



MEMORANDUM

TO: Board of Directors
FROM: General Manager
DATE: May 21, 2015
RE: May 28, 2015 Board Meeting

Honor and Recognize the 2014-2015 Teen Council

a. Presentation to Teen Council Members

b. Presentation to Co-Chairs Mayuko Butterfield and Trace Bechter

It is that time of year to recognize the 2014-2015 Teen Council. Recreation Supervisor Katrina Hunn will introduce the 2014-2015 Teen Council Members and honor the Co-Chairs Mayuko Butterfield and Trace Bechter.



MEMORANDUM

TO: Board of Directors
FROM: General Manager
DATE: May 21, 2015
RE: May 28, 2015 Board Meeting

Consent Calendar (ACTION)

- a. To Approve Bills to be Paid**
- b. To Approve Minutes of March 12, 2015**
- c. To Approve Resolutions 2015-05-28A-2015-05-28E, Intention to Order Improvement for Valley High II, Valley, High IV, Valley High V, Woodside Hills I and Woodside Hills III**
- d. To Approve Resolution 2015-05-28F, Intention to Order Improvement for Landscaping and Lighting District #6**

<u>Check</u>	<u>Date</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Voucher</u>
21355	05/28/2015	AllWast	Allied Waste Services #210	1,983.80	000000
21356	05/28/2015	AmFidAs	American Fidelity Assurance	78.38	000000
21357	05/28/2015	Antai	Antai Solutions LLC	6,859.00	000000
21358	05/28/2015	ATT3	ATT CALNET 2	233.09	000000
21359	05/28/2015	BillAce	Bill's Ace Hardware	255.64	000000
21360	05/28/2015	Bomac	Bomac's, Inc.	554.03	000000
21361	05/28/2015	Capri	CAPRI	27,784.00	000000
21362	05/28/2015	CCCOofEd	Contra Costa County Office of	50.00	000000
21363	05/28/2015	CCWat	Contra Costa Water District	563.73	000000
21364	05/28/2015	CintCorp	Cintas Corp # 185	236.28	000000
21365	05/28/2015	CleVent	Clean Vent	695.00	000000
21366	05/28/2015	CmeLt	CME Lighting Supply Company	212.55	000000
21367	05/28/2015	Cole	Cole Supply Co., Inc.	696.93	000000
21368	05/28/2015	CopySt	Copy Station	97.88	000000
21369	05/28/2015	Cyber	Cybercopy	226.07	000000
21370	05/28/2015	DelDen	Preferred Benefit	3,561.60	000000
21371	05/28/2015	Denelect	Denalect Alarm Company	86.20	000000
21372	05/28/2015	DepJus3	Department Of Justice	96.00	000000
21373	05/28/2015	EBMUD	East Bay Mud	107.42	000000
21374	05/28/2015	FarWest	Farwest Sanitation	79.53	000000
21375	05/28/2015	FloaHom	Floating Homes Association	400.00	000000
21376	05/28/2015	FranTx	Franchise Tax Board	105.00	000000
21377	05/28/2015	GenPlum	General Plumbing Supply	15.19	000000
21378	05/28/2015	Hartley	Hartley Window Coverings	5,910.09	000000
21379	05/28/2015	Imperial	Imperial Sprinkler Supply	64.94	000000
21380	05/28/2015	INKEM	INKEM	1,581.94	000000
21381	05/28/2015	JohDer	John Deere Landscapes	21.48	000000
21382	05/28/2015	KaisFou	File #73029 Kaiser Foundation Health Plan	30,975.00	000000
21383	05/28/2015	KiddCur	Law Office of Curtis S. Kidder	936.00	000000
21384	05/28/2015	Legal S	Legal Shield	47.85	000000
21385	05/28/2015	LincEqu	Lincoln Aquatics	436.17	000000
21386	05/28/2015	LukeDes	Luke Design Associates	3,783.45	000000
21387	05/28/2015	MacaRon	Ronald Macaluso	125.00	000000
21388	05/28/2015	MacJam	James MacCabe	200.00	000000
21389	05/28/2015	Miracle	Miracle Playsystems Inc	3,856.42	000000
21390	05/28/2015	MJStudio	Bruce Jackson MJ Studios	151.20	000000
21391	05/28/2015	PerlGui	Guillermo Perla	300.00	000000
21392	05/28/2015	PERS	PERS	19,221.25	000000
21393	05/28/2015	PG&E	Pacific Gas & Electric Co	1,089.24	000000
21394	05/28/2015	PHBA	Pleasant Hill Baseball Associa	586.88	000000
21395	05/28/2015	PionRes	Pioneer Research Corp	225.77	000000
21396	05/28/2015	PleaHill	Pleasant Hill Rec & Park Distr	135,824.12	000000
21397	05/28/2015	RockFoo	Lauren Herpich dba Rockridge F	250.00	000000
21398	05/28/2015	SiePac	Sierra Pacific Tours	985.00	000000
21399	05/28/2015	Standard	Standard Insurance Company	1,501.40	000000
21400	05/28/2015	StePrint	Steven's Printing	249.55	000000
21401	05/28/2015	SuppWor	Supply Works	870.39	000000
21402	05/28/2015	Travel	Travel Center, Trust Account	3,255.00	000000
21403	05/28/2015	TurfInd	Turf & Industrial Equipment	42.06	000000
21404	05/28/2015	USBank	U.S. Bank	3,083.81	000000
21405	05/28/2015	VSP	Preferred Benefit	61.80	000000
21406	05/28/2015	WarfSha	Shannon Warf	500.00	000000
21407	05/28/2015	WebeTho	Thomas Weber	175.00	000000
21408	05/28/2015	Xerox	Xerox Corporation	369.26	000000

<u>Check</u>	<u>Date</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Voucher</u>
CHECK TOTAL:				\$261,657.39	

