

STAFF REPORT



Date: March 9, 2017
To: Board of Directors
From: Michelle Lacy, General Manager
Re: Consent Calendar

Consent Calendar items are considered to be routine by the Board of Directors and will be enacted by one motion. By approval of the Consent Calendar the staff recommendation will be adopted. There will be no separate discussion on these items unless a Board Member or a member of the public request removal of the item from the Consent Calendar.

CONSENT CALENDAR FOR MARCH 9, 2017

- a. Approve Bills to be Paid, Warrants # 23746 – 23796 (Exhibit 1)

<u>Check</u>	<u>Date</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Voucher</u>
23746	03/09/2017	ALL-Guar	ALL-GUARD Alarm Systems	120.00	000000
23747	03/09/2017	AmerSta	American Stage Tours	2,020.00	000000
23748	03/09/2017	AmFid	American Fidelity	3,074.11	000000
23749	03/09/2017	AmFidAs	American Fidelity Assurance	491.22	000000
23750	03/09/2017	Antai	Antai Solutions LLC	8,324.00	000000
23751	03/09/2017	ApplLan	Applied Landscape Materials	3,532.00	000000
23752	03/09/2017	Aramark	Aramark	550.73	000000
23753	03/09/2017	ATT CC	AT & T	220.54	000000
23754	03/09/2017	BayAlar	Bay Alarm Company	456.45	000000
23755	03/09/2017	BillAce	Bill's Ace Hardware	294.82	000000
23756	03/09/2017	BonaSan	Sandra Bonato	200.00	000000
23757	03/09/2017	Canary	Canary LLC	448.31	000000
23758	03/09/2017	Carpd	CARPD	520.00	000000
23759	03/09/2017	CCWat	Contra Costa Water District	2,958.87	000000
23760	03/09/2017	CenCon	Central Contra Costa Sanitary	3,042.33	000000
23761	03/09/2017	CintCorp	Cintas Corp # 185	115.11	000000
23762	03/09/2017	Cole	Cole Supply Co., Inc.	65.36	000000
23763	03/09/2017	CprsD3	CPRS District III	250.00	000000
23764	03/09/2017	DownKat	Katelyn Downing	40.00	000000
23765	03/09/2017	EBMUD	East Bay Mud	374.38	000000
23766	03/09/2017	FarWest	Farwest Sanitation	79.50	000000
23767	03/09/2017	FranTx	Franchise Tax Board	105.00	000000
23768	03/09/2017	Furber	Furber Saw, Inc.	225.13	000000
23769	03/09/2017	GenPlum	General Plumbing Supply	140.42	000000
23770	03/09/2017	GlovBob	Bobby Glover	200.00	000000
23771	03/09/2017	IdealSer	Ideal Service Company, Inc.	1,268.84	000000
23772	03/09/2017	INKEM	INKEM	25.98	000000
23773	03/09/2017	LahlBil	Bill Lahl	316.80	000000
23774	03/09/2017	LincEqu	Lincoln Aquatics	39.97	000000
23775	03/09/2017	MDUSD2	MDUSD, M&O Dept	5,846.35	000000
23776	03/09/2017	MurdDeb	Debbie Murdock	1,000.30	000000
23777	03/09/2017	Nextel	Nextel Communications/Sprint	3,139.55	000000
23778	03/09/2017	OrteJen	Jennifer Ortega	200.00	000000
23779	03/09/2017	PERS	CalPERS	16,184.14	000000
23780	03/09/2017	PG&E	Pacific Gas & Electric Co	13,828.61	000000
23781	03/09/2017	PhCham	Pleasant Hill Chamber Of Comme	750.00	000000
23782	03/09/2017	PhCit	Pleasant Hill, City of	4,354.74	000000
23783	03/09/2017	PhSen	Pleasant Hill Seniors Club	688.00	000000
23784	03/09/2017	PierAnd	Andrew Pierce	200.00	000000
23785	03/09/2017	PleaHill	Pleasant Hill Rec & Park Distr	134,000.84	000000
23786	03/09/2017	QualTre	Quality Tree Care/Joseph Matto	4,700.00	000000
23787	03/09/2017	ShessZac	Zac Shess	200.00	000000
23788	03/09/2017	Spanish	Spanish 4 Children	2,077.20	000000
23789	03/09/2017	SuppWor	Supply Works	1,677.20	000000
23790	03/09/2017	Travel	Travel Center, Trust Account	3,019.00	000000
23791	03/09/2017	USBank	U.S. Bank	1,904.19	000000
23792	03/09/2017	USBankP	U.S. Bank Corporate Payment	29,755.47	000000
23793	03/09/2017	Valic	Valic	700.00	000000
23794	03/09/2017	Wesco	Wesco Graphics Inc	9,221.77	000000
23795	03/09/2017	WhitCas	Casey White	596.00	000000
23796	03/09/2017	whitecas	Whitecastle Tours Inc.	1,039.53	000000

