



Hayward Area Recreation and Park District

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

MINUTES

August 11, 2008

MEETING

The Regular Meeting of the Board of Directors of the Hayward Area Recreation and Park District was called to order by President Louis Andrade at 7:30 p.m. on Monday, August 11, 2008 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, Sheridan

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

CONSENT CALENDAR

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

Minutes -
7/28/08

The Minutes of the Regular Meeting of the Board of Directors on Monday, July 28, 2008 at 7:30 p.m. (Abstain: Director Andrade.)

Finance

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

R-0809-12
Personnel

Adoption of Resolution No. R-0809-12, authorizing appointments and the separation of Hourly Employees.

GREENBELT TRAIL

Request to
Sell Surplus Land
Owned by
District – 4083 sq. ft.
Eden Township
Alameda County

Staff reported that since 2004, District Staff has been working with Legal Counsel regarding a property line dispute between the new owner at 2392 Lancaster Court, Hayward, and their Real Estate Broker, Mr. Les Fohl. The new owner purchased the property in 2003 and proceeded to build a new swimming pool that traversed the actual property line, which was located inside the existing fence to the property that was first constructed in the 1960's. Staff also reported that since the 1960's there have been several homeowners at 2392 Lancaster Court.

Presentation
Of Staff Report

Staff further reported that in an effort to resolve the issue, Mr. Les Fohl, the Real Estate Broker, who was in attendance at the Board Meeting, has agreed to purchase the property owned by the Hayward Area Recreation and Park District, Eden Township, County of Alameda, State of California, Track Map No. 1714, containing,

GREENBELT TRAIL
(Continued)

4,083 sq. ft., from the Hayward Area Recreation and Park District, pay all related costs and deed the property to the homeowner.

Property Declared
Surplus to H.A.R.D.
On 2/11/08

On February 11, 2008, the Board of Directors declared the property as surplus to the Hayward Area Recreation and Park District, following which an announcement and a formal notification of the sale was sent to the City of Hayward Planning Department and other public agencies that did not express an interest in the property and, therefore, the Hayward Area Recreation and Park District will now be able to sell the property to the highest bidder. Staff requested that the Board of Directors adopt a resolution to authorize Staff to sell the surplus property for \$5,000, plus all related costs, with the bid opening scheduled at the August 25, 2008 Board of Directors' meeting at 7:30 p.m. Staff requested that all bids be submitted to the General Manager's Office, 1099 'E' Street, Hayward, no later than 12:00 Noon on Monday, August 25, 2008. Staff further reported that oral bids shall be authorized at the time of the bid opening at the Board Meeting on August 25, 2008, provided the minimum oral bid shall be no less than 5% in excess of the highest sealed bid.

Staff Requests
Adoption of
Resolution to
Authorize Sale
Of the Surplus
Property and the
Receipt of Bids -
8/25/08; 12:00 Noon

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

R-0809-13
Authorization to
Sell Real Property,
Track No. 1714,
Eden Township,
Alameda County

Resolution No. R-0809-13, authorizing Staff to sell certain real property held by the Hayward Area Recreation and Park District, Eden Township, County of Alameda, State of California, Track No. 1714, containing 4,083 sq. ft., with bids to be submitted no later than 12:00 Noon, August 25, 2008.

Comments -
Director Andrade

Following the Board of Directors' vote, Director Andrade said the aforementioned recommendation and action of the Board of Directors is a logical solution to help resolve the property line dispute that has existed since 2004.

DISTRICT-WIDE

Vehicle Fleet -
Background
Information on
District's Current
Vehicle Fleet

Staff reported that they have been working on alternatives and a replacement program for the Hayward Area Recreation and Park District's vehicle fleet. For the information of the Board, Staff said that the District has generally purchased vehicles through the State of California vehicle procurement process or the public bidding process through the local dealers while, at other times, the District has leased specialized mowing and golf equipment.

There are several rental companies that provide a vehicle fleet leasing program, with vehicles ranging from specialized mid-size

DISTRICT-WIDE

(Continued)

Vehicle Fleet
Leasing Program
With An Option
To Buy

vehicles on a lease with an option-to-buy, that can also provide maintenance for the leased vehicles with the exception of tires and brakes. Staff noted that as District funds become less available, it is difficult to fund a program for the orderly replacement of the vehicle fleet. In addition, Staff added that many of the District's vehicles are beyond economic repair and, while maintenance costs continue to rise, the fuel costs on the older vehicles are also higher and, therefore, prudent to have an orderly fleet replacement program. Staff reported that they developed a vehicle replacement priority list.