Accounts Payable Computer Check Proof List

User: julie
Printed: 05/21/2015 - 1:05 PM



Pleasant Hill Recreation & Park District

People, Parks & Programs Since 1951

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: AllWast	Allied Waste Services #210			Check Sequence: 1	ACH Enabled: No
0210-005579690	WC	203.27	05/28/2015	100-1230-65720	dumpsters
0210-005579690	Paso nagal	75.58	05/28/2015	100-0000-12100	dumpsters
0210-005579690	Paso nagal	92.38	05/28/2015	100-1300-65720	dumpsters
0210-005580532	SC	403.35	05/28/2015	100-1220-65720	dumpsters
0210-005591610	PH Park	134.45	05/28/2015	100-1255-65720	dumpsters
0210-005591610	PH Park	134.45	05/28/2015	100-1210-65720	dumpsters
0210-005591610	PH Park	134.45	05/28/2015	100-1280-65720	dumpsters
0210-005599031	CC	805.87	05/28/2015	100-1231-65720	dumpsters
	Check Total:	1,983.80			
Vendor: AmFidAs	American Fidelity Assurance			Check Sequence: 2	ACH Enabled: No
06/2015	American Fidelity Life	39.19	05/28/2015	100-0000-21360	
06/2015	American Fidelity Life	39.19	05/14/2015	100-0000-21360	
	Check Total:	78.38			
Vendor: Antai	Antai Solutions LLC			Check Sequence: 3	ACH Enabled: No
1433	Jun 2015 IT	6,859.00	05/28/2014	100-1210-75507	consultant
	Check Total:	6,859.00			
Vendor: ATT3	ATT CALNET 2			Check Sequence: 4	ACH Enabled: No
6538533	WC	42.19	05/28/2015	100-1230-65365	phones
6538533	WC fax & elevator	91.81	05/28/2015	100-1230-65365	phones
6538534	DSL WC	99.09	05/28/2015	100-1230-65365	phones
	Check Total:	233.09			
Vendor: BillAce	Bill's Ace Hardware			Check Sequence: 5	ACH Enabled: No
427872	pipe repair	59.79	05/28/2015	100-1280-75527	parts and suppl
427885	paint	22.23	05/28/2015	100-1280-75527	parts and suppl
427940	clinch	16.17	05/28/2015	100-1300-75511	parts and suppl

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
427959	spray master	8.39	05/28/2015	100-1300-75520	parts and suppl
428004	pool rake	41.96	05/28/2015	100-1280-75530	parts and suppl
428006	bolts	1.63	05/28/2015	100-1280-75530	parts and suppl
428007	bolts	0.27	05/28/2015	100-1280-75530	parts and suppl
428008	bolts	-1.09	05/28/2015	100-1280-75530	parts and suppl
428019	gasket	4.48	05/28/2015	100-1300-75520	parts and suppl
428033	wax	7.80	05/28/2015	100-1280-75530	parts and suppl
428034	grease	21.80	05/28/2015	100-1300-75535	parts and suppl
428070	rope	22.44	05/28/2015	100-1280-75530	parts and suppl
428071	rope	49.77	05/28/2015	100-1280-75530	parts and suppl
	Check Total:	255.64			
Vendor:Bomac	Bomac's, Inc.			Check Sequence: 6	ACH Enabled: No
b11587	entry door	554.03	05/28/2015	100-1255-75515	repairs
	Check Total:	554.03			
Vendor:Capri	CAPRI			Check Sequence: 7	ACH Enabled: No
27784	W Comp 14-15	27,784.00	05/28/2015	100-0000-15100	installment
	Check Total:	27,784.00			
Vendor:CCCOofEd	Contra Costa County Office of			Check Sequence: 8	ACH Enabled: No
05052015	Gaioiron	25.00	05/28/2015	100-1280-75620	fingerprints
05052015	Santana	25.00	05/28/2015	100-1231-75515	fingerprints
	Check Total:	50.00			
Vendor:CCWat	Contra Costa Water District			Check Sequence: 9	ACH Enabled: No
K729000	Shadowwood	462.17	05/28/2015	100-1300-65710	water
k734186	Pinewood	101.56	05/28/2015	100-1300-65710	water
	Check Total:	563.73			
Vendor:CintCorp	Cintas Corp # 185			Check Sequence: 10	ACH Enabled: No
185509011	terry towel mats	78.76	05/28/2015	100-1220-75515	
185509823	terry towel mats	78.76	05/28/2015	100-1220-75515	
185510657	terry towel mats	78.76	05/28/2015	100-1220-75515	
	Check Total:	236.28			
Vendor:CleVent	Clean Vent			Check Sequence: 11	ACH Enabled: No
34908	clean hood	695.00	05/28/2015	100-1220-75515	kitchen

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	695.00			
Vendor:CmelT 204262	CME Lighting Supply Company halide lamps Check Total:	212.55 212.55	05/28/2015	Check Sequence: 12 100-1300-75505	ACH Enabled: No tennis cts
Vendor:Cole 26527 32720 33013	Cole Supply Co., Inc. ext pole squeeze towel roll Check Total:	121.85 44.18 530.90 696.93	05/28/2015 05/28/2015 05/28/2015	Check Sequence: 13 100-1300-75515 100-1300-75515 100-1300-75515	ACH Enabled: No supplies supplies supplies
Vendor:CopySt 235299	Copy Station public swim flyer Check Total:	97.88 97.88	05/28/2015	Check Sequence: 14 100-1280-75625	ACH Enabled: No copies
Vendor:Cyber 6665 6700 6701	Cybercopy postcards Diablo Mag LLL posters Check Total:	170.88 29.62 25.57 226.07	05/28/2015 05/28/2015 05/28/2015	Check Sequence: 15 100-1290-75610 100-1290-75610 100-1290-75625	ACH Enabled: No copies copies copies
Vendor:DelDen 06/2015 06/2015 06/2015 06/2015 06/2015 06/2015	Preferred Benefit Delta Dental Delta Dental Delta Dental Delta Dental Delta Dental Delta Dental Check Total:	2,739.78 381.82 70.40 88.00 70.40 211.20 3,561.60	05/28/2015 05/28/2015 05/28/2015 05/28/2015 05/28/2015 05/28/2015	Check Sequence: 16 100-0000-21310 100-0000-21310 100-0000-21310 100-0000-21310 100-0000-21310 100-1100-55310	ACH Enabled: No
Vendor:Denelect R18821 R19266	Denalect Alarm Company WC DO Check Total:	81.00 5.20 86.20	05/28/2015 05/28/2015	Check Sequence: 17 100-1230-75515 100-1210-75515	ACH Enabled: No alarm alarm
Vendor:DepJus3 96006 96006	Department Of Justice Gaoiron Garcia	32.00 32.00	05/28/2015 05/28/2015	Check Sequence: 18 100-1280-75620 100-1250-75620	ACH Enabled: No fingerprints fingerprints

