



## **MEMORANDUM**

TO: Board of Directors  
FROM: General Manager  
DATE: June 18, 2015  
RE: June 25, 2015 Board Meeting

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### **Public Hearing Assessment Districts Annual Assessment**

Valley High II  
Valley High IV  
Valley High V  
Woodside Hills I  
Woodside Hills III  
Landscaping and Lighting District #6

This is the annual public hearing for the assessment districts.



## **MEMORANDUM**

TO: Board of Directors  
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DATE: June 18, 2015  
RE: June 25, 2015 Board Meeting

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### **Consent Calendar (ACTION)**

- a. To Approve Bills to be Paid
- b. To Approve Minutes of June 4, 2015
- c. To Approve Resolutions 2015-06-25A - 2015-06-25E for Properties of the Landscape Maintenance district of Valley High II, Valley High IV, Valley High V, Woodside Hills I, Woodside Hills III, Approving Final Engineer's Report for the Annual Levy of Assessments for Fiscal Year 2015-16
- d. To Approve Resolution 2015-06-25F for Properties of the Landscape & Lighting District #6, Approving the Final Engineer's Report for the Annual Levy of Assessment for Fiscal Year 2015-16
- e. To Approve Resolutions 2015-06-25G - 2015-06-25K for Properties of the Landscape Maintenance District of Valley High II, Valley High IV, Valley High V, Woodside Hills I and Woodside Hills III, Ordering the Levy of Assessments for Fiscal Year 2015-16
- f. To Approve Resolution 2015-06-25L for Properties of the Landscaping Maintenance Districts of Landscape and Lighting District #6, Ordering the Levy of Assessment for Fiscal Year 2015-16
- g. To Approve Resolution 2015-06-25M, Transferring Monies from the Park Landscape Assessment Fund for Assessment District 1 - 5 to the General Fund
- h. To Approve Resolution 2015-06-25N, Transferring Monies from the Landscape and Lighting District #6 to the General Fund

There are two major resolutions that the Board of Directors need to approve regarding the assessment districts. The first set of resolutions is for the Board to approve the final engineer's report. We have attached one of the reports. We do have all the assessment districts on file if you need to see the rest of them. The second resolution is ordering the levy for each one of those six assessment districts. Once that is approved by the Board of Directors then we submit the required paperwork to the County in order to attach the levy to the homeowners property taxes.

Items g and h are also related to the assessment districts, but it is requesting to transfer the monies from the County, who collects the assessment districts to the Pleasant Hill Recreation & Park District's general fund.

All of these assessment district items we complete on an annual basis and we are recommending approval for all the assessment districts 1 - 5 and the overall district #6, which is the entire Recreation and Park District.

<u>Check</u>	<u>Date</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Voucher</u>
21472	06/25/2015	Aantex	Aantex Pest Control	1,485.00	000000
21473	06/25/2015	AmerSta	American Stage Tours	1,560.00	000000
21474	06/25/2015	AmFidAs	American Fidelity Assurance	78.38	000000
21475	06/25/2015	ATT3	ATT CALNET 2	330.99	000000
21476	06/25/2015	BayAreA	Bay Area Barricade Service Inc	54.45	000000
21477	06/25/2015	BillAce	Bill's Ace Hardware	162.49	000000
21478	06/25/2015	CCCOofEd	Contra Costa County Office of	50.00	000000
21479	06/25/2015	CCSNP	Contra Costa Senior Nutrition	2,044.00	000000
21480	06/25/2015	CGSgym	CGS Gymnastic Services, Inc	1,260.00	000000
21481	06/25/2015	Cintas	CINTAS Fire Protection # F44	630.21	000000
21482	06/25/2015	CintCorp	Cintas Corp # 185	90.48	000000
21483	06/25/2015	Cole	Cole Supply Co., Inc.	509.06	000000
21484	06/25/2015	CopySt	Copy Station	308.85	000000
21485	06/25/2015	Creegan	Creegan + D'angelo	1,173.00	000000
21486	06/25/2015	DelDen	Preferred Benefit	3,561.60	000000
21487	06/25/2015	Denelect	Denalect Alarm Company	86.20	000000
21488	06/25/2015	DepJus3	Department Of Justice	170.00	000000
21489	06/25/2015	DesCon	Design Construction	6,076.00	000000
21490	06/25/2015	EBMUD	East Bay Mud	1,195.91	000000
21491	06/25/2015	Ewing	Ewing Irrigation	360.43	000000
21492	06/25/2015	ForDon	Dona Foreman	1,000.00	000000
21493	06/25/2015	FranTx	Franchise Tax Board	105.00	000000
21494	06/25/2015	Furber	Furber Saw, Inc.	402.50	000000
21495	06/25/2015	GasAnd	Andrea Gaspari	828.75	000000
21496	06/25/2015	GNU	GNU Group	337.50	000000
21497	06/25/2015	IdealSer	Ideal Service Company, Inc.	2,021.99	000000
21498	06/25/2015	KaisFou	File #73029 Kaiser Foundation Health Plan	30,975.00	000000
21499	06/25/2015	KiddCur	Law Office of Curtis S. Kidder	2,070.00	000000
21500	06/25/2015	LaserIm	Laser Impressions	484.89	000000
21501	06/25/2015	Legal S	Legal Shield	47.85	000000
21502	06/25/2015	LincEqu	Lincoln Aquatics	1,160.02	000000
21503	06/25/2015	McInerne	McInerney & Dillon	4,834.50	000000
21504	06/25/2015	MonuCri	Monument Crisis Center	10,000.00	000000
21505	06/25/2015	MPADes	MPA Design	2,130.00	000000
21506	06/25/2015	MtDiablo	Mt Diablo Landscape Centers	472.68	000000
21507	06/25/2015	OneWork	One WorkPlace	162.76	000000
21508	06/25/2015	OrigWat	Original Watermen, Inc	368.68	000000
21509	06/25/2015	PERS	PERS	19,322.43	000000
21510	06/25/2015	PG&E	Pacific Gas & Electric Co	1,495.58	000000
21511	06/25/2015	PhCit	Pleasant Hill, City of	5,377.81	000000
21512	06/25/2015	PhDol	Pleasant Hill Dolfn Parents C	28,900.00	000000
21513	06/25/2015	PhSen	Pleasant Hill Seniors Club	70.00	000000
21514	06/25/2015	PitBow	Pitney Bowes Global	291.10	000000
21515	06/25/2015	PleaHill	Pleasant Hill Rec & Park Distr	141,394.97	000000
21516	06/25/2015	Republic	Republic Services #210	1,983.80	000000
21517	06/25/2015	Spanish	Spanish 4 Children	1,814.40	000000
21518	06/25/2015	Spinitar	Spinitar	1,221.53	000000
21519	06/25/2015	SpriFre	Sprint Free, Inc	1,000.00	000000
21520	06/25/2015	StalGle	Glen Staller	270.00	000000
21521	06/25/2015	Standard	Standard Insurance Company	1,501.40	000000
21522	06/25/2015	StePrint	Steven's Printing	113.93	000000
21523	06/25/2015	SuppWor	Supply Works	602.16	000000
21524	06/25/2015	ThomWest	Thompson Reuters	54.25	000000
21525	06/25/2015	UNIVAR	UNIVAR USA Inc	600.56	000000
21526	06/25/2015	UPS Stor	UPS Store # 3769	709.25	000000
21527	06/25/2015	USBank	U.S. Bank	3,157.65	000000

<u>Check</u>	<u>Date</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Voucher</u>
21528	06/25/2015	VehReg	Vehicle Registration Collectio	147.00	000000
21529	06/25/2015	VSP	Preferred Benefit	61.80	000000

**CHECK TOTAL:** \$288,678.79



The June 4, 2015 Special Board Meeting of the Pleasant Hill Recreation & Park District Board of Directors was called to order by Board Chair Sandy Bonato at 7:03 p.m. in the Perera Pavilion at the Community Center.

**PLEDGE OF ALLEGIANCE**

Board Chair Bonato led the Pledge of Allegiance.

**ROLL CALL**

**BOARD PRESENT:** Bonato, Shess, Glover, Donaghu, Sterrett

**STAFF PRESENT:** Berggren, Bradley, Hurtado, Young

**PUBLIC COMMENT**

None

**TO CONSIDER WHETHER TO PROCEED WITH DISC GOLF PROPOSAL AT PASO NOGAL PARK (ACTION)**

Board Chair Bonato introduced the Board members to the audience and reviewed through a brief presentation a summary of comments that the Board had received from Paso Nogal Park neighbors on the disk golf issue. Bonato acknowledged each comment, explaining in turn that the District's residents have benefited over the years by new ideas that prior and current Boards have been willing to explore, that the Board understands the environmental requirements of state law and had many questions of its own, that the District clearly had needed to do a much more thorough job of researching issues before it decided to meet with Park neighbors, and that a copy of the roster of neighbors who were originally notified was available in the room. Bonato thanked staff and everyone in the audience who had worked hard to spread word of the night's special meeting, appreciated the comprehensive report that a large number of concerned neighbors had prepared, and acknowledged the slide show of photos of open spaces and vistas in the Park that neighbor Maria Banghart had shared. Bonato reviewed the protocol for the meeting agenda and explained to the audience the outline of the evening and how public comment would work.

The following Pleasant Hill residents spoke against Disc Golf at Paso Nogal Park listing environmental concerns, parking concerns, safety issues, and general opposition to Disc golf at this particular location:

1. Tom Boltz	9. Lynne Devereux	17. Michael Martin	25. William Gegg	33. Charles Enea
2. Eric White	10. Ward Wogsland	18. Julie Ross	26. Kim Rittenhouse	34. Jessica Cooper
3. Monica Lucero	11. Eric Granberg	19. Jimmie St. Arnold	27. Wayne Simpson	35. Barbie Vaneer
4. Jerry Cooper	12. Jim & Marievita Lowe	20. Maria Banghart	28. Hooman Jenab	36. Atefeh Paktinat
5. Jean Blaser	13. Lisa Aquirre	21. Salma El-Safwamr	29. Joe McNeil	
6. Mark Lubiszewski	14. Lynn Watson	22. Shelley Gillmore	30. Rita Ray McNeil	
7. Peter Beldew	15. Frank Fields	23. David Blau	31. Bill Sachs	
8. Debra Klinck	16. Ken Walters	24. Susanne Rheingruber	32. Larkin Breed	

The following Pleasant Hill residents spoke in support of Disc Golf at Paso Nogal Park:

1. Bryan Carslon	2. Christoph Fromme
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Board Chair Bonato asked for Board comments before the vote.

Board Member Shess thanked Board Chair Bonato for her opening remarks at the beginning of the meeting. He explained that he had looked at the proposal of the Disc Golf course as an idea only. He commended the community for their involvement in the process. Shess commented that it is not worth going forward with the issue at this time.

Board Member Glover thanked the community for attending the meeting. He thanked everyone for their support of the District.

Board Member Sterrett commented that she learned a lot about the project as it has progressed.

Board Member Donaghu commented that he recently watched a disc golf game played at a golf course. He said a golf course is a much better venue than a park. He expressed concerns about parking.

Board Chair Bonato commented that she would like to answer all the questions raised by the community, but that she did not have all the answers at this time. She commented that she does not support disc golf in the park, but she feels the activity is a good idea. She publically apologized to Scott Anders who brought the idea to the District. She felt he was not treated well by the community. She stated that safety is a large concern for her.

Upon motion of Board Members Shess & Glover the Board unanimously approved to not proceed with the Disc Golf proposal at Paso Nogal Park.

#### **ADJOURNMENT**

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

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Robert B. Berggren, Clerk of the Board

**CITIZENS' REPORT**  
**ON THE**  
**DISC GOLF COURSE PROPOSAL**  
**FOR**  
**PASO NOGAL PARK OPEN SPACE**  
**JUNE 1, 2015**

**BY**  
**FRIENDS OF PASO NOGAL PARK**

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**APPENDIX A – H: SEPARATE PDF**

## I. OVERVIEW

This report has been prepared by the Friends of Paso Nogal Park, a coalition of local citizens who are concerned for the future of this beautiful natural space. A proposal to create an 18-hole disc golf course in Paso Nogal Park is being considered by the Pleasant Hill Recreation and Parks District Board. As frequent users of the park, we are troubled that this wild open space could be considered as an appropriate site for this sport.

The authors of a recent study on the impact of disc golf concluded, "Disc golf is an emerging sport and most courses in the U.S. are in public parks. Because of the newness of this recreational activity, its potential negative impacts are just now becoming apparent. Across the country, disc golf courses, existing and proposed, are being re-evaluated, opposed or closed because of concerns about environmental damage to landscape and physical danger to people on or near a course."

The 60+ acres of Paso Nogal Park are designated as open space. Photos in Section I illustrate it is a jewel situated amidst the urban sprawl of Pleasant Hill and nearby cities. Beautiful photos of how the park exists today contrast with later sections documenting disc golf courses in California parks. These parks show severe environmental damage to trees, shrubs and underbrush – along with soil erosion – that destroy not only the land, but also animal habitats. In the case of Paso Nogal Park, its function as an oasis for wild creatures would be severely threatened by a disc golf course. Our report offers detailed data of the projected impact of the proposed course, physical evidence of damage at existing disc golf courses, animal vulnerability, and government regulations and laws.

The Pleasant Hill Recreation and Park District Board should reject this disc golf proposal due to the park's designation as open space and the documented evidence that disc golf causes significant environmental damage. U.S. and California codes specify environmental and open space protections, which restrict the type of development and activities that can occur in the park. The report also points out that the Pleasant Hill Rec's own Master Plan calls for 4.4 acres of open space per 1,000 population, a goal that has not yet been achieved, and falls far short of the California average of 8.4 acres per 1,000 population.

The Friends of Paso Nogal Park believe in the original intention of the park as open space, and the environmental laws that protect it. Disc golf is completely inappropriate for this particular park.

## II. PASO NOGAL PARK

Paso Nogal Park is a beautiful open space area beloved by generations of Pleasant Hill residents. Its history predates the city of Pleasant Hill itself. A portion of the land and improvements were purchased with federal Land and Water Conservation Fund grants, which give the park federal protection to remain park land (see Appendix A).

Paso Nogal Park has been a place for a relaxing walk or jog or for quiet reflection for longer than Pleasant Hill has been a city. Numerous memorial benches throughout the park reflect the community's sense of this special place. The main vista area is dedicated to Leonard Grote, the first mayor of Pleasant Hill, who was instrumental in obtaining park land for future generations. The open space hiking trails are used on a daily basis by many local hikers, joggers and dog walkers who cherish the experience of an unspoiled natural space with vista views and abundant wildlife. There is a strong sense of community ownership of the park; residents treat it with care, remaining on the trails and keeping the park clean.



*This photo shows the hill that proposed holes 10-12 of the disc golf course would cover. It is visible from numerous trail points throughout the park.*

The proposal to install an 18 hole disc golf course has sparked controversy. Many users of the park feel outrage at the thought of numerous cement slab tees, metal poles, clanging baskets, signs and people trampling over the unspoiled natural areas. This sense of betrayal is fueled by

an almost instinctual need for a place of peaceful retreat and majestic natural views that are so rare in our hectic developed world. Ironically, the memorial vista to Mayor Grote would be surrounded by and overlook numerous holes of the proposed disc golf course. Another memorial bench, to Pleasant Hill mayor, James Maguire and his wife, Nancy, which overlooks a grove of trees, would also be surrounded by several proposed holes.



*This is the Leonard Grote Memorial Vista. Note the same hill as in the previous picture (holes 10-12) in the distant left of this picture.*



*Plaque to Leonard Grote*

Below are several areas of the park that would be impacted by the proposed disc golf course.



*Another memorial bench and grove of young trees opposite that would be at the heart of the proposed course. At least 6 holes of disc golf would surround this bench area and the bench area to Mayor James Maguire.*



*One of the most beloved places in the park, the tree lined path above, would be adjacent to the proposed warm-up area of the course.*



*Approximate location of 18<sup>th</sup> hole of proposed disc golf course*

## **PLEASANT HILL PARK AND REC MASTER PLAN**

Paso Nogal Park is designated as open space in the Master Plan of the Pleasant Hill Recreation and Park District (see details in Appendix B: map, chart and Open Space Areas description). All of the documentation throughout this Master Plan refers to its use as open space and defines open space as: "Natural open space is defined as undeveloped land primarily left in its natural environment with recreation uses as a secondary objective." See items c-f below listed under the ***Open Space General Development and Use Guidelines*** on page 7-42 (Appendix C) of the Master Plan:

- c. Within open space areas, improvements should be kept to a minimum, with the natural environment, interpretive and educational features emphasized.
- d. Design and manage these types of areas for a sense of solitude, separation or environmental protection.
- e. Parking and overall use should be limited to the numbers and types of visitors the area can accommodate, while retaining its natural character and the intended level of solitude.
- f. Where feasible, public access and use of these areas should be encouraged, but environmentally sensitive areas should be protected from overuse.

The Pleasant Hill Recreation and Park District Master Plan page E-24 (Appendix D), lists under the section Trends for Natural Open Space Areas:

In larger metropolitan areas, the preservation of open space has become very important to residents.

It then lists under the Recommendation section on the same page:

It is recommended that the District increase its current ratio for open space lands. However, this will be difficult due to the high level of development within the community. The recommended standard is based on the following factors: The demand for open space is typically high in well-developed communities.

This recommendation is based on the current open space in Pleasant Hill of 3.61 acres/1000 population and the consulting group (MIG) recommends trying to increase this to 4.41 acres/1000 to get closer to the average California ratio of 8.81 acres/1000 population and west coast average of 8.42/1000. The recommended standard for agencies studied by this consultant group (MIG) is 7.25/1000 (See page E-23 of District Master Plan in Appendix D). Since it will be difficult to obtain more open space land, it is imperative to protect the limited amount that exists today. It is followed by a Design Standards section for Natural Open Space Areas (page E-25 in Appendix D) listing the basic elements as natural areas and optional elements as nature trails and paths.

The Master Plan section on Pathways and Trails on page 7-23 (Appendix E) states Paso Nogal Park as a popular destination for hiking:

According to results of the community survey, residents visited Paso Nogal Park an average of 9.2 times per year and Dinosaur Hill Park an average of 7.2 times per year. Hiking and jogging were popular activities with residents according to survey results. In addition, walking for pleasure is typically an activity with a very high participation rate, and interest in walking has been increasing nationally.

Clearly, this was the original purpose and intent of Pleasant Hill Rec as noted by the sign in the main bulletin board by the parking lot (see photo next page).

The first paragraph under the Park Land Definitions section of the PH Recreation and Parks Master Plan (on page B-6 Appendix B) states the following:

The most effective and efficient park system to manage is one made up of different park types, each designed to provide a specific type of recreation experience or opportunity. When classified and used properly, they are easier to maintain, create fewer conflicts between user groups and have less impact on adjoining neighbors.

The Recommendations and Policies section of the Master Plan (pages 7-20/7-21 Appendix F) for Paso Nogal Park indicates that conflicts already exist due to the limited mixed use nature of the park between hikers and a subset of dog owners who allow their dogs off leash on trails. As stated above the easiest way to avoid these conflicts is to keep activities according to the designation for the park. This park is designated for passive recreation and not for an organized sport like disc golf requiring a huge portion of the land dedicated to that one purpose. The



Pleasant Hill  
Recreation & Park District

People, Parks and Programs Since 1951

## PLEASANT HILL RECREATION and PARK DISTRICT

Paso Nogal Park includes 56 acres of open space area that varies from ridge top views to marsh bottoms, from native oak woodlands to orchards of fruit trees from another era. The park is home to many animals, although they may not always be seen. Deer, fox, opossum, skunk, raccoon, and coyote are some of the mammals that pass through. Their tracks can be found if you look carefully!!

The park also supports a large population of birds. So do not concentrate on just what passes beneath your feet but take the time to look to the skies above. You may see Turkey vultures, Red tail hawks, Red shouldered hawks, and other raptors.

Paso Nogal has many unique qualities. It is home to the valley oak, live oak and has the farthest western stand of blue oaks in the country. Its close proximity to the populated areas of central county and its feeling of remoteness enhance the beauty that is held within the park. Enjoy the park and the wildlife that this island of nature brings. As with all land, treat it with respect.

