



Board of Directors AGENDA

PLEASANT HILL RECREATION & PARK DISTRICT

MISSION STATEMENT

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

**ADMINISTRATION OFFICE
CONFERENCE ROOM
147 GREGORY LANE, PLEASANT HILL**

LAND AND FACILITIES COMMITTEE

**Wednesday, June 21, 2017
SPECIAL MEETING - 8:00 a.m.**

Chair: Zac Shess
Member: Jennifer Ortega

1. Public Comment
Five minutes may be allotted to each speaker and a maximum of twenty (20) minutes to each subject matter. The public may speak regarding agenda items at the time the matter is taken up. Non-agenda items can be addressed under Public Comment.
2. Review Request from Resident to Locate a "Free Little Library" at Sherman Acres Park (Attachment A)
3. Review and Feedback Regarding Rodgers Ranch Heritage Center's Request to Apply for Grant Funds for Potential Development of a Barn at Rodgers Ranch (Attachment B)
4. Review and Feedback Regarding Implementation of Recommended Site Improvements to Reduce Overnight Camping in District Parks and Facilities (Attachment C)
5. Update Regarding Status of Appeal of Development Application for Pleasant Oaks Park Utility Building
6. Schedule Future Meetings

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

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

STAFF REPORT



Date: June 21, 2017
To: Land and Facilities Committee
From: Michelle Lacy, General Manager
Re: Review Request from Resident to Locate a "Free Little Library" at Sherman Acres Park

BACKGROUND:

The Pleasant Hill Recreation and Park District (District) has received a request from resident Wendy Duran to grant permission for placement of a "Free Little Library" at Sherman Acres Park (Exhibit 1).

DISCUSSION:

The District has previously approved placement of a similar structure for a "Free Little Library" within the boundaries of the Woodside Hills I assessment district. Park Maintenance Superintendent Tom Bradley reports that the current installation has caused no issues or additional work for District staff.

The email communication received from Ms. Duran indicates that she is planning on raising the funds for purchase and installation of the cabinet.

It is requested the Committee review the request and provide direction to staff.

Exhibit 1: Email from Wendy Duran to Tom Bradley Requesting Approval for Placement of a "Free Little Library" at Sherman Acres Park.

From: [Tom Bradley](#)
To: [Michelle Lacy](#)
Subject: FW: Sherman Acres Pocket Park / Free Little Library
Date: Tuesday, April 11, 2017 11:09:51 AM

Michelle,

I wanted to get you to approve this. We do have one of these in Woodside 1 assessment district and it causes no work or trouble for us. If you are unfamiliar with these libraries, they are essentially a weather proof cabinet that people use to exchange books. If it's ok I will tell Mrs. Duran I can meet with her to approve the exact location and design of the project.

Tom Bradley
Park Superintendent
Pleasant Hill Recreation & Park District
925.671.4649
tbradley@pleasanthillrec.com

From: Wendy Duran [mailto:wendyjduran@gmail.com]
Sent: Tuesday, April 11, 2017 10:57 AM
To: Tom Bradley
Subject: Sherman Acres Pocket Park / Free Little Library

Hello Mr. Bradley,

The City of Pleasant Hill pointed me in your direction. I live in the Sherman Acres neighborhood. We have a great little pocket park on Sherman Drive on a lot owned by the Rec and Park district. I am interested in placing a "Free Little Library" in the pocket park. I plan to take a poll within the neighborhood to make sure there is interest from the neighbors as well. However, I do want to check with the Rec and Park district before I go too far down that road. I do plan to fund the project personally and / or with help from neighbors.

I appreciate your input on this matter.

Thank you,

Wendy Duran

(925) 708-7309

EXHIBIT 1

STAFF REPORT



Date: June 21, 2017
To: Land and Facilities Committee
From: Michelle Lacy, General Manager
Re: Review and Feedback Regarding Rodgers Ranch Heritage Center's Request to Apply for Grant Funds for Potential Development of a Barn at Rodgers Ranch

BACKGROUND:

The Pleasant Hill Recreation and Park District (District) has received a request from Rodgers Ranch Heritage Center (RRHC) to approve its application for grant funds for future construction of a barn at Rodgers Ranch. The Museum Grant Program is funded by Proposition 40 and is the 2nd and final round of funding. The RRHC has developed conceptual plans for a barn, but there has been no approval by the Board of Directors or the City of Pleasant Hill.