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
96006	Santana Check Total:	32.00 96.00	05/28/2015	100-1231-75515	fingerprints
Vendor:EBMUD 05062015 05062015	East Bay Mud 840 Grayson 3151 Woodside Maedows Check Total:	53.71 53.71 107.42	05/28/2015 05/28/2015	Check Sequence: 19 340-3400-65710 340-3400-65710	ACH Enabled: No water water
Vendor:FarWest 150570	Farwest Sanitation CPHS Check Total:	79.53 79.53	05/28/2015	Check Sequence: 20 100-1250-75620	ACH Enabled: No temp RR
Vendor:FloaHom 09232015	Floating Homes Association Floating Homes 2883.015 Check Total:	400.00 400.00	05/28/2014	Check Sequence: 21 100-1220-75630	ACH Enabled: No Sen trips
Vendor:FranTx 051515	Franchise Tax Board Margret R Graves Check Total:	105.00 105.00	05/28/2015	Check Sequence: 22 100-0000-21390	ACH Enabled: No
Vendor:GenPlum s3907328.001	General Plumbing Supply brass tube Check Total:	15.19 15.19	05/28/2015	Check Sequence: 23 100-1300-75520	ACH Enabled: No parts
Vendor:Hartley 2212000	Hartley Window Coverings 1/2 of battery operated flexshades Check Total:	5,910.09 5,910.09	05/28/2015	Check Sequence: 24 100-1500-80344	ACH Enabled: No SC
Vendor:Imperial 2282169	Imperial Sprinkler Supply ball valve Check Total:	64.94 64.94	05/28/2015	Check Sequence: 25 100-1300-75511	ACH Enabled: No parts
Vendor:INKEM 05112015 05142015 05142015	INKEM dofln board staff shirts staff shirts Check Total:	146.48 1,323.16 112.30 1,581.94	05/28/2015 05/28/2015 05/28/2015	Check Sequence: 26 100-1280-48200 100-1280-75380 100-1280-75620	ACH Enabled: No t shirts t shirts t shirts

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: JohDer 71731697	John Deere Landscapes contrac Check Total:	21.48 21.48	05/28/2015	Check Sequence: 27 100-1300-75501	ACH Enabled: No parts
Vendor: KaisFou 06/2015 06/2015 06/2015 06/2015 06/2015 06/2015 06/2015 06/2015 06/2015 06/2015	File #73029 Kaiser Foundation Health Plan Kaiser Kaiser Kaiser Kaiser Kaiser Kaiser Kaiser Kaiser Kaiser Kaiser	419.99 27,121.67 710.60 986.25 37.40 854.00 270.09 546.25 28.75 30,975.00	05/14/2015 05/28/2015 05/28/2015 05/28/2015 05/28/2015 05/28/2015 05/28/2015 05/28/2015 05/28/2015 05/28/2015	Check Sequence: 28 100-0000-21300 100-0000-21300 100-1270-55300 100-0000-21300 100-1100-55300 100-0000-21300 100-0000-21300 100-1290-55300 100-1100-55300	ACH Enabled: No
Vendor: KiddCur 04302015	Law Office of Curtis S. Kidder Apr Check Total:	936.00 936.00	05/28/2015	Check Sequence: 29 100-1100-70000	ACH Enabled: No legal
Vendor: Legal S 05/2015 05/2015	Legal Shield Legal Shield Legal Shield Check Total:	31.90 15.95 47.85	05/28/2015 05/28/2015	Check Sequence: 30 100-0000-21365 100-0000-21365	ACH Enabled: No
Vendor: LincEqu si264359	Lincoln Aquatics acid Check Total:	436.17 436.17	05/28/2015	Check Sequence: 31 100-1280-75527	ACH Enabled: No supplies
Vendor: LukeDes 13202 13206 13213 13481 13484 13485	Luke Design Associates CC opening CC opening CC opening kiosks Summer 2015 summer camps WW&S brochure Check Total:	931.57 497.54 318.82 1,275.96 300.00 459.56 3,783.45	05/28/2015 05/28/2015 05/28/2015 05/28/2015 05/28/2015 05/28/2015	Check Sequence: 32 100-1290-75625 100-1290-75625 100-1290-75625 100-1290-75625 100-1290-75625 100-1100-74000	ACH Enabled: No design design design design design design
Vendor: MacaRon 03312015	Ronald Macaluso mar soccer	125.00	05/28/2015	Check Sequence: 33 100-1250-75622	ACH Enabled: No official

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	125.00			
Vendor:MacJam 03312015	James MacCabe soccer Mar Check Total:	200.00 200.00	05/28/2015	Check Sequence: 34 100-1250-75622	ACH Enabled: No official
Vendor:Miracle 12015-0108	Miracle Playsystems Inc balance wiggler Check Total:	3,856.42 3,856.42	05/28/2015	Check Sequence: 35 100-1300-76000	ACH Enabled: No play equip
Vendor:MJStudio 6049.503 6050.503	Bruce Jackson MJ Studios watercolor acrylics Check Total:	50.40 100.80 151.20	05/28/2015 05/28/2015	Check Sequence: 36 100-1260-75100 100-1260-75100	ACH Enabled: No instructor instructor
Vendor:PeriGui 03312015	Guillermo Perla Soccer Mar Check Total:	300.00 300.00	05/28/2015	Check Sequence: 37 100-1250-75622	ACH Enabled: No official
Vendor:PERS 051515 051515 051515 051515 051515 051515	PERS PERS PERS PERS PERS PERS PERS Check Total:	4,586.61 11,019.48 975.68 479.86 1,623.68 535.94 19,221.25	05/28/2015 05/28/2015 05/28/2015 05/28/2015 05/28/2015 05/28/2015	Check Sequence: 38 100-0000-21250 100-0000-21250 100-0000-21250 100-0000-21250 100-0000-21250 100-0000-21250	ACH Enabled: No
Vendor:PG&E 05032015 05032015 05072015	Pacific Gas & Electric Co TC TC PO Pk Check Total:	924.75 150.76 13.73 1,089.24	05/28/2015 05/28/2015 05/28/2015	Check Sequence: 39 100-1255-65701 100-1255-65705 100-1300-65701	ACH Enabled: No utilities utilities utilities
Vendor:PHBA 369954	Pleasant Hill Baseball Associa 50% roto rooter opening day Check Total:	586.88 586.88	05/28/2015	Check Sequence: 40 100-1300-75505	ACH Enabled: No reimbursement