**Park Maintenance Staff**

*Official Pleasant Hill Rec sign posted by the main bulletin board near the parking lot.*

conflicts will only compound if the park is allowed to be used for a third specific use. The District has already recognized the potential for environmental harm from off-leash dogs (see last item in the list below). How can it possibly consider an 18 hole disc golf course which would

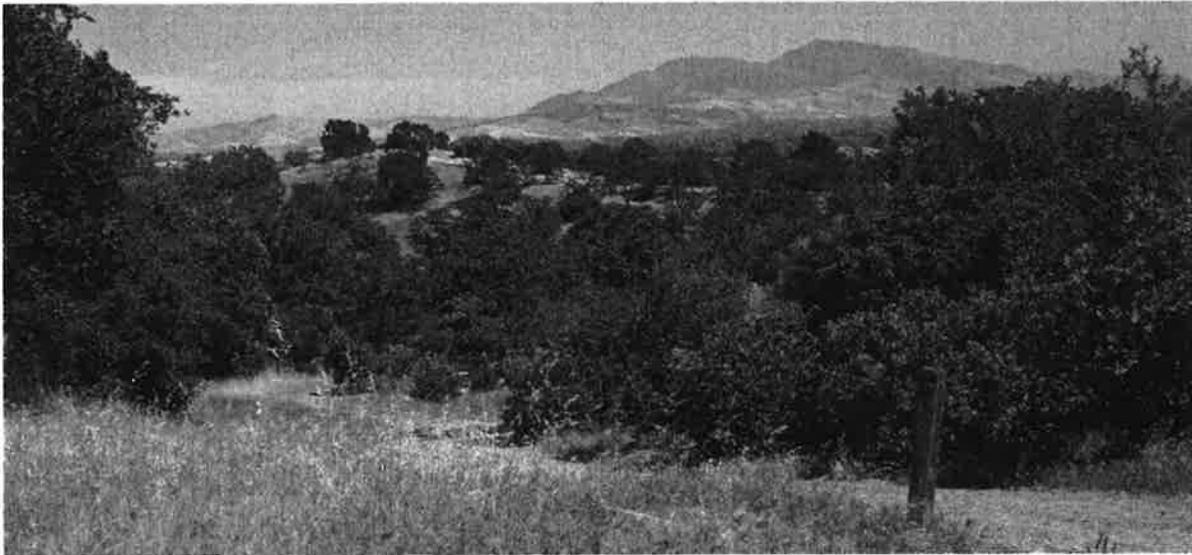
have a far more devastating impact on the environment? The recommendations given for the park in the master plan are listed below:

- Continue present uses on remainder of site.
- Improve signage both for users of the off-leash dog area and other park users. Consider adding educational signage about the impacts of off-leash pets on natural areas.
- Continue working with the local dog owners group to manage the off-leash area and enforce the rules, throughout the site.
- Look for ways of addressing the issue of off-leash dogs in the natural areas and on the trails. It may be effective to work with a local environmental advocacy group to develop educational outreach about the impacts of off-leash pets, or to monitor/ patrol the trail system for leash law violators.

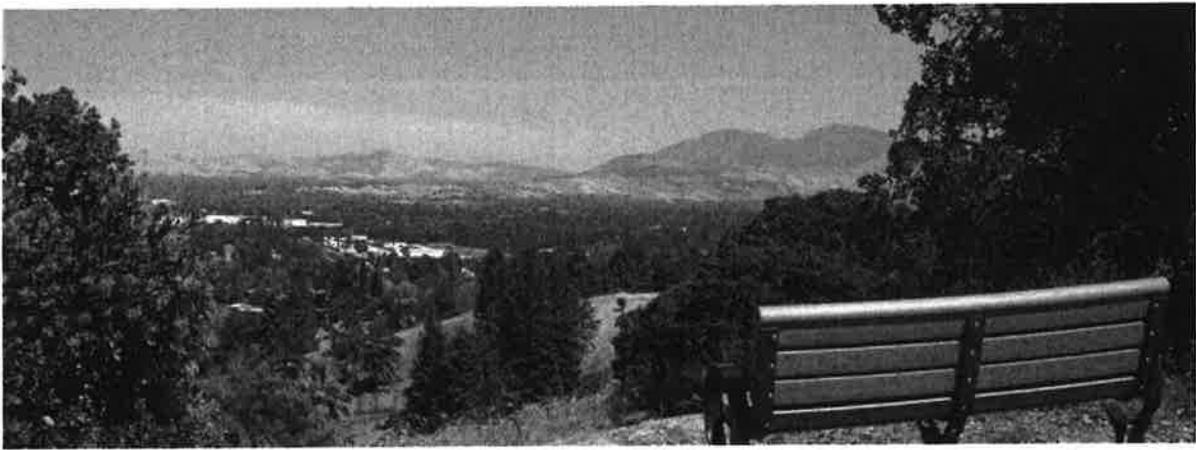
The Master Plan also has guidelines for Special Use Areas (page 7-41 Appendix G) and disc golf would qualify under the category of “single purpose sites used for field sports or other activities” since no one else could use the area designated for the course when it is in use. These guidelines state:

Prior to the addition of any special use area, the District should prepare a detailed feasibility and cost/benefit analysis for each proposed site considered.

Has any study of the feasibility or cost/benefit analysis been done for this proposed disc golf course?



*Please preserve this beautiful space  
for future generations of Pleasant Hill residents to enjoy!*



### III. SCOPE OF A DISC GOLF COURSE

#### WHERE DISCS LAND

Disc golf courses are often illustrated with a straight or curved line between the tee off area and the target basket or goal. The proposed course for Paso Nogal Park (Appendix H, submitted with proposal at March 2014 Board Meeting) uses such lines to illustrate the course. However, it is a well known phenomenon that a thrown frisbee or disc does not always land where the thrower intends. In addition, disc golf courses are often designed with known “obstacles” consisting of trees and other natural elements of the park. Players must attempt to aim around such obstacles, generating further deviations from the desired flight path of tee to goal. Paso Nogal Park has many trees that would interfere with a simple path from the tee to the basket.

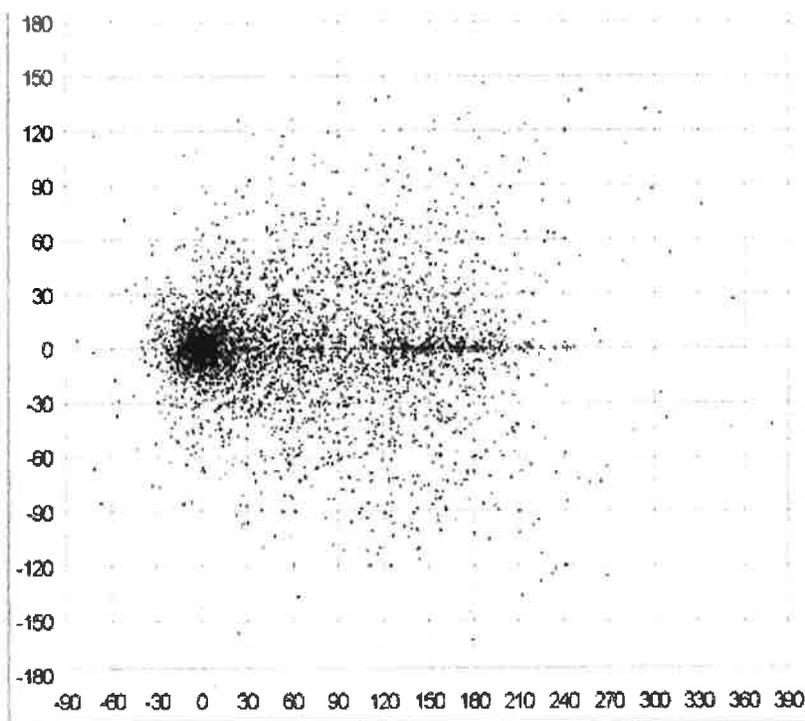
The effective impact of each disc throw is two-fold. The first impact is of the flight and landing of the disc itself. Flying discs can clip branch tips and damage trunks, or strike other users of the park, including people and animals. The second impact is the tromping path of the player to retrieve the disc from its landing position.

Just how large of an area would be expected to be impacted in Paso Nogal Park from disc golf? A study by Steve West (2006) can help answer this question. He gathered data from Boy Scouts (aged 11 to 17 years) who played a 200 foot long disc golf hole on flat level grass on days with little wind, conditions that would be conducive to straighter and more accurate throws. He then modeled play looking at theoretical holes of differing lengths.

West found that the longer the distance between tee and goal, the greater the width of disc landings. Most importantly, *the plot of disc landings was wider than the length of the hole itself.* For an example, see the plot below for a 240 foot hole, in which the width of disc landings exceeds 300 feet.

*Pattern of throws for 240 foot hole. Tee off is at (240,0); target is at (0,0).*

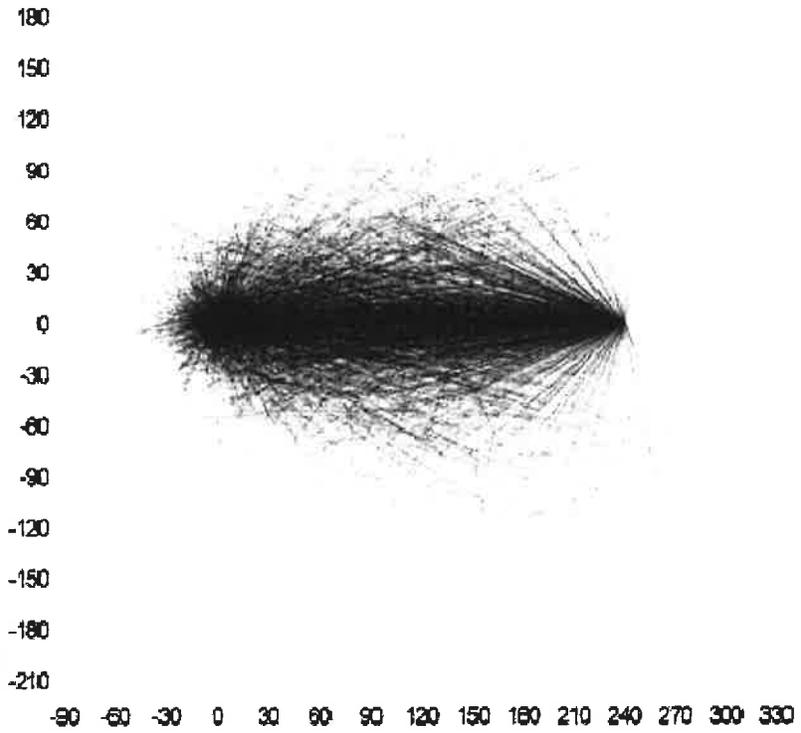
*From: A Statistical Model of Boy Scout Disc Golf Skills by Steve West (2006)*



Player paths to retrieve discs also have significant impact on the soil and vegetation. Just as the width of disc landings exceeds the length of the hole, the retrieval paths will carve an equally wide area. The graph below plots the paths of 1000 players on a 240 foot hole.

*Retrieval Paths for 240 foot hole. Tee off is at (240,0); target is at (0,0).*

*From: A Statistical Model of Boy Scout Disc Golf Skills by Steve West (2006)*



### DISC LANDINGS AT PROPOSED PASO NOGAL DISC GOLF COURSE

How does this look when applied to Paso Nogal Park? Based on the data and modeling of the West paper, each of the 18 holes for the proposed course at Paso Nogal Park was modeled for disc landings. (See Figure 1 on next page.) Each fairway on the Paso Nogal layout uses the scatter chart that is closest to the actual fairway distance and then is scaled to the exact distance.

Inspection of the scatter plots on the Paso Nogal Park map reveals that **over half** of the park (>30 acres) would be affected by the proposed course. The proposal claims that 18-22 acres would be used for the course, which is inaccurate and misleading. Several of the proposed holes are near the main loop of the park open space. Discs are predicted to fly into trees, across walking paths and into adjacent streets and neighborhoods. Many of the goals are located near foot paths, which would result in large numbers of discs crossing the paths. The risk of hitting other users of the park is extremely high.

Foot traffic to locate discs is expected to impact sensitive areas of the park and will likely trespass into private property to retrieve discs. In fact, homeowners adjacent to the park near Kiki Drive reported disc throwers crossing into their yards to retrieve discs, presumably as a result of some “trials” of the proposed course.



**Figure 1 Course layout from 2014 proposal and disc landing predictions**  
 Each black dot around the basket and fairway at each hole represents the landing of one disc. Throws are made by players of various skill levels. One thousand throws are shown at each tee/basket, which is the *estimated use during one week*. The landings were predicted without regard for slope or obstacles, such as trees, fences and houses. Slopes and obstacles would be expected to increase the errant throws on the course.

## DISC LANDINGS AT PROPOSED HOLES 1 THROUGH 4

Let's take a closer look at the first 4 proposed holes and their impact on the park and nearby homes.



For each of holes 1, 2, 3 and 4, the goal is placed near trees and near walking paths. The path of hole 3 goes directly through a large oak tree. These trees would be struck frequently by discs, sustaining cumulative damage to leaves, branches and bark. Walking paths near these holes would be unsafe for other users. Areas close to the goals would be particularly hazardous.

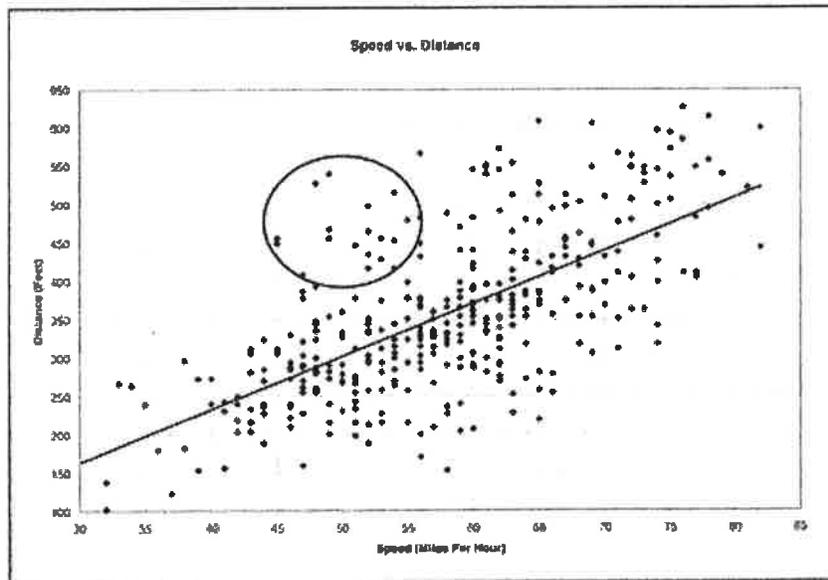
Holes 1, 2 and 3 are placed close to nearby homes. *One week of use is predicted to result in more than 200 discs hitting the fence or homes, and/or landing on private property.* Discs that cross the fence will likely result in players climbing over or through the fence to retrieve discs. Over the course of a year, the number of discs impacting this one neighborhood could easily number over 10,000.

## RESEARCH RESULTS REGARDING DISC SPEED AND DISTANCE

The discs used in disc golf are not the familiar, floppy plastic found in frisbees. Sport discs are made of hardened plastic, honed to a sharp edge. They must be thrown at high velocity, often at highway speeds, to reach the distances found on a typical disc golf course. Discs thrown at these speeds can do significant damage by striking trees, other vegetation, or other park users.

Below is a summary of disc speed (published at [http://www.aracnet.com/~stuart/disc\\_content.htm#speed](http://www.aracnet.com/~stuart/disc_content.htm#speed)):

A Northwest disc golfer, Theo Pozzy, performed a study in the summer of 2000. The relationship between the speed of a disc and the distance that it travels is shown in the chart below. A radar gun was used to make the measurements. Professional disc golfers throwing at a "distance competition" in New Mexico were the subjects of the study.



**Chart 1: Relationship between disc speed and distance traveled**

Source: (Disc Golf World News, spring 2001, pg. 25)

The speed of the disc is shown on the horizontal axis. The chart shows a good correlation between speed and distance. For example, a disc thrown correctly and efficiently at a speed of 50 mph is likely to travel about 300 feet. Reaching a distance of 400 feet or more requires a disc speed of around 70 to 75 mph. The circled group of plots seems to be a slight anomaly. It shows a group of discs that traveled a long distance, but with a slower disc speed. This might be attributed to the amount of spin imparted on the disc, the height that it was thrown, and wind direction. Increased angular momentum (spin) will help keep the disc stable and aloft for a longer period of time.

The weight and model of discs thrown varied from player to player. This factor also contributed to how fast a disc was thrown, and how far it glided. The most popular weights of disc used by the professionals in this study were 165 grams (11%), 172 grams (10%), 174 grams (14%), and 175grams (17%).

Additional speed and distance measurements were taken using amateur players. Table 1 gives the disc golfer an idea about the level of expertise needed to play in a particular division.

<b>DIVISION</b>	<b>ENTRANTS</b>	<b>THROWS</b>	<b>MAX DIST</b>	<b>AVG DIST.</b>	<b>MAX SPEED</b>	<b>AVG SPEED</b>
Open	49	266	630	425	82	63
Masters	6	15	396	294	63	54
Pro Women	4	15	345	270	54	47
Adv Men	33	104	507	299	75	55
Adv Masters	3	6	324	245	56	52
Adv Women	1	3	240	222	44	41
Int Men	15	41	360	289	63	51
Int Women	1	2	156	155	41	40
Novice Men	1	1	210	210	46	46
Junior < 16	6	18	300	206	57	45
Junior < 12	3	7	306	238	52	43
<b>Total</b>	<b>122</b>	<b>478</b>				

**Table 1: Distance based on division rating**

Even junior players less than 12 years of age achieved average speeds above 40 miles per hour. Given the mass and speed of discs, it is not surprising that people have sustained significant injuries from being struck by one.

## IV. PROPOSED DISC GOLF COURSE & CEQA REQUIREMENTS

CEQA is the California Environmental Quality Act which was passed in 1970, one year after NEPA, the National Environmental Policy Act, was passed. CEQA requires that all public agencies carefully consider and evaluate the consequences of any action on the environment. If a proposed project has **potentially significant adverse impacts** (“significance” being defined by the courts via many CEQA cases since 1970) and if the proposed project is **controversial**, the law says that a full Environmental Impact Report shall be prepared.

Section 15070 of the CEQA code allows a public agency to prepare a negative or mitigated negative declaration **if** the agency does an initial study and finds no substantial evidence that the project may have a significant effect. A mitigated negative declaration means that the agency has made revisions or adjustments to the proposed project such that all significant impacts are avoided.

In this particular situation, there is **no possible way** that an Initial Study resulting in a negative declaration would suffice. This would open up the District to an easy legal challenge and force the District to in effect start over with a proper and full Environmental Impact Report process.

### ENVIRONMENTAL CHECKLIST FORM

Appendix G of CEQA provides the format for a public agency to analyze a potential project and make a determination of potential for significant impact. One of the first questions is “*What environmental factors would be potentially affected?*” The form includes 18 boxes that could be checked. The Recreation & Parks Board would have to as a minimum check the following factors:

- Aesthetics
- Biological Resources
- Land Use
- Transportation/ Traffic
- Public Services
- Geology/ Soils
- Noise
- Recreation

**Eight of 18 factors** have the potential to be adversely affected.

The next section asks for a determination with five choices. The only choice that could be made is that, “*I find that the proposed project MAY have a significant effect on the environment, and an ENVIRONMENTAL IMPACT REPORT is required*”.

The balance of the Environmental Checklist (9 pages) asks the public agency to respond to a series of questions with four possible choices and boxes to check: (1) potentially significant impact; (2) less than significant with mitigation incorporated; (3) less than significant; and (4) no impact.

