

STAFF REPORT



Date: April 27, 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 APRIL 27, 2017

- a. Approve Bills to be Paid, Warrants # 23910 – 23957 (Exhibit 1)
- b. Approve Minutes of February 9, 2017 and March 23, 2017 (Exhibit 2)

<u>Check</u>	<u>Date</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Voucher</u>
23910	04/27/2017	Aantex	Aantex Pest Control	220.00	000000
23911	04/27/2017	AmerSta	American Stage Tours	1,325.00	000000
23912	04/27/2017	Antai	Antai Solutions LLC	8,324.00	000000
23913	04/27/2017	Aramark	Aramark	128.82	000000
23914	04/27/2017	ATT CC	AT & T	117.15	000000
23915	04/27/2017	ATT3	ATT CALNET 3	161.86	000000
23916	04/27/2017	BillAce	Bill's Ace Hardware	213.53	000000
23917	04/27/2017	BsnPas	BSN Sports/Sport Supply Group	2,432.56	000000
23918	04/27/2017	CaDoj	California DOJ	64.00	000000
23919	04/27/2017	CalSta	Court-Ordered Debt Collections	229.99	000000
23920	04/27/2017	CaWest	Cal West Private Security	225.00	000000
23921	04/27/2017	CCWat	Contra Costa Water District	201.11	000000
23922	04/27/2017	CGSgym	CGS Gymnastic Services, Inc	360.00	000000
23923	04/27/2017	Cintas	CINTAS Fire Protection # F44	192.20	000000
23924	04/27/2017	CintCorp	Cintas Corp # 185	346.83	000000
23925	04/27/2017	CmeLt	CME Lighting Supply Company	296.89	000000
23926	04/27/2017	Cole	Cole Supply Co., Inc.	45.10	000000
23927	04/27/2017	CommPool	Commercial Pool Systems, Inc.	534.76	000000
23928	04/27/2017	CopySt	Copy Station	260.72	000000
23929	04/27/2017	DelDen	Preferred Benefit	3,314.10	000000
23930	04/27/2017	Denelect	Denalect Alarm Company	138.00	000000
23931	04/27/2017	EBPool	East Bay Pool Service	8,404.56	000000
23932	04/27/2017	ENGEO	ENGEO	4,500.00	000000
23933	04/27/2017	Ewing	Ewing Irrigation	79.87	000000
23934	04/27/2017	FarWest	Farwest Sanitation	79.56	000000
23935	04/27/2017	FranTx	Franchise Tax Board	105.00	000000
23936	04/27/2017	Furber	Furber Saw, Inc.	134.58	000000
23937	04/27/2017	KaisFou	File #73029 Kaiser Foundation Health Plan	28,827.20	000000
23938	04/27/2017	kalgold	KALGOLD Technologies, Inc.	693.00	000000
23939	04/27/2017	Legal S	Legal Shield	31.90	000000
23940	04/27/2017	McGIPhy	Phyllis McGlasson	825.00	000000
23941	04/27/2017	McInerne	McInerney & Dillon	2,200.50	000000
23942	04/27/2017	MDUSD3	MDUSD	77.00	000000
23943	04/27/2017	P&DApp	P&D Appliance	985.99	000000
23944	04/27/2017	PERS	CalPERS	16,148.58	000000
23945	04/27/2017	PhSen	Pleasant Hill Seniors Club	890.00	000000
23946	04/27/2017	PleaHill	Pleasant Hill Rec & Park Distr	141,108.68	000000
23947	04/27/2017	R-Comput	R-Computer	2,110.96	000000
23948	04/27/2017	Republic	Republic Services #210	2,413.84	000000
23949	04/27/2017	Standard	Standard Insurance Company	1,994.81	000000
23950	04/27/2017	StePrint	Steven's Printing	130.50	000000
23951	04/27/2017	SuppWor	Supply Works	580.25	000000
23952	04/27/2017	TESCO	TESCO	32,000.00	000000
23953	04/27/2017	TheBowl	The Bowlby Group, Inc	5,000.00	000000
23954	04/27/2017	TurfStar	Turf Star, Inc.	409.57	000000
23955	04/27/2017	USBank	U.S. Bank	2,486.85	000000
23956	04/27/2017	VSP	Preferred Benefit	48.20	000000
23957	04/27/2017	WhitCas	Casey White	600.00	000000