CHECK TOTAL: \$264,582.76

Accounts Payable Computer Check Proof List

User: julie

Printed: 03/03/2017 - 11:05 AM



Pleasant Hill Recreation & Park District

People, Parks & Programs Since 1951

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor:ALL-Guar S78165	ALL-GUARD Alarm Systems PSC Check Total:	120.00 120.00	03/09/2017	Check Sequence: 1 100-1300-75520	ACH Enabled: No alarms
Vendor:AmerSta 23550 23760	American Stage Tours Alcatraz 2970.17 Warriors 2972.017 Check Total:	1,145.00 875.00 2,020.00	03/09/2017 03/09/2017	Check Sequence: 2 100-1220-75630 100-1220-75630	ACH Enabled: No sen trips sen trips
Vendor:AmFid 02/2017 02/2017 02/2017 02/2017 02/2017 02/2017 02/2017	American Fidelity American Fidelity 125/Daycare American Fidelity 125/Daycare American Fidelity 125/Daycare American Fidelity 125/Daycare American Fidelity 125/Daycare American Fidelity 125/Daycare Check Total:	254.17 895.82 433.33 83.32 895.82 41.66 469.99 3,074.11	02/23/2017 02/23/2017 02/23/2017 03/09/2017 03/09/2017 03/09/2017 03/09/2017	Check Sequence: 3 100-0000-21345 100-0000-21345 100-0000-21345 100-0000-21345 100-0000-21345 100-0000-21345 100-0000-21345	ACH Enabled: No
Vendor:AmFidAs 02/2017 02/2017 02/2017 02/2017 02/2017 02/2017 02/2017 02/2017	American Fidelity Assurance Acc/Can/Dis/Life Acc/Can/Dis/Life Acc/Can/Dis/Life Life/Dis/Can/Acc Life/Dis/Can/Acc Life/Dis/Can/Acc Life/Dis/Can/Acc Acc/Can/Dis/Life Life/Dis/Can/Acc Life/Dis/Can/Acc	24.00 77.21 79.56 18.76 80.05 69.58 40.38 46.65 39.19 15.84	02/23/2017 02/23/2017 02/23/2017 03/09/2017 03/09/2017 03/09/2017 03/09/2017 02/23/2017 03/09/2017 03/09/2017	Check Sequence: 4 100-0000-21360 100-0000-21360 100-0000-21360 100-0000-21360 100-0000-21360 100-0000-21360 100-0000-21360 100-0000-21360 100-0000-21360 100-0000-21360	ACH Enabled: No