We have chosen to list only the questions that we feel must be checked as, “**potentially significant impact**”:

-- *Would the project substantially degrade the existing visual character or quality of the site and its surroundings?*

-- *Would the project have a substantial adverse effect, either directly or through habitat modification, on any species identified as a candidate, sensitive, or special status species in local or regional plans?*

-- *Would the project conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance?*

-- *Would the project result in substantial soil erosion or the loss of topsoil?*

-- *Would the project be located on a geologic unit or soil that is unstable or that would become unstable as a result of the project?*

-- *Would the project substantially alter the existing drainage pattern of the site or area and result in erosion or siltation on- or off-site?*

-- *Would the project conflict with any applicable land use plan, policy, or regulation of an agency with jurisdiction over the project adopted for the purpose of avoiding or mitigating an environmental effect?*

-- *Would the project result in substantial physical impacts associated with the provision of public services such as fire protection, police protection, and other public facilities (i.e. sanitation)?*

-- *Would the project increase the use of existing parks or recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated?*

-- *Would the project conflict with transportation/ traffic systems including intersections, streets, highways, freeways, or pedestrian paths?*

-- *Would the project have environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly (i.e., public safety hazard)*

It doesn't take much to see that a full Environmental Impact Report would be required if this proposal were to move forward.

## **ENVIRONMENTAL IMPACT REPORT**

The EIR process would require the conduct of a Scoping Meeting, where citizens could voice their concerns about the potential impacts and help shape the scope of work; preparation of a Draft EIR, which would be published for public review and comment; conduct of one or more

hearings on the Draft EIR; preparation of written responses to all comments on the Draft EIR: and preparation of the Final EIR.

Only after the Recreation & Parks Board has certified the Final EIR as being complete can the Board act on the proposal. This entire process would most likely take at least one full year if not more.

A series of special studies would need to be undertaken including but not limited to the following:

- Tree Survey
- Vegetation and Wildlife Habitat Assessment
- Soil Erosion Analysis
- Traffic and Parking Assessment

A professional arborist spoke at the Public Hearing on May 12th and explained the currently poor condition of the live oaks in the park. A contractor spoke and pointed out that heavy equipment and excavation would be required to install the concrete “tees” and baskets and that he would not touch this project unless indemnified against damage to trees and plants in the park.

While the Recreation & Park District owns the park property, the City of Pleasant Hill has jurisdiction over the trees. Oaks and buckeyes of 12” or larger in diameter are protected as are the large eucalyptus. The City would in all likelihood require a complete survey of protected trees requiring a survey crew, unique identifiers for each tree, numbering, descriptions, dripline depictions, and a formal report. During construction, all access routes would have to be on the drawings and trees protected with fencing from all construction, material storage, and staging areas.

Interestingly -- and shockingly --, if you examine the national website on pointers in designing disc golf courses, the authors recommend finding locations with many trees and shrubs because that “increases the challenge”. In fact, finding a tree that is “V-shaped” makes an especially challenging throw, between the two tree trunks. Imagine how many players miss this shot and scar the tree.

### **COST OF THE ENVIRONMENTAL IMPACT REPORT PROCESS**

At the Public Hearing on May 12th, a resident who has prepared well over 200 EIRs and EISs offered that the cost of a full EIR could run between \$50,000 and \$100,000. After further consideration of the number of technical studies that would be required as a part of the EIR, this number could easily exceed \$100,000.

So, for the District and the proponent to say at the public meeting that this project “would cost only \$18,000” is far from the truth and is misleading the public.

Long-term maintenance and operations costs have also not be factored in. Nor have the cost of delays due to law suits.

## **V. NEGATIVE ENVIRONMENTAL IMPACT OF DISC GOLF**

Several studies have evaluated the environmental impact of disc golf. The age of the evaluated courses vary, providing both a short term and long term window on environmental damage. Disc golf courses range in size, from tiny 9 hole courses that criss cross short holes, to 27 hole courses that hold tournaments. Whether the disc golf course is 9 holes or 27, or whether the individual holes are long or short, or whether the park is natural open space or largely developed, disc golf has a significant negative impact on the natural environment of the hosting parks.

### **PINTO LAKE**

While many studies have been done with similar findings, one of the most comprehensive studies examined the environmental effects of disc golf at Pinto Lake County Park in Watsonville. The disc golf course was installed in Spring 2008; study of environmental impacts was performed in 2012, roughly four years after the course opening. The authors concluded:

Our investigation has revealed strong evidence of current and ongoing adverse effects on the environment at Pinto Lake as a result of the disc golf course. We have observed and photographed trees with severe bark damage from discs, seasonal creeks trampled by players, and acres of vegetation that have been entirely removed from sloped hillsides, sending sediment and agricultural run-off into the lake. Areas of the lakeshore marked as out-of-bounds are continually being disturbed by players looking for and retrieving misthrown discs.

Although there is generally, no massive grading, cutting, or filling in constructing a disc golf course, it is well documented that building a course alters existing landscapes in many ways - from the construction to the playing. Land is cleared for fairways, concrete pads are constructed for tees, vegetation is cleared in a large area around a basket, meadows are mowed, and new paths are created between the various elements. Trees are frequently either removed or have limbs and branches cut off. Vegetative underbrush is commonly removed.

During play, trails and paths become wide swaths of bare soil without definition, caused by the random movement of players moving between holes. Retrieval of wayward discs takes golfers into the fringes and out-of-bounds areas of the course, causing even more damage. Injuries to tree bark and limbs from disc strikes are evident on every disc golf course. Depending on how these various things are done, an existing terrain can be, at best, somewhat altered, and at worst, essentially destroyed.

In the four years since the disc golf course was installed, the character of Pinto Lake County Park has changed to an almost unrecognizable environment. What was once a thriving, diverse habitat is now, in large part, a denuded recreational zone. We find it indefensible for disc golf proponents to claim that the sport is "environmentally friendly" when hundreds of trees are damaged, riparian corridors have been trampled, and steep hillsides no longer have vegetation or undergrowth.

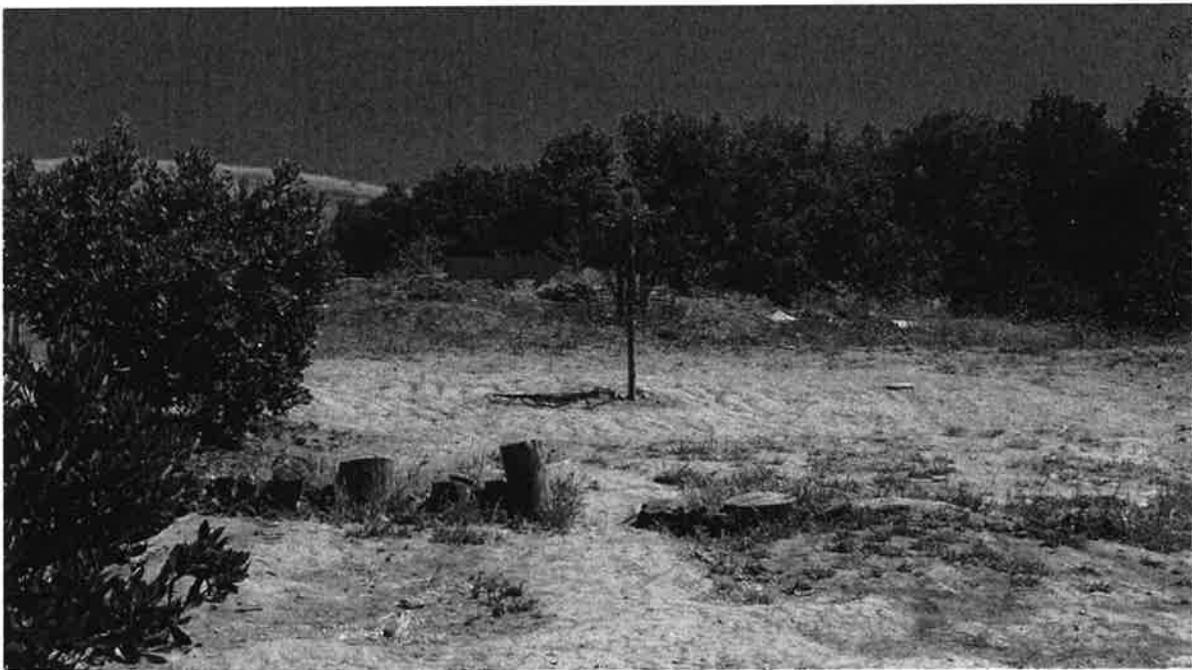
### **SOIL COMPACTION AND UNDERBRUSH DAMAGE**

Several studies have documented that disc golf courses cause soil compaction, particularly in areas near the tee and basket. Soil compaction rearranges soil particles, reducing the amount of large pore space in the soil. These changes can restrict root growth directly and lead to growth restriction or disease from their negative impact on water infiltration, drainage and aeration.

Disc golf courses impact the soil and vegetation in a wide area around the tees and baskets. Below are photos from established disc golf courses. Focus on the ground in these pictures. Neither area has ground covering like the grassy flora in Paso Nogal Park; the courses have been worn to nothing but bare earth.



*Tee Off Area: The tee off area sustains player trampling far beyond the cement pad.*



*Basket Area: A large area surrounding the basket (red arrow) also takes heavy damage.*

## TREE DAMAGE

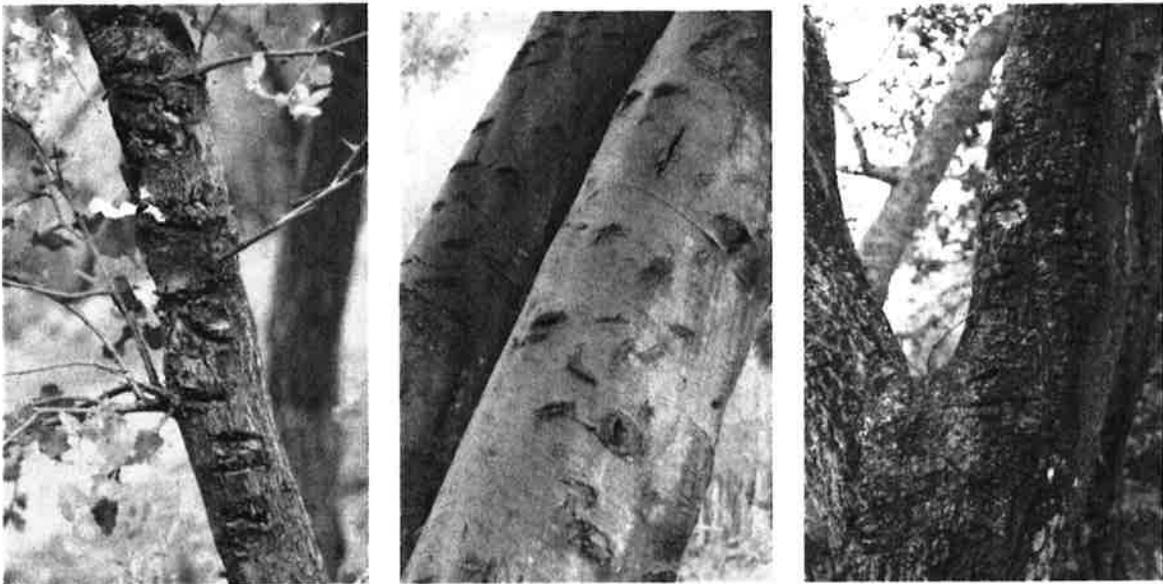
The discs used in disc golf are heavier (150-175 grams) and sharper-edged than traditional frisbees. They are often thrown at high speeds (40 to 80 mph). These flying projectiles can do significant damage to objects they strike. Even if the object is the trunk of a mature oak tree.

If a tree is on the disc golf course, it will be struck by discs. It is only a matter of how often the tree is struck and how severe the damage. Disc golf holes are often deliberately designed to use trees as obstacles. The Disc Golf Association at [discgolf.com](http://discgolf.com) advises the following on designing courses: "A tree blocking one side of the hole is much like a quick rise in the green close to the hole in ball golf. It makes the game... I am particularly fond of a V-shaped tree or substantial bush, even large trees, where you can throw through the 'V' or around it if you prefer." The rightmost photo below shows the gouges in the bark of such a V-branched tree.

Disc damage to trees can be divided into three categories:

- 1) Gouges restricted to the outer bark that do not penetrate to the cambium
- 2) Gouges that penetrate through the outer and inner bark exposing the cambium
- 3) Shearing of twigs and leaves by passing discs

All three types of damage can compromise the health of the tree. Gouges in the bark decrease the trees natural protections and increase the risk of pests, such as fungus and insects. Bark damage is greater in young trees with thin bark than in older thicker barked trees. The longer disc golf is played near a tree, the greater the damage inflicted and the greater the risk to overall tree health. James R. Clark, Certified arborist (WE-0846) who examined the course at Golden Gate Park in San Francisco, described this as a dose effect: "The more trees are impacted by discs, the greater the damage. There is clearly a dose-response to the problem. One nick, gouge or lost twig will not adversely impact a tree or shrub, but thousands of the same will."



**This is the common damage one sees throughout the Pinto Lake disc golf course.**

While young trees are the most vulnerable, even mature trees sustain serious damage from discs.



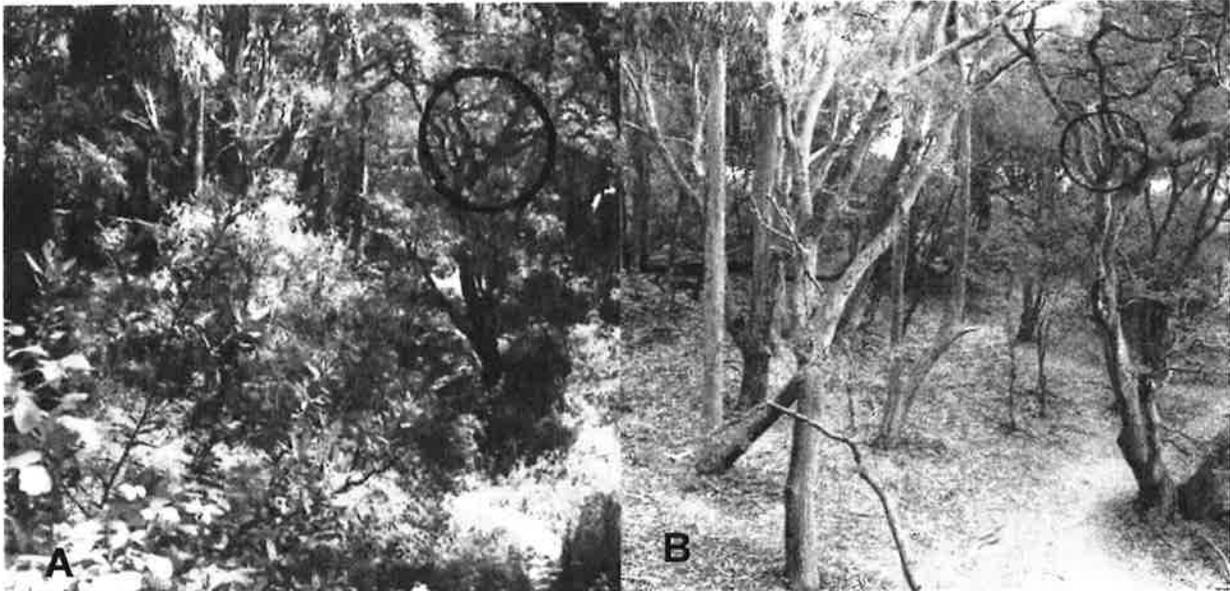
***Disc Damage to Mature Trees.***

- (A) A large tree with many gouges in the trunk (Pinto Lake).
- (B) This mature oak at Pinto Lake has damage from discs on the trunk and high limbs.
- (C) Severe bark damage to a mature tree behind a goal basket at De Laveaga Park in Santa Cruz.

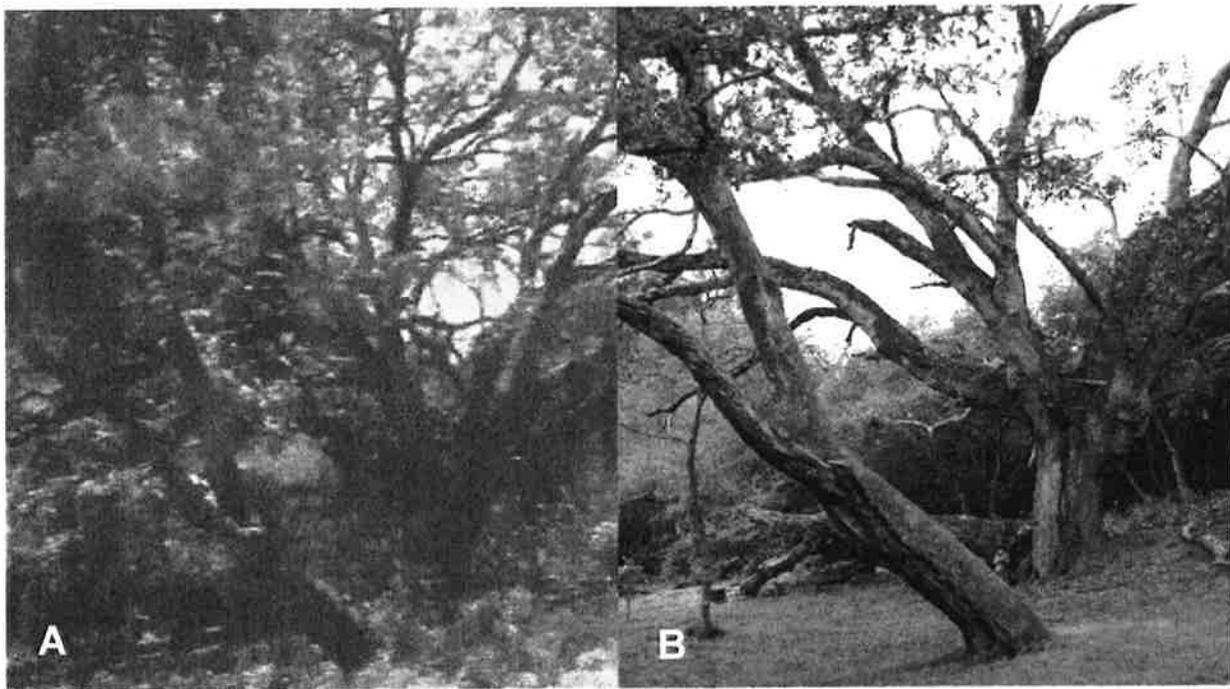


## WHOLE CANVAS OF DAMAGE

Over time, disc golf courses destroy the undergrowth and leave only large mature trees. The remaining trees lose leaves, twigs and branches due to the shearing of passing discs. Soil compaction and erosion occur in the surrounding area. Due to the soil damage and ongoing foot traffic, new vegetation is unable to grow. The new landscape is not pretty.



*Pinto Lake before (A) & after (B) installation of a disc golf course. Time between photos is 4 years.*



*Pinto Lake before (A) & after (B) installation of a disc golf course. Time between photos is 4 years.*

## CONCLUSIONS

The overall impression regarding environmental impacts of disc golf is, chiefly, of significant and predictable effects on soil compaction, decrease underbrush vegetation, and erosion related to increased foot traffic. In addition, the nature of the sport tends to produce increased foot traffic not merely on delineated paths but well away from paths as well, because of the need to retrieve misthrown discs. Finally, collisions between discs and vegetation can cause serious damage to shrubs and trees. The constellation of these adverse affects is to, over time, transform a rich and varied natural park into a largely barren recreational area.

## VI. ANIMAL WILDLIFE IN PASO NOGAL PARK

### INTRODUCTION

- **Park's Unique Size and Location**

The substantial 60-plus acreage offers true open space and wilderness habitat, left nearly untouched by people who walk mainly on the trails.

The location, directly in the midst of suburban congestion, offers an oasis for truly wild creatures that are otherwise unable to adapt to co-existence with mankind, as raccoons have done.

- **Wildlife Diversity**

Mt. Diablo Audubon conducts annual counts and cites 58 bird species in the park (*see Table 1 below*), some with populations whose status has moved from "common" to "of concern," and others that are returning after decades of absence. Audubon labels the park a "hot spot" of diversity.

Wild predators and prey thrive in the park because the food chain is robust. The northern winds off Carquinez/Suisun Straits help reseed the grasslands, along with the birds and insects. They help create diversity of plants, trees, brush, and nuts covering hillsides and wooded areas that function together as an intricate ecosystem. If one element suffers damage, the entire system can be affected.