Funds Budgeted in
FY08/09 Capital
Outlay Account

The fiscal year 2008/2009 Capital Outlay Account has funds budgeted in the amount of \$102,898 for the lease of sixteen (16) vehicles that would replace vehicles in the Grounds, Maintenance, and Recreation Department, including the Custodian Division.

Staff Outlines
Distribution of
H.A.R.D's
Vehicle Fleet -
16 Leased Vehicles

For the information of the Board, Staff reported that the distribution of the sixteen (16) leased vehicles would include six (6) Ford Rangers; four (4) one-ton maintenance trucks with utilities and side beds for the Maintenance and Construction Division; one (1) van for the Custodian Division; one (1) one-ton vehicle for electrical work in the District and four (4) ¾-ton pickup trucks for the Grounds Division, all using diesel and gas as hybrids are not available.

Option to Purchase
After 5-Year Lease,
Limited to
50,000 Miles

In response to comments from the Board, Staff stated that the lease of the maintenance vehicle fleet is a step in the right direction and offers an option to purchase at the end of the 5-year lease, limited to 50,000 miles. Staff said that they have researched and contacted other public agencies and cities that have a similar vehicle fleet lease program, who are pleased with the program and recommend it. Staff said that it is critical for all employees in the District to understand that the vehicles are leased and should be cared for per se and to drive defensively to retain maximum value on the vehicles after five (5) years. Staff also noted that the vehicles would carry the same insurance, regardless of the lease program.

Following comments and discussion, it was moved by Director Hodges, second by Director Jameson, and unanimously carried to adopt the following:

R-0809-14
Approval of
Specs.;
Call for Bids -
8/28/08; 1:30 p.m.

Resolution No. R-0809-14, approving the specifications and authorizing Staff to advertise for bids for lease of a vehicle fleet, comprising of sixteen (16) vehicles, with bids to be opened at 1:30 p.m. on Thursday, August 28, 2008.

HOLLAND PROPERTY

Presentation of Staff Report -- Remedial Action Work Plan to be Developed and Approved by the Alameda County Environmental Health Department

The Holland Property was purchased by the Hayward Area Recreation and Park District and the Alameda County Redevelopment Agency in early 2008. Staff reported that the Hayward Area Recreation and Park District hired an environmental consultant company during the escrow period that performed additional testing and an evaluation on the property to determine the estimated clean-up costs. The environmental consultant worked with Alameda County's Environmental Health Department that would ultimately approve the Remedial Action Work Plan (RAP) that would provide details of what will be removed from the site to make the site environmentally safe. Moreover, the Environmental Health Department requires that some additional testing and sampling be conducted before the Remedial Action Work Plan can be developed. Once the Health Department has conducted their final review, the District can hire an environmental consultant under a future contract to develop the Plan.

Request for Proposal (RFP) For Environmental Services -- Three (3) Proposals Submitted

Staff said that three (3) environmental firms, all located in the City of Oakland, California, were issued with a Request for Proposal from the Hayward Area Recreation and Park District, and their responses were as follows -- Ninyo & Moore - \$41,300; Kleinfelder - \$47,600 and AMEC – \$50,700. Staff said that they have worked with Ninyo & Moore, a geotechnical and environmental sciences company, who is familiar with the site. Funds for the environmental services project are available in the District's Capital Outlay Account for fiscal year 2008/2009. Staff reported that the work would include site assessment drilling activities, groundwater monitoring well sampling and analysis, the results of which will be submitted to the Alameda County Health Department for their review and approval prior to proceeding with the remedial action work plan to cleanup the site.

Scope of the Environmental Services Project

Staff reported that the Board of Directors in their meeting on July 28, 2008, authorized the expenditure of funds to demolish the existing structures on the Holland Property, which will commence shortly. Staff also reported that in a future Board meeting, Staff would request authorization to enter into an agreement for Architectural Services for development of a Master Plan for the Holland Property. For information of the Board Staff added that the Hayward Area Recreation and Park District will be the lead agency on the project, and Staff will work with the San Lorenzo Unified School District and the Alameda County Redevelopment Agency for development of a Master Plan for the future Holland Park, with each agency contributing their fair share of costs related to the project. Staff noted that the San Lorenzo Unified School District would pay for the Master Plan for the proposed teen center at Edendale School.