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	491.22			
Vendor:Antai 1779	Antai Solutions LLC IT- Mar02017 Check Total:	8,324.00 8,324.00	03/09/2017	Check Sequence: 5 100-1210-75507	ACH Enabled: No consultant
Vendor:ApplLan 6345	Applied Landscape Materials fiber Check Total:	3,532.00 3,532.00	03/09/2017	Check Sequence: 6 100-1300-75520	ACH Enabled: No playground
Vendor:Aramark 703140646 703181819 703202401	Aramark Parks Parks Parks Check Total:	123.62 218.89 208.22 550.73	03/09/2017 03/09/2017 03/09/2017	Check Sequence: 7 100-1300-55380 100-1300-55380 100-1300-55380	ACH Enabled: No uniforms uniforms uniforms
Vendor:ATT CC 02142017	AT & T CC fire Check Total:	220.54 220.54	03/09/2017	Check Sequence: 8 100-1231-65365	ACH Enabled: No alarm
Vendor:BayAlar 3941424170215m 4060524170215m 4060824170215m	Bay Alarm Company serv chg serv chg serv chg Check Total:	26.46 165.39 264.60 456.45	03/09/2017 03/09/2017 03/09/2017	Check Sequence: 9 100-1220-75515 100-1231-75515 100-1231-75515	ACH Enabled: No alarms alarms alarms
Vendor:BillAce 435553 435554 4355669 4355669 435596 435600 435630 435653 435663 435684 435686	Bill's Acc Hardware scoop screws screws sta-bil wipes stretch film velcro chirpkey cement ties neut gl	27.59 56.07 17.35 6.00 3.89 19.46 14.60 68.19 12.48 11.68 57.51	03/09/2017 03/09/2017 03/09/2017 03/09/2017 03/09/2017 03/09/2017 03/09/2017 03/09/2017 03/09/2017 03/09/2017 03/09/2017	Check Sequence: 10 100-1220-75515 100-1300-75505 100-1300-75520 100-1300-75510 100-1300-75545 100-1300-75520 100-1255-75515 100-1300-75545 100-1300-75511 100-1300-75520 100-1300-75505	ACH Enabled: No supplies supplies supplies supplies supplies supplies supplies supplies supplies supplies supplies

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	294.82			
Vendor: BonaSan 02282017	Sandra Bonato Feb Check Total:	200.00 200.00	03/09/2017	Check Sequence: 11 100-1100-60100	ACH Enabled: No Board
Vendor: Canary 56746	Canary LLC WW&S Check Total:	448.31 448.31	03/09/2017	Check Sequence: 12 100-1265-75170	ACH Enabled: No corkscrews
Vendor: Carpd 05182017 05182017	CARPD Jennifer reg fees Michelle reg fees Check Total:	260.00 260.00 520.00	03/09/2017 03/09/2017	Check Sequence: 13 100-1100-60200 100-1100-60300	ACH Enabled: No conference conference
Vendor: CCWat H398326 H400535 H400536 H401378 H401435 H402670 H402671 H402675 H402676 H402677 H402678 H405174 H405176	Contra Costa Water District Las Juntas CC fire system CC Falls Ct VHi Dr PHAC SC fire TC fire PO Park DO C,leaveland Paso Paso Check Total:	207.80 73.91 492.07 60.24 40.17 439.87 82.32 75.10 265.79 76.00 481.22 330.28 334.10 2,958.87	03/09/2017 03/09/2017 03/09/2017 03/09/2017 03/09/2017 03/09/2017 03/09/2017 03/09/2017 03/09/2017 03/09/2017 03/09/2017 03/09/2017 03/09/2017	Check Sequence: 14 100-1300-65710 100-1231-65710 100-1231-65710 300-3000-65710 310-3100-65710 100-1280-65710 100-1220-65710 100-1255-65710 100-1300-65710 100-1210-65710 100-1300-65710 100-1300-65710 100-1300-65710	ACH Enabled: No water water water water water water water water water water water water water
Vendor: CenCon 2016-17	Central Contra Costa Sanitary second installment sewer fees Check Total:	3,042.33 3,042.33	03/09/2017	Check Sequence: 15 100-1300-65730	ACH Enabled: No sewer fees
Vendor: CintCorp 185593848	Cintas Corp # 185 terry towels Check Total:	115.11 115.11	03/09/2017	Check Sequence: 16 100-1220-75515	ACH Enabled: No janators

