

CROCKETT RECREATION COMMISSION

MINUTES OF REGULAR MEETING, FEBRUARY 5, 2018

1. CALL TO ORDER: The meeting was called to order at 6:00 PM by Chairperson Cusack. Present were Commissioners Airoldi, Botta, Faria, Gomez and Valentini, along with General Manager McDonald, Department Manager Wilson and Facilities Manager/Asst. Secretary Witschi. Commissioner Choquette was absent.
2. AGENDA ORDER: There were no requests to hear agenda items out of order.
3. PUBLIC COMMENTS: Mr. McDonald said the new District Newsletter Crockett Engaged was approved by the Board and will be released every two to three months with no direct cost to the District. It will be available at meetings and events around town. Margaret Faria said the Community Emergency Response Team (CERT) training began last Saturday and will run for four weeks. For more information please e-mail crockettcert@gmail.
4. CONSENT CALENDAR: The following consent items were approved unanimously (jv/mf):
 - a. Approve Minutes of January 8, 2018.
 - b. Receive Report from Facilities Manager.
 - c. Receive Status Report on outstanding issues.
5. RECREATION: No report.
6. FINANCIAL REPORT: The monthly statement of Department finances and report on investments were examined by the Commission. Mr. McDonald presented the monthly summary worksheet and Status Report on financial matters. He said the interest rate is at 1.2%. Additional cash conversion has occurred at the end of January moving an additional \$16,000 from the Advance-on-Taxes to Cash account. Commissioner Valentini asked if the outside appraisal for the recreation building has been considered yet. Mr. McDonald said it is still pending. A contract proposal to submit to the Recreation Commission and then to the District Board to perform a District-wide appraisal of all assets will be placed on a future agenda for consideration.
- 7.a. DISTRICT BOARD ACTIONS: Mr. McDonald reported on the actions taken by the District Board in December. He said the Board authorized the Right-of-Way contract for a temporary construction easement at the southwest corner of our property in anticipation for the Pomona Street pedestrian improvement projects at Rolph and Pomona. The District property actually extends into the intersection in the Right-of-Way and an easement was needed in order for construction to occur. He said the Board received the Annual FY 2016/17 Audit report and Mid-Year Budget reports from all departments. The Board dissolved the Port Costa Advisory Committee by resolution.
- 7.b. ACTION PLAN: The Commission reviewed the Action Plan for 2018. No action was taken or needed.

8. REPORT OF DEPT. MANAGER: Mr. Wilson reported that he hired a lighting engineer to look at the electrical company capabilities at the Community Center. The questions to be answered are how do we improve lighting within the hall. He said the laminate tile in the bathrooms and multipurpose room will need to be replaced. He measured out the areas and knows how much we need. Next month the floors in the auditorium will be refinished. He reminded the Commission that last time they were finished we were told we may not be able to just easily refinish because of so many layers that were built up and may have to be removed first. It appears we will not have to strip the built up finish this year. Mr. Wilson said the pool heater has been replaced and it is now operational. The lights have been removed from the redwood tree in the park as well as the tree on Alexander Circle. He reported the company that did the work no longer wishes to do the work due to the distance from their office in Morgan Hill. The reason we chose this contractor is a promise they made to hold onto the lights for us as we had nowhere to store them as part of the requirement for receiving a contract for the work. Mr. Wilson is looking along with the Chamber of Commerce for new contractors for next year in hopes they can find one. Right now the lights are stored at the pool for both the Community tree and Alexander tree. The lights have to go there since there is no room to store them at the Community Center. The John Swett Swim Team started using the pool today. Commissioner Gomez asked if there's room at the Memorial Hall to store the lights. Mr. Wilson said they are in two 32-gallon trash cans with over 1,000 feet in length for the Community Center tree and even longer strings for the Edwards Alexander Circle tree.

9. COMMISSIONERS: No reports.

10. FUTURE AGENDA ITEMS:

Consider approval of 2018 summer schedule for aquatics and events (March).

Consider 8-month budget report (March).

Consider preliminary draft budget for FY 2018/19 (March).

Outside appraisal of District-owned properties (March).

Backup generator for Community Center.

11. COMMISSIONER COMMENTS: Commissioner Valentini asked if staff would consider personal property as well in that appraisal. Mr. McDonald said yes and that tables, chairs, equipment, kitchen supplies, etc. will all be included in the appraisal. Commissioner Cusack asked about the backup generator proposed for the Community Center. Mr. Wilson said he would have to power everything in the building not just the emergency lights. We have been fortunate that the power has not gone out while an event was being held. Once we have more information an action item can be brought before the Recreation Commission to decide if they wish to move forward with the backup generator.

12. ADJOURNMENT: The meeting was adjourned at 6:27 PM until March 5, 2018.

Respectfully submitted,

Susan Witschi
February 6, 2018