



147 Gregory Lane
Pleasant Hill, CA 94523
(925) 682-0896
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pleasanthillrec.

Board of Directors AGENDA

PLEASANT HILL RECREATION & PARK DISTRICT

MISSION STATEMENT

In order to serve the diverse recreational needs of individuals and families and to enrich the quality of life for all residents, the Pleasant Hill Recreation & Park District is committed to providing park facilities, open space, and programs and activities for all ages.

Thursday, October 22, 2015
ADMINISTRATION OFFICE
CONFERENCE ROOM
147 GREGORY LANE, PLEASANT HILL

7:00 p.m.
Regular Meeting

Est. Time

1. Call to Order and Pledge of Allegiance
2. Roll Call
3. Public Comment
Five minutes may be allotted to each speaker and a maximum of twenty (20) minutes to each subject matter. The public may speak regarding agenda items at the time the matter is taken up. Non-agenda items can be addressed under Public Comment.
- 10 min. 4. Consent Calendar **(ACTION)**
 - a. To Approve Bills to be Paid
 - b. To Approve Minutes of September 14, 2015 and September 30, 2015
- 10 min. 5. Ex-Officio Member Report, Allie Naccara – College Park High School
- 10 min. 6. Report on Blues & Brews Festival
 - Presentation of Check to Pleasant Hill Chamber of Commerce
- 10 min. 7. To Consider Moving Regular Board Meeting of Thursday, November 19 to Wednesday, November 18 at 7 PM **(ACTION)**

Documents that are disclosable public records required to be made available under California Government Code Section 54957.5 (b) (1) and (2) are available to the public for inspection at no charge during business hours at our administrative office located at 147 Gregory Lane, Pleasant Hill, California.

The Pleasant Hill Recreation & Park District will provide reasonable disability-related modification or accommodations to a person who requires such in order to participate in the meeting of the Board of Directors. Please contact Susie Kubota (925) 682-0896 at least 48 hours before the meeting.

- 20 min. 8. To Review and Consider Board Policies **(First Reading)**
- 1500- General Manager-Employment Agreement
 - 1505- Performance Evaluation - General Manager
 - 3005- Budget Preparation
 - 3010- Check Processing
 - 3015- Credit Card Usage
 - 3020- Expense Authorization
 - 3025- Financial Management
 - 3030- Financial Controls
 - 3035- Fixed-Asset Accounting Control
 - 3040- Fixed-Asset Capitalization
 - 3050-Purchasing
- 10 min. 9. Report on Contra Costa Special District Association Quarterly Meeting
- 5 min. 10. To Set Personnel Committee Meeting
- 10 min. 11. Reports and To Set Board Committee Meeting Dates
- a. Land and Facility Development Committee
 - b. Personnel Committee
 - c. Budget & Finance Committee
 - d. Program Committee
- 10 min. 12. Board Announcements and Requests to Staff
- 10 min. 13. Staff Announcements
14. Adjourn

Future Board of Directors Meetings:

November 5, 2015