CHECK TOTAL: \$271,998.02

Accounts Payable Computer Check Proof List

User: julie

Printed: 04/21/2017 - 10:08 AM



Pleasant Hill Recreation & Park District

People, Parks & Programs Since 1951

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor:Aantex 61269	Aantex Pest Control SC quarterly service Check Total:	220.00 220.00	04/27/2017	Check Sequence: 1 100-1220-75515	ACH Enabled: No pests
Vendor:AmerSta 23841	American Stage Tours Elkhorn 2981 & 82.017 Check Total:	1,325.00 1,325.00	04/27/2017	Check Sequence: 2 100-1220-75630	ACH Enabled: No sen trips
Vendor:Antai 1812	Antai Solutions LLC May IT fees Check Total:	8,324.00 8,324.00	04/27/2017	Check Sequence: 3 100-1210-75507	ACH Enabled: No consultant
Vendor:Aramark 703257972 703268138 703278498	Aramark park staff park staff park staff Check Total:	42.94 42.94 42.94 128.82	04/27/2017 04/27/2017 04/27/2017	Check Sequence: 4 100-1300-55380 100-1300-55380 100-1300-55380	ACH Enabled: No uniforms uniforms uniforms
Vendor:ATT CC 04022017	AT & T KS Check Total:	117.15 117.15	04/27/2017	Check Sequence: 5 100-1270-65365	ACH Enabled: No phones
Vendor:ATT3 9476011 9476027	ATT CALNET 3 DSL WC WC elevator Check Total:	116.67 45.19 161.86	04/27/2017 04/27/2017	Check Sequence: 6 100-1230-65365 100-1230-65365	ACH Enabled: No phones phones
Vendor:BillAce 436149	Bill's Ace Hardware gallon jug	20.52	04/27/2017	Check Sequence: 7 100-1300-75520	ACH Enabled: No supplies

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
436170	bolts	0.95	04/27/2017	100-1280-75530	supplies
436192	grease	20.40	04/27/2017	100-1300-75510	supplies
436192	bulb	5.00	04/27/2017	100-1300-75505	supplies
436198	bolts	23.93	04/27/2017	100-1300-75510	supplies
436206	bolts	47.85	04/27/2017	100-1300-75510	supplies
436232	rags	30.32	04/27/2017	100-1300-75520	supplies
436234	padlock	35.21	04/27/2017	100-1300-76500	supplies
436237	weed screen	29.35	04/27/2017	100-1300-75501	supplies
	Check Total:	213.53			
Vendor:BsnPas	BSN Sports/Sport Supply Group			Check Sequence: 8	ACH Enabled: No
8014743	basketballs	648.97	04/27/2017	100-1250-75620	supplies
98840988	youth jerseys	1,265.04	04/27/2017	100-1250-75050	basketball supp
98859857	youth jerseys	518.55	04/27/2017	100-1250-75050	basketball supp
	Check Total:	2,432.56			
Vendor:CaDoj	California DOJ			Check Sequence: 9	ACH Enabled: No
140168	Villarel & Saylor	64.00	04/27/2017	100-1300-75520	fingerprints
	Check Total:	64.00			
Vendor:CalSta	Court-Ordered Debt Collections			Check Sequence: 10	ACH Enabled: No
04142017	Eduardo A. Alvarado #JK-205-8717	229.99	04/27/2017	100-0000-21390	
	Check Total:	229.99			
Vendor:CaWest	Cal West Private Security			Check Sequence: 11	ACH Enabled: No
10880	4/1-15	225.00	04/27/2017	100-1300-75520	gate closing
	Check Total:	225.00			
Vendor:CCWat	Contra Costa Water District			Check Sequence: 12	ACH Enabled: No
J461299	Las Juntas	201.11	04/27/2017	100-1300-65710	water
	Check Total:	201.11			
Vendor:CGSgym	CGS Gymnastic Services, Inc			Check Sequence: 13	ACH Enabled: No
6605.202	tumbler	360.00	04/27/2017	100-1260-75250	instructor
	Check Total:	360.00			
Vendor:Cintas	CINTAS Fire Protection # F44			Check Sequence: 14	ACH Enabled: No
OF44651243	fire extinguishers at CC	192.20	04/27/2017	100-1231-75515	annual service

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	192.20			
Vendor:CintCorp 185592855 185596804 185600766	Cintas Corp # 185 terry towels terry towels terry towels Check Total:	115.11 115.11 116.61 346.83	04/27/2017 04/27/2017 04/27/2017	Check Sequence: 15 100-1220-75515 100-1220-75515 100-1220-75515	ACH Enabled: No janator supplie janator supplie janator supplie
Vendor:CmeLt 218798	CME Lighting Supply Company halide Check Total:	296.89 296.89	04/27/2017	Check Sequence: 16 100-1300-75505	ACH Enabled: No lamps
Vendor:Cole 169357	Cole Supply Co., Inc. fire resistant wastebasket Check Total:	45.10 45.10	04/27/2017	Check Sequence: 17 100-1300-75515	ACH Enabled: No supplies
Vendor:CommPool 1703040 1703041	Commercial Pool Systems, Inc. acid acid Check Total:	360.96 173.80 534.76	04/27/2017 04/27/2017	Check Sequence: 18 100-1280-75527 100-1280-75527	ACH Enabled: No pool supplies pool supplies
Vendor:CopySt 244657	Copy Station ASB/Bocce/Soccer Check Total:	260.72 260.72	04/27/2017	Check Sequence: 19 100-1250-75620	ACH Enabled: No copies
Vendor:DelDen 05/2017 05/2017 05/2017 05/2017 05/2017	Preferred Benefit Delta Dental Delta Dental Delta Dental Delta Dental Delta Dental Check Total:	84.75 460.80 521.90 135.60 2,111.05 3,314.10	04/27/2017 04/27/2017 04/27/2017 04/27/2017 04/27/2017	Check Sequence: 20 100-0000-21310 100-1100-55310 100-0000-21310 100-0000-21310 100-0000-21310	ACH Enabled: No
Vendor:Denelect R44794	Denalect Alarm Company KS quarterly Check Total:	138.00 138.00	04/27/2017	Check Sequence: 21 100-1270-75515	ACH Enabled: No alarm
Vendor:EBPool 14021	East Bay Pool Service monthly service	3,900.00	04/27/2017	Check Sequence: 22 100-1280-75515	ACH Enabled: No pool service