DISCUSSION:

In order for RRHC to apply for grant funding at a minimum the Board of Directors would need to affirm its commitment to a future barn project and begin the planning and development process. That process would include development of site plans, initiation of environmental review, and initiating the review process with the City of Pleasant Hill Planning Department. The grant application deadline is Tuesday, August 15.

Staff and members of RRHC will be in attendance to answer questions regarding potential project and next steps.

STAFF REPORT



Date: June 21, 2017
To: Land and Facilities Committee
From: Michelle Lacy, General Manager
Re: Review and Feedback Regarding Implementation of Recommended Site Improvements to Reduce Overnight Camping in District Parks and Facilities

BACKGROUND:

The Pleasant Hill Recreation and Park District (District) has seen an increase in illegal overnight camping within its parks. This use has created a health and safety issue for staff and park visitors. In order to reduce this illegal activity, District staff and Pleasant Hill Police Department personnel have conducted an audit of our park properties with the most issues. Park Superintendent Tom Bradley has compiled a list of recommendations for site alterations from the June 9, 2017 park tour (Exhibit 1).

DISCUSSION:

Many of the recommendations will require a change to how we maintain and design our parks. In addition, items such as installation of gates at parking areas will impact the budget due to needing to pay staff for opening and closing in a timely manner.

It is requested the Committee discuss the recommendations and provide feedback to staff regarding preferred implementation timeline and/or identify recommendations for further analysis.

EXHIBIT:

Exhibit 1: Memo from Park Superintendent Tom Bradley Regarding Recommendations by Pleasant Hill Police Department

Memorandum

Date: June 15, 2017

To: Michelle Lacy, General Manager

From: Tom Bradley, Park Superintendent

Re: Police Recommendations for Homeless Problems

On June 9, 2017 I met with Officer Wooden and Lieutenant Nichols of the Pleasant Hill Police Department to tour our parks and discuss steps the District may take to make our parks less appealing for the homeless population. I will list their recommendations in order of sites we visited.

Chilpancingo Park:

1. Remove shrubs and boulders to reduce hiding places for stashing personal items.
2. Lift all trees to a height that there is clear view of park from surrounding area.
3. Fence off park until the development surrounding Chilpancingo Park is completed.

Shadowood Park:

1. Remove picnic bench that is used primarily by the homeless.
2. Clear creek of shrubs that offer places to hide for overnight sleeping.
3. Lift all trees to create better view corridor through park.

Rodgers-Smith Park:

1. Install gates at parking lot entries. Lock nightly.
2. Lock restrooms nightly.

Senior Center:

1. Install gate to parking lot. Lock nightly.

Pleasant Hill Park:

1. Install gates to parking lot. Lock nightly.

All Parks:

1. Update park regulations to address smoking, sleeping, sleeping in vehicles, structures such as tents, etc...
2. Have employees call police for any violations of district regulations.

Park Maintenance has already started to implement some of these recommendations such as removing boulders from Chilpancingo Park, lifting trees and removing shrubs, locking the restrooms at Rodgers-Smith Park, and contacting the police for any

violations of park rules. I have also started researching park regulations to update ours for modern day issues.

We would like permission to remove the picnic table from Shadowood Park and have Chilpancingo Park completely fenced until the adjacent development is completed. It is currently fenced on three sides due to the developer's security fence surrounding their project. I can contact the developer to see if we may adjust their fence to surround the park.

At this time I would like to order and install gates at Rodgers-Smith Park and the Senior Center parking lot. This will cost about \$4000 per gate for a total of \$12,000. Locking the gates at Rodger-Smith Park will cost \$6570 per year and \$5475 per year at the Senior Center for a total of \$12,045.