Demolition Work On the Holland Property Scheduled

Architectural Services Agreement for a Master Plan To Follow

HOLLAND PROPERTY
(Continued)

Following presentation of the Staff report, it was moved by Director Sheridan, second by Director Jameson, and unanimously carried to adopt the following:

R-0809-15
Entry into
Environmental
Services
Agreement

Resolution No. R-0809-15, authorizing the General Manager to enter into an Environmental Services Agreement with Ninyo & Moore, Geotechnical and Environmental Sciences Consultants, 1956 Webster Street, Suite 400, Oakland, California, for an amount not to exceed \$42,000.

**EAST BAY REGIONAL
PARK DISTRICT**

Staff reported that the Hayward Area Recreation and Park District's Citizen Advisory Committee met on June 16, 2008 and again on June 30, 2008 to discuss funding projects for the East Bay Regional Park District Bond Measure Extension, which was assigned to the Citizens Advisory Committee on March 17, 2008 as one of their study assignments.

Regional Open
Space, Wildlife,
Shoreline and Park
Bond Extension -
November 2008

Staff reported that the projects were divided in seven (7) geographic areas and the Committee reviewed their tally of projects compiled in their meeting on Monday, June 16, 2008. On June 30, 2008, the Citizens Advisory Committee once again reviewed the projects they designated for each geographical area to come up with their final recommendations to be presented to the Board of Directors on this date.

Staff introduced Ms. Elisabeth Bathgate, a member of the Citizens Advisory Committee, in attendance at the Board Meeting.

H.A.R.D.
Citizens Advisory
Committee
Recommendations
Presented to
B.O.D.

On July 21, 2008, the Citizens Advisory Committee voted unanimously to recommend the following funding projects of the Hayward Area Recreation and Park District for the East Bay Regional Park District Bond Measure Extension for the Board of Directors acceptance, further review, and the Board's final recommendation:

District-Wide
Funding
Recommendations

District Wide Projects: 1) New banquet/reception facility with larger seating accommodations than the existing community centers to capture additional revenue; 2) Solar energy projects as part of the "green movement;" 3) New Dog Park, with the location to be determined; 4) Parkland acquisition and development; 5) Innovative play equipment at selected park locations; 6) Mobile recreation vehicle(s) to visit underserved areas throughout the District.

**EAST BAY REGIONAL
PARK DISTRICT**
(Continued)

Castro Valley,
Cherryland,
Ashland,
Hayward,
San Lorenzo
And
Mt. Eden
Funding Project
Recommendations

Castro Valley Projects: 1) Adobe Park Renovation; 2) Castro Valley Unified School District school site improvements, acquisition of school sites and parkland for development and 3) Castro Valley Creek Park Development.

Cherryland Project: Meek Estate West Terrace Project

Ashland Area Projects: Implementation of Holland Park Master Plan Improvements.

Hayward Projects: 1) Sulphur Creek Nature Center – Phase II; 2) Kennedy Park Master Plan Improvements; 3) Weekes Park renovation and expansion of Valle Vista Park for Community Center; 4) Stonebrae School/Park restroom building; 5) Douglas Morrisson Theatre addition.

San Lorenzo Projects: 1) Mervin Morris Park renovation; 2) San Lorenzo Park renovation.

Mt. Eden: Greenwood Park expansion and renovation

Motion Carried
To Accept
Citizens Advisory
Committee's
Recommendations
To the Board of
Directors

It was moved by Director Pereira, second by Director Jameson, and unanimously carried to accept the Citizens Advisory Committee's recommendations for funding projects for the East Bay Regional Park District Bond Measure (1988 Measure AA) Extension.

Board Members
Extend Thanks
To Citizens Adv.
Committee for
Timely Completion

Following presentation and acceptance of the Citizens Advisory Committee's recommendations, Director Hodges said that he was pleased and amazed at how immaculately the Citizens Advisory Committee reviewed the list of projects, and thanked Committee Members for their many hours of hard work and contribution. Likewise, on behalf of the Board, President Andrade extended his heartfelt thanks to the Citizens Advisory Committee for timely completion of their study assignment, and for their hard work, which the Board appreciates very much.

Staff Comments -
B.O.D. Work
Session on Monday,
September 8, 2008
To Determine
Priority List of
Funding Projects

Staff said that the Board of Directors will conduct a Work Session on Monday, September 8, 2008 to review the recommendations, determine priorities and create a final list of the Hayward Area Recreation and Park District's funding projects to be submitted to the East Bay Regional Park District. Staff added that the Board of Directors in their meeting on September 8th, would also adopt a Resolution to support and endorse the East Bay Regional Park District's Bond Measure Extension that would be placed on the November 4, 2008 Ballot.