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
14148	acid feeders	550.00	04/27/2017	100-1280-75525	pool service
14149	acid feeder	550.00	04/27/2017	100-1280-75525	pool service
14156	ignitors PHEC	897.00	04/27/2017	100-1280-75530	pool service
14157	ignitors	623.56	04/27/2017	100-1280-75530	pool service
14158	circulation pump	959.00	04/27/2017	100-1280-75530	pool service
14159	clean & vac	440.00	04/27/2017	100-1280-75525	pool service
14163	PHEC broken tiles	485.00	04/27/2017	100-1280-75530	pool service
	Check Total:	8,404.56			
Vendor:ENGEO	ENGEO			Check Sequence: 23	ACH Enabled: No
225584	Muder's Creek consultation	4,500.00	04/27/2017	100-1100-70000	engineer
	Check Total:	4,500.00			
Vendor:Ewing	Ewing Irrigation			Check Sequence: 24	ACH Enabled: No
3090051	valve box	79.87	04/27/2017	100-1300-75511	parts
	Check Total:	79.87			
Vendor:FarWest	Farwest Sanitation			Check Sequence: 25	ACH Enabled: No
190739	CPHS	79.56	04/27/2017	100-1250-75620	temp RR
	Check Total:	79.56			
Vendor:FranTx	Franchise Tax Board			Check Sequence: 26	ACH Enabled: No
04142017	Margret R Graves	105.00	04/27/2017	100-0000-21390	
	Check Total:	105.00			
Vendor:Furber	Furber Saw, Inc.			Check Sequence: 27	ACH Enabled: No
220341	2 cycle	134.58	04/27/2017	100-1300-75510	oil
	Check Total:	134.58			
Vendor:KaisFou	File #73029 Kaiser Foundation Health Plan			Check Sequence: 28	ACH Enabled: No
05/2017	Kaiser	649.35	04/27/2017	100-0000-21300	
05/2017	Kaiser	980.28	04/27/2017	100-0000-21300	
05/2017	Kaiser	22,764.18	04/27/2017	100-0000-21300	
05/2017	Kaiser	156.78	04/27/2017	100-0000-21300	
05/2017	Kaiser	3,033.96	04/27/2017	100-1100-55300	
05/2017	Kaiser	436.44	04/13/2017	100-0000-21300	
05/2017	Kaiser	156.78	04/13/2017	100-0000-21300	
05/2017	Kaiser	388.26	04/27/2017	100-1300-55300	
05/2017	Kaiser	23.70	04/27/2017	100-0000-21300	
05/2017	Kaiser	237.47	04/27/2017	100-1270-55300	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	28,827.20			
Vendor:kalgold 6047.201	KALGOLD Technologies, Inc. little vet Check Total:	693.00 693.00	04/27/2017	Check Sequence: 29 100-1260-75100	ACH Enabled: No instructor
Vendor:Legal S 04/2017 04/2017	Legal Shield Legal Shield Legal Shield Check Total:	15.95 15.95 31.90	04/27/2017 04/27/2017	Check Sequence: 30 100-0000-21365 100-0000-21365	ACH Enabled: No
Vendor:McGIPhy 2017 WW&S	Phyllis McGlasson fashion show production deposit Check Total:	825.00 825.00	04/27/2017	Check Sequence: 31 100-1265-75170	ACH Enabled: No WW&S
Vendor:McInerme 102146	McInerney & Dillon Mar fees Check Total:	2,200.50 2,200.50	04/27/2017	Check Sequence: 32 100-1100-70000	ACH Enabled: No legal
Vendor:MDUSD3 AR315080	MDUSD KS Mar utility Check Total:	77.00 77.00	04/27/2017	Check Sequence: 33 100-1270-65700	ACH Enabled: No utilities
Vendor:P&DApp 0086626-in 0086626-in 0086626-in	P&D Appliance refrig check up refrig check up refrig check up Check Total:	328.66 328.66 328.67 985.99	04/27/2017 04/27/2017 04/27/2017	Check Sequence: 34 100-1255-75515 100-1220-75515 100-1231-75515	ACH Enabled: No PM PM PM
Vendor:PERS 041517 041517 041517 041517 041517	CalPERS PERS PERS PERS PERS PERS Check Total:	1,857.93 7,116.43 393.46 4,027.19 1,663.19 1,090.38 16,148.58	04/27/2017 04/27/2017 04/27/2017 04/27/2017 04/27/2017 04/27/2017	Check Sequence: 35 100-0000-21250 100-0000-21250 100-0000-21250 100-0000-21250 100-0000-21250 100-0000-21250	ACH Enabled: No