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: Cole 152620 156727	Cole Supply Co., Inc. reachers cleaner Check Total:	39.94 25.42 65.36	03/09/2017 03/09/2017	Check Sequence: 17 100-1300-75515 100-1231-75515	ACH Enabled: No supplies supplies
Vendor: Cprsd3 02232017 02232017 02232017 02232017 02232017 02232017 02232017	CPRS District III awards ceremony awards ceremony awards ceremony awards ceremony awards ceremony awards ceremony awards ceremony Check Total:	25.00 25.00 25.00 75.00 50.00 25.00 250.00	03/09/2017 03/09/2017 03/09/2017 03/09/2017 03/09/2017 03/09/2017	Check Sequence: 18 100-1265-75150 100-1255-75626 100-1290-75605 100-1231-60370 100-1220-73335 100-1100-60200 100-1100-60300	ACH Enabled: No luncheon luncheon luncheon luncheon luncheon luncheon luncheon
Vendor: DownKat 02282017	Katelyn Downing Feb Check Total:	40.00 40.00	03/09/2017	Check Sequence: 19 100-1100-60100	ACH Enabled: No Board
Vendor: EBMUD	East Bay Mud WC Check Total:	374.38 374.38	03/09/2017	Check Sequence: 20 100-1230-65710	ACH Enabled: No water
Vendor: FarWest 187312	Farwest Sanitation CPHS Check Total:	79.50 79.50	03/09/2017	Check Sequence: 21 100-1250-75620	ACH Enabled: No temp rr
Vendor: FranTx 022817	Franchise Tax Board Margret R Graves Check Total:	105.00 105.00	03/09/2017	Check Sequence: 22 100-0000-21390	ACH Enabled: No
Vendor: Furbert 219714	Furbert Saw, Inc. water pump Check Total:	225.13 225.13	03/09/2017	Check Sequence: 23 100-1300-75510	ACH Enabled: No repairs
Vendor: GenPlum s4306710.001	General Plumbing Supply Zurn Check Total:	140.42 140.42	03/09/2017	Check Sequence: 24 100-1300-75520	ACH Enabled: No parts

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor:GlovBob 02282017	Bobby Glover Feb Check Total:	200.00 200.00	03/09/2017	Check Sequence: 25 100-1100-60100	ACH Enabled: No Board
Vendor:IdealSer 610616	Ideal Service Company, Inc. Kitchen evaporator cooler repair Check Total:	1,268.84 1,268.84	03/09/2017	Check Sequence: 26 100-1220-75515	ACH Enabled: No
Vendor:INKEM 02162017	INKEM Parks Check Total:	25.98 25.98	03/09/2017	Check Sequence: 27 100-1300-55380	ACH Enabled: No sweatshirt
Vendor:LahlBill 4608.203	Bill Lahl retirement Check Total:	316.80 316.80	03/09/2017	Check Sequence: 28 100-1240-75620	ACH Enabled: No instructor
Vendor:LincEqu SI308824	Lincoln Aquatics reagent Check Total:	39.97 39.97	03/09/2017	Check Sequence: 29 100-1280-75527	ACH Enabled: No pools
Vendor:MDUSD2 12819151 14010590 14959988 4495799 475527 7359878	MDUSD, M&O Dept gym gym gym gym gym gym gym gym gym Check Total:	140.00 2,884.00 280.00 1,232.00 694.35 616.00 5,846.35	03/09/2017 03/09/2017 03/09/2017 03/09/2017 03/09/2017 03/09/2017 03/09/2017	Check Sequence: 30 100-1250-73410 100-1250-73410 100-1250-73410 100-1250-73410 100-1250-73410 100-1250-73410	ACH Enabled: No facility rental facility rental facility rental facility rental facility rental facility rental
Vendor:MurdDeb 2202.202	Debbie Murdock weight Check Total:	1,000.30 1,000.30	03/09/2017	Check Sequence: 31 100-1220-75545	ACH Enabled: No instructor
Vendor:Nextel 709409312-178 709409312-178 709409312-178 709409312-178 709409312-178	Nextel Communications/Sprint new phones and service new phones and service new phones and service new phones and service new phones and service	120.87 120.87 120.26 120.87 120.87	03/09/2017 03/09/2017 03/09/2017 03/09/2017 03/09/2017	Check Sequence: 32 100-1270-65365 100-1231-65365 100-1220-65365 100-1265-65365 100-1260-65365	ACH Enabled: No phones phones phones phones phones