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor:PionRes 242426	Pioneer Research Corp re-fresh Check Total:	225.77 225.77	05/28/2015	Check Sequence: 41 100-1300-75515	ACH Enabled: No chemicals
Vendor:PleaHill 051515	Pleasant Hill Rec & Park Distr Reimburse Payroll Check Total:	135,824.12 135,824.12	05/28/2015	Check Sequence: 42 100-0000-10410	ACH Enabled: No
Vendor:RockFoo rftphsc01	Lauren Herpich dba Rockridge F Rockridge 2876.015 Check Total:	250.00 250.00	05/28/2014	Check Sequence: 43 100-1220-75630	ACH Enabled: No Sen trips
Vendor:SiePac 67927	Sierra Pacific Tours Fair Lady 2863.015 Check Total:	985.00 985.00	05/28/2014	Check Sequence: 44 100-1220-75630	ACH Enabled: No Sen trips
Vendor:Standard 06/2015 06/2015 06/2015	Standard Insurance Company LIFE/ADD/LTD/STD LIFE/ADD/LTD/STD LIFE/ADD/LTD/STD Check Total:	48.19 1,232.45 220.76 1,501.40	05/28/2015	Check Sequence: 45 100-1270-55320 100-0000-21320 100-0000-21320	ACH Enabled: No
Vendor:StePrint 29520	Steven's Printing LLL Check Total:	249.55 249.55	05/28/2015	Check Sequence: 46 100-1220-75250	ACH Enabled: No posters
Vendor:SuppWor 1636996-00 1637507-00 1637548-00	Supply Works liner/cover seat/towel liner/towel roll/towel wedge door rubber Check Total:	575.76 274.81 19.82 870.39	05/28/2015	Check Sequence: 47 100-1231-75515 100-1220-75515 100-1231-75515	ACH Enabled: No
Vendor:Travel 09202015 4890 4921	Travel Center, Trust Account Bocce 2888.015 Marine mammal 2864.015 Jewel 2874.015 Check Total:	375.00 2,630.00 250.00 3,255.00	05/28/2014 05/28/2014 05/28/2014	Check Sequence: 48 100-1220-75630 100-1220-75630 100-1220-75630	ACH Enabled: No Sen trips Sen trips Sen trips

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor:TurfInd IV11027	Turf & Industrial Equipment quick lock Check Total:	42.06 42.06	05/28/2015	Check Sequence: 49 100-1300-75535	ACH Enabled: No parts
Vendor:USBank 051515 051515	U.S. Bank Pars #6746022400 Pars #6746022400 Check Total:	2,055.88 1,027.93 3,083.81	05/28/2015 05/28/2015	Check Sequence: 50 100-0000-21330 100-0000-21335	ACH Enabled: No
Vendor:VSP 06/2015 06/2015 06/2015	Preferred Benefit Vision Vision Vision Check Total:	34.60 13.60 13.60 61.80	05/28/2015 05/28/2015 05/28/2015	Check Sequence: 51 100-0000-21300 100-0000-21300 100-1100-55300	ACH Enabled: No
Vendor:WarfSha 150529	Shannon Warf photobooth Check Total:	500.00 500.00	05/28/2015	Check Sequence: 52 100-1255-75630	ACH Enabled: No HS ball
Vendor:WebeTho 07102015	Thomas Weber SC Check Total:	175.00 175.00	05/28/2014	Check Sequence: 53 100-1220-75620	ACH Enabled: No show
Vendor:Xerox 79519999	Xerox Corporation CC Check Total:	369.26 369.26	05/28/2015	Check Sequence: 54 100-1231-75500	ACH Enabled: No copier
	Total for Check Run:	261,657.39			
	Total Number of Checks:	54			

Board of Directors Meeting Minutes
March 12, 2015
DRAFT



The March 12, 2015 meeting of the Pleasant Hill Recreation & Park District Board of Directors was called to order by Board Vice Chair Shess at 7:06 p.m. in the Conference Room at the Administration Office. Shess reported that the Board met in closed session on ongoing litigation issues, and that no action was taken.

PLEDGE OF ALLEGIANCE

Board Member Donaghu led the Pledge of Allegiance.

ROLL CALL

BOARD PRESENT: Shess, Donaghu, Glover, Sterrett

REMOTELY BY PHONE: Bonato

STAFF PRESENT: Berggren, Blair, Bradley

PUBLIC COMMENT

Paul Cotruvo, resident of Pleasant Hill, spoke about the success of the Come Together Concert event. He thanked the District staff and the Board for all their support of the event. He commented that the event lasted five hours. He said it was very successful and a great time was had by everyone who attended. Cotruvo personally thanked Park Superintendent Tom Bradley and his staff for setting up and taking down the stage. He suggested the District look into purchasing its own stage for the future.

The Board thanked Cotruvo for all his hard work and involvement in the event.

EX-OFFICIO MEMBER REPORT, ALLIE NACCARA – COLLEGE PARK HIGH SCHOOL

Ex-Officio Naccara gave the following report:

Teen Council news:

- They will be helping with the District's Breakfast with Bunny event on March 28, 2015 at the Senior Center.
- They will be helping with the District's Eggciting Egg Hunt on April 4, 2015.
- They will be helping with the City Clean Up event on April 25, 2015.
- They will be hosting a high school dance on May 29, 2015 and a middle school dance on May 15, 2015.

College Park news:

- College Park had their first perfect softball game.
- The Open House is tonight from 6:30 p.m. – 8:00 p.m.
- The Senior Picnic will be on April 17, 2015 at Six Flags.
- Field Day was today for the math department.
- The softball team's poker night fundraiser will be on March 14, 2015.
- College Park will be having the "Princess Project" at the school this year. They sell affordable new and slightly used Prom dresses.
- The Prom is March 21, 2015 in Oakland.
- The choir will be producing a Bella Notte concert.
- The Orchestra will be having a concert on March 31, 2015 at 7:00 p.m.
- The school is currently recruiting counselors for Valhalla's Outdoor Education camp.

- Next week is SPIRIT Week: **Monday**-Tacky Tourist Day, **Tuesday**-St. Patrick's Day, **Wednesday**-LGBT Day, **Thursday**-Nationality Day, and Friday-College Park Day.

CONSENT CALENDAR (ACTION)

- To Approve Bills to be Paid**
- To Approve Minutes of December 4, 2014 and December 18, 2014**

Upon motion of Board Members Donaghu & Glover the Board approved the Consent Calendar with the changes to the December 18, 2014 minutes.

PRESENTATION AND APPROVAL OF AUDIT AND MANAGEMENT LETTER (ACTION)

- Review District Annual Audit**
- Pleasant Hill Seniors Club Annual Review**

Craig Fetcher with Fetcher & Company was present to review the District's Annual Audit and the Seniors Club Review with the Board. Fetcher summarized that the opinion of his company was that the District's financial statements present fairly in all material aspects, the financial position of the governmental activities in each major fund, and the aggregate remaining fund information as of June 30, 2014.

Board Member Bonato questioned the date of the report. Fetcher explained that the date on the report reflects the date final conclusions were reached by the auditor. He said that in the future there will not be such a large lag time in the dates from when the report is completed to when it is presented to the Board. Bonato commented that she would like the Budget and Finance Committee to review the audit before it is presented to the full Board. She expressed concern that the Measure E funds were included in the overall budget. Fetcher said he would be happy to meet with the Budget and Finance Committee any time necessary.