### WILDLIFE DIVERSITY AND VULNERABILITIES

- **Birds**

ALL active nests, whether or not the bird is an endangered or threatened species, are protected by the California Department of Fish and Wildlife. It is unlawful to disturb/displace nests. Many, many native species nest in Paso Nogal Park, including Anna's hummingbirds, Western scrub jays, acorn woodpeckers, barn swallows, great horned owls and dozens of other species, some highlighted below. All would incur severe threat from disc golfers.

The American kestrel, recently reclassified by Audubon with "of concern" status, was prevalent in the park in 1989, with at least four nesting pairs on the west side. But in the mid-'90s, they disappeared, until finally this year, one pair has returned.

Red-tail hawks mate for life and return to the same nest each year (with necessary renovations). They select high ridges and the tallest trees, but leave if there is consistent human activity. The kestrels and hawks compete for similar prey, territory and nesting sites, thus requiring a large, wild expanse.

**Table 1: Bird Species Sighted at Paso Nogal Park**

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Cooper's Hawk	White-crowned Sparrow
Mourning Dove	Red-winged Blackbird
Anna's Hummingbird	Red-breasted Sapsucker
Acorn Woodpecker	Red-breasted Nuthatch
Nuttal's Woodpecker	White-breasted Nuthatch
Northern Flicker	American Kestrel
Merlin	American Crow
Black Phoebe	Chestnut-backed Chickadee
Hutton's Vireo	California Quail
Western Scrub-Jay	Downy Woodpecker
Oak Titmouse	Pine Siskin
Bushtit	Red-tailed Hawk
Bewick's Wren	Rock Pidgeon
Ruby-crowned Kinglet	Ash-throated Flycatcher
Hermit Thrush	Tree Swallow
American Robin	Red-shouldered Hawk
Varied Thrush	Northern Mockingbird
Yellow-rumped Warbler	European Starling
Spotted Towhee	Cedar Waxwing
Lark Sparrow	American Goldfinch
Fox Sparrow	White-tailed Kite
Golden-crowned Sparrow	Say's Phoebe
Dark-eyed Junco	Common Raven
House Finch	Savannah Sparrow
Purple Finch	Song Sparrow
Lesser Goldfinch	Western Meadowlark
Turkey Vulture	Brewer's Blackbird
California Towhee	Hooded Oriole
Stellar Jay	Wild Turkey
Western Screech-Owl	Great Horned Owl
Western Bluebird	

*Website © 2015 Friends of Paso Nogal Park*

California quail lived in large quantities 30 years ago. This author observed coveys with 50-plus birds on the west side of the park. With increased human development surrounding the park, they all disappeared. Although the "Checklist of Birds of Contra Costa County" reports decreasing quail populations, in the last two years, at least four pair have been observed with young. But they nest on the ground, in underbrush, near trees and bushes that will surely be disturbed, trampled (and destroyed) by disc golfers. Quail are only returning now in small numbers because the park offers a last safe, wild refuge.

Wild turkeys returned to the park in 2013, and observed birds number about 15-20 as a flock. Like the quail, they are timid and require a large territory for foraging, with easy access to

low branches and oak-type forestation to escape predators. These appear to be areas that overlap the proposed disc golf course, and thus would drive the birds elsewhere. But, realistically, where can they go?

Migratory species such as the hooded oriole nest in Paso Nogal Park. Other migratory birds, including cedar waxwings, do not nest in the park, but rely on its open space and ample supply of native toyon berries on their feeding stopovers. Activity around vegetation, or eventual destruction, will mean these birds lose an important destination for food and rest.

- **Mammals and Reptiles**

Bats remain prolific and fly at night to consume numerous insects (thus minimizing a nuisance to human residents). They are important to the overall health of the park as an ecosystem. But they need help with nesting/roosting options, as true wilderness disappears.

Ground squirrels, gophers, moles and voles, as well as lizards and snakes, occupy the bottom of the food chain for predatory birds and the park's own family of coyotes. These rodents reproduce in large numbers during "good" years when trees, acorns and grass seeds abound. Drought will continue to decrease their populations and inevitably also stress the predators. Their tunnel systems are elaborate and extend yards away, with multiple entrances and exits. Disc golfers will:

- Demolish their tunnels
- Trample their grass and seeds
- Drive them elsewhere
- Potentially topple the entire food chain

***This potential cascade effect should require a formal EIR.***

A pair of coyotes moved into the park about five years ago, producing pups each year. They manage to outsmart traffic, off-leash dogs, famine and people. Residents hear their exuberance at night. They use animal trails throughout the park (also observed being used by raccoons, skunks and possums) that cut under fence lines to find protection from predators, mostly dogs. They rest in the shade under a large tree off this writer's deck. Thanks to the park's protection for hidden dens, the coyotes succeed, using all 60-plus acres in which to hunt, feasting on numerous rodents and reptiles. Disc golfers will damage their habitat and their food source, and these wonderfully wild creatures will have nowhere else to go.

Deer number a few pair: some yearlings with small antlers, fawns and at least one male with large antlers. They, too, would lose necessary protected seclusion for nesting and feeding, and face constant threat from dogs, traffic and water loss.

## **CONCLUSIONS**

Wildlife selected Paso Nogal Park because it offers open space, fields of grass, woods and underbrush – a bountiful wilderness and a last-stand at survival amidst modern civilization. As residents and municipal caretakers, our primary purpose **MUST** be to protect the park's open

space and wildlife. Any considerations for people MUST come secondary. This primary purpose is mandated by the California Codes listed below:

**California Codes**

65560. (b) (1) Open space for the preservation of natural resources including, but not limited to, areas required for the preservation of plant and animal life, including habitat for fish and wildlife species.

65561. (c) That the anticipated increase in the population of the state demands that cities, counties, and the state at the earliest possible date make definite plans for the preservation of valuable open-space land and take positive action to carry out such plans by the adoption and strict administration of laws, ordinances, rules and regulations as authorized by this chapter or by other appropriate methods.

65562. (a.) It is the intent of the Legislature in enacting this article: (a) To assure that cities and counties recognize that open-space land is a limited and valuable resource which must be conserved wherever possible.

65567. No building permit may be issued, no subdivision map approved, and no open-space zoning ordinance adopted, unless the proposed construction, subdivision or ordinance is so consistent with the local open-space plan.

Some people may say residents around the park perimeter claim “NIMBY” (Not In My Back Yard). But for the wildlife, the park is their ONLY yard. Disc golfers can play at other local courses, such as Benicia, Moraga Commons and Walden. But the wildlife cannot just pick up and go elsewhere when the golfers drive them out.

## VII. LACK OF APPROPRIATE FACILITIES

Words of wisdom from the Disc Golf Association (discgolf.com) on designing disc golf courses:

*“First things first: Start with some basics; a parking lot, a bathroom, better yet a country club.”*

Creating an additional recreational activity that is expected to draw significantly more users to Paso Nogal Park would need supporting facilities, such as increased parking, restrooms and trash containers. Yet no plans were presented by the proponents of the proposed Paso Nogal Park disc golf course for the development, construction or financing of the new facilities that would be required by such a project.

### PARKING

Foremost of these concerns would be the increased need for parking. While the park has 8 entrances, only the main entrance on Paso Nogal Road has an official parking lot. This parking lot, with only 17 regular spots, is small, and often cannot accommodate the current demand. Overflow parking onto Paso Nogal Road is already a problem (*see figure 1 below*). Paso Nogal Road is neither designed nor controlled for parking, which leads to increased traffic congestion,

*COMMUTER: Wondering if you can help me with a dog park dilemma. When cars are parked on Paso Nogal Road at Primrose Drive on the corner they block the vision for drivers who need to turn either right or left from Primrose onto Paso Nogal.*

*It would be great if the cars parked along Paso Nogal Rd could be set back several feet away from the NW corner. with a “No Parking from here to Corner” type of sign. When turning onto Paso Nogal, I have had more close calls than I can count.*

*Here’s a photo taken while I was sticking way out into traffic so you can see how hazardous this intersection can be.*



**Figure 1** *Parking Creates Hazard on Paso Nogal Road*  
Photo illustrates limited visibility due to overflow parking by park users on Paso Nogal Road.

decreased visibility for cross traffic from several nearby neighborhoods, and increased risks for pedestrians and drivers in the area. The city reports that there have been injuries here in the past. Increased parking demand in this area will lead to increased (illegal) parking on the private streets of the Wildflower development and the development to the north of Paso Nogal Road.

None of the other park entrances have suitable parking for disc golf users. Pleasant Hill Park and Rec has mentioned Kiki Drive as a potential parking area. This suggestion is strongly opposed by the residents of Kiki Drive. Kiki Drive is the site of Valhalla Elementary School. Parking problems already exist in this area because of parents dropping off and picking up their children. Morello Drive has also been proposed as a potential parking site. However, Morello Drive is lined with houses that would also be competing for the street parking there. In addition, the park entrance near Morello is far from the proposed disc golf course. Therefore, it is unlikely that disc golf players would actually park on Morello. Other streets that can be used to access the proposed area of the disc golf course are not suitable for parking because they are short, residential, and private.

Current parking at Paso Nogal Park is inadequate to support a disc golf course. Construction of additional parking to service the proposed project would significantly increase project cost. It would also increase the acreage of the project and further degrade the quality of Paso Nogal Park.

#### **TOILET FACILITIES**

The current proposal did not address the increased need for toilet facilities. Paso Nogal Park does not currently have any restrooms or other toilet facilities. A disc golf course would bring in additional park users who would stay a longer length of time in order to play through the course, increasing the likelihood of a needed restroom break. At an existing disc golf course at Moraga Commons, bystanders have observed disc golf players urinating on trees rather than using the existing toilet facilities. The risk for such undesirable activity would be much greater at Paso Nogal Park where such facilities are not available. Installation and maintenance of toilet facilities would increase the size and cost of the proposed project.

#### **TRASH CONTAINERS**

Trash container needs are not assessed by the proposal. Current trash containers are sparse and somewhat of an eyesore. More park users would produce more trash, which would necessitate adding additional trash cans.

## VIII. DISC GOLF AT WALDEN PARK

In nearby Walnut Creek, a 9 hole disc golf course opened at Walden Park approximately one and a half years ago, on October 1, 2013. It is a small course, occupying approximately 2.5 acres in the back portion of the park.

Walden Park is very different than Paso Nogal Park. First, Walden is not a large open space; it occupies less than 10% of the area of Paso Nogal Park. Walden park is completely level, rather than having the rolling hills of Paso Nogal Park. In addition, roughly half of Walden was already developed, containing picnic tables, a children's playground, basketball court, barbecues, an open turf area, parking and restrooms. In many ways, Walden was a more appropriate location to consider installing a disc golf course. Disc golf usage is also restricted as tournaments are prohibited. Yet, there are still issues from disc golf at Walden Park.

### DISC GOLFERS AND UNDESIRABLE BEHAVIOR

The city of Walnut Creek is aware of some problems resulting from disc golf at Walden Park and communicated them to the Walnut Creek Disc Golf Club. On April 7, 2015, several examples of problem behavior were posted on the Walnut Creek Disc Golf Club Facebook Page:



#### **Walnut Creek Disc Golf Club**

April 7

**I've gotten feedback from the City that there have been some issues at Walden Park recently:**

- **disc golfers being disrespectful to park staff**
- **disc golfers being cited for intoxication**
- **disc golfers being cited for illegally parking**

**I hope none of this is coming from WCDGC club members.**

**It is an opportune to stress that the main priorities of the club are to be ambassadors for the sport and good stewards of the park.**

Overall, such problems are probably underreported as many transgressions are not observed by city representatives.

### CONFLICTS WITH OTHER PARK USERS

Despite efforts to isolate the disc golf course in the back portion of Walden Park (away from most other park uses), disc golfers and other park users do not always exist amicably. One park user reported being told "Hey! Get out of the way!" by disc golfers. Other park users feel at risk from flying discs. Two Yelp reviewers stated that they no longer use Walden Park due to disc golf (see next page).

### Reviews from Yelp on Walden Park:



**Anony M.**  
Walnut Creek, CA  
👤 0 friends  
★ 4 reviews

★☆☆☆☆ 5/3/2014

Used to love this park. Good for kids, walking the dog, and right on the Iron Horse Trail. Until they put in the frisbee golf course

Due to the city's idiotic idea to put the golf course right in the middle of this rather small park, now kids and adults are in constant danger of getting beamed with flying discs

I now go elsewhere. Walnut Creek park dept : FAIL

Was this review ...?

💡 Useful 5   😄 Funny 4   ❄️ Cool 1



**Denise L.**  
Walnut Creek, CA  
👤 13 friends  
★ 51 reviews

★☆☆☆☆ 4/29/2014 - 🔄 Updated review

📍 55 check-ins

Updating to say we have stopped coming since the frisbee golf course was put in. Besides being right next door to where we enjoyed kicking a soccer ball around, the course is built so that frisbees go flying right over (hopefully not in to) your head on the walking trail. Totally disappointed in the cities decision to put this here. It should be in a big open field, not in a heavily trafficked walking area next to a children's play ground structure

Was this review ...?

💡 Useful 1   😄 Funny   ❄️ Cool

### TREE DAMAGE AT WALDEN PARK

The disc golf course has been available at Walden Park for only a year and a half, but already tree damage from discs is evident. On average, the distance between tee and basket is shorter at Walden than most courses. Longer holes would create greater tree damage as discs need to be thrown harder and more times to reach the basket on a longer hole.

Figure 1 shows an example of a crepe myrtle tree with significant damage on its trunk from being struck repeatedly by discs. Although the tree is a small obstacle between tee and basket, the trunk has been damaged from disc collisions along the entire area between the ground and main branches. This type of bark damage leaves the tree more susceptible to pests and can contribute to a decline in tree health. This is only one example of disc inflicted damage at Walden park. We are unaware of an arborist's review of tree health in the disc golf course area.



**Figure 1** *Disc Damage to Crepe Myrtle Tree at Walden Park*

(A) Crepe Myrtle tree (red arrow) located near a disc golf tee (white arrow).

(B) Back of the same Crepe Myrtle tree as in A. This photo shows the side facing the tee.

Although the tree is a small obstacle between the tee and basket, the tree has been damaged along the entire trunk from disc collisions. The red rectangle area is enlarged in C.

(C) Enlarged trunk area showing multiple areas of bark damage from discs.

*Photos by Joe McNeil*

## CONCLUSIONS

Nearby Walden Park illustrates several issues from disc golf in public parks. Despite being a small, level mostly developed park with supporting facilities, Walden Park has experienced problems from its limited disc golf course. Issues include undesirable behavior from disc golfers, conflicts with other park users, and tree damage. Based on the experience of disc golf at other parks, additional damage to the soil and vegetation is probably present that has not been documented.

## IX. REPORT CONCLUSIONS

Pleasant Hill's Paso Nogal Park is designated as open space, which has been treasured and cared for by local residents for decades. Residents care deeply about maintaining the natural beauty, protecting the plant and wildlife, and preserving this land for future generations. These citizens **STRONGLY OPPOSE THE PROPOSAL** to install a disc golf course at Paso Nogal Park.

The park's open space is protected legally by the following:

- Pleasant Hill Recreation and Parks Master Plan
- Pleasant Hill City Tree Ordinance
- California Environmental Quality Act (CEQA)
- Land and Water Conservation Fund (LWCF) compliance responsibilities

Any attempt to move forward with the disc golf project would need to satisfy the many restrictions and requirements of the above agencies. At a minimum, an EIR would need to be prepared.

The proposed 18 hole course would impact over half of the available open space at Paso Nogal Park. Disc golf courses are known to cause soil compaction, erosion, underbrush destruction, and tree damage. A disc golf course at Paso Nogal Park is not compatible with preserving the open space. In addition, many species of wildlife would lose their home and be driven from most areas of the park. Given the course layout, discs are expected to land outside of the park boundaries, placing private property at risk of damage as well.

Disc golf is not compatible with a multi-use, passive-recreational park. Current uses of the park include hiking, jogging and dog-walking. Disc golf conflicts with the existing activities directly by putting other users at risk of being struck by flying discs. Given the scatter of disc landings around a hole, it is not possible to place a course in Paso Nogal Park without endangering others. Disc golf would also compromise the quality of the park for current users by damaging the natural environment and increasing undesirable noise (eg. chain clanging).

Not only is it inappropriate to sacrifice Paso Nogal Park to a single use activity like disc golf, the park lacks appropriate facilities to support a disc golf course. Parking and trash receptacles are limited. There are no restrooms or other toilet facilities at Paso Nogal Park.

Hundreds of nearby homeowners urge the Pleasant Hill Recreation and Park District Board to maintain the original intent of the park as solely open space, to listen to the outcry from residents, and last, but not least, comply with City and State codes, and its own master plan to preserve and protect what little open space we enjoy – Paso Nogal Park.



# Board of Directors RESOLUTION

PLEASANT HILL RECREATION & PARK DISTRICT

147 Gregory Lane  
Pleasant Hill, CA 94523  
(925) 682-0896  
(925) 682-1633 fax  
pleasanthillrec.com

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

**RESOLUTION 2015-06-25A**

**IN THE MATTER OF  
RESOLUTION OF THE BOARD OF DIRECTORS OF THE PLEASANT HILL RECREATION &  
PARK DISTRICT, CALIFORNIA, APPROVING THE FINAL ENGINEER'S REPORT FOR THE  
ANNUAL LEVY OF ASSESSMENTS FOR THE LANDSCAPE MAINTENANCE DISTRICT  
(VALLEY HIGH II) FOR FISCAL YEAR 2015-2016**

**WHEREAS**, The Board of Directors of the Pleasant Hill Recreation & Park District (hereinafter referred to as the "Board") has, by previous Resolutions, assumed the Landscape Maintenance District (Valley High II) (hereinafter referred to as the "Maintenance District"), and initiated proceedings for the levy and collection of assessments of said Maintenance District, including any new or increased assessments related thereto for Fiscal Year 2015-2016, pursuant to the provisions of the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500 (hereinafter referred to as the "Act"), and the provisions of the California Constitution Article XIIIID (hereinafter referred to as the "Constitution");and,

**WHEREAS**, the Board has by previous Resolutions, ordered the preparation of an Engineer's Report (hereinafter referred to as "Engineer's Report") regarding the Maintenance District territory, the improvements, expenses and assessments related thereto, as required by Chapter 3, Section 22623 of the 1972 Act, and said Engineer's Report has been prepared, filed with the Board Clerk and previously presented to the Board; and

**WHEREAS**, the Board has carefully examined and reviewed the Engineer's Report, considered all public testimony and written protests presented; and,

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

- 1 That the above recitals are all true and correct.
- 2 The Engineer's Report as approved shall constitute the territory and properties within the Maintenance District in Fiscal Year 2015-2016, and confirms and establishes the maximum assessment rates and method of apportionment adopted by the Board in accordance with the benefits received from the improvements, operation, maintenance and services to be performed and authorized within the Maintenance District.
- 3 The Engineer's Report as presented or amended is ordered to be filed in the Board Clerk as a permanent record and to remain open to public inspection.