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
709409312-178	new phones and service	120.87	03/09/2017	100-1250-65365	phones
709409312-178	new phones and service	966.04	03/09/2017	100-1350-65365	phones
709409312-178	new phones and service	241.43	03/09/2017	100-1100-65365	phones
709409312-178	new phones and service	1,207.47	03/09/2017	100-1300-65365	phones
	Check Total:	3,139.55			
Vendor:OrteJen	Jennifer Ortega				ACH Enabled: No
02282017	Feb	200.00	03/09/2017	100-1100-60100	Board
	Check Total:	200.00			
Vendor:PERS	CalPERS				ACH Enabled: No
022817	PERS	1,835.40	03/09/2017	100-0000-21250	
022817	PERS	405.90	03/09/2017	100-0000-21250	
022817	PERS	7,459.73	03/09/2017	100-0000-21250	
022817	PERS	1,374.20	03/09/2017	100-0000-21250	
022817	PERS	797.15	03/09/2017	100-0000-21250	
022817	PERS	4,311.76	03/09/2017	100-0000-21250	
	Check Total:	16,184.14			
Vendor:PG&E	Pacific Gas & Electric Co				ACH Enabled: No
02152017	Falls Ct	12.32	03/09/2017	300-3000-65701	utilities
02152017	R Smith	49.52	03/09/2017	100-1300-65701	utilities
02152017	Driftwood Ct	14.37	03/09/2017	340-3400-65701	utilities
02152017	Shadowood	10.46	03/09/2017	100-1300-65701	utilities
02152017	PO Pk	21.76	03/09/2017	100-1300-65701	utilities
02152017	PH Park	879.42	03/09/2017	100-1300-65701	utilities
02152017	CC	3,015.55	03/09/2017	100-1230-65701	utilities
02152017	WC	561.97	03/09/2017	100-1230-65701	utilities
02152017	School House	28.94	03/09/2017	100-1232-65701	utilities
02152017	R Ranch	54.83	03/09/2017	100-1233-65701	utilities
02152017	Ball Park	13.34	03/09/2017	100-1250-65701	utilities
02152017	Shannon Hills	17.52	03/09/2017	100-1300-65701	utilities
02152017	Heritage Meadows	14.37	03/09/2017	340-3400-65701	utilities
02152017	PH Park	259.75	03/09/2017	100-1280-65705	utilities
02152017	Viking Dr	372.78	03/09/2017	100-1250-65701	utilities
02152017	Hospice	9.53	03/09/2017	100-1300-65701	utilities
02152017	WC	92.27	03/09/2017	100-1230-65705	utilities
02152017	R Ranch gas	17.68	03/09/2017	100-1233-65701	utilities
02152017	PH Park	879.42	03/09/2017	100-1280-65701	utilities
02152017	Cliffside	12.32	03/09/2017	300-3000-65701	utilities
02152017	CC	2,580.31	03/09/2017	100-1231-65705	utilities
02152017	PH Park	28.86	03/09/2017	100-1300-65705	utilities
02152017	Brookwood	9.53	03/09/2017	100-1300-65701	utilities