Fetcher discussed the Seniors Club Review with the Board. He explained that a review is not a full audit therefore it is more limited.

The Board thanked Fetcher for his report and for attending the meeting.

Upon motion of Board Members Donaghu & Glover the Board approved the District Audit and Management letter only, and removed the Senior Club Review until it has been reviewed and corrected.

REPORT FROM RODGERS RANCH HERITAGE CENTER

Rodgers Ranch representative Denise Koroslev was present to update the Board on the Rodgers Ranch Heritage Center. Koroslev reported that the group is currently holding their membership drive. They are offering tote bags to new members. Koroslev commented that the Rodgers Ranch group was interviewed by Inside Pleasant Hill about their upcoming Expo on April 4, 2015. She reported that there are many groups currently reserving the Center for activities including: The Herb Society, the Contra Costa succulent garden club, the Historical Society, the urban farm sustainable living workshops, the Green Business Community, and Pleasant Hill Recreation & Park District's summer nature camp. Koroslev said the Rodgers Ranch group is still working with the Clampers on the new sign. They are hoping to have their main sign updated by the District.

Board Chair Bonato asked Koroslev to give the General Manager more information on the upcoming plant expo. She also asked Koroslev for an update on the barn project. Koroslev reported that the group is currently justifying the barn usage. Bonato asked how the fundraising for the project is

going. Koroslev commented that the Rodgers Ranch group is working on promoting the barn to outside groups.

Koroslev thanked the District and the Board for the publicity of the Ranch in The Spotlight.

The Board thanked Koroslev for attending the meeting and for her report.

TO CONSIDER PURCHASING WINDOW COVERINGS AT SENIOR CENTER CHATEAU ROOM SHARING WITH THE PH SENIOR CLUB (ACTION)

The General Manager reported that the Budget and Finance Committee had met on this item on March 10, 2015. He commented that the Seniors need a more darkening shade in the Chateau room for some of their programming and events. He said that the original plans for the building included shades for the room however; due to budget constraints these features were removed from the design. The General Manager stated that now that the Senior Center is in its third year of operation, the Senior Club is realizing the Center would benefit greatly from the addition of window shades in the Chateau Room. The General Manager reported that the total cost of the blinds have been quoted at \$8,138.96 which the Senior Club is asking to split with the District. The General Manager and the Budget and Finance Committee are recommending that the District share the cost of the window shades in the amount of \$4,069.48 with the Senior Club. He commented the funds would come from the Seniors Services and Supplies budget account.

Upon motion of Board Members Donaghu & Glover the Board approved that the District share the cost of the blinds with the Senior Club in the amount of \$4,069.48 from the Senior's Services and Supplies budget account.

LAND & FACILITY DEVELOPMENT COMMITTEE REPORT

- a. **To Discuss the Status of the Winslow Center, School House, & Chilpancingo Park**
- b. **To Discuss Issues at Dinosaur Hill Park**

The General Manager reported that the Land and Facility Committee, consisting of Board Members Shess and Glover met on March 5, 2015 to discuss the status of the Winslow Center, School House and Chilpancingo Park, specifically reviewing the deeds for those sites. He commented that the Committee also discussed Dinosaur Hill Park as the District is still experiencing vandalism at night on this property.

Board Member Shess reviewed the deeds and the history of each property with the Board. He commented that Chilpancingo Park was deeded to the District in 1997 for passive recreation use only. Shess stated there is a revision clause on the property meaning it would be returned to the City of Pleasant Hill if the District does not use it. Shess reported that the School House was deeded to the District by the Mt. Diablo Unified School District in 1982. He commented that the District would need to declare this property as surplus and MDUSD would have the right of first refusal if it were to be sold. Shess reported that since the Winslow Center property had been purchased with East Bay Regional Park District Funds the District would need to work with them in the sale of the building.

Board Member Glover stated that he would like the Board to just concentrate on the Land & Development Committee report at this time, and not the deeds. He commented that the property issue will be brought back to the Board for more discussion.

Board Chair Bonato commented that more research should be done on the properties before the Board can make decisions on them.

Board Member Shess reviewed the Dinosaur Hill Park discussion with the Board. He said the Committee has asked staff to explore a gate for the site. Shess commented the Committee will be bringing the issue to the Board for discussion once research has been completed.

TO DISCUSS THE PROCESS OF REVIEWING THE POLICY MANUAL

The General Manager discussed the process of the Board's review of the Policy Manual. He stated that he is recommending the Board review the manual in sections beginning at the March 26, 2015 Board Meeting, and completing the review in July.

Board Member Glover asked if the Board will be waiting for the manual to be completed before they adopt it. The General Manager said the whole manual will be adopted by the Board at the end of the process. Glover suggested that the Board Members review each document before the meetings. Accounting Supervisor Blair commented that all policy changes will need Board approval in accordance with the provisions of our current Policy Manual.

Board Member Shess stated that the Board should have any grammatical changes to the first section to Blair by March 19, 2015 for the March 26, 2015 Board Meeting.

TO SET BOARD COMMITTEE MEETING DATES

a. LAND AND FACILITY DEVELOPMENT COMMITTEE

Board Member Glover reported that at the Land and Facility Development Committee meeting on March 5, 2015 they discussed the disc golf course at Paso Nogal Park. Glover commented that the Committee is supportive of the idea pending public input and information from District staff.

b. PERSONNEL COMMITTEE

The General Manager distributed the updated organizational chart to the Board. Board Member Bonato asked if the new chart will be posted on the web site. The General Manager said it would be.

c. BUDGET COMMITTEE

Board Chair Bonato reported that the Budget Committee met with the General Manager to review the Capital Projects list. She said the Committee added the Rodgers-Smith bathroom and the playground at Pleasant Oaks Park to the list. Bonato said that many of the items on the Capital Projects list were necessary repairs. The General Manager stated that some of the items can wait for the second year of the budget. Bonato stated that the total of the Capital Projects list is very large and funding for the critical items will be hard.

d. PROGRAM COMMITTEE

Board Member Donaghu commented that the District's upcoming Spotlight has been completed and published.

BOARD ANNOUNCEMENTS AND REQUESTS TO STAFF

Bonato made the following announcements/questions:

- She reported on the lunch meeting she attended with the Park Maintenance staff regarding the contract services work. She commented that she thought it was a very healthy and

informative meeting. She said the staff was relieved from the meeting and the Board's decision.

- She will be meeting with the building maintenance staff next and will be reporting back to the Board afterward.

Glover made the following announcements/questions:

- He attended the PHBA parade. He said there were around 3,000 people there, and that he heard many positive comments.

Donaghu made the following announcements/questions:

- He attended the Come Together event, and was very impressed.
- He completed the Ethics Training online on February 26, 2015.
- He received an email from the County about the Form 700. He wanted to make sure all the Board Members complete it.