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor:PhSen 04212017 05272017	Pleasant Hill Seniors Club Music City gratuity Canadian Rocky gratuity Check Total:	720.00 170.00 890.00	04/27/2017 04/27/2017	Check Sequence: 36 100-1220-75630 100-1220-75630	ACH Enabled: No reimbursement reimbursement
Vendor:PleaHill 041417	Pleasant Hill Rec & Park Distr Reimburse Payroll Check Total:	141,108.68 141,108.68	04/27/2017	Check Sequence: 37 100-0000-10410	ACH Enabled: No
Vendor:R-Comput 510200 510215	R-Computer laptop CC office Monitor- Leta Check Total:	1,824.59 286.37 2,110.96	04/27/2017 04/27/2017	Check Sequence: 38 100-1210-75505 100-1210-75505	ACH Enabled: No computers computers
Vendor:Republic 210-007131954 210-007131954 210-007132391 210-007137272 210-007137272 210-007137272 210-007140879	Republic Services #210 Paso Nagal WC SC PH park PH park PH park CC Check Total:	180.84 218.86 556.43 144.76 144.76 144.77 1,023.42 2,413.84	04/27/2017 04/27/2017 04/27/2017 04/27/2017 04/27/2017 04/27/2017 04/27/2017	Check Sequence: 39 100-1300-65720 100-1230-65720 100-1220-65720 100-1210-65720 100-1255-65720 100-1280-65720 100-1231-65720	ACH Enabled: No dumpsters dumpsters dumpsters dumpsters dumpsters dumpsters dumpsters
Vendor:Standard 05/2017 05/2017	Standard Insurance Company LIFE/ADD/LTD/STD LIFE/ADD/LTD/STD Check Total:	1,701.71 293.10 1,994.81	04/27/2017 04/27/2017	Check Sequence: 40 100-0000-21320 100-0000-21320	ACH Enabled: No
Vendor:StePrint 33891 33892	Steven's Printing sen classes finess health Check Total:	65.25 65.25 130.50	04/27/2017 04/27/2017	Check Sequence: 41 100-1220-75625 100-1220-75625	ACH Enabled: No flyers flyers
Vendor:SuppWor 396337321 396337339 396743163 397042854	Supply Works twl rl twl rl plastic cans RL TWL	171.96 51.42 155.31 201.56	04/27/2017 04/27/2017 04/27/2017 04/27/2017	Check Sequence: 42 100-1220-75515 100-1255-75515 100-1220-75515 100-1220-75515	ACH Enabled: No janator supplie janator supplie rr supplies rr supplies

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	580.25			
Vendor:TESCO UQ37971-1	TESCO 2010 Chev Arboc Mobility Bus Check Total:	32,000.00 32,000.00	04/27/2017	Check Sequence: 43 100-1500-80325	ACH Enabled: No 19 passenger bu
Vendor:TheBowl PHRP14	The Bowlby Group, Inc Mar fees Check Total:	5,000.00 5,000.00	04/27/2017	Check Sequence: 44 100-1100-70000	ACH Enabled: No consultant
Vendor:TurfStar 195329	Turf Star, Inc. rim & tire Check Total:	409.57 409.57	04/27/2017	Check Sequence: 45 100-1300-75510	ACH Enabled: No tire
Vendor:USBank 04142017 04142017 04142017 04142017	U.S. Bank Pars #6746022400 Pars #6746022400 Pars #6746022400 Pars #6746022400 Check Total:	821.23 7.76 1,642.34 15.52 2,486.85	04/27/2017 04/27/2017 04/27/2017 04/27/2017	Check Sequence: 46 100-0000-21335 100-0000-21335 100-0000-21330 100-0000-21330	ACH Enabled: No
Vendor:VSP 05/2017 05/2017	Preferred Benefit VSP Vision VSP Vision Check Total:	34.60 13.60 48.20	04/27/2017 04/27/2017	Check Sequence: 47 100-1100-55300 100-0000-21300	ACH Enabled: No
Vendor:WhitCas 2231.202	Casey White watercolor Check Total:	600.00 600.00	04/27/2017	Check Sequence: 48 100-1220-75545	ACH Enabled: No instructor
	Total for Check Run: Total Number of Checks:	271,998.02 48			



The February 9, 2017 Regular Meeting of the Pleasant Hill Recreation & Park District Board of Directors was called to order by Board Chair Shess at 7:00 p.m. in the Conference Room at the Administration Office.

PLEDGE OF ALLEGIANCE

Board Member Bobby Glover led the Pledge of Allegiance.