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
02152017	Las Juntas	16.97	03/09/2017	100-1300-65701	utilities
02162017	PO Pk	23.83	03/09/2017	100-1300-65701	utilities
02212017	SC	3,388.06	03/09/2017	100-1220-65701	utilities
02212017	SC	1,442.93	03/09/2017	100-1220-65705	utilities
	Check Total:	13,828.61			
Vendor:PhCham	Pleasant Hill Chamber Of Comme			Check Sequence: 36	ACH Enabled: No
29174	tickets Community Awards	50.00	03/09/2017	100-1220-75625	awards night
29174	tickets Community Awards	50.00	03/09/2017	100-1100-60300	awards night
29174	tickets Community Awards	50.00	03/09/2017	100-1255-75626	awards night
29174	tickets Community Awards	200.00	03/09/2017	100-1100-60200	awards night
29174	tickets Community Awards	50.00	03/09/2017	100-1231-75500	awards night
29174	tickets Community Awards	350.00	03/09/2017	100-1290-75605	awards night
	Check Total:	750.00			
Vendor:PhCit	Pleasant Hill, City of			Check Sequence: 37	ACH Enabled: No
900006806	server -Jan	2,000.00	03/09/2017	100-1210-75504	PSC
900006806	diesel Jan	84.18	03/09/2017	100-1300-75545	PSC
900006806	gas Jan	712.14	03/09/2017	100-1300-75545	PSC
900006806	PSC -Jan	933.88	03/09/2017	100-1300-73730	PSC
900006806	repairs Jan	624.54	03/09/2017	100-1300-75545	PSC
	Check Total:	4,354.74			
Vendor:PhSen	Pleasant Hill Seniors Club			Check Sequence: 38	ACH Enabled: No
03232017	Music City	688.00	03/09/2017	100-1220-75630	reimbursement
	Check Total:	688.00			
Vendor:PierAnd	Andrew Pierce			Check Sequence: 39	ACH Enabled: No
02282017	Feb	200.00	03/09/2017	100-1100-60100	Board
	Check Total:	200.00			
Vendor:PleaHill	Pleasant Hill Rec & Park Distr			Check Sequence: 40	ACH Enabled: No
02282017	Reimburse Payroll	134,000.84	03/09/2017	100-0000-10410	
	Check Total:	134,000.84			
Vendor:QualTre	Quality Tree Care/Joseph Matto			Check Sequence: 41	ACH Enabled: No
1543462	Pine at Heritage Hills	500.00	03/09/2017	340-3400-75550	VH 2
1543506	Euc at 199 Elderwood	4,200.00	03/09/2017	300-3000-75550	VH 2

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	4,700.00			
Vendor:ShessZac 02282017	Zac Shess Feb Check Total:	200.00 200.00	03/09/2017	Check Sequence: 42 100-1100-60100	ACH Enabled: No Board
Vendor:Spanish 6631.201 6632.201 6633.201	Spanish 4 Children Immersion Immersion Immersion Check Total:	633.60 633.60 810.00 2,077.20	03/09/2017 03/09/2017 03/09/2017	Check Sequence: 43 100-1260-75250 100-1260-75250 100-1260-75250	ACH Enabled: No oinstructor oinstructor oinstructor
Vendor:SuppWor 392992780 392993325 392993333 392993341	Supply Works Kidstop Supplies CC Supplies Winslow Center Supplies Kidstop Supplies Check Total:	547.50 635.75 342.68 151.27 1,677.20	03/09/2017 03/09/2017 03/09/2017 03/09/2017	Check Sequence: 44 100-1270-75515 100-1231-75515 100-1230-75515 100-1270-75515	ACH Enabled: No
Vendor:Travel 04112017 05042017 05172017 06092017	Travel Center, Trust Account Churches 2973.017 Asia 2976.017 Barbary Coast 2977.017 Hot Air 2990.017 Check Total:	2,269.00 250.00 250.00 250.00 3,019.00	03/09/2017 03/09/2017 03/09/2017 03/09/2017	Check Sequence: 45 100-1220-75630 100-1220-75630 100-1220-75630 100-1220-75630	ACH Enabled: No sen trips sen trips sen trips sen trips
Vendor:USBank 022817 022817	U.S. Bank Pars #6746022400 Pars #6746022400 Check Total:	1,269.45 634.74 1,904.19	03/09/2017 03/09/2017	Check Sequence: 46 100-0000-21330 100-0000-21335	ACH Enabled: No
Vendor:USBankP 02222017	U.S. Bank Corporate Payment 2/22/17 statement Check Total:	29,755.47 29,755.47	03/09/2017	Check Sequence: 47 100-0000-20100	ACH Enabled: No cal card
Vendor:Valic 02/2017 02/2017 02/2017	Valic Valic Valic Valic	25.00 325.00 25.00	02/23/2017 02/23/2017 03/09/2017	Check Sequence: 48 100-0000-21340 100-0000-21340 100-0000-21340	ACH Enabled: No