Shess made the following announcements/questions:

- He attended the PHBA parade as a coach. He thanked Board Member Glover for speaking at the event.
- He commented that the Come Together event was outstanding. He complimented Paul Cutrovo and District staff for all their work on the event.

STAFF ANNOUNCEMENTS

The General Manager made the following announcements:

- The annual Soroptimist Awards event will be April 16, 2015 at the Teen Center. Board Chair Bonato will be there.
- He asked if any Board members would be interested in attending the California Association of Recreation and Park District's (CARPD) conference in Tahoe in May. Board Member Shess said he would be interested in going.
- He announced that Building Maintenance Superintendent Carrie Miller's father passed away, and that Senior Center Supervisor Kendra Luke is engaged.

ADJOURNMENT

Vice Chair Shess adjourned the meeting at 9:10 p.m.

Robert B. Berggren, Clerk of the Board



Board of Directors RESOLUTION

PLEASANT HILL RECREATION & PARK DISTRICT

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**PLEASANT HILL RECREATION & PARK DISTRICT
COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA
BOARD OF DIRECTORS**

IN THE MATTER OF **RESOLUTION 2015-05-28A**
INTENTION TO ORDER IMPROVEMENT FOR ASSESSMENT DISTRICT VALLEY HIGH II

(Pursuant to the Landscaping and Lighting Act of 1972)

**THE BOARD OF DIRECTORS OF THE PLEASANT HILL RECREATION & PARK DISTRICT
resolves:**

1. The Board of Directors intends to levy and collect assessments with Assessment District Valley High II during the fiscal year 2015 - 16. The area of land to be assessed located in the Pleasant Hill area, Contra Costa County.
2. The Improvements to be made in this assessment district are generally described as follows:
The major scope of the work includes the maintenance of open space areas. The work will encompass all maintenance operations necessary to provide safe and clean open space areas, including landscape maintenance of all plant material, maintenance of irrigation and drainage systems, weed control and fire abatement, pick-up litter and garbage.
3. In accordance with this District's resolution directing the filing of an annual report, Kenneth Swenson, P.E., Engineer of Work, has filed with the County Clerk the report required by the Landscaping and Lighting Act of 1972. All interested persons are referred to that report for a full and detailed description of the improvements, the boundaries of the assessment district and the proposed assessments upon assessable lots and parcels of land within the assessment district.
4. On Thursday, the 25th day of June 2015 at the hour of 7:00 p.m., the Pleasant Hill Recreation & Park District will conduct a public hearing on the question of the levy of the proposed annual assessment. The hearing will be held at the meeting place of the Board located in the Administration Office at 147 Gregory Lane, Pleasant Hill, California.
5. The Clerk is authorized and directed to give the notice of hearing required by the Landscaping and Lighting Act of 1972.

PASSED AND ADOPTED on May 28, 2015, by the following vote:

AYES:

NOES:

ABSENT:

Sandra Bonato, Chair

I hereby certify that the foregoing resolution was approved by the vote indicated herein above at the regular meeting of the Board of Directors on May 28, 2015.

Robert B. Berggren, Clerk of the Board



Board of Directors RESOLUTION

PLEASANT HILL RECREATION & PARK DISTRICT

**PLEASANT HILL RECREATION & PARK DISTRICT
COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA
BOARD OF DIRECTORS**

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IN THE MATTER OF **RESOLUTION 2015-05-28B**
INTENTION TO ORDER IMPROVEMENT FOR ASSESSMENT DISTRICT VALLEY HIGH IV

(Pursuant to the Landscaping and Lighting Act of 1972)

**THE BOARD OF DIRECTORS OF THE PLEASANT HILL RECREATION & PARK DISTRICT
resolves:**

1. The Board of Directors intends to levy and collect assessments with Assessment District Valley High IV during the fiscal year 2015 - 16. The area of land to be assessed located in the Pleasant Hill area, Contra Costa County.
2. The Improvements to be made in this assessment district are generally described as follows:
The major scope of the work includes the maintenance of open space areas. The work will encompass all maintenance operations necessary to provide safe and clean open space areas, including landscape maintenance of all plant material, maintenance of irrigation and drainage systems, weed control and fire abatement, pick-up litter and garbage.
3. In accordance with this District's resolution directing the filing of an annual report, Kenneth R. Swenson, P.E., Engineer of Work, has filed with the County Clerk the report required by the Landscaping and Lighting Act of 1972. All interested persons are referred to that report for a full and detailed description of the improvements, the boundaries of the assessment district and the proposed assessments upon assessable lots and parcels of land within the assessment district.
4. On Thursday, the 25th day of June 2015, at the hour of 7:00 p.m., the Pleasant Hill Recreation & Park District will conduct a public hearing on the question of the levy of the proposed annual assessment. The hearing will be held at the meeting place of the Board located in the Administration Office at 147 Gregory Lane, Pleasant Hill, California.
5. The Clerk is authorized and directed to give the notice of hearing required by the Landscaping and Lighting Act of 1972.

PASSED AND ADOPTED on May 28, 2015, by the following vote:

AYES:

NOES:

ABSENT:

Sandra Bonato, Chair

I hereby certify that the foregoing resolution was approved by the vote indicated herein above at the regular meeting of the Board of Directors on May 28, 2015.

Robert B. Berggren, Clerk of the Board



Board of Directors RESOLUTION

PLEASANT HILL RECREATION & PARK DISTRICT

PLEASANT HILL RECREATION & PARK DISTRICT
COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA
BOARD OF DIRECTORS

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IN THE MATTER OF **RESOLUTION 2015-05-28C**
INTENTION TO ORDER IMPROVEMENT FOR ASSESSMENT DISTRICT VALLEY HIGH V
(Pursuant to the Landscaping and Lighting Act of 1972)

THE BOARD OF DIRECTORS OF THE PLEASANT HILL RECREATION & PARK DISTRICT
resolves:

1. The Board of Directors intends to levy and collect assessments with Assessment District Valley High V during the fiscal year 2015 - 16. The area of land to be assessed located in the Pleasant Hill area, Contra Costa County.
2. The Improvements to be made in this assessment district are generally described as follows:
The major scope of the work includes the maintenance of open space areas. The work will encompass all maintenance operations necessary to provide safe and clean open space areas, including landscape maintenance of all plant material, maintenance of irrigation and drainage systems, weed control and fire abatement, pick-up litter and garbage.
3. In accordance with this District's resolution directing the filing of an annual report, Kenneth R. Swenson, P.E., Engineer of Work, has filed with the County Clerk the report required by the Landscaping and Lighting Act of 1972. All interested persons are referred to that report for a full and detailed description of the improvements, the boundaries of the assessment district and the proposed assessments upon assessable lots and parcels of land within the assessment district.
4. On Thursday the 25th day of June 2015, at the hour of 7:00 p.m., the Pleasant Hill Recreation & Park District will conduct a public hearing on the question of the levy of the proposed annual assessment. The hearing will be held at the meeting place of the Board located in the Administration Office at 147 Gregory Lane, Pleasant Hill, California.
5. The Clerk is authorized and directed to give the notice of hearing required by the Landscaping and Lighting Act of 1972.