ROLL CALL

BOARD PRESENT: Bonato, Glover, Ortega, Pierce, Shess

STAFF PRESENT: Bradley, Hurtado, Kubota, Lacy, Miller

PUBLIC COMMENT

Tom Weber, Pleasant Hill resident, announced that the Clarinet Fusion band will be performing at Christ the King on February 24. He mentioned that they were founded in 2009 and have been performing at the Pleasant Hill Senior Center. They have taken the band to the next level and have three singers performing with them now. Board Chair Shess thanked Mr. Weber for his announcement.

Paul Cotruvo, Martinez resident, thanked the Board for having faith in him for putting on the Come Together Concert every year. He announced the Come Together Concert #7, benefitting the Teen Programs, will be on Friday, February 24 at 7:30-10:30 p.m. with the following performers: Carlos Reyes, Sin Silver & The Avenue, The Lost Weekend, Dream Posse, Alexa Heine and Izzy Triana. He mentioned that all six acts have some type of tie to Pleasant Hill. Board Chair Shess thanked Mr. Cotruvo for all his hard work for the 7 years of hosting this successful event.

REPORT FROM EX-OFFICIO KATELYN DOWNING, COLLEGE PARK HIGH SCHOOL

Ex-Officio Downing gave the following report:

Teen Council news:

- The Teen Council had their meeting on Monday, February 6.
- The High School dance was cancelled due to other events and not enough interest.
- Battle of the Bands is in the works with posters that are ready to print, sound tech is confirmed and the ticket sales will be starting soon. A Teen Council Member will give an announcement regarding the Battle of the Bands event at the Come Together Concert.
- They are working on fundraising ideas.

College Park news:

- Prom tickets go on sale this week for \$120 per ticket. The Prom is scheduled for Sat., March 18 at Golden Gate Fields from 8:00 – 11:00 p.m.
- Valentine's gift baskets are for sale tomorrow that will include teddy bear, mug and more.
- College Park High School Choir will sing for the Oakland A's game on Monday, April 17.
- Registration for AP tests now available until March 17.
- California Scholarship Federation applications are due February 28.
- Course cards for next school year were distributed.
- Improv night was Friday, February 3, 7:00 – 9:00 p.m.
- The Athletics Booster Crab Feed was on February 4.

- Pennies for Patients started and the proceeds collected will go to the Leukemia and Lymphoma Society.
- The Poetry Out Loud County Finals Competition will be held on Saturday at 11:00 a.m. at Las Lomas High School.

REPORT FROM THE GENERAL MANAGER

General Manager Michelle Lacy reported on the following:

- She thanked Board Members Sandy Bonato, Andrew Pierce and Zac Shess for responding to her regarding attendance at the Community Service Awards dinner.
- The offices will be closed Monday, February 20 due to observance of Presidents Day.
- She will be out February 24 – March 3 on vacation and a conference.
- She commented that there is no additional information on the incident at Rodgers-Smith Park and the Police Department is still investigating.

CONSENT CALENDAR (Attachment A)

- a. To Approve Bills to be Paid, warrants #23653-23705 (Exhibit 1)
- b. To Approve Minutes of January 26, 2017 (Exhibit 2)

Upon motion of Bonato and seconded by Glover, the Board approved the warrants with minor changes to the minutes of January 26, 2017.

REVIEW AND CONFIRMATION OF PREFERRED LOCATION FOR THE PROPOSED STORAGE SHED AT PLEASANT OAKS PARK (Attachment B)

The General Manager stated as discussed at the regular meeting January 12 meeting she is looking for the best location for the storage shed PHBA has requested. She stated the Board had made a decision for the storage building before she started as General Manager. Since arriving she did walk through with PHBA to get a sense of the space needed to accommodate storage of their equipment. She said in her professional opinion, as large as they can build the storage they can use it and they serve over 1,000 boys and girls in the community. PHBA is a large stakeholder of the site and provides field maintenance, which is a huge benefit to the community and the District. In meeting with the City, their biggest concern is a potential loss of parking spaces. She has met with the neighbors, topics discussed included increasing the set back to reduce the visual impact of the facility and to reduce the noise in and out of the facility. She stated there is not a lot of common ground which will address the concerns of all the parties. There will need to be "give and take" from each party involved as this issue moves forward.

General Manager Lacy offered an additional 7th potential site for the storage building and requested the Board consider the new option.

Board Member Glover asked questions about site #7 regarding circulation and landscaping. Board Member Ortega asked about the appeal process and if PHBA is denied the appeal, does that mean they will not have storage by law or is it a credibility issue and to not go back to the Planning Commission. Lacy stated that it is not law or statute, but professionally it's a credibility issue. She recommends that if there is another potential location site for the storage building, the District and PHBA should consider that before the appeal process.

Chair Shess opened Public Comment.

ADIN BROWN, Pleasant Hill resident, provided his opinion about the proposed PHBA storage shed at Pleasant Oaks Park. He stated that when the park renovations were made, there were plans submitted to the City and there was a buffer in the plans to insure the residents were not affected.

He said the District may feel that it is fine to put a building behind the residents instead of inside the park. Mr. Brown's concerns include an increase for crime, loss of trees, noise and safety.

