

Comments – Mr. Jim
Brown, President
Of Hayward Stake of
LDS - Acknowledged
Coordination and
Success of Clean-up
Effort on *Day of
Service*

Ms. Jennifer Koney,
Recreation Supervisor -
Applauded Volunteers
For Their Dedication
And Hard Work

Board Members’
Comments

Continuation of
Day of Service
Event

Staff was happy to welcome Mr. Eric Willyerd, retired General Manager of the Hayward Area Recreation and Park District, and a member of the Church of Jesus Christ of Latter-Day Saints (LDS), to the meeting.

Mr. Willyerd introduced Mr. Jim Brown, President of the Hayward Stake, for comments. Mr. Brown introduced members of the congregation who were in attendance. He said that it was a great pleasure to provide service at the Hayward Shoreline and on West Winton Avenue on Saturday, May 8th, and referred to the number of their volunteers reaching 465, originally anticipated to be 300. He thanked District Staff at the Hayward Shoreline for doing a great job to coordinate their efforts, which he said ran very smoothly, and they appreciated the opportunity to work with H.A.R.D. and give back to the Hayward community, which they hope to provide on an annual basis.

Ms. Jennifer Koney, Recreation Supervisor, who was at the Interpretive Center on the *Day of Service* extended kudos to the hundreds of volunteers for their tremendous effort. She reported that their work on May 8th was overwhelmingly successful, their team work phenomenal, and it was a great experience to work with a team of self-directed leaders. She referred to their many unique findings on the Shoreline during the cleanup, not to forget the volunteers’ help indoors with sewing projects for this year’s summer Bay Camp.

Director Waespi on behalf of his fellow Board Members thanked members of the LDS and the hundreds of volunteers for being of service to the District on May 8th, which he hoped would continue. Director Hodges concurred and added that the District was very fortunate to have been selected this year. For information of the Board and Staff, Mr. Brown said that they hope to continue the *Day of Service* on an annual basis, although he indicated that the focus may shift and change in the future and he would be happy to contact H.A.R.D. again.

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

R-0910-71
Retirement of
Information
Systems Coordinator

Resolution No. R-0910-71, accepting the retirement of Ms. Ginna Amoranto, Information Systems Coordinator, Item No. 1105, Compensation \$7,313/month; \$87,756 annually, effective May 10, 2010.

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

Presentation of
Staff Report -
Employment
History of
Ms. Amoranto -
1987 – 2010

Staff reported that Ms. Ginna Amoranto began her career with the Hayward Area Recreation and Park District in September 1987 as Secretary I in the Park Department. She took the initiative to complete courses and certifications in networking to further her interests and qualify her for the District's Information Systems Coordinator position that opened in May 1999. Ms. Amoranto was successfully appointed to the position in August 1999. Her expertise, knowledge and experience of hardware, software and the network system proved to be beneficial and allowed the District to successfully plan ahead for future growth of the IT system, which is currently in operation. Staff extended their best wishes to Ms. Ginna Amoranto for a very happy, healthy and active retirement and said that she will be sorely missed.

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

R-0910-72
Appointment of
Parks Supervisor

Resolution No. R-0910-72, appointing Mr. Clarence Dobbs to the position of Parks Supervisor, Item No. 1132, Compensation \$6,016/month; \$72,192 annually, effective June 1, 2010.

Presentation of
Staff Report

Vacancy of Parks
Supervisor Existed
Since June 2009

Staff reported that a vacancy for a Parks Supervisor existed in the Park Department following the retirement of Mr. Bill Gardner in June 2009. The top six candidates on the Alameda County Human Resources eligible list were interviewed by Staff on April 29, 2010.

Employment History
And Responsibilities
Of Mr. Dobbs as
Caretaker, Senior
Caretaker and Acting
Parks Supervisor -
1982 to Present

Staff reported that Mr. Clarence Dobbs has been the Acting Parks Supervisor for the past ten (10) months. He was first hired as a Caretaker in October 1974, laid off in 1978 due to Proposition 13, re-hired as a Caretaker in the Park Department in November 1982, and promoted to the position of Senior Caretaker in April 1988. During the past twenty-two years, Mr. Dobbs has been responsible for the District's west section and successfully performed the duties or Caretaker and Senior Caretaker at all of the District's parks, and most recently, the duties and responsibilities of the Parks Supervisor. Staff was pleased to add that Mr. Dobbs has a wide range of skills and qualifications, including an Arborist certificate, is trustworthy, hard working, and very loyal to the District and his skills and personality will be a strong asset in managing the Grounds Division of the Park Department.