PASSED AND ADOPTED on May 28, 2015, by the following vote:

AYES:
NOES:
ABSENT:

Sandra Bonato, Chair

I hereby certify that the foregoing resolution was approved by the vote indicated herein above at the regular meeting of the Board of Directors on May 28, 2015.

Robert B. Berggren, Clerk of the Board



Board of Directors RESOLUTION

PLEASANT HILL RECREATION & PARK DISTRICT

PLEASANT HILL RECREATION & PARK DISTRICT
COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA
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IN THE MATTER OF **RESOLUTION 2015-05-28D**
INTENTION TO ORDER IMPROVEMENT FOR ASSESSMENT DISTRICT WOODSIDE HILLS I
(Pursuant to the Landscaping and Lighting Act of 1972)

THE BOARD OF DIRECTORS OF THE PLEASANT HILL RECREATION & PARK DISTRICT
resolves:

1. The Board of Directors intends to levy and collect assessments with Assessment District Woodside Hills I during the fiscal year 2015 - 16. The area of land to be assessed located in the Pleasant Hill area, Contra Costa County.
2. The Improvements to be made in this assessment district are generally described as follows:
The major scope of the work includes the maintenance of open space areas. The work will encompass all maintenance operations necessary to provide safe and clean open space areas, including landscape maintenance of all plant material, maintenance of irrigation and drainage systems, weed control and fire abatement, pick-up litter and garbage.
3. In accordance with this District's resolution directing the filing of an annual report, Kenneth R. Swenson, P.E., Engineer of Work, has filed with the County Clerk the report required by the Landscaping and Lighting Act of 1972. All interested persons are referred to that report for a full and detailed description of the improvements, the boundaries of the assessment district and the proposed assessments upon assessable lots and parcels of land within the assessment district.
4. On Thursday the 25th day of June 2015, at the hour of 7:00 p.m., the Pleasant Hill Recreation & Park District will conduct a public hearing on the question of the levy of the proposed annual assessment. The hearing will be held at the meeting place of the Board located in the Administration Office at 147 Gregory Lane, Pleasant Hill, California.
5. The Clerk is authorized and directed to give the notice of hearing required by the Landscaping and Lighting Act of 1972.

PASSED AND ADOPTED on May 28, 2015, by the following vote:

AYES:
NOES:
ABSENT:

Sandra Bonato, Chair

I hereby certify that the foregoing resolution was approved by the vote indicated herein above at the regular meeting of the Board of Directors on May 28, 2015.

Robert B. Berggren, Clerk of the Board



Board of Directors RESOLUTION

PLEASANT HILL RECREATION & PARK DISTRICT

PLEASANT HILL RECREATION & PARK DISTRICT
COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA
BOARD OF DIRECTORS

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IN THE MATTER OF **RESOLUTION 2015-05-28E**
INTENTION TO ORDER IMPROVEMENT FOR ASSESSMENT DISTRICT WOODSIDE HILLS III

(Pursuant to the Landscaping and Lighting Act of 1972)

**THE BOARD OF DIRECTORS OF THE PLEASANT HILL RECREATION & PARK DISTRICT
resolves:**

1. The Board of Directors intends to levy and collect assessments with Assessment District Woodside Hills III during the fiscal year 2015 - 16. The area of land to be assessed located in the Pleasant Hill area, Contra Costa County.
2. The Improvements to be made in this assessment district are generally described as follows:
The major scope of the work includes the maintenance of open space areas. The work will encompass all maintenance operations necessary to provide safe and clean open space areas, including landscape maintenance of all plant material, maintenance of irrigation and drainage systems, weed control and fire abatement, pick-up litter and garbage.
3. In accordance with this District's resolution directing the filing of an annual report, Kenneth R. Swenson, P.E., Engineer of Work, has filed with the County Clerk the report required by the Landscaping and Lighting Act of 1972. All interested persons are referred to that report for a full and detailed description of the improvements, the boundaries of the assessment district and the proposed assessments upon assessable lots and parcels of land within the assessment district.
4. On Thursday the 25th day of June 2015, at the hour of 7:00 p.m., the Pleasant Hill Recreation & Park District will conduct a public hearing on the question of the levy of the proposed annual assessment. The hearing will be held at the meeting place of the Board located in the Administration Office at 147 Gregory Lane, Pleasant Hill, California.
5. The Clerk is authorized and directed to give the notice of hearing required by the Landscaping and Lighting Act of 1972.

PASSED AND ADOPTED on May 28, 2015, by the following vote:

AYES:
NOES:
ABSENT:

Sandra Bonato, Chair

I hereby certify that the foregoing resolution was approved by the vote indicated herein above at the regular meeting of the Board of Directors on May 28, 2015.

Robert B. Berggren, Clerk of the Board



Board of Directors RESOLUTION

PLEASANT HILL RECREATION & PARK DISTRICT

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**PLEASANT HILL RECREATION & PARK DISTRICT
COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA
BOARD OF DIRECTORS**

IN THE MATTER OF **RESOLUTION 2015-05-28F**
INTENTION TO ORDER IMPROVEMENT FOR ASSESSMENT DISTRICT #6
(Pursuant to the Landscaping and Lighting Act of 1972)

**THE BOARD OF DIRECTORS OF THE PLEASANT HILL RECREATION & PARK DISTRICT
resolves:**

1. The Board of Directors intends to levy and collect assessments with Assessment District #6 during the fiscal year 2015 - 16. The area of land to be assessed located in the Pleasant Hill area, Contra Costa County.

2. The Improvements to be made in this assessment district are generally described as follows:

The major scope of the work includes the maintenance of park facilities and features and open space lands within the geographic boundaries of the Pleasant Hill Recreation & Park District including approximately 64 acres of developed area and 200 acres of open space. The work will encompass all maintenance operations necessary to provide safe, clean, and enjoyable park and recreation facilities for the community including landscape maintenance of all plant material and turf, maintenance of irrigation and drainage systems, weed control and fire abatement pick-up litter and garbage, repair and maintenance of features within park sites such as paths, trails, restrooms, buildings and structures, parking lots, picnic areas, signage, athletic fields and courts, lighting, play apparatus and swimming pools.