**PASSED AND ADOPTED** on June 25, 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 June 25, 2015.

---

Tina Young, Acting Clerk of the Board



# Board of Directors RESOLUTION

PLEASANT HILL RECREATION & PARK DISTRICT

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(925) 682-1633 fax  
pleasanthillrec.com

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

**IN THE MATTER OF** **RESOLUTION 2015-06-25B**  
**RESOLUTION OF THE BOARD OF DIRECTORS OF THE PLEASANT HILL RECREATION &  
PARK DISTRICT, CALIFORNIA, APPROVING THE FINAL ENGINEER'S REPORT FOR THE  
ANNUAL LEVY OF ASSESSMENTS FOR THE LANDSCAPE MAINTENANCE DISTRICT  
(VALLEY HIGH IV) FOR FISCAL YEAR 2015-2016**

**WHEREAS**, The Board of Directors of the Pleasant Hill Recreation & Park District (hereinafter referred to as the "Board") has, by previous Resolutions, assumed the Landscape Maintenance District (Valley High IV) (hereinafter referred to as the "Maintenance District"), and initiated proceedings for the levy and collection of assessments of said Maintenance District, including any new or increased assessments related thereto for Fiscal Year 2015-2016, pursuant to the provisions of the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500 (hereinafter referred to as the "Act"), and the provisions of the California Constitution Article XIID (hereinafter referred to as the "Constitution");and,

**WHEREAS**, the Board has by previous Resolutions, ordered the preparation of an Engineer's Report (hereinafter referred to as "Engineer's Report") regarding the Maintenance District territory, the improvements, expenses and assessments related thereto, as required by Chapter 3, Section 22623 of the 1972 Act, and said Engineer's Report has been prepared, filed with the Board Clerk and previously presented to the Board; and

**WHEREAS**, the Board has carefully examined and reviewed the Engineer's Report, considered all public testimony and written protests presented; and,

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

- 1 That the above recitals are all true and correct.
- 2 The Engineer's Report as approved shall constitute the territory and properties within the Maintenance District in Fiscal Year 2015-2016, and confirms and establishes the maximum assessment rates and method of apportionment adopted by the Board in accordance with the benefits received from the improvements, operation, maintenance and services to be performed and authorized within the Maintenance District.
- 3 The Engineer's Report as presented or amended is ordered to be filed in the Board Clerk as a permanent record and to remain open to public inspection.

**PASSED AND ADOPTED** on June 25, 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 June 25, 2015.

---

Tina Young, Acting Clerk of the Board



# Board of Directors RESOLUTION

PLEASANT HILL RECREATION & PARK DISTRICT

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(925) 682-1633 fax  
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**PLEASANT HILL RECREATION & PARK DISTRICT  
COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA  
BOARD OF DIRECTORS**

**IN THE MATTER OF** **RESOLUTION 2015-06-25C**  
**RESOLUTION OF THE BOARD OF DIRECTORS OF THE PLEASANT HILL RECREATION &  
PARK DISTRICT, CALIFORNIA, APPROVING THE FINAL ENGINEER'S REPORT FOR THE  
ANNUAL LEVY OF ASSESSMENTS FOR THE LANDSCAPE MAINTENANCE DISTRICT  
(VALLEY HIGH V) FOR FISCAL YEAR 2015-2016**

**WHEREAS**, The Board of Directors of the Pleasant Hill Recreation & Park District (hereinafter referred to as the "Board") has, by previous Resolutions, assumed the Landscape Maintenance District (Valley High V) (hereinafter referred to as the "Maintenance District"), and initiated proceedings for the levy and collection of assessments of said Maintenance District, including any new or increased assessments related thereto for Fiscal Year 2015-2016, pursuant to the provisions of the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500 (hereinafter referred to as the "Act"), and the provisions of the California Constitution Article XIIIID (hereinafter referred to as the "Constitution");and,

**WHEREAS**, the Board has by previous Resolutions, ordered the preparation of an Engineer's Report (hereinafter referred to as "Engineer's Report") regarding the Maintenance District territory, the improvements, expenses and assessments related thereto, as required by Chapter 3, Section 22623 of the 1972 Act, and said Engineer's Report has been prepared, filed with the Board Clerk and previously presented to the Board; and

**WHEREAS**, the Board has carefully examined and reviewed the Engineer's Report, considered all public testimony and written protests presented; and,

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

- 1 That the above recitals are all true and correct.
- 2 The Engineer's Report as approved shall constitute the territory and properties within the Maintenance District in Fiscal Year 2015-2016, and confirms and establishes the maximum assessment rates and method of apportionment adopted by the Board in accordance with the benefits received from the improvements, operation, maintenance and services to be performed and authorized within the Maintenance District.
- 3 The Engineer's Report as presented or amended is ordered to be filed in the Board Clerk as a permanent record and to remain open to public inspection.

**PASSED AND ADOPTED** on June 25, 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 June 25, 2015.

---

Tina Young, Acting 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 2015-06-25D**  
**RESOLUTION OF THE BOARD OF DIRECTORS OF THE PLEASANT HILL RECREATION &  
PARK DISTRICT, CALIFORNIA, APPROVING THE FINAL ENGINEER'S REPORT FOR THE  
ANNUAL LEVY OF ASSESSMENTS FOR THE LANDSCAPE MAINTENANCE DISTRICT  
(WOODSIDE HILLS I) FOR FISCAL YEAR 2015-2016**

**WHEREAS**, The Board of Directors of the Pleasant Hill Recreation & Park District (hereinafter referred to as the "Board") has, by previous Resolutions, assumed the Landscape Maintenance District (Woodside Hills I) (hereinafter referred to as the "Maintenance District"), and initiated proceedings for the levy and collection of assessments of said Maintenance District, including any new or increased assessments related thereto for Fiscal Year 2015-2016, pursuant to the provisions of the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500 (hereinafter referred to as the "Act"), and the provisions of the California Constitution Article XIID (hereinafter referred to as the "Constitution");and,

**WHEREAS**, the Board has by previous Resolutions, ordered the preparation of an Engineer's Report (hereinafter referred to as "Engineer's Report") regarding the Maintenance District territory, the improvements, expenses and assessments related thereto, as required by Chapter 3, Section 22623 of the 1972 Act, and said Engineer's Report has been prepared, filed with the Board Clerk and previously presented to the Board; and

**WHEREAS**, the Board has carefully examined and reviewed the Engineer's Report, considered all public testimony and written protests presented; and,

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

- 1 That the above recitals are all true and correct.
- 2 The Engineer's Report as approved shall constitute the territory and properties within the Maintenance District in Fiscal Year 2015-2016, and confirms and establishes the maximum assessment rates and method of apportionment adopted by the Board in accordance with the benefits received from the improvements, operation, maintenance and services to be performed and authorized within the Maintenance District.
- 3 The Engineer's Report as presented or amended is ordered to be filed in the Board Clerk as a permanent record and to remain open to public inspection.

**PASSED AND ADOPTED** on June 25, 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 June 25, 2015.

---

Tina Young, Acting Clerk of the Board



# Board of Directors RESOLUTION

PLEASANT HILL RECREATION & PARK DISTRICT

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(925) 682-1633 fax  
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**PLEASANT HILL RECREATION & PARK DISTRICT  
COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA  
BOARD OF DIRECTORS**

**IN THE MATTER OF** **RESOLUTION 2015-06-25E**  
**RESOLUTION OF THE BOARD OF DIRECTORS OF THE PLEASANT HILL RECREATION &  
PARK DISTRICT, CALIFORNIA, APPROVING THE FINAL ENGINEER'S REPORT FOR THE  
ANNUAL LEVY OF ASSESSMENTS FOR THE LANDSCAPE MAINTENANCE DISTRICT  
(WOODSIDE HILLS III) FOR FISCAL YEAR 2015-2016**

**WHEREAS**, The Board of Directors of the Pleasant Hill Recreation & Park District (hereinafter referred to as the "Board") has, by previous Resolutions, assumed the Landscape Maintenance District (Woodside Hills III) (hereinafter referred to as the "Maintenance District"), and initiated proceedings for the levy and collection of assessments of said Maintenance District, including any new or increased assessments related thereto for Fiscal Year 2015-2016, pursuant to the provisions of the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500 (hereinafter referred to as the "Act"), and the provisions of the California Constitution Article XIID (hereinafter referred to as the "Constitution");and,

**WHEREAS**, the Board has by previous Resolutions, ordered the preparation of an Engineer's Report (hereinafter referred to as "Engineer's Report") regarding the Maintenance District territory, the improvements, expenses and assessments related thereto, as required by Chapter 3, Section 22623 of the 1972 Act, and said Engineer's Report has been prepared, filed with the Board Clerk and previously presented to the Board; and

**WHEREAS**, the Board has carefully examined and reviewed the Engineer's Report, considered all public testimony and written protests presented; and,

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

- 1 That the above recitals are all true and correct.
- 2 The Engineer's Report as approved shall constitute the territory and properties within the Maintenance District in Fiscal Year 2015-2016, and confirms and establishes the maximum assessment rates and method of apportionment adopted by the Board in accordance with the benefits received from the improvements, operation, maintenance and services to be performed and authorized within the Maintenance District.
- 3 The Engineer's Report as presented or amended is ordered to be filed in the Board Clerk as a permanent record and to remain open to public inspection.

**PASSED AND ADOPTED** on June 25, 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 June 25, 2015.

---

Tina Young, Acting 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 2015-06-25F**  
**RESOLUTION OF THE BOARD OF DIRECTORS OF THE PLEASANT HILL RECREATION &  
PARK DISTRICT, CALIFORNIA, APPROVING THE FINAL ENGINEER'S REPORT FOR THE  
ANNUAL LEVY OF ASSESSMENTS FOR THE LANDSCAPE MAINTENANCE DISTRICT  
(LANDSCAPE & LIGHTING DISTRICT #6) FOR FISCAL YEAR 2015 - 2016**

**WHEREAS**, The Board of Directors of the Pleasant Hill Recreation & Park District (hereinafter referred to as the "Board") has, by previous Resolutions, assumed the Landscape Maintenance District (Landscape & Lighting District #6) (hereinafter referred to as the "Maintenance District"), and initiated proceedings for the levy and collection of assessments of said Maintenance District, including any new or increased assessments related thereto for Fiscal Year 2015-2016, pursuant to the provisions of the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500 (hereinafter referred to as the "Act"), and the provisions of the California Constitution Article XIID (hereinafter referred to as the "Constitution");and,

**WHEREAS**, the Board has by previous Resolutions, ordered the preparation of an Engineer's Report (hereinafter referred to as "Engineer's Report") regarding the Maintenance District territory, the improvements, expenses and assessments related thereto, as required by Chapter 3, Section 22623 of the 1972 Act, and said Engineer's Report has been prepared, filed with the Board Clerk and previously presented to the Board; and,

**WHEREAS**, the Board has carefully examined and reviewed the Engineer's Report, considered all public testimony and written protests presented; and,

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

1. That the above recitals are all true and correct.
2. The Engineer's Report as approved shall constitute the territory and properties within the Maintenance District in Fiscal Year 2015-2016, and confirms and establishes the maximum assessment rates and method of apportionment adopted by the Board in accordance with the benefits received from the improvements, operation, maintenance and services to be performed and authorized within the Maintenance District.
3. The Engineer's Report as presented or amended is ordered to be filed in the Board Clerk as a permanent record and to remain open to public inspection.

**PASSED AND ADOPTED** on June 25, 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 June 25, 2015.

---

Tina Young, Acting 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 2015-06-25G**  
**RESOLUTION OF THE BOARD OF DIRECTORS OF THE PLEASANT HILL RECREATION &  
PARK DISTRICT, CALIFORNIA, ORDERING THE LEVY OF ASSESSMENTS FOR FISCAL  
YEAR 2015-2016 FOR THE LANDSCAPE MAINTENANCE DISTRICT (VALLEY HIGH II)**

**WHEREAS**, The Board of Directors of the Pleasant Hill Recreation & Park District (hereinafter referred to as the "Board") has, by previous Resolutions, assumed the Landscape Maintenance District (Valley High II) (hereinafter referred to as the "Maintenance District"), and initiated proceedings for the levy and collection of assessments of said Maintenance District, including any new or increased assessments related thereto for Fiscal Year 2015-2016, pursuant to the provisions of the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500 (hereinafter referred to as the "Act"), and the provisions of the California Constitution Article XIID (hereinafter referred to as the "Constitution");and,

**WHEREAS**, the Board has by Resolution approved the Final Engineer's Report (hereafter referred to as the "Engineer's Report") that describes the assessments against parcels of land within the Maintenance District commencing with Fiscal Year 2015-2016; and,

**WHEREAS**, the Board desires to levy and collect annual special benefit assessments against parcels of land within the Maintenance District commencing with Fiscal Year 2015-2016 to pay the maintenance and servicing of landscape, slope, and open space improvements and appurtenant facilities within the Maintenance District; and

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

1. That the above recitals are all true and correct.
2. Following notice duly given, the Board has held a full and fair Public Hearing regarding the Maintenance District, the levy and collection of assessments, the Engineer's Report prepared in connection therewith, and considered all oral and written statements, protests and communications made or filed by interested persons regarding these matters.
3. The improvements and assessments as presented in the Engineer's Report on file in the Office of the Board Clerk are hereby confirmed as filed or as amended by Board action and the minutes of this meeting.
4. The adoption of this Resolution constitutes the confirmation of the maximum assessment within the Maintenance District, commencing with Fiscal Year 2015-2016.

5. The Board Clerk is hereby directed to enter this Resolution on the minutes of the Board meeting and shall constitute the official declaration of the confirmation of the maximum assessment and inflationary formula within the Maintenance District, commencing with Fiscal Year 2015-2016 as outlined in the final Engineer's Report.
6. This Resolution shall become effective immediately upon its adoption.
7. The Board Clerk shall certify the adoption of this Resolution.

**PASSED AND ADOPTED** on June 25, 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 June 25, 2015.

---

Tina Young, Acting 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 2015-06-25H**  
**RESOLUTION OF THE BOARD OF DIRECTORS OF THE PLEASANT HILL RECREATION &  
PARK DISTRICT, CALIFORNIA, ORDERING THE LEVY OF ASSESSMENTS FOR FISCAL  
YEAR 2015-2016 FOR THE LANDSCAPE MAINTENANCE DISTRICT (VALLEY HIGH IV)**

**WHEREAS**, The Board of Directors of the Pleasant Hill Recreation & Park District (hereinafter referred to as the “Board”) has, by previous Resolutions, assumed the Landscape Maintenance District (Valley High IV) (hereinafter referred to as the “Maintenance District”), and initiated proceedings for the levy and collection of assessments of said Maintenance District, including any new or increased assessments related thereto for Fiscal Year 2015-2016, pursuant to the provisions of the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500 (hereinafter referred to as the “Act”), and the provisions of the California Constitution Article XIID (hereinafter referred to as the “Constitution”); and,

**WHEREAS**, the Board has by Resolution approved the Final Engineer’s Report (hereafter referred to as the “Engineer’s Report”) that describes the assessments against parcels of land within the Maintenance District commencing with Fiscal Year 2015-2016; and,

**WHEREAS**, the Board desires to levy and collect annual special benefit assessments against parcels of land within the Maintenance District commencing with Fiscal Year 2015-2016 to pay the maintenance and servicing of landscape, slope, and open space improvements and appurtenant facilities within the Maintenance District; and

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

1. That the above recitals are all true and correct.
2. Following notice duly given, the Board has held a full and fair Public Hearing regarding the Maintenance District, the levy and collection of assessments, the Engineer’s Report prepared in connection therewith, and considered all oral and written statements, protests and communications made or filed by interested persons regarding these matters.
3. The improvements and assessments as presented in the Engineer’s Report on file in the Office of the Board Clerk are hereby confirmed as filed or as amended by Board action and the minutes of this meeting.
4. The adoption of this Resolution constitutes the confirmation of the maximum assessment within the Maintenance District, commencing with Fiscal Year 2015-2016.

5. The Board Clerk is hereby directed to enter this Resolution on the minutes of the Board meeting and shall constitute the official declaration of the confirmation of the maximum assessment within the Maintenance District, commencing with Fiscal Year 2015-2016 as outlined in the final Engineer's Report.
6. This Resolution shall become effective immediately upon its adoption.
7. The Board Clerk shall certify the adoption of this Resolution.

**PASSED AND ADOPTED** on June 25, 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 June 25, 2015.

---

Tina Young, Acting Clerk of the Board



# Board of Directors RESOLUTION

PLEASANT HILL RECREATION & PARK DISTRICT

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(925) 682-0896  
(925) 682-1633 fax  
pleasanthillrec.com

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

**IN THE MATTER OF** **RESOLUTION 2015-06-25I**  
**RESOLUTION OF THE BOARD OF DIRECTORS OF THE PLEASANT HILL RECREATION &  
PARK DISTRICT, CALIFORNIA, ORDERING THE LEVY OF ASSESSMENTS FOR FISCAL  
YEAR 2015-2016 FOR THE LANDSCAPE MAINTENANCE DISTRICT (VALLEY HIGH V)**

**WHEREAS**, The Board of Directors of the Pleasant Hill Recreation & Park District (hereinafter referred to as the "Board") has, by previous Resolutions, assumed the Landscape Maintenance District (Valley High V) (hereinafter referred to as the "Maintenance District"), and initiated proceedings for the levy and collection of assessments of said Maintenance District, including any new or increased assessments related thereto for Fiscal Year 2015-2016, pursuant to the provisions of the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500 (hereinafter referred to as the "Act"), and the provisions of the California Constitution Article XIID (hereinafter referred to as the "Constitution");and,

**WHEREAS**, the Board has by Resolution approved the Final Engineer's Report (hereafter referred to as the "Engineer's Report") that describes the assessments against parcels of land within the Maintenance District commencing with Fiscal Year 2015-2016; and,

**WHEREAS**, the Board desires to levy and collect annual special benefit assessments against parcels of land within the Maintenance District commencing with Fiscal Year 2015-2016 to pay the maintenance and servicing of landscape, slope, and open space improvements and appurtenant facilities within the Maintenance District; and

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

1. That the above recitals are all true and correct.
2. Following notice duly given, the Board has held a full and fair Public Hearing regarding the Maintenance District, the levy and collection of assessments, the Engineer's Report prepared in connection therewith, and considered all oral and written statements, protests and communications made or filed by interested persons regarding these matters.
3. The improvements and assessments as presented in the Engineer's Report on file in the Office of the Board Clerk are hereby confirmed as filed or as amended by Board action and the minutes of this meeting.
4. The adoption of this Resolution constitutes the confirmation of the maximum assessment within the Maintenance District, commencing with Fiscal Year 2015-2016.

5. The Board Clerk is hereby directed to enter this Resolution on the minutes of the Board meeting and shall constitute the official declaration of the confirmation of the maximum assessment within the Maintenance District, commencing with Fiscal Year 2015-2016 as outlined in the final Engineer's Report.
6. This Resolution shall become effective immediately upon its adoption.
7. The Board Clerk shall certify the adoption of this Resolution.

**PASSED AND ADOPTED** on June 25, 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 June 25, 2015.

---

Tina Young, Acting Clerk of the Board



# Board of Directors RESOLUTION

PLEASANT HILL RECREATION & PARK DISTRICT

147 Gregory Lane  
Pleasant Hill, CA 94523  
(925) 682-0896  
(925) 682-1633 fax  
pleasanthillrec.com

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

**IN THE MATTER OF** **RESOLUTION 2015-06-25J**  
**RESOLUTION OF THE BOARD OF DIRECTORS OF THE PLEASANT HILL RECREATION &  
PARK DISTRICT, CALIFORNIA, ORDERING THE LEVY OF ASSESSMENTS FOR FISCAL  
YEAR 2015-2016 FOR THE LANDSCAPE MAINTENANCE DISTRICT (WOODSIDE HILLS I)**

**WHEREAS**, The Board of Directors of the Pleasant Hill Recreation & Park District (hereinafter referred to as the "Board") has, by previous Resolutions, assumed the Landscape Maintenance District (Woodside Hills I) (hereinafter referred to as the "Maintenance District"), and initiated proceedings for the levy and collection of assessments of said Maintenance District, including any new or increased assessments related thereto for Fiscal Year 2015-2016, pursuant to the provisions of the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500 (hereinafter referred to as the "Act"), and the provisions of the California Constitution Article XIID (hereinafter referred to as the "Constitution");and,

**WHEREAS**, the Board has by Resolution approved the Final Engineer's Report (hereinafter referred to as the "Engineer's Report") that describes the assessments against parcels of land within the Maintenance District commencing with Fiscal Year 2015-2016; and,

**WHEREAS**, the Board desires to levy and collect annual special benefit assessments against parcels of land within the Maintenance District commencing with Fiscal Year 2015-2016 to pay the maintenance and servicing of landscape, slope, and open space improvements and appurtenant facilities within the Maintenance District; and

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

1. That the above recitals are all true and correct.
2. Following notice duly given, the Board has held a full and fair Public Hearing regarding the Maintenance District, the levy and collection of assessments, the Engineer's Report prepared in connection therewith, and considered all oral and written statements, protests and communications made or filed by interested persons regarding these matters.
3. The improvements and assessments as presented in the Engineer's Report on file in the Office of the Board Clerk are hereby confirmed as filed or as amended by Board action and the minutes of this meeting.
4. The adoption of this Resolution constitutes the confirmation of the maximum assessment within the Maintenance District, commencing with Fiscal Year 2015-2016.