**BOARD OF DIRECTORS'
COMMITTEE REPORTS**

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

R-0809-16
Appointment of
Park Caretaker -
Mr. David Morgan

Resolution No. R-0809-16, appointing Mr. David Morgan to the position of Park Caretaker, Item no. 1136, compensation \$3,519/month, \$42,228 annually, effective August 16, 2008.

R-0809-17
Appointment of
Park Caretaker -
Mr. Byron Posey

Resolution No. R-0809-17, appointing Mr. Byron Posey to the position of Park Caretaker, Item no. 1136, compensation \$3,519/month, \$42,228 annually, effective August 16, 2008.

Staff Report -
Eligible List from
Alameda County
Human Resources
Department

Staff reported that two (2) vacancies currently exist in the Grounds Division of the Park Department. Staff interviewed eight (8) candidates from a list provided by the Alameda County Human Resources Department on July 24, 2008, and recommended the appointment of Mr. David Morgan, who has worked for the Hayward Area Recreation and Park District since October 15, 2007 as an Hourly Caretaker at Eldridge and Ruus Parks, where he has done an excellent job, and recommended the appointment of Mr. Byron Posey who comes to the District with more than fifteen (15) years of experience.

Staff Report on
Cannery Park
Assignment &
Activity at
Park that Opened
On 8/11/08

For information of the Board, Staff reported that a full-time Caretaker has been assigned to the new Cannery Park that opened this week, along with the help of an hourly Caretaker. Staff was pleased to report that during their visit to Cannery Park on Monday, August 11th, which was the first day the park reopened, the water play area, and all the other amenities at Cannery Park were being enjoyed and the park filled with activity, which they said would get bigger as the residents find out through publicity in the Daily Review during the week.

**REPORT ON BOARD
MEMBER ACTIVITIES**

Director Jameson
Reports on the
Nature Center's
Annual Flight to
Freedom -
8/9/08

Director Jameson reported that she was in attendance at Sulphur Creek Nature Center's Annual Flight to Freedom fundraiser on Saturday, August 9th, which she said was well attended. She said that the entire event was fantastic, and the release of the two owls to the wildlife was picturesque. On behalf of the Board of Directors, she extended her heartfelt thanks to the Sulphur Creek Nature Center Staff and volunteers for their hard work and dedication to host a memorable 12th Annual Flight to Freedom, which also helped raise funds for the Nature Center.

Staff was also pleased to report that the outdoor movies "under the stars" throughout the District are a big hit and continue to be well-

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

Comments -
Director Andrade -
Compliments Summer
Programs District-wide

attended, for example, the Bee Movie at the Hayward Shoreline Interpretive Center at 8:30 p.m. on Friday, August 1st.

Director Andrade said that summer 2008 was a great experience for his family personally, and thanked staff of the Naturalist and the Aquatics Program, and all District personnel for their hard work and enthusiasm that allowed kids to have an enjoyable summer experience and a great time in the District.

Director Pereira -
Compliments
Coordination of
Camp Program at
East Avenue Park - 2008

Director Pereira also extended her personal thanks to Ms. Jennifer Koney, Recreation Supervisor, for the courtesy she personally extended to the residents of the East Avenue Park neighborhood to coordinate the details of the 2008 summer camp, and to keep them advised. She said that the feedback that she received from the residents about this year's day camp was positive.

Power to the
District Admin.
Office Shut Down
On Monday,
8/18/08 – Staff
Update

For information of the Board of Directors, Staff announced that electricity to the District office will be shut down on Monday, August 18, 2008 to allow the electrical contractor to complete the project in conjunction with PG & E. Staff noted that arrangements have been made to relocate Staff to other facilities that day as there will be no phones, lights or access to the computer, with limited staff working in the District Office. Staff further noted that notices will be posted on the website and at the District Office for the general public. Regular operations at the District Office will resume on Tuesday, August 19, 2008.

B.O.D. Strategic
Planning Workshop;
Friday, 10/3/08

Staff announced that a Board of Directors' Strategic Planning Workshop with BHI Management Consultants has been scheduled on Friday, October 3, 2008, from 9:00 a.m. to 4:00 p.m.

Next B.O.D. Mtg.;
8/11/08; 7:30 p.m.

The next regular meeting of the Board of Directors will be held on Monday, August 25, 2008 at 7:30 p.m. at the District Administration Office, 1099 'E' Street, Hayward.

ADJOURNMENT

There being no further business to discuss, President Andrade adjourned the meeting at 8:05 p.m.

PAUL W. HODGES, JR.
Secretary, Board of Directors