3. In accordance with this District's resolution directing the filing of an annual report, Kenneth R. Swenson, P.E., Engineer of Work, has filed with the County Clerk the report required by the Landscaping and Lighting Act of 1972. All interested persons are referred to that report for a full and detailed description of the improvements, the boundaries of the assessment district and the proposed assessments upon assessable lots and parcels of land within the assessment district.
4. On Thursday, the 25th day of June 2015, at the hour of 7:00 p.m., the Pleasant Hill Recreation & Park District will conduct a public hearing on the question of the levy of the proposed annual assessment. The hearing will be held at the meeting place of the Board located in the Administration Office at 147 Gregory Lane, Pleasant Hill, California.
5. The Clerk is authorized and directed to give the notice of hearing required by the Landscaping and Lighting Act of 1972.

PASSED AND ADOPTED on May 28, 2015, by the following vote:

AYES:

NOES:

ABSENT:

Sandra Bonato, Chair

I hereby certify that the foregoing resolution was approved by the vote indicated herein above at the regular meeting of the Board of Directors on May 28, 2015.

Robert B. Berggren, Clerk of the Board



MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: May 21, 2015

RE: May 28, 2015 Board Meeting

Report from Pleasant Hill DOG

Representative Lori Tassano will be on hand to give a report on the membership and activities of the PH DOG (Dog Owners Group).



MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: May 21, 2015

RE: May 28, 2015 Board of Directors Meeting

Staff Reports and Discussion

- a. Fire Protection Plan**
- b. Pathway Repair Needs for Various District Sites**
- c. Pickleball, PHMS Tennis Court Resurfacing Update**

The Board requested, at the last Board Meeting, that these topics be discussed and reported on at this Board Meeting. Park Superintendent Tom Bradley and Recreation and Park Manager Lance Hurtado will be on hand to report and discuss the topics.

MEMORANDUM

To: Bob Berggren

From: Tom Bradley

Date: May 8th, 2015

Subject: Fire Prevention Plan

Every year the Parks Department works with an outside contractor to handle weed abatement to keep compliant with the Contra Costa Fire Protection Districts (CCFPD) standards. Traditionally we have had up to July 1st, to have our weed abatement complete. Due to drought conditions the CCFPD has moved the date of completion to May 3rd. While we are far ahead of our normal abatement schedule we have not been able to meet that date. With the exception of Paso Nogal Park all disking and mowing has been completed. Paso Nogal will be disked early next week. All other sites are waiting to be finished by the line trimming crew. I have contacted Kathy Woofter, the Fire Prevention Inspector that handles the Districts inspections, and requested a two week extension. Kathy said they will grant a two week extension. We should be able to complete all abatement in this time frame.

MEMO

To: Bob Berggren

From: Tom Bradley

Date: May 22, 2015

Subject: Fire Clean Up at Cedar Ct.

On July 6th of 2014 a fire started in a shed on the property adjacent to Pleasant Hill Recreation and Park District (PHRPD) property at Cedar Ct. (parcel #166-372-029). This fire burned into the PHRPD property at Cedar Ct. burning cut dry grass and several trees. Park maintenance delayed cleaning up the burned area while waiting for a response from the insurance company of the home owner where the fire started. After leaving multiple messages and waiting several weeks for a response that never came, I received a phone call from another neighbor that is adjacent to the property. The neighbor was not happy that the site was not cleaned up yet. At that point I decided to go ahead and clean the site. Our crew removed burnt debris and limbed up some of the burnt trees. We left all burnt trees in place to see if they would generate foliage in the spring. Four of the seven trees did leaf out and are still in place at this time. During our annual fire prevention weed abatement, park staff removed trees that did not generate new foliage.

PARKS PATHWAY INSPECTION

TO: Bob Berggren, General Manager

FROM: Tom Bradley, Park Superintendent

DATE: February 5, 2015

PARKS & FACILITIES

Brookwood Park: All of the paths are chipped.

Chilpancingo Park: All of the paths are D.G. (decomposed granite). The Pressure Treated stairs have decay.

Community Center / Frank Salfingere Park: The asphalt paths have deteriorated with multiple trip hazards.

Dinosaur Hill Park: Parking Lot is OK. The upper section of the Carpenter Court access has multiple trip hazards.

Las Juntas Park / Lucille Access: The Lucille access has cracking in the asphalt; Las Juntas path has some cracking and lifting. There is a lip along the path due to erosion which could be a problem.

Paso Nogal Park: The C/A (concrete / asphalt) transitions in front of the gates adjacent to the parking lot are trip hazards. The parking lot has some uplift hazards.

Pinewood: The entrance steps OK. The wall around the playground is a hazard.

Pleasant Hill Park: Trip hazards are everywhere in the old C/A paths through out the park.

Pleasant Oaks Park: The paths are all new.

Public Services Center: OK

Rodger Smith Park: The basketball entrance is a trip hazard. The concrete around the bocce courts have multiple severe trip hazards.

Rodger's Ranch Site: Some cracking in the asphalt paths. Need D.G. at the ends of the gravel paths.

School House: The parking lot & front spaces have lots of lifting & trip hazards. The VFW paths & parking lot are OK.

Senior Center Complex: The paths are all new.

Shadowood Park: The asphalt around the playground is in poor condition, with the C/A transition a trip hazard.

Shannon Hills Park: Multiple severe trip hazards on the boardwalk, the asphalt path leading to the bridge from the street has multiple trip hazards The path section by the storm drain in the creek, which had been removed for a smaller storm drain repair should be repaired.

Sherman Acres Park: The entrance is OK, the paths are D.G.

Winslow: The gravel parking lot has pot holes.

MAINTENANCE ASSESSMENT DISTRICTS

Valley High 2: Paths OK.

Valley High 4: No paths.

Valley High 5: No paths.

Woodside 1: No paths.

Woodside 3: Small access path OK.



MEMORANDUM

TO: Board of Directors
FROM: General Manager
DATE: May 21, 2015
RE: May 28, 2015 Board of Directors Meeting

Policy Manual Review

- **To Review Sections 1000-1505 - Introduction - Board Policies**

At the last Board Meeting, the Board was not able to complete the review of the introduction section of the board policies. This has been brought back for the full Board's review.



MEMORANDUM

TO: Board of Directors
FROM: General Manager
DATE: May 21, 2015
RE: May 28, 2015 Board Meeting

Reports and to Set Board Committee Meeting Dates

- a. Land and Facility Development Committee**
- b. Personnel Committee**
- c. Budget and Finance Committee**
- d. Program Committee**

This is an ongoing item.