5. The Board Clerk is hereby directed to enter this Resolution on the minutes of the Board meeting and shall constitute the official declaration of the confirmation of the maximum assessment within the Maintenance District, commencing with Fiscal Year 2015-2016 as outlined in the final Engineer's Report.
6. This Resolution shall become effective immediately upon its adoption.
7. The Board Clerk shall certify the adoption of this Resolution.

**PASSED AND ADOPTED** on June 25, 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 June 25, 2015.

---

Tina Young, Acting Clerk of the Board



# Board of Directors RESOLUTION

PLEASANT HILL RECREATION & PARK DISTRICT

147 Gregory Lane  
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(925) 682-0896  
(925) 682-1633 fax  
pleasanthillrec.com

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

**IN THE MATTER OF** **RESOLUTION 2015-06-25K**  
**RESOLUTION OF THE BOARD OF DIRECTORS OF THE PLEASANT HILL RECREATION &  
PARK DISTRICT, CALIFORNIA, ORDERING THE LEVY OF ASSESSMENTS FOR FISCAL  
YEAR 2015-2016 FOR THE LANDSCAPE MAINTENANCE DISTRICT (WOODSIDE HILLS III)**

**WHEREAS**, The Board of Directors of the Pleasant Hill Recreation & Park District (hereinafter referred to as the "Board") has, by previous Resolutions, assumed the Landscape Maintenance District (Woodside Hills III) (hereinafter referred to as the "Maintenance District"), and initiated proceedings for the levy and collection of assessments of said Maintenance District, including any new or increased assessments related thereto for Fiscal Year 2015-2016, pursuant to the provisions of the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500 (hereinafter referred to as the "Act"), and the provisions of the California Constitution Article XIID (hereinafter referred to as the "Constitution");and,

**WHEREAS**, the Board has by Resolution approved the Final Engineer's Report (hereafter referred to as the "Engineer's Report") that describes the assessments against parcels of land within the Maintenance District commencing with Fiscal Year 2015-2016; and,

**WHEREAS**, the Board desires to levy and collect annual special benefit assessments against parcels of land within the Maintenance District commencing with Fiscal Year 2015-2016 to pay the maintenance and servicing of landscape, slope, and open space improvements and appurtenant facilities within the Maintenance District; and

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

1. That the above recitals are all true and correct.
2. Following notice duly given, the Board has held a full and fair Public Hearing regarding the Maintenance District, the levy and collection of assessments, the Engineer's Report prepared in connection therewith, and considered all oral and written statements, protests and communications made or filed by interested persons regarding these matters.
3. The improvements and assessments as presented in the Engineer's Report on file in the Office of the Board Clerk are hereby confirmed as filed or as amended by Board action and the minutes of this meeting.
4. The adoption of this Resolution constitutes the confirmation of the maximum assessment within the Maintenance District, commencing with Fiscal Year 2015-2016.

5. The Board Clerk is hereby directed to enter this Resolution on the minutes of the Board meeting and shall constitute the official declaration of the confirmation of the maximum assessment within the Maintenance District, commencing with Fiscal Year 2015-2016 as outlined in the final Engineer's Report.
6. This Resolution shall become effective immediately upon its adoption.
7. The Board Clerk shall certify the adoption of this Resolution.

**PASSED AND ADOPTED** on June 25, 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 June 25, 2015.

---

Tina Young, Acting Clerk of the Board



# Board of Directors RESOLUTION

PLEASANT HILL RECREATION & PARK DISTRICT

147 Gregory Lane  
Pleasant Hill, CA 94523  
(925) 682-0896  
(925) 682-1633 fax  
pleasanthillrec.com

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

**IN THE MATTER OF** **RESOLUTION 2015-06-25L**  
**RESOLUTION OF THE BOARD OF DIRECTORS OF THE PLEASANT HILL RECREATION &  
PARK DISTRICT, CALIFORNIA, ORDERING THE LEVY OF ASSESSMENTS FOR FISCAL  
YEAR 2015-2016 FOR THE LANDSCAPE MAINTENANCE DISTRICT (LANDSCAPE &  
LIGHTING DISTRICT #6)**

**WHEREAS**, The Board of Directors of the Pleasant Hill Recreation & Park District (hereinafter referred to as the "Board") has, by previous Resolutions, assumed the Landscape Maintenance District (Landscape & Lighting District #6) (hereinafter referred to as the "Maintenance District"), and initiated proceedings for the levy and collection of assessments of said Maintenance District, including any new or increased assessments related thereto for Fiscal Year 2015-2016, pursuant to the provisions of the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500 (hereinafter referred to as the "Act"), and the provisions of the California Constitution Article XIID (hereinafter referred to as the "Constitution");and,

**WHEREAS**, the Board has by Resolution approved the Final Engineer's Report (hereafter referred to as the "Engineer's Report") that describes the assessments against parcels of land within the Maintenance District commencing with Fiscal Year 2015-2016; and,

**WHEREAS**, the Board desires to levy and collect annual special benefit assessments against parcels of land within the Maintenance District commencing with Fiscal Year 2015-2016 to pay the maintenance and servicing of landscape, slope, and open space improvements and appurtenant facilities within the Maintenance District; and

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

- 1 That the above recitals are all true and correct.
- 2 Following notice duly given, the Board has held a full and fair Public Hearing regarding the Maintenance District, the levy and collection of assessments, the Engineer's Report prepared in connection therewith, and considered all oral and written statements, protests and communications made or filed by interested persons regarding these matters.
- 3 The improvements and assessments as presented in the Engineer's Report on file in the Office of the Board Clerk are hereby confirmed as filed or as amended by Board action and the minutes of this meeting.
- 4 The adoption of this Resolution constitutes the confirmation of the maximum assessment applicable within the Maintenance District, commencing with Fiscal Year 2015-2016.

- 5 The Board Clerk is hereby directed to enter this Resolution on the minutes of the Board meeting and shall constitute the official declaration of the confirmation of the maximum assessment and inflationary formula within the Maintenance District, commencing with Fiscal Year 2015-2016 as outlined in the final Engineer's Report.
- 6 This Resolution shall become effective immediately upon its adoption.
- 7 The Board Clerk shall certify the adoption of this Resolution.

**PASSED AND ADOPTED** on June 25, 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 June 25, 2015.

---

Tina Young, Acting Clerk of the Board



# Board of Directors RESOLUTION

PLEASANT HILL RECREATION & PARK DISTRICT

147 Gregory Lane  
Pleasant Hill, CA 94523  
(925) 682-0896  
(925) 682-1633 fax  
pleasanthillrec.com

**IN THE MATTER OF** **RESOLUTION 2015-06-25M**  
**TRANSFERRING MONIES FROM THE PARK LANDSCAPE ASSESSMENT FUND**  
**FOR ASSESSMENT DISTRICTS 1 - 5 TO THE GENERAL FUND**

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

**WHEREAS**, the District has expended \$35,000.00 for the maintenance of the assessment districts established for this purpose;

**THEREFORE, BE IT RESOLVED THAT** the Board of Directors of the Pleasant Hill Recreation & Park District directs the Auditor of Contra Costa County to transfer \$35,000.00 from Fund #3736 to the General Fund #3735.

**PASSED AND ADOPTED** on June 25, 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 June 25, 2015.

\_\_\_\_\_  
Tina Young, Acting Clerk of the Board



# Board of Directors RESOLUTION

PLEASANT HILL RECREATION & PARK DISTRICT

147 Gregory Lane  
Pleasant Hill, CA 94523  
(925) 682-0896  
(925) 682-1633 fax  
pleasanthillrec.com

**IN THE MATTER OF** **RESOLUTION 2015-06-25N**  
**TRANSFERRING MONIES FROM THE LANDSCAPE & LIGHTING DISTRICT #6 TO**  
**THE GENERAL FUND**

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

**WHEREAS**, the District has expended \$650,000.00 maintenance of the assessment district established for this purpose;

**THEREFORE, BE IT RESOLVED THAT** the Board of Directors of the Pleasant Hill Recreation & Park District directs the Auditor of Contra Costa County to transfer \$650,000.00 from Fund #3738 to the General Fund #3735.

**PASSED AND ADOPTED** on June 25, 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 June 25, 2015.

\_\_\_\_\_  
Tina Young, Acting Clerk of the Board

# **PLEASANT HILL RECREATION & PARK DISTRICT**

## **ENGINEER'S REPORT**

### **LANDSCAPE MAINTENANCE DISTRICT (DISTRICT #6) FOR FISCAL YEAR 2015-2016**



<b>INTENT MEETING:</b>	<b>MAY 28, 2015</b>
<b>PUBLIC HEARING:</b>	<b>JUNE 25, 2015</b>

# AFFIDAVIT FOR THE ENGINEER'S REPORT

## PLEASANT HILL RECREATION & PARK DISTRICT LANDSCAPE & LIGHTING MAINTENANCE DISTRICT #6

This Report describes the Maintenance District and proposed changes or modifications related thereto including the improvements, budgets, parcels, and assessments to be levied for Fiscal Year 2015-2016, pursuant to the District Board's Resolution of Intention. Reference is hereby made to the Contra Costa County Assessor's maps for a detailed description of the lines and dimensions of parcels within the Maintenance District. The undersigned respectfully submits the enclosed Report as directed by the District Board.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

By: \_\_\_\_\_  
Robert B. Berggren  
General Manager

By: Kenneth R. Swenson  
Kenneth R. Swenson, P.E.  
Engineer of Work  
Creegan + D'Angelo  
2420 Martin Road, Suite 380  
Fairfield, CA 94534-8610



# Overview

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## Introduction

Pursuant to the provisions of the *Landscaping and Lighting Act of 1972, being Part 2 of Division 15 of the California Streets and Highways Code, commencing with Section 22500* (hereafter referred to as the “1972 Act”), and in compliance with the provisions of the *California State Constitution Articles XIII C and XIII D* (hereafter referred to as the “Constitution” or “Proposition 218”), this Engineer’s Report (hereafter referred to as “Report”) has been prepared as required pursuant to Chapter 3, Section 22622 of the 1972 Act, in connection with the proceedings required for the annual levy of assessments for the district designated as:

### **Pleasant Hill Recreation & Park District Landscape Maintenance District (District #6)**

(hereafter referred to as “Maintenance District”). This Report has been prepared and presented to the District Board of the Pleasant Hill Recreation & Park District (hereafter referred to as “District”), County of Contra Costa, State of California, for their consideration and approval of the maintenance and servicing of improvements to be provided within the Maintenance District and the levy and collection of annual assessments related thereto for Fiscal Year 2015-2016 in order to provide ongoing funding for the costs and expenses required to service and maintain the landscape, slope, and open space improvements associated with and resulting from the development of properties within the Maintenance District. Each fiscal year, utilizing the historical and estimated costs to maintain the improvements that provide special benefit to properties within the Maintenance District, the District establishes the budget and assessments. The costs of the improvements and the proposed annual assessments budgeted and assessed against properties within the Maintenance District includes the estimated expenditures, deficits, surpluses, revenues, and reserve fund balances determined to be of special benefit to properties within the Maintenance District. Each parcel is assessed proportionately for only those improvements and expenses for which the parcel receives special benefit.

This Report describes the Maintenance District, the proposed budget, and assessments applicable for Fiscal Year 2015-2016.

For the purposes of this Report, the word “parcel” refers to an individual property assigned its own Assessor Parcel Number by the Contra Costa County Assessor’s Office. The Contra Costa County Auditor/Controller uses Assessor Parcel Numbers and specific Fund Numbers to identify properties assessed for special district benefit assessments on the tax roll.

This Report consists of six (6) parts:

#### **Part I**

**Historical Background and Current Legislation:** A discussion of the current revenue generated by the levy of annual assessments within the Maintenance District. A description of how legislation has changed regarding the imposition of new or increased assessments. A brief description of Proposition 218 and the provisions included within the State Constitution under Article XIII C and XIII D.

## Part II

**Plans and Specifications:** A general description of the Maintenance District, the improvements, and authorized services for which parcels within the Maintenance District will be assessed. A complete description of the improvements that are maintained is on file in the offices of the Pleasant Hill Recreation & Park District. The Maintenance District is a single benefit zone encompassing all properties within the territory identified within the Boundary Map of the Landscape Maintenance District (District #6), attached and incorporated herein under Part V of this Report.

## Part III

**The Method of Apportionment:** A discussion of benefits the improvements and services provide to properties within the Maintenance District and the method of calculating each property's proportional special benefit and proposed annual assessment for Fiscal Year 2015-2016. This section also identifies and outlines an Annual Inflation Adjustment that provides for an annual adjustment to the maximum assessment rate proposed by this Report. This Annual Inflationary Adjustment limits increases on future assessments, but also provides for reasonable cost adjustments due to inflation without the added expense of additional property owner protest ballot proceedings.

## Part IV

**The District Budget:** An estimate of the annual costs to operate, maintain and service the improvements of the Maintenance District. This budget includes an estimate of anticipated direct maintenance costs and incidental expenses associated with the improvements, including but not limited to administration expenses and the collection of appropriate fund balances. The special benefit assessments are based on the overall operation costs minus any costs that are considered general benefit to establish the proposed increased maximum assessment rate for Fiscal Year 2015-2016 and corresponding parcel assessment amounts to be approved by the property owners of record. The proposed assessment rate for Fiscal Year 2015-2016, and each subsequent year thereafter, shall be based on the estimated net annual cost of operating, maintaining and servicing the improvements for that fiscal year as well as funds to be collected in installments to perform maintenance activities that cannot be reasonably collected in a single fiscal year's assessments. The proposed maximum assessment (Rate per Equivalent Benefit Unit) identified in the budget of this Report, proposed an increased maximum assessment rate for Fiscal Year 2015-2016. This maximum assessment rate shall be adjusted annually for five years by the Annual Inflationary Adjustment described in the method of apportionment, independent of the annual budget and assessments.

## Part V

**Boundary Diagram:** A Diagram showing the exterior boundaries of the Maintenance District is provided in this Report and includes all parcels that will receive special benefits from the improvements. Said parcels of land are consistent with and identified by all or a portion of the Contra Costa County Assessor's Parcel Maps: As they existed at the time of the passage of the Resolution of Intention and shall include all subsequent subdivisions, lot line adjustments or parcel changes therein. Reference is hereby made to the Contra Costa County Assessor's Parcel Maps for a detailed description of the lines and dimensions of each lot and parcel of land herein described.

## Part VI

**Assessment Roll:** A listing of the proposed maximum assessment amounts to be presented to the property owners of record, for Fiscal Year 2015-2016, in the protest ballot proceedings required pursuant to the provisions of the California Constitution. The proposed assessment amount for each parcel is based on the parcel's proportional special benefit as outlined in the method of apportionment.

## Historical Background and Current Legislation

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In November 1996, California voters approved Proposition 218 that established specific requirements for the on going imposition of taxes, assessments and fees. The provisions of the Proposition are now contained in the California Constitutional Articles XIII C and XIII D. All assessments described in this Report and approved by the District Board are prepared in accordance with the 1972 Act and in compliance with the provisions of the Constitution.

Pursuant to the Article XIII D Section 5 of the Constitution, certain existing assessments were exempt from the substantive and procedural requirements of the Article XIII D Section 4, and property owner balloting is not required until such time that a new or increased assessment is proposed. The ballot proceedings conducted by the District are in compliance with the requirements of Article XIII D Section 4.

While the improvements within the Maintenance District have historically been budgeted and proportionally allocated to the properties within the Maintenance District, the cost of providing those improvements have not always been fully recovered through the annual assessments; primarily because the approved maximum assessment rate did not provide the funding necessary to provide the current level of maintenance budgeted. Rather than reducing the level of maintenance provided, for 2015-2016, the District proposes to conduct a property owner protest ballot proceeding for an increased assessment rate that would be sufficient to maintain the improvements and sustain the current level of service that benefit parcels within the Maintenance District. To ensure that the assessments accurately reflect the special benefit to each property, a full review of the Maintenance District improvements, the cost of providing each of those improvements, and an analysis of the parcels that benefit from the improvements has been conducted.

# Plans and Specifications

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## Description of District

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 land turf, maintenance of irrigation and drainage systems, weed control and fire abatement, pick up of 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.

The following is a listing of sites within the District of which it is proposed to provide maintenance services pursuant to this Assessment District:

Shadowood Park  
 Chilpancingo Park  
 Frank Salfingere Park/Community Center and Grounds  
 Las Juntas, including Lucille Lane Access  
 Rodgers-Smith Park  
 Pinewood Park  
 Pleasant Hill Park  
 Brookwood  
 Shannon Hills  
 Valley High Open Space Lands  
 School House  
 Rodgers Ranch  
 Paso Nogal  
 Ridgeview  
 Dinosaur Hill Park  
 Diablo Estates Open Space  
 Winslow Center  
 Senior Citizen Center, 233 Gregory Lane  
 Senior Citizen Center, 237 Gregory Lane  
 Senior Citizen Center, 249 Gregory Lane  
 Pleasant Oaks Park  
 Pleasant Hill Elementary School Site  
 Fair Oaks Nature Area  
 Contra Costa Canal Trail Parcourse Stations  
 Pleasant Hill Park Pool  
 College Park High School Pool  
 College Park Softball Field  
 College Park Tennis Courts

Pleasant Hill High School Pool  
Pleasant Hill High School Tennis Courts  
Sequoia Middle School  
Valley View Middle School  
Strandwood Elementary

## Improvements and Services

### *Improvements and Services Permitted Pursuant to the 1972 Act*

As generally defined by the Landscaping and Lighting Act of 1972 and applicable to this Maintenance District, the improvements and associated assessments may include one or more of the following:

- 1) The installation or planting of landscaping;
- 2) The installation or construction of any facilities which are appurtenant to any of the foregoing or which are necessary or convenient for the maintenance or servicing thereof;
- 3) The installation of improvements, including, but not limited to, all of the following:
  - a) Land preparation, such as grading, leveling, cutting and filling, sod, landscaping, irrigation systems, v-ditches, and drainage.
- 4) The acquisition of land for park, recreational, or open-space purposes or any existing improvement otherwise authorized pursuant to this section.
- 5) The maintenance or servicing, of any of the foregoing including the furnishing of services and materials for the ordinary and usual maintenance, operation, and servicing of any improvement including but not limited to:
  - a) Repair, removal, or replacement of all or any part of any improvements;
  - b) Grading, clearing, removal of debris, the installation or construction of v-ditches, gutters, or water, irrigation, drainage, or electrical facilities;
  - c) Providing for the life, growth, health, and beauty of landscaping, including cultivation, irrigation, trimming, spraying, fertilizing, or treating for disease or injury;
  - d) The removal of trimmings, rubbish, debris, and other solid waste;
  - e) The cleaning of trees and other improvements to remove or cover graffiti;
  - f) Electric current or energy related to the improvements;
  - g) Water for the irrigation of any landscaping or the maintenance of any other improvements.
- 6) Incidental expenses associated with the improvements including, but not limited to:
  - a) The cost of preparation of the report, including plans, specifications, estimates, diagram, and assessment;
  - b) The costs of printing, advertising, and the publishing, posting and mailing of notices;
  - c) Compensation payable to the County for collection of assessments;

- d) Compensation of any engineer or attorney employed to render services;
- e) Any other expenses incidental to the construction, installation, or maintenance and servicing of the improvements;
- f) Costs associated with any elections held for the approval of a new or increased assessment.

### *Description of Improvements within District #6*

The purpose of this Maintenance District is to ensure the ongoing maintenance, operation and servicing of the improvements associated with District #6. The special benefit assessments outlined in this Report will provide needed funding to maintain the improvements associated with the Maintenance District as authorized by the 1972 Act including, but not limited to all materials, equipment, utilities, labor and incidental expenses including administrative expenses for operation of the Maintenance District and the levy of annual assessments as well as the performance of occasional repairs, replacement and expanded maintenance activities associated with those improvements.