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
02/2017	Valic Check Total:	325.00 700.00	03/09/2017	100-0000-21340	
Vendor: Wesco 42696	Wesco Graphics Inc Spr/Sum 2017 Spotlight Check Total:	9,221.77 9,221.77	03/09/2017	Check Sequence: 49 100-1290-75624	ACH Enabled: No printing fees
Vendor: WhitCas 2231.201	Casey White Watercolor Check Total:	596.00 596.00	03/09/2017	Check Sequence: 50 100-1220-75545	ACH Enabled: No instructor
Vendor: whitecas 2413	Whitecastle Tours Inc. Body Guard 1039.53 Check Total:	1,039.53 1,039.53	03/09/2017	Check Sequence: 51 100-1220-75630	ACH Enabled: No sen trips
	Total for Check Run:	264,582.76			
	Total Number of Checks:	51			

STAFF REPORT



Date: March 9, 2017
To: Board of Directors
From: Michelle Lacy, General Manager
Re: Review and Approve Proposal from Rodgers Ranch Heritage Center for Installation of a Brick Pathway at Rodgers Ranch

BACKGROUND:

In November 2016, the Rodgers Ranch Heritage Center (RRHC) and Pleasant Hill Recreation and Park District (District) finalized an Operator's Agreement which guides current and future use of the Rodgers Ranch Historical Site. Section 9 of the Agreement states that all major alterations and improvements must be approved by the District.

At its meeting on February 22, 2017, the Land and Facilities Committee reviewed the proposal and recommended presenting the item to the Board of Directors for consideration.

DISCUSSION:

RRHC has requested the District consider its proposal (Exhibit 1) to resurface the existing pathway. The pathway originates at the sidewalk and extends to the Farm House (Exhibit 2). RRHC is recommending replacing the current gravel pathway with a brick pathway. The resurfacing will assist in maintaining the Farm House floors which have seen increased wear due to pieces of gravel which adhere to shoes of patrons visiting the Farm House. In addition, the bricks will provide a surface which is suitable for use in all types of weather.

The choice of bricks for the resurfacing provides an opportunity for fundraising through selling of engraved bricks. RRHC will bear the full cost of the project and is planning to begin selling the bricks shortly after project approval. It is anticipated that RRHC will construct the entire pathway regardless of number of bricks "sold" and replace non-engraved bricks with engraved bricks as they are purchased. This is a similar approach the District has used in similar fundraising efforts including the path to the Senior Center.

It is recommended the Board of Directors approve the proposal from RRHC for installation of a brick pathway at Rodgers Ranch.

Exhibit 1: Rodgers Ranch Heritage Center Brick Pathway Proposal
Exhibit 2: Sketch of Proposed Project

ATTACHMENT B

Rodgers Ranch Heritage Center

Brick Pathway Proposal

The existing pathway in the front and side of the Rodgers Ranch farmhouse is crushed rock. This rock sticks to visitor's shoes, damaging the stairs to the front door as well as the porch. Also, the retaining boards are lifting, creating tripping hazards and during the recent rains, trenches were formed on the path. When considering a

replacement, we decided a brick pathway would be safer, cleaner, and more attractive. If we used engraved bricks, it would also serve as a fundraiser.

After looking into several companies we favored Laser Impressions in Sunnyvale. It was local and was the same company used for the Senior Center walkway.

When discussing the design with Steve Wallace, he suggested a cement 4 inch border to secure the bricks. The entire pathway will be initially installed with plain bricks which will be replaced with engraved bricks as orders are filled. The plain bricks will then be used elsewhere on the property.

Steve is developing a design plan and cost estimate for the project. He will donate his time and seek donations of bricks. Rodgers Ranch Heritage Center will cover any expenses associated with this project.

Our suggested profit margin for selling the 4" x 8" bricks at \$100 each would be:

1,000 bricks x \$100 = \$100,000 less cost of bricks \$22.50 = \$22,500 profit \$77,500

500 bricks x \$100 = \$50,000 less cost of bricks \$22.50 = \$11,250 profit \$38,750

200 bricks x \$100 = \$20,000 less cost of bricks \$22.50 = \$4,500 profit \$15,500