MIKE MULLANE, PHBA Board Member, explained the reason why they concluded that Site #1 would be the best. He stated they would love to have more storage space. Board Member Ortega clarified the various sites and asked which location PHBA prefers. Mullane reviewed each site and the potential issues and confirmed that Site #1 is the best site. It is also where they have invested financially in design and would accommodate their needs. Ortega reiterated that if the appeal decision is denied; is PHBA willing to take the risk of not having extra storage. Mullane said yes, they are willing to take the risk.

ALICIA FATES, Pleasant Hill resident, asked if there has been a study or report on the usage of the Gator vehicles. She said it is a major concern. She said she has been to each Commission meeting and 95% of them are opposed to the storage. Her concerns include safety, loss of view, loss of trees, noise, and loss of buffer between park activities and their homes.

MILES FATES, Pleasant Hill resident, commented he reiterates his wife's concerns. He said Site #1 is the worst site, safety wise and the 1,800 sq. ft. building will be larger than some of the residence homes that would back up to the proposed storage. There have been beer bottles and other issues with kids hanging out in that area already. He feels that there are better locations. He looked up the noise specs from Gator vehicles and said it is equivalent to the noise of a BART train. He supports PHBA having a storage facility, but not in the proposed location. He also stated from the last Planning Commission Meeting, the conduit that was laid may have to be dug up and approved and permitted, so there will be a cost to complete this.

JUDY TURNER, Pleasant Hill resident, she would not be affected directly by the storage. Her concern is safety and asked if there was a safety report conducted. She has children and grandchildren that play for PHBA or have played on PHBA teams. There are people driving to park in the parking lots and many do not pay attention to pedestrians.

General Manager Lacy passed out written correspondence from resident, Kelly Nejas. She stated Nejas concerns are with increase of traffic, safety, crime and the residential buffer.

Board Chair Shess asked some questions of PHBA representatives Rob Curran and Mike Mullane. He asked how many break-ins there have been at the current storage at Pleasant Oaks Park and the other storage location on school site. Curran commented that they have had none at the Pleasant Oaks Park storage location, but about three times the container located on the Middle School property has been compromised. He stated the new storage would have security cameras and they are willing to put up gates, so there will be no access behind the storage. They are willing to do what needs to be completed to prevent any crime. In regards to the Gators, Mullane explained the usage of the Gator vehicles. He said they are looking into electric vehicles that would reduce the noise. Mullane said they usually complete the field prep work before the games and would have them stored in the current location and once the people have left after the games that is when they would use the Gators for clean up, so the use of the vehicles are not used during the peak time of the field usage.

Board Member Bonato asked about the conduit that was laid and wanted to clarify if it was in the plans or if it was approved. General Manager Lacy stated she noted that it was in the as built plans which leads her to believe that it has been inspected.

Board Member Pierce asked if there was a potential future site, would a building be planned for the site. Lacy commented that if another park was built, she would most likely recommend a storage building be considered. Board Member Bonato believes the District needs to take the lead in this proposal. She feels that PHBA has been leading this and they have shouldered this proposal. The General Manager said the District would take the lead in any future appeal process. Bonato also commented that safety is important to the District. We have put up a gate at Dinosaur Hill Park and all are conscious of lighting, gating and partnering with law enforcement to try and minimize these issues.

Board Chair Shess stated that he can see from the neighbor's point of view where the District did not have the presence at the Commission meetings, but he expressed that the District will be more involved and will consider the concerns raised by the neighbors. He asked PHBA if there have been any accidents in the last five years. Mullane commented on behalf of PHBA and said there have not been any accidents. He appreciates the time the residents have spent on this issue and for expressing their concerns. He commented that he lives close by and knows the high usage of the park and understands their concerns.

Board Member Bonato also pointed out the previous mitigation efforts of the District to reduce the size of the storage building and reducing the height of the roof. She likes the proposal of security cameras, lighting and fencing. Board Member Glover stated he understand the concerns of the park neighbors. He stated that he volunteered for Board service partly because of the Park and he lives nearby. The District originally did not want to put parking on Hawthorne Dr., but the City required the parking, and now there is lighting and a nice parking lot. He gave PHBA credit and stated they have been great stewards. The process has been going on for so long. He thanked Michelle Lacy for her efforts and communicating with the neighbors and PHBA and trying to work out the best resolution.

Board Member Ortega commented how interesting this has been and has reviewed minutes, videos and the site locations. She said she is in favor of site #1, but the ARC and Planning Commissions have strong denials. She is worried if we go through with the appeal process with no new information or propose a stronger case, it may encourage a 5-0 denial and won't bode well with the City. She wants to continue to find a compromise. Board Member Pierce, as a father of three boys, resonates all the public comments and is appreciative of the neighbors input. He asked if site #6 can be looked at further. Lacy said that this site would take away the only grassy area, which is located near a large group picnic area and is used by non-ball playing park users. He hopes that if the Board moves forward that they continue conversations and safety issues and remedy the concerns.