The improvements that are proposed to be maintained and funded in Fiscal Year 2015-2016 through the Maintenance District assessments may include, but are not limited to:

- o Approximately 64 Acres of developed area and 200 acres of open space and landscaped areas.
- o Weed abatement;
- o Trimming of trees and shrubs; and
- o All appurtenant facilities, equipment, materials and utilities related to the aforementioned improvements

Detailed maps and descriptions of the location and extent of the proposed improvements for the Maintenance District that will be maintained are on file in the Offices of the Pleasant Hill Recreation & Park District and by reference are made part of this Report. The estimated annual cost to provide and maintain the improvements shall be allocated to each property in proportion to the special benefits received and is described in the Method of Apportionment.

# Method of Apportionment

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## General

The 1972 Act permits the establishment of assessment districts by public agencies for the purpose of providing certain public improvements, which includes, but not limited to, the construction, maintenance and servicing of landscape, slope, and open space improvements and appurtenant facilities. The 1972 Act further requires that the cost of these improvements be levied according to benefit rather than assessed value:

*"The net amount to be assessed upon lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the improvements."*

## Benefit Analysis

Each of the proposed improvements, the associated costs, and the assessments have been carefully reviewed, identified and allocated based on special benefit pursuant to the provisions of the Constitution and 1972 Act. The improvements associated with the Maintenance District have previously been identified as necessary, required and/or desired for the orderly development of the properties within the Maintenance District to their full potential. As such, these improvements would be necessary and required of individual property owners for the development of such properties, and the ongoing operation, servicing and maintenance of these improvements would be the financial obligation of those properties. Therefore, the improvements and the annual costs of ensuring the maintenance and operation of the improvements are of direct and special benefit to the properties.

The method of apportionment (method of assessment) is based on the premise that each assessed parcel within the Maintenance District receives special benefit from improvements provided by the Maintenance District. The desirability and security of properties is enhanced by the presence of local improvements in close proximity to those properties.

The special benefits associated with landscape, slope, and open space improvements are specifically:

- ◆ Enhanced desirability of properties through association with the improvements.
- ◆ Improved aesthetic appeal of properties providing a positive representation of the area.
- ◆ Protection of property loss through weed abatement and brush clearance, which reduces potential of fires.
- ◆ Enhanced adaptation of the urban environment within the natural environment from adequate green space and landscaping.
- ◆ Environmental enhancement through improved erosion resistance, dust and debris control.
- ◆ Increased sense of pride in ownership of property within the Maintenance District resulting from well-maintained improvements associated with the properties.

- ◆ Reduced criminal activity and property-related crimes (especially vandalism) against properties in the Maintenance District through well-maintained surroundings and amenities including abatement of graffiti.
- ◆ Enhanced environmental quality of the parcels by moderating temperatures, providing oxygenation and attenuating noise.

Based on the preceding special benefits, it has been determined that the improvements provided through the Maintenance District and for which parcels are assessed, contribute to the safety, security, aesthetic value and desirability of those properties. It has further been determined that these improvements, either individually or collectively provide for the special benefit and enhancement of properties within the Maintenance District and there is no measurable general benefit to properties outside the Maintenance District or to the public at large.

## Assessment Methodology

The benefit formula used within the Maintenance District reflects the composition of the parcels and the improvements and services provided, to fairly apportion the costs based on the special benefits to each assessable parcel. It has been previously determined that dedicated public easements, open space areas, public rights-of-ways, public greenbelts and parkways, utility rights-of-way, common areas, sliver parcels and bifurcated lots or any other property that cannot be developed, receive no special benefit from the improvements and are not assessed.

### *Equivalent Benefit Units:*

To assess benefits equitably it is necessary to relate each property's proportional special benefits to the special benefits of all other properties within the Maintenance District. The method of apportionment most commonly used for districts formed under the 1972 Act is based on a weighted method of apportionment known as an Equivalent Benefit Unit (EBU) methodology that typically uses the single-family home site as the basic unit of assessment. A typical single-family residential unit is assigned one (1.0) Equivalent Benefit Unit (EBU) and all other land uses are proportionately weighted (assigned an EBU) based on an assessment formula that equates the property's specific development to that of the typical single-family residential unit. This proportional weighting may be based on several factors that may include, but are not limited to: the type and status of development (land use), size of the property, location of the property, development plans or restrictions, vehicular trip generation, street frontage, population densities or other property related factors. Generally for most districts the calculation of each parcel's proportional special benefit can be reasonably determined by applying one or more of these factors.

Based on an overall evaluation of the properties within the Maintenance District and the improvements related thereto, it has been determined that since all properties within the Maintenance District are single-family residential; each property specially benefits equally from the improvements. Therefore, each property has been assigned one (1) EBU.

The total number of EBUs for the Maintenance District is equal to the total number of single-family residential parcels within the Maintenance District. An assessment amount per EBU (Assessment Rate) for the improvements is established by taking the total cost budgeted to maintain and service the improvements (net cost or "Balance to Levy"), and

dividing that amount by the total number of EBUs assigned to benefiting parcels. This Assessment Rate is then applied back to each parcel's individual EBU to determine the parcel's proportionate benefit and assessment obligation. The following formulas are used to calculate each parcel's Levy Amount (proportional assessment obligation).

$$\text{Total Balance to Levy} / \text{Total EBU} = \text{Assessment Rate per EBU}$$

$$\text{Assessment Rate per EBU} \times \text{Parcel's EBU (1.00)} = \text{Parcel Levy Amount}$$

Within the residential land use category, the benefits received by a given parcel are estimated as a function of the type and number of dwelling units on the parcel. A single family parcel represents the unit benefit, and the benefits to other parcels are expressed as single family equivalent (SFE) benefits. The following presents the estimated SFE benefit for the various types of dwelling units within the District:

Multi-Family Residential	SFE Benefit Per Dwelling Unit
Duplex	0.5
Triplex	0.5
Fourplex	0.5
Combinations	0.5
Apartments, 5-12 units	0.5
Apartments, 13-24 units	0.5
Apartments, 25-59 units	0.5
Apartments, 60 or more units	0.5

Note: The recommendation is that all multi-family residential dwellings be assessed 50% of the total assessment.

## **District Budgets Fiscal Year 2015-2016**

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The following provides the proposed budget and increased maximum assessment rate for Fiscal Year 2015-2016. The budget includes the District's estimate of anticipated expenditures, deficits, surpluses, revenues, and reserve fund balances associated with the annual maintenance and operation of the improvements. See Exhibit A.

## District Boundary Diagrams

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The boundary diagram for the Maintenance District has previously been submitted to the Board Clerk in the format required under the Act and, by reference are hereby made part of this Report. The boundary diagram is available for inspection at the office of the Board Clerk during normal business hours.

# Assessment Roll

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Parcel identification, for each lot or parcel within the Maintenance District, shall be the parcel as shown on the Contra Costa County Assessor Parcel Maps and/or the Contra Costa County Secured Tax Roll for the year in which this Report is prepared. The proposed assessment for each parcel within the Maintenance District has been prepared in accordance with the assessment rates presented in the budget and the method of apportionment described in this report and has been presented to the Board Clerk.

Non-assessable lots or parcels may include government owned land; public utility owned property, land principally encumbered with public right-of-ways or easements and dedicated common areas.

The assessment information for each parcel as outlined in this Report and confirmed by the District Board, shall be submitted to the County Auditor/Controller, and included on the property tax roll for Fiscal Year 2015-2016. If the parcels or assessment numbers within the Maintenance District and referenced by this Report are re-numbered, re-apportioned or changed by the County Assessor's Office after approval of the Report, the new parcel or assessment numbers with the appropriate assessment amount will be submitted to the County Auditor/Controller. If the parcel change made by the County includes a parcel split, parcel merger or tax status change, the assessment amount submitted on the new parcels or assessment numbers will be based on the method of apportionment and assessment rates approved in this Report by the District Board.

Total # Taxable Parcels	Assessment Fee
12,739	\$47.00



## MEMORANDUM

TO: Board of Directors  
FROM: General Manager  
DATE: June 18, 2015  
RE: June 25, 2015 Board Meeting

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### **Public Hearing**

**Preliminary Budget Fiscal Year 2015-16**

**Preliminary Budget Fiscal Year 2016-17**

This is the annual public hearing for the preliminary budgets for fiscal years 2015-16 and 2016-17. These public hearings will be tonight and also on the July 9 and 23, 2015 board meetings.



## MEMORANDUM

TO: Board of Directors  
FROM: General Manager  
DATE: June 18, 2015  
RE: June 25, 2015 Board Meeting

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### **To Consider Selection of Consultant for Reserve Study (ACTION)**

As indicated in Mark Blair and Carrie Miller's correspondence, the District received three proposals from Gallagher Consulting, Browning Reserve Group and the Helsing Group, Inc. The proposals are attached for your review. I assigned Mark Blair and Carrie Miller to review the proposals, which they have recommended the Browning Reserve Group to be selected for the District's reserve study.

I have contacted two resources, which I know Lindsay Woods, who is the General Manager at Hesperia Recreation & Park District down South and also here at the Contra Costa Country Club, the General Manager is Len Dumas. Both were pleased with the services of Browning with their reports and information was relevant and important for their budgeting purposes.

The General Manager is in agreement with Mark Blair and Carrie Miller and recommends the Browning Reserve Group. This is in the budget for Fiscal Year 2015-16. It is not in the preliminary budget, but has been added to the budget that the Board of Directors will approve at the second meeting in July. This will be under professional services, reserve study along with the HVAC study for the Senior Center.

Jun 17, 2015

To: Bob Berggren

From: Mark Blair & Carrie Miller

You asked us to review the three proposals received for an outside firm to conduct a reserve study for the District. This study was listed as one of the goals in the business plan we had performed a few years back. The intention is to initiate a funding plan that would allow us to have sufficient funds on hand to cover the expected costs of the major assets of the District as they wear out and need to be replaced.

Following are our brief overview comments of the proposals received;

**Gallagher Consulting-** Have familiarity with the District as Tim Gallagher prepared the Strategic Business Plan that is currently being implemented by the OWG. Reference list includes other municipalities and has had Toyota for a client for 31 continuous years. This would seem to reflect their ability to provide satisfactory services for extended periods.

It appears that they only give a 10 year outlook, not sure how they deal with existing assets with a greater than 10 year expected useful life (roofs, playground equipment, etc.). This approach would seem to encourage the need for ongoing reviews to include items not previously considered as they were beyond the 10 year window.

The only District Park included in their proposal is Pleasant Oaks Park. We have significant assets that will need ultimately replacement at Pleasant Hill Park and Roger Smith Park. I am sure they could add the missing sites for additional costs but their proposal is already over \$25k higher than the next most costly proposal. Ignoring these other parks would not provide a full view of the needed funds for future asset replacements.

They do provide a final listing of inventoried components in excel format for reference and use by client, a nice reference document for future use.

Bid \$ 42,500

**Browning Reserve Group-** They list several other Recreation & Park Districts (Desert, Hesperia, Rio Linda and Fulton/El Camino) among their references and a local client, CC County Club. Their proposal includes the 6 sites covered by Gallagher and all 14 District park sites.

They identify all assets over \$1k, and provide remaining useful life estimates. They schedule out replacement cost expectations by year and provide a 30 year reserve funding plan.

Bid \$16k and will perform annual updates for a \$1k fee.

**The Helsing Group, Inc.** - Every document/form in their proposal refer to HOA's, their letterhead states "The Common Interest Development Experts". They do not include client references in the proposal. Not sure if they have experience with public sector clients but this proposal is clearly one intended for a HOA.

Sample report provided of their end product is very detailed (219 pages) with photos and current state of each asset shown along with maintenance suggestions. They offer a Reserve Asset Management Program (RAMP) to track maintenance and replacement of assets and reflect 'current status' of each asset for future reserve funding needs. The RAMP option seems to require enrollment into their 3 Yr Sustainment Package at an additional \$8100 fee.

Bid \$10k

Based on our review, we would recommend using Browning Reserve Group. Their proposal price is over \$26k less than Gallagher Consulting. They also have experience within our industry category having worked for multiple other Recreation & Park Districts. The sample of the final reports they provided would seem to fulfill our specific needs for conducting this reserve study.

In addition, we understand you have contacted both Hesperia Rec & Park District and Contra Costa Country Club who have both given favorable reviews of their past experience engaging Browning Reserve Group to conduct reserve studies for their needs.

May 22, 2015

Pleasant Hill Recreation and Park District  
Attn: Robert B. Berggren, General Manager  
147 Gregory Lane  
Pleasant Hill, CA 94523

Subject: **RFP—Facilities Reserve Study**

Dear Mr. Berggren:

Gallagher Consulting and Roy Jorgensen Associates is pleased to submit our qualifications and proposal to the Pleasant Hill Recreation and Park District in response to your RFP.

The planning and development of facility reserve studies, especially for community based park and recreational facilities and programs is a specialty of our team. Based upon your request for proposal we have developed a process with a "District driven" input methodology, and comprehensive scope of work. We anticipate a close working relationship with members of the Board of Directors and District staff.

The consultant team is prepared to arrange our collective schedules of commitment to allow this assignment to be undertaken in a responsive and timely manner in order to accommodate the District. The Gallagher Consulting Team includes specialty consultants with stellar qualifications and the technical expertise in various disciplines to provide a focused direction relative to the specific requirements for the preparation of the Facilities Reserve Study. The team has worked on many community park and recreation facility reserve studies, in addition to business and master plans.

We look forward to your review and evaluation of our proposal for this project. We encourage you to discuss our abilities and enthusiasm with any of our clients. In the meantime, thank you for providing us this opportunity to present our team to you. We look forward to the opportunity.

Thank You,



Tim Gallagher

Gallagher Consulting

# Project Background

Many organizations are recognizing the importance of an effective and well-defined facilities management program—one that provides facilities managers and financial managers with clearly defined short- and long-range fiscal plans founded on a clear understanding of the facilities portfolio and ongoing associated costs. Properly executed, a facilities condition assessment (FCA) and associated reserve study represent a modest investment in a valuable tool allowing a municipal entity to make informed choices and to understand the consequences of those choices. Furthermore, it equips the entity with the potential to maximize asset life, improve overall usability and aesthetics, and to conserve valuable fiscal resources. As a key element of a successful asset preservation strategy, FCAs also serve as an important parallel component of ongoing maintenance management plans.

Gallagher Consulting has teamed with Roy Jorgensen Associates, a multi-disciplinary infrastructure maintenance management and consultancy firm distinctively qualified to provide Pleasant Hill Recreation & Park District with a facilities condition assessment, asset inventory, remediation costing, funding scenarios, and maintenance schedule that match the objectives as expressed in the RFP. Gallagher Consulting was founded in 2007 and specializes in planning, maintenance and operational assessments, and development of sustainable programs. The firm has worked extensively in California, Oregon, Washington, and Arizona and is dedicated to serving the needs of public agencies and organizations throughout the western United States.

Founded in 1961, Roy Jorgensen Associates is headquartered in the Washington, D.C. metropolitan area, with a strong presence in Southern California and a western regional office located in Irvine. Other regional offices are located in Jacksonville, Florida and in Houston and Dallas, Texas. The firm currently employs approximately 425 professionals with operations in 28 states and Puerto Rico, with two operational divisions serving the public and private sectors of the facilities industry and the roadway infrastructure industry, respectively. Among our associates are engineers, architects, maintenance specialists, pavement specialists, analysts, finance specialists and managers with hundreds of years of combined experience to bring to the service of the Pleasant Hill Recreation and Park District.

***Our client diversity, coupled with 52 years of industry experience, is reflected in the broad capability of our staff to perform assessments on a wide variety of facility types of varying complexities and requirements.***

***With a strong local presence in Orange County and throughout California, Jorgensen holds Engineering, General Contractor's, and Mechanical licenses in the State of California.***

The strengths of the Jorgensen's two operating divisions (pavements/roads and buildings) provides a very close match with the nature and diversity of Pleasant Hill Recreation District facilities assets. Moreover, similar to the scope of work sought by the District, our team's past and present engagements include both baseline facilities condition assessments, detailed cost analysis data and project prioritization, facilities funding modeling, as well as the development of ongoing asset maintenance management plans. The examples of comparable projects presented below encompass work associated with each of the key areas listed in the RFP.

FCA's and maintenance management plan development continue to be some of our principal business pursuits, and considerable effort is placed on advancing the product and the industry through improvement and increased utility. Jorgensen's FCA reports do not assume a cookie-cutter approach, but are tailored to the client's specific needs. Moreover, as performing facilities and pavement maintenance contractors, we will provide the District with practical, real-world perspectives that are in touch with current industry practices and trends, further enhancing the value of our proposed services.

Our combined client base is diverse and includes municipalities, hospitals, colleges and universities, private corporations, state departments of transportation, banks, port authorities, government agencies, and retail facilities, among others. These engagements range in size from single, stand-alone facilities of several hundred square feet to facilities portfolios encompassing over 10 million square feet and hundreds of acres of site features.

Fundamentally, each of these projects provided clients with an objective basis for managing its facilities assets by:

1. Inventorying and defining the baseline conditions of the facilities infrastructure
2. Identifying and prioritizing short- and long-term maintenance and repair needs
3. Generating annual financial forecasts of capital and expense funds
4. Providing further recommendations for improvements in the efficiency of the facilities
5. Developing customized, practical maintenance management plans (MMP) that match the customer's unique service-level expectations with manufacturers' recommendations, industry best practices, and our 50-year history of experience in the maintenance industry as both MMP developers and contract implementers.

***"The Jorgensen report has provided us with the information we need to request and get the necessary facility funding for capital projects and to make a positive difference in the Hospital's physical infrastructure."***

**Erik Lidecis**  
Director of Facilities  
Hoag Hospital Real Estate, Facilities,  
Construction, and Operations

These studies are further characterized by a high degree of data granularity coupled with clarity of presentation. Each report database is easily updated for ongoing management of the changes in facilities conditions. ***Moreover, the database is fully compatible with Microsoft Office products.***

Current, ongoing relevant projects that are similar to the District's scope of work are included in the paragraphs below.

**Client: The County of Santa Barbara, California**

**Date of Original Contract: (2013-14)**

The County of Santa Barbara's public facilities incorporate several hundred structures of various types, ages, and configurations in its portfolio. The portfolio also includes hundreds of acres of parks, trailheads, and other recreational facilities, as well as County-owned access roads and parking lots. Recognizing the serious backlog of maintenance and repairs, the County



retained Jorgensen to conduct a facilities condition assessment with a 20-year outlook and detailed asset management plan (AMP) to address its facilities needs in a methodologically sound manner.

The study generated approximately 800 projects across nearly two million square feet of space, and associated FCI benchmarks. The scope also included several hundred acres of parks and playgrounds and landscaped area. Each was prioritized according to severity and need, and given a budgetary estimate for remediation. While each building/campus location within the portfolio was provided a separate, stand-alone report complete with analytics and executive summary, a comprehensive roll-up was also generated for the County. In addition to the identified deficiencies, Jorgensen provided the County with recommendations regarding life safety and the framework for developing an ongoing maintenance plan to slow deterioration and extend the useful life of the facilities.

The report armed the County Managers and higher-level administrators with the tools to make informed decisions regarding the annual allocation of capital and the consequences for a variety of budgetary scenarios.

**Contact:**

Ms. Renee Bahl  
Assistant County Executive Officer  
County of Santa Barbara  
105 East Anapamu Street, Fourth Floor  
Santa Barbara CA 93101  
(805) 568-3107  
[rbahl@co.santa-barbara.ca.us](mailto:rbahl@co.santa-barbara.ca.us)

Why continue?

What is this?

**Client: The City of Encinitas, California**

**Date of Original Contract:** 2011-ongoing with re-assessment and FCA true-up

**Type and Scope of Project:** Facility Condition Assessment of approximately 170,000 square feet of building space and 85 acres of landscaped parks. The City's portfolio encompassed occupied buildings (library, fire houses, city hall, community centers, etc.), parks, parking lots, roads, and sidewalks. The City's objective was to gain an objective analysis of the City-owned facilities and to generate separate reserve funding needs studies for the Department of Parks and Recreation and for the Department of Public Works. The City was also provided with an analytics spreadsheet (Microsoft Office compatible) that allows the City's managers to update the associated facility condition indices (FCI), project prioritization, and reserve funding in light of ongoing maintenance and rehabilitation work.