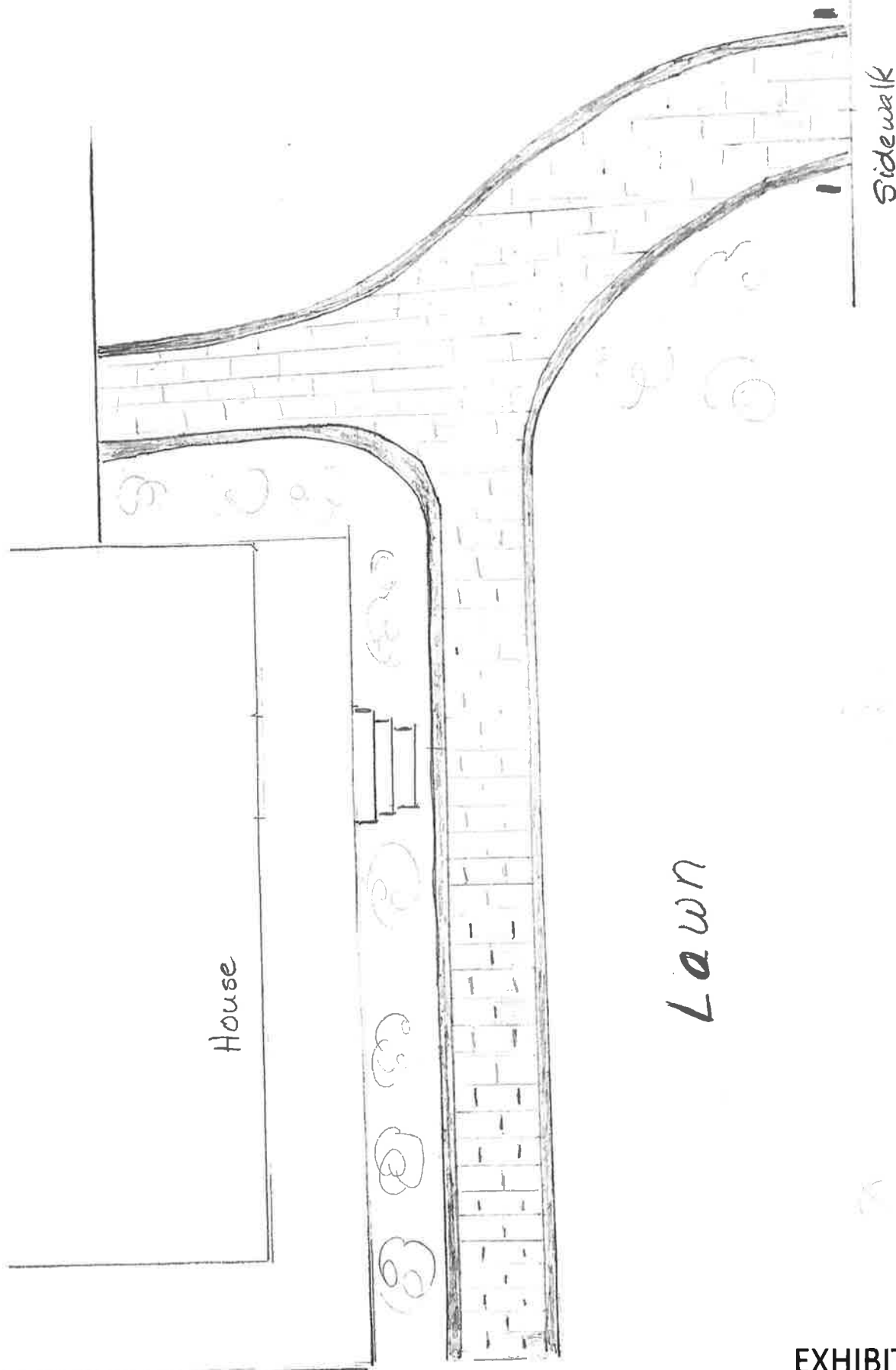
50 bricks x \$100 = \$5,000 less cost of bricks \$22.50 = \$1,125 profit \$3,875

If we are able to sell and order 250 bricks at one time, the profit margin would be greater.

We believe the results will add to the aesthetic appearance of the site and will be safer.

Thank you for your consideration in this matter.

Denise N. Koroslev and the RRHC Board



House

Lawn

Sidewalk