Staff Introduced
Mr. Dobbs

Staff introduced Mr. Clarence Dobbs who was in attendance at the meeting.

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

Comments –
Mr. Clarence Dobbs

Mr. Dobbs introduced his wife, Desiree. He extended his heartfelt thanks to the Board and Staff. He said that he is proud of his employment with the District for the past 28 years and looked forward very much to performing the duties and responsibilities of his Park Supervisor position. Mr. Dobbs stated that he will work just as hard and will continue to do a good job.

Board Members
Extended
Congratulatory

Director Waespi was pleased to note that Mr. Dobbs is a Certified Bay Friendly Gardner. The Board of Directors extended their congratulations to Mr. Dobbs.

Fiscal Year
2010/2011
Appropriations
Limit

Finance: Section 7910 of the Government Code requires the governing body of each jurisdiction in the State of California to establish each year, by resolution, its Appropriations Limit for the ensuing fiscal year.

Appropriations
Limit Formula

Staff said that the Limit is calculated using a formula dictated by Article XIIB of the California Constitution using the California Per Capita Income Change and the Alameda County Population Change. For fiscal year 2010/2011, they were 0.9746 and 1.011 respectively. When combined they amount to a factor of 0.9853206 for the limitation calculation. Applying this factor to the fiscal year 2009/2010 appropriations limit of \$23,128,469 results in an Appropriations Limit for fiscal year 2010/2011 of \$22,788,957.

Fiscal Year
2010/2011
Appropriations
Limit -
\$22,788,957

Staff reported that Proposition 111 excluded Capital Outlay Funds from the provisions of the Appropriations Limit, which reduces the total amount of the District’s income subject to the Limit in fiscal year 2010/2011 to \$15,506,211, which is \$7,282,746 below the Limit.

Staff recommended that the Board of Directors adopt a resolution establishing the Hayward Area Recreation and Park District’s Fiscal Year 2010/2011 Appropriations Limit at \$22,788,957.

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

R-0910-73
Fiscal Year
2010/2011
Appropriations
Limit Established

Resolution No. R-0910-73, establishing the Fiscal Year 2010/2011 Appropriations Limit of the Hayward Area Recreation and Park District at \$22,788,957.

Preliminary Budget -
Fiscal Year
2010/2011 -
Staff Report

In January 2010, Staff began preparation of a Proposed Budget for fiscal year 2010/2011, which was based on Staff’s best projection of Property Tax Revenue, Fees Charges and other income, plus Operating Expenses and Capital Expenses for the 2010/2011 Fiscal

BOARD OF DIRECTORS’ COMMITTEE REPORTS
(Continued)

Property Tax Transfer of H.A.R.D. - 1992 to June 2010 - \$135 Million

Year. In attempting to project funding for the District, it must be noted that during fiscal year 2009/2010, forty-three cents of every dollar, or \$11 million of the Hayward Area Recreation and Park District’s property tax dollars, will have been transferred to the State via ERAF. Through June 30, 2010, more than \$135 million would have been transferred to the State of California to finance public schools since ERAF began in 1992. Staff stated that this permanent annual shift of property tax revenue from the District continues to severely restrict both the District’s day-to-day maintenance and operations, and the Capital Outlay program. The passage of Measure Q in 1997 helped offset a portion of the property tax revenue loss.

Priorities of H.A.R.D.

In keeping with the priorities set forth by the Board of Directors, the fiscal year 2010/2011 budget continues to emphasize meeting outstanding legal obligations and maintaining existing park and recreation facilities and programs at the highest possible level within the District’s funding parameters.

Board of Directors’ Budget Work Sessions - April 12, 2010 and April 26, 2010

Staff further reported that Budget Work Sessions were held on April 12th and April 26, 2010, at which time the Board of Directors reviewed the Proposed Budget and determined amounts to be used for the District’s Fiscal Year 2010/2011 Preliminary Budget. It is anticipated that revenue and prior year funds carried forward will total \$31,380,390. The following is the recommended allocation of those funds:

	<u>Operating Expenditure Budget</u>	<u>Salaries, Wages And Benefits</u>	<u>Service & Supplies</u>	<u>Insurance Fund</u>	<u>Equipment</u>	<u>OPEB Funding</u>	<u>Total</u>
Recommended Allocation of Funds – Fiscal Year 2010/2011	Business Dept.	\$1,319,035	\$ 706,550	\$ 36,000	\$ -0-	\$853,986	\$ 2,915,571
	Park Dept.	6,960,334	2,691,600	184,000	5,000	-0-	9,840,934
	Recreation Dept.	6,376,320	1,350,970	132,000	-0-	-0-	7,859,290
	Golf Dept.	<u>2,395,088</u>	<u>1,188,754</u>	<u>68,000</u>	<u>25,000</u>	-0-	<u>3,676,842</u>
	Total Operating Expenditure Budget	\$ 17,050,777	\$5,937,874	\$420,000	\$30,000	\$853,986	\$24,292,637
		=====	=====	=====	=====	=====	=====
	Capital Outlay Budget from General Fund						\$ 551,287
	Capital Outlay Budget from Grants, In-Lieu and Other						2,504,000
Total Fiscal Year 2010/2011 Budget - \$31,380,390	Future Other Post employment Benefit Reserve						\$ 1,560,000
	Appropriations for Contingencies						\$ 2,472,466
	Total Fiscal Year 2010/2011 Budget						\$31,380,390
							=====

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

Preliminary Budget
Available; Public
Hearing on
July 27, 2010

A resolution reflecting the categories and amounts of the above-recommended allocations was prepared. The resolution also notifies the Public that the Preliminary Budget will be available at the District Office and on the District web site beginning May 17, 2010. The resolution further states that the Board of Directors at their regular meeting on July 26, 2010 will hold a public hearing on the District's Fiscal Year 2010/2011 Budget.

Public Notice

In addition, District Bylaws require that a Notice be placed in the Daily Review, which sets forth information relative to the availability of the budget documents and the public hearing date, time and location. The final Adopted Budget is required to be forwarded to the Alameda County Board of Supervisors no later than August 10, 2010.

Staff Recommended
Approval of the
Preliminary Budget
For FY2010/2011

Staff recommended that the Board of Directors approve the Preliminary Budget for fiscal year 2010/2011 and schedule a Public Hearing on Monday, July 26, 2010 prior to adoption of the fiscal year 2010/2011 Budget.

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

R-0910-74
Adoption of
FY2010/2011
Prelim. Budget
And Public
Hearing
7/26/10

Resolution No. R-0910-74 adopting a Preliminary Budget for fiscal year 2010/2011, said Preliminary Budget to be available for public inspection at the District Office not later than Monday, May 17, 2010; schedule a Public Hearing on July 26, 2010 at 7:00 p.m. at the District Administration Office, 1099 'E' Street, Hayward; and adoption of a final budget for Fiscal Year 2010/2011 to be forwarded to the Board of Supervisors not later than Tuesday, August 10, 2010.

**REPORT ON BOARD
MEMBER ACTIVITIES**

Mr. Adam Korbas,
H.A.R.D. Foundation
Board President

Director Andrade extended congratulations to Mr. Adam Korbas, who was elected President of the Greater Hayward Area Recreation and Park Foundation Board of Directors in their meeting on May 5th, and also extended his best wishes to him for the ensuing year.

H.A.R.D.'s Elephant
Train/Rowell Ranch
May 8, 2010

Director Hodges reported that he was joined by Director Pereira and Director Waespi on the Hayward Area Recreation and Park District's Elephant Train entry in the Rowell Ranch Rodeo Parade on Saturday, May 8th, which they thoroughly enjoyed with all the participants.

H.L.A.C. Meeting -
May 6, 2010

Director Jameson referred to the Hayward Local Agencies Committee meeting held on Thursday, May 6th, and a report from the Hayward Unified School District's Interim Superintendent on the fiscal and

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

May 2010 Events -
Rowell Ranch Rodeo
Chilli Cook-Off and
H.A.R.D. Foundation
Dinner

academic challenges that lie ahead for the School District, that was covered well by Staff in the May 7th General Manager's Report.

Director Waespi reported that he attended the Rowell Ranch Rodeo Chilli Cook-Off on Friday, May 7th, which he said was a great event, where everyone had a wonderful time. Likewise, he said that the H.A.R.D. Foundation Board of Directors' dinner on May 5th was very enjoyable. Director Hodges concurred and added that he enjoyed being a celebrity waiter at the Hayward Senior Center's dinner/dance on Friday, May 7, 2010.

ADJOURNMENT

There being no further business to conduct, President Hodges adjourned the Board Meeting at 7:30 p.m.

DENNIS WAESPI, Secretary
Board of Directors