Board Member Ortega asked if the School District was ever brought in as a partner. General Manager Lacy said she has tried to reach out to the School District and they are unresponsive and were not willing to listen, so this would not be an option.

Upon motion of Bonato and seconded by Glover, the majority of the Board confirmed the interest of appeal to the City for site location #1. Board Member Ortega opposed.

INFORMATION REGARDING ANNUAL BOARD PLANNING RETREAT ON FEBRUARY 10

General Manager Lacy passed out the agenda for Special Meeting Board Planning Retreat for February 10, 9:00 a.m. She looks forward to seeing the Board tomorrow at the meeting. The meeting should go until 3:00 or 4:00 p.m. She stated that it will be a productive day. Lacy said that former Board Member Dennis Donaghu will be in attendance due to his interest.

REPORT AND TO SET BOARD COMMITTEE MEETING DATES

- a. Land and Facility Development Committee** – Lacy will speak to the Chair and propose to have a second meeting in March. They planned to have the next meeting on February 22, 8:00 a.m.
- b. Personnel Committee** – Nothing to report
- c. Budget & Finance Committee** – Committee Members Bonato and Pierce commented that late afternoon work best for them.
- d. Program Committee** - February 14, 5:00 p.m.
- e. City/District Liaison Committee** – Nothing planned yet.

BOARD ANNOUNCEMENTS AND REQUESTS TO STAFF

Pierce made the following announcements/questions:

- He was assisting in prepping the fields at Rodgers-Smith Park with volunteers from PHBA and was cleaning up some landscaping. He mentioned that the juniper shrubs in the past had yellow jacket nests and expressed kudos to Park Staff for cutting back the shrubs and removing the nests. While assisting in field prep, he was cleaning the pine needles by the bleachers and found three hypodermic needles. Park Superintendent Tom Bradley stated there has been an increase in homelessness, which is County wide, and they have been trying to resolve the situation.

Ortega made the following announcements/questions:

- She feels that the homeless issue is County Wide and the District will need to address this.

Bonato made the following announcements/questions:

- She stated that her neighbor was not aware that the Dog Park was going to close for re-seeding and asked if the District has posted this and put the information on our website. Michelle Lacy did state there are signs posted at Paso Nogal Park.
- She commented that the recent OWG meetings have been cancelled and requested to start up those meetings again.

Glover made the following announcements/questions:

- He had nothing to report.

Shess made the following announcements/questions:

- He congratulated the District on receiving multiple CPRS District 3 awards. The General Manager announced that the CPRS Awards Luncheon will be on February 17 at 11:00 a.m. at the Oak Hill Park Community Center in Danville.

ADJOURNMENT

Board Chair Shess adjourned the meeting at 9:02 p.m.

Michelle Lacy, Clerk of the Board



The March 23, 2017 Regular Meeting of the Pleasant Hill Recreation & Park District Board of Directors was called to order by Board Chair Shess at 7:02 p.m. in the Conference Room at the Administration Office.

PLEDGE OF ALLEGIANCE

Board Chair Shess led the Pledge of Allegiance.

ROLL CALL

BOARD PRESENT: Ortega, Pierce, Shess

BOARD ABSENT: Bonato, Glover

STAFF PRESENT: Bradley, Hunn, Kubota, Lacy

PUBLIC COMMENT

Brian Shenson, Lafayette resident, asked if there had been any further progress regarding the creek at Brookwood Park. Mr. Shenson handed out an engineer's report and shared the estimated costs for repair that were recommended; the south bank is estimated at \$100,000 and the north bank at \$150,000. He will be contacting additional engineers to get other estimates and recommendations. He is hopeful to remediate this situation with the County.

REPORT FROM EX-OFFICIO KATELYN DOWNING, COLLEGE PARK HIGH SCHOOL

Ex-Officio Downing gave the following report:

Teen Council news:

- The Teen Council is getting ready for Battle of the Bands, which is tomorrow at 7:00 p.m.
- The Teen Council will be assisting with the "Egg" citing Egg Hunt on April 15 from 8:30 a.m. – Noon.
- They will have bingo for the teens in May with prizes.

College Park news:

- Junior Prom was last Saturday at Golden Gate Fields.
- There was a holocaust survivor presentation today with the survivor speaking about his experience, which was very interesting.
- March madness is this week for the students.
- Math field day is tomorrow.
- Senior Ball tickets will be on sale next week.
- Spring Break will be the week of April 3 – 7.

REPORT FROM THE GENERAL MANAGER

General Manager Michelle Lacy reported on the following:

- She announced the Dedication Ceremony for the naming of the Senior Center Dance Studio in honor of Martha E. Clark will be on Wednesday, April 5 at 2:00 p.m.
- The Retirement Party for Tina Young will be held on Thursday, March 30 at Community Center from 4:00 – 6:00 p.m. RSVPs are due tomorrow.
- Lacy passed out an organizational chart for the Recreation Division showing some changes:

- Katrina Hunn will be the supervisor handling all youth programs from preschool through teens.
- Ryan Herriman will be supervising Special Events and Rentals.
- Jen Thoits, Marketing Director, will report directly to the General Manager where it will be more of a global focus instead of just recreation.
- The District's Summer Camp Expo held on March 11 was a success. Kudos to Katrina Hunn and all the staff that worked. There were 419 registrations which totaled \$119,000 in revenue for summer camps and swim lessons. By comparison, last year in 2016 on the first day of registration there was \$49,000 in revenue. This was a great success to also have parents commit early and they were offered the 10% discount if they registered on the day of the Expo. On March 13, first day of registration there was another \$42,000 in registration revenue.
- The Paso Nogal Dog Park renovations are going well and they are scheduled to reopen on April 19. A large portion of the fence is being replaced and is funded by PH D.O.G. group. The fence work should be completed next week, the irrigation repairs have been finished and the grass is growing nicely. It is anticipated that the park will reopen as planned.
- The Oversight Working Group (OWG) met on March 8 and reviewed a proposed Cost Recovery Policy for the District and recommended the item be brought back to the full Board in April.
- The Land and Facility Development Committee met on March 22 where the topics discussed included reviewing recommended changes to limitations on vacation leave accrual, review recommendation regarding proposed reclassification of positions due to the reorganization of the Recreation Division and discuss a timeline for review and updating the District's Employee Handbook.
- The Budget Committee will meet on March 28 at 5:00 p.m. The anticipated topics for discussion are reviewing a proposal for replacement of registration software ActiveNet and initial review of the General Manager's draft proposed 2017 – 2019 Operating Budget.
- There is a Closed Session Meeting scheduled for Monday, March 27 at 6:00 p.m.
- The Pleasant Hill Chamber has announced that on Monday, March 20 the City of Pleasant Hill approved the formation of the Pleasant Hill Tourism Improvement District (PHTID). Effective April 1, 2017 the Pleasant Hill hotel community will begin to assess their guests a small fee that will be used to promote Pleasant Hill as a visitor destination. The Chamber will manage the PHTID on behalf of the City. She is planning to meet with President and CEO, Steve Van Dorn to discuss ways District events can be promoted to attract visitors.
- She handed out the February financial report from Accounting Supervisor Mark Blair.
- She reported that the District is gathering more information on the Brookwood Park creek bed erosion and what remedies there are. She will meet with the neighbors once all the information is gathered.

Board Member Ortega congratulated everyone on the success of the Camp Fair. She wondered how many families, in attendance were first time registrants. Recreation Supervisor Katrina Hunn remarked that personally she registered 7-8 new families, but she will run a report to identify the number of new families.

Board Chair Shess asked if the District is going to publicize the Paso Nogal Dog Park opening. General Manager Lacy said yes, the District will announce and publicize the re-opening which will be April 19. Shess gave a kudos to all staff involved with the successful Camp Fair.

CONSENT CALENDAR (Attachment A)

- a. Approve Bills to be Paid, warrants #23797-23843 (Exhibit 1)
- b. Approve Minutes of January 12, 2017, February 23, 2017, March 9, 2017 and Closed Session Special Meeting of March 9, 2017

Upon motion of Ortega and seconded by Pierce, the Board approved the consent calendar as presented with minor changes to the January 12, 2017 and March 9, 2017 minutes.

NOMINATION OF OUTSTANDING YOUTH FOR THE SOROPTIMIST DIABLO VISTA 47TH ANNUAL YOUTH RECOGNITION NIGHT (Attachment B)

General Manager Lacy reviewed the nominations for the Soroptimist Diablo Vista 47th Annual Youth Recognition Night. Traditionally, the District nominates the Ex-Officio of the Board and all the Seniors of the Teen Council. Board Member Ortega was happy to see all the nominees. She commented that it is a great event for the community.

Upon motion of Ortega and seconded by Pierce, the Board approved and confirmed the nominees for the Diablo Vista Soroptimist Youth Recognition Awards.

REPORT AND TO SET BOARD COMMITTEE MEETING DATES

- a. **Land and Facility Development Committee** – March 22, 8:00 a.m. General Manager Lacy mentioned the next date is tentatively set for April 26.
- b. **Personnel Committee** – March 24, 8:00 a.m.
- c. **Budget & Finance Committee** – March 28, 5:00 p.m.
- d. **Program Committee** – April 18, 5:00 p.m.

BOARD ANNOUNCEMENTS AND REQUESTS TO STAFF

Ortega made the following announcements/questions:

- She commented there have been a lot of meetings recently, but she had nothing of significance to report.

Pierce made the following announcements/questions:

- He extended kudos to staff for the successful Camp Fair. There were good activities for the kids to keep them occupied while the parents were registering. It was well run and the 10% discount motivated people to sign up.

Shess made the following announcements/questions:

- He congratulated the Rotary Club for the highly successful St. Patrick's Day event.
- He asked for an update on the Wine, Women and Shoes event. General Manager Lacy stated she will put this on a future agenda.

ADJOURNMENT

Board Chair Shess adjourned the meeting at 7:45 p.m.

Michelle Lacy, Clerk of the Board