**Name of Facility:** 19 various buildings and parks under the management of the City's Parks and Recreation Department and the Department of Public Works

**Client: Pleasant Hill Recreation and Park District, California**

**Date of Original Contract:** 2012/13

Don?

EXPERIENCE  
w/ DISTRICT  
PROGRAMS STRATEGIC  
BUSINESS PLAN

**Type and Scope of Project:** In view of the service expansion and new trends, the District grasped the opportunity to update the 2003 Master Plan to address future park and recreation needs of the community but more importantly to address how the District can be financially sustainable. In the summer of 2012, the District began to embark on the development of a sustainable park and recreation plan, known as The Strategic Business Plan. This strategic plan laid out a road map to fund current District operations and guide the future development of park and recreation services; while leaving behind a healthy and sustainable park and recreation system for future residents.

**Name of Facility:** The Pleasant Hill Recreation and Park District was established in 1951 and is situated within Contra Costa County in the foothills of Mt. Diablo, just north of Walnut Creek and 27 miles east of San Francisco. The District boundaries include all of the city of Pleasant Hill and portions of unincorporated Contra Costa County, a small piece of Walnut Creek to the southeast, and a small section of Lafayette to the southwest. The total service area of the District amounts to more than 9 square miles and serves over 40,000 persons that reside within the confines of the District boundaries.

**Client:** Toyota Motor Sales, USA

3/4/13

**Date of Original Contract:** 1984-ongoing

**Type and Scope of Project:** Facilities Management, Facility Condition Assessment, Maintenance Plan development and implementation for approximately 10 million square feet of building space and several hundred acres of associated grounds, geographically-dispersed across 80 locations throughout the United States and Puerto Rico. As part of this initiative, Jorgensen generated facility condition indices (FCI) for each facility and updated these as continuing work impacted the deferred maintenance and as the overall current replacement value (CRV) fluctuated. The FCAs were regularly updated through regular field inspection with a rolling, prioritized list of maintenance and project work and funding requirements. The length of tenure with Toyota is unprecedented within the facilities industry and bespeaks a relationship of mutual respect and trust and of adopting the client's strategic goals and objectives as our own. To date, Jorgensen continues to provide ongoing facilities consulting services to Toyota's Real Estate & Facilities Department in support of several key strategic initiatives.

"With RJA's help and expertise, we built an incredibly high performing organization that was recognized by our peers as being truly outstanding. None of the awards and accolades that Toyota received would have been possible without RJA's commitment to continuous improvement, sustainability and customer satisfaction."  
*Sanford L. Smith, AIA*

UPDATES NEEDED  
HOW OFTEN ARE

Beginning in 2008, Toyota was significantly impacted by the downturn in the US economy with a reduction in automobile sales. As a result, Toyota's corporate management issued cost reduction mandates throughout the various departments. Real Estate & Facilities sought out Jorgensen for an objective means to address the temporary target reduction goals through modifications to the established asset management plan. The client's goals were as follows:

- minimize the impact to the facility users
- explain clearly to senior management the implications of these reductions

- provide a recovery plan to address the accumulated deferred maintenance resulting from the reduction

Several econometric models were presented to Toyota's management that addressed the target reduction goal, as well as other, deeper potential cuts that might result from a more protracted recession. In order to relate these in a way that was meaningful to field managers, the service level reduction scenarios were accompanied by pictorial examples of how the facilities conditions would likely appear, allowing Toyota to assess better the path that it ultimately chose. The selected model provided a clear and reliable roadmap for Toyota's strategic planners with required operations and capital renewal spend over the length of the period of cost reductions and through the period of recovery and increased spend. The program enabled management to determine the impact on the organization's fixed asset portfolio and to apply a "scalpel" approach to reductions rather than a series of indiscriminate reductions with poorly understood consequences. The program highlights Jorgensen's problem-solving capabilities and individualized approach to asset management plan development.

**Client: Toyota Financial Services**

**Date of Original Contract:** 1999-ongoing

**Type and Scope of Project:** Facilities Management, Facility Condition Assessment, and Maintenance Management Plan development and implementation across some 35 geographically-dispersed facilities located in the United States and Puerto Rico. Jorgensen's FCA allows Toyota Financial Services to strategically apply funding to its owned and leased facilities and to manage its service levels. Jorgensen also developed a comprehensive asset management plan for the organization that ensures the uniform application of maintenance across the widely dispersed portfolio of owned and leased spaces and that applies manufacturers' suggestions and industry best practices.

**Client: College of Charleston, South Carolina**

**Date of Original Contract:** 2010-ongoing

**Type and Scope of Project:** Located in the historic district of Charleston, the College of Charleston incorporates numerous historic structures into its facilities portfolio. Recognizing the serious backlog of maintenance and repairs, the College's Department of Residence Life and Housing retained Jorgensen to conduct a facilities condition assessment with a 20-year outlook and detailed plan to address their facility's needs. The study generated approximately 350 projects across nearly one million square feet of residential housing space and 45 individual structures, and associated FCI benchmarks.

In addition to the identified deficiencies, Jorgensen provided the College with recommendations regarding life safety and the

***"I would recommend Jorgensen to any organization that seeks to gain better control over its ongoing facilities costs. Their attention to detail is second to none."***

**Randy Carver**  
Director of Facilities,  
College of Charleston  
Residence Life & Housing

framework for developing an ongoing maintenance plan to slow deterioration and extend the useful life of the facilities.

The report armed the College's Facility Managers and higher-level administrators with the information to make informed decisions regarding the annual capital outlay and the consequences for a variety of scenarios. The College has continued to retain Jorgensen for future reassessments and a true-up of the FCA to account for changing conditions with the completion of ongoing remediation work.

**Client: Long Beach Transportation Authority**

***Date of Original Contract:*** 2011-ongoing

***Type and Scope of Project:*** A comprehensive facility condition assessment was conducted for LBTC on its approximately 200,000 SF of facility space located in the City of Long Beach, the Anaheim Facility at the intersection of Cherry Avenue and Anaheim Street, and the Larry Jackson Facility at the intersection of Cherry Avenue and 68<sup>th</sup> Street.

The scope of the work effort included paved, landscaped, and natural surfaces totaling approximately 15 acres. As part of the LBT's State of Good Repair funding, the agency also received separate funding to upgrade its Ellipse software. Jorgensen was tasked with inventorying all LBT assets and objectively assess the condition of each and its criticality with respect to the ongoing operations, environments, and safety of the LBT. The Consultant noted all deficiencies associated with the assets and prioritized each along with an opinion of probable cost. In order to help ensure that ongoing maintenance is properly applied to the LBT inventory, Jorgensen generated a preventive maintenance schedule and customized tasking for technicians and subcontractors responsible for performing the maintenance.

Interviews with key stakeholders were also conducted to incorporate maintenance histories, refurbishments, and replacement schedules, as well as any planned construction projects that may impact the equipment and facilities in the near future. Extensive photographic records of the facilities were also provided with the report to further substantiate the written assessments of deficiencies and general conditions. All identified remediation work was prioritized according to pre-defined criteria and input into a spreadsheet matrix that included base cost estimates, contingencies, and other assumptions that may ultimately impact cost. Where applicable, recommendations for specific sustainable practices were also incorporated.

LBT realized the following immediate benefits:

- ✓ The easy-to-use format enabled the engineering staff to update the data and associated Facility Condition Index (FCI) benchmarks as conditions change and as project work is completed.
- ✓ The final report will provide the Agency with a clear picture of its current baseline conditions, assessed according to objective criteria, and a detailed 20-year plan to address its ongoing capital and expense reserve requirements.
- ✓ The LBT facilities group was provided with the requisite information and substantiation for requesting annual capital funds and for addressing the backlog in an organized and planned manner.

The report presents the level of technical detail required by the Agency's engineering staff, as well as clearly laid-out summaries and financial models tailored to the non-technical financial managers.

Client: ACS

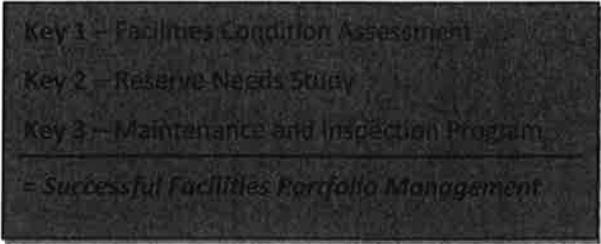
ONGOING

**Date of Original Contract:** 2011-ongoing annual FCA, maintenance management consulting, and CMMS implementation

**Type and Scope of Project:** Facility Condition Assessment and Asset Management Plan Development support for the public/private partnership (PPP) concessionaire's pavement and building facility assets. The concession includes 55 miles along Puerto Rico's PR-5 and PR-22 in the San Juan metropolitan area, associated toll facilities, and administrative buildings. The Metropistas concessionaire engaged Jorgensen in 2011 to conduct the initial FCA and has retained the firm to undertake the annual re-assessment. In 2012, Jorgensen was engaged to generate operations manuals for the authority. The plan and operations manuals provide Metropistas personnel with best practices for preserving the Commonwealth's roadways and associated facilities infrastructure under the concession agreement.

# Project Understanding

We understands that the Pleasant Hill Recreation District seeks to understand the condition of its facilities and to develop a plan to address accumulating maintenance, repair, and rehabilitation needs. The facilities condition assessment is the first key to gaining an understanding of these fundamental issues and, when combined with reserve funding planning as the second key element, these tools comprise a proven and effective strategy for managing facilities costs and balancing lifecycle requirements with available funds. An annual maintenance and inspection program makes up the third key element for successful facilities portfolio management.



*is this required*

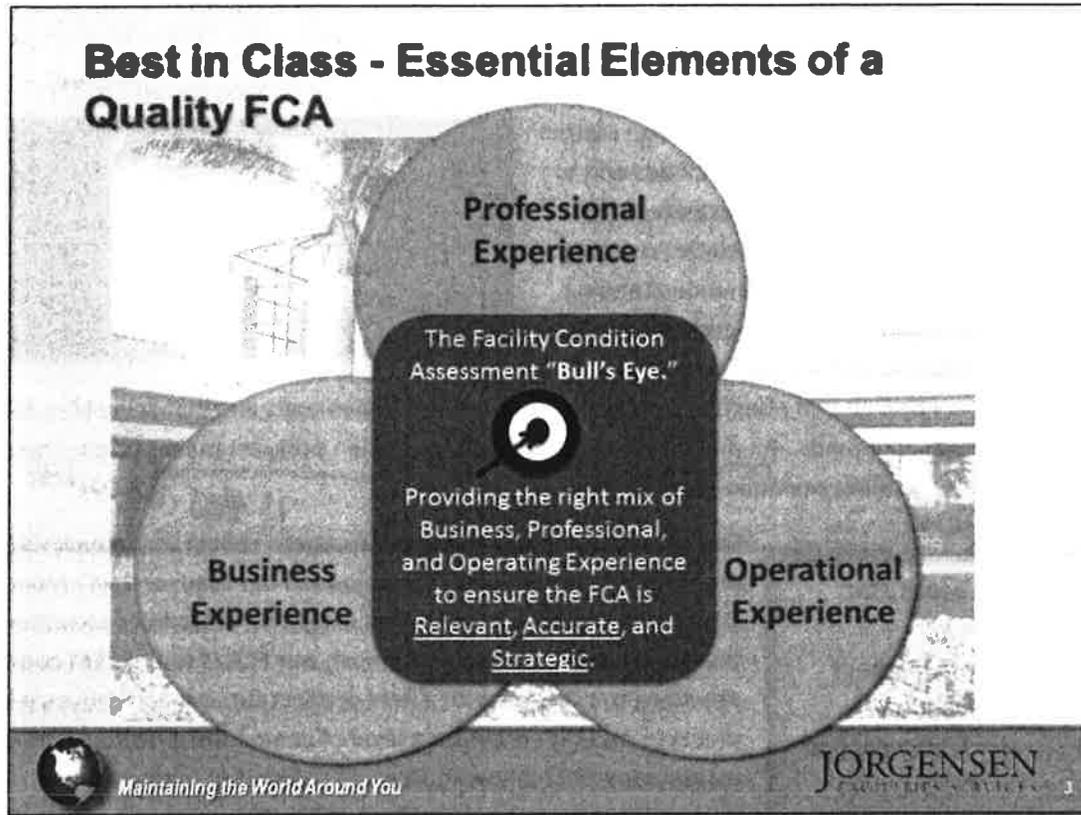
*ASTM (American Society for Testing and Materials) – International provides sets of internationally recognized industry standard practices and is the largest and most readily recognized organization for producing standards.*

Our technical and management approach reflect the industry’s leading practices—many of which are unique to our team and will provide the District with additional value and insight to its facilities conditions and financing needs. First and foremost, **our FCA is fully ASTM compliant**, providing the District with a final product that reflects industry-best practices and that provides a level of comparability with all other assessments that follow this widely recognized, national and international best practice. The full result of our approach is a study that is at once methodologically rigorous, supplying the requisite detail for the District’s facilities engineer, and fully understandable and transparent for the non-technical financial manager.

## ESSENTIAL ELEMENTS OF A QUALITY FCA

Our team’s industry-leading best practice condition assessment program will utilize the right combination of professional experience, business experience, and operational experience to ensure that the condition assessment remains relevant to District managers; accurate in its presentation of existing conditions; and that it is based on real-world operational experience, as opposed to being strictly founded on engineering or architectural specifications.

Our team’s **professional** experience fully equips our field inspection teams with the ability to thoroughly examine the District’s assets from a technical (engineering, architectural, and project management) perspective. Jorgensen’s 50+ years of experience as a performing contractor and facilities service provider, with ongoing maintenance management contracts across the United States, brings a practical, day-to-day **operational** perspective required by the District’s maintenance engineering staff. Our team’s **business** perspective delivers the requisite data and analysis to the District’s financial and strategic planners in a form that is clear and concise. The “bull’s eye” target for our approach is graphically illustrated in the figure below. This unique combination is a key feature that sets us apart from the competition.



**Planning, Interviews, and Record Collection Phase.** The proposed team will begin field data collection by thoroughly understanding the maintenance and repair history of the District's facilities, including recurring maintenance and repair issues, through face-to-face interviews with stakeholders, and establish a clear schedule for on-site inspection at each of the locations. Understanding these issues prior to the commencement of field data collection allows the team to better assess actual field conditions and to place them into a proper context.

→ DO WE HAVE ALL THESE?

The review of any as-built drawings, plans for upcoming construction or renovation, and other pertinent data that the District can provide will further ensure that the data collection team integrates all available information and that its conclusions remain accurate and relevant. For purposes of calculating the facility condition indices (FCI) of the District's portfolio under the scope of work, the team will (as early as possible into the engagement) also require current replacement values for each of the eleven structures—often available through an entity's Risk Management group or through an insurance provider. An additional planning element that will also be required early on in the engagement regards the District's particular report formatting requirements. As mentioned further above, Jorgensen's condition assessment reports can be customized to accommodate the customer's particular needs, and the initial meetings will serve to formally define the District's expectations regarding the appearance of the final report. In this regard, the initial meeting with the District plays an important quality assurance role.

*Inventory and Current Condition Assessment*

The proposed team will begin field data collection by thoroughly understanding the maintenance and repair history of the District's facilities, including recurring maintenance and repair issues, through face-to-face interviews with stakeholders. Understanding these issues prior to the commencement of field data collection allows the team to better assess actual field conditions and to place them into a proper context. The review of any as-built drawings, plans for upcoming construction or renovation, and other pertinent data that the District can provide will further ensure that the data collection team integrates all available information and that its conclusions remain accurate and relevant.

The proposed field data collection team members have been carefully selected for their particular areas of expertise. Each of these individuals will be assigned principal responsibility for given systems or categories of features. The team will collect inventory data, detailed notes, and photographic evidence in relation to the building and site systems and features. Full attention to District assets, options for their return to modern standards, and life cycle analysis will also be given. All such documentation (written and photographic) will be cross-linked for ease of use.

*- ALL ASSETS & THRESHOLD*

The team will inventory the District's assets to include all available name-plate data, overall condition (see further on this below), age, and remaining useful life. Full attention to buildings and building features and options for their return to modern standards will also be given. In addition to notes, photographs will visually record observed deficiencies encountered in the field. Coupled with the written descriptions, the documentation will provide District managers and administrators who do not have ready access to all facilities with a more informed appraisal and greater insight into the District's assets. All such documentation (written and photographic) will be cross-linked for ease of use. All inventory data will be housed in an open Excel database, an example of which is provided further below.

**Field Data Analysis Phase.** The field data collection phase will generate the raw materials for the prioritized list of projects and remediation work and the associated opinions of probable cost. Other practical and actionable suggestions for the upgrade of building components will also be provided with the report. The projects are each assigned a unique identifier, linked to any District asset number or any legacy number that may be currently employed, are described, prioritized (1=immediate remediation; 2=year one; 3=years two to three; 4= years four and five; 5= years six to ten), and given an opinion of probable cost that includes any up-stream or down-stream influencing factors and contingencies for complete transparency. The database is fully sortable and can be adjusted to fit the particular needs of the District. We fully recognize that one size does not fit all.

The **life-cycle reset is a practice that is unique to Jorgensen** and one that will provide the District with a truer picture of its facilities conditions, accounting for such factors as the particular micro-climate, extent of use, maintenance practices, and first-hand observation of the equipment or feature in service. Whereas, for example, a manufacturer may indicate that a piece of equipment or facility feature possesses a 15-year useful operating life, and that it is currently at the end of that projected life, first-hand

*UP TO 10 YEAR  
W/WORK - WHAT  
NOT 17 YEAR WITH  
A LONGER LIFE  
ROOF)  
PHYSICALLY EQUIP  
GTC*

*"We found Jorgensen to be thorough, professional, and supportive throughout the development of the terminal site and facilities condition assessment program, and through its implementation."*

Eamonn Killeen  
Leasing Officer  
Port of Long Beach

observation and analysis of the equipment or feature may reveal that it exhibits only light use, that it is well maintained and, accordingly, that it has an additional eight years of remaining life beyond the manufacturer's projection. This kind of analysis accounts for the unique nature and use patterns of a facilities portfolio, and it provides greater clarity into existing field conditions and, ultimately, *greater value to the final condition and reserve budget report*. It should also be underscored that the life-cycle re-set is a distinguishing element within our FCA process, one that reflects our background as a performing maintenance contractor with the practical, day-to-day facilities operating experience lacking in our competitors' approaches. The field data collection phase will generate the raw materials for the prioritized list of projects and remediation work, and the opinions of probable cost associated with these projects for buildings and parks.

The sample below, along with other samples contained in the Appendix, illustrates an excerpt from a project summary list prepared for another client.

Project No.	Priority	Asset Number	Bldg. Name/ Address	Bldg. No.	Project Description	CSI Number	System
CS 1.010.01	1	N/A	Central Plant	010	Replace flammable storage cabinet near cooling towers	010-000000	BUSE
CS 1.011.01	1	N/A	Surgery Center	011	Install permanent ladder between building and expansion	056133	SITE
M 1.011.01	1	AC1027	Surgery Center	011	Package HVAC Replacement (7.5 Ton) (AHU-27)	236200	HVAC

Estimated Base Cost	Is Building OSHPD Rated?	OSHPD Project?	A/E Needed?	OSHPD Increase	A/E Project Increase	General Conditions Increase	Inspector of Record (IOR Costs)	Contingency	Total Estimated Cost
\$1,600	Yes	N	N	\$0	\$0	\$160	\$0	\$440	\$2,200
\$500	No	N	Y	\$0	\$75	\$50	\$0	\$156	\$781
\$9,600	No	Y	Y	\$2,880	\$1,872	\$480	\$297	\$3,782	\$18,911

This non-proprietary database is fully sortable according to any one or more of the variables and is fully compatible with Microsoft Office products. The list includes a unique project identifier number, project name and brief description, any asset number or legacy number that currently may be employed, the construction standards index (CSI) designation, the building name, the opinion of probable cost with all known influencing factors (A/E, up-stream/down-stream impacts, etc.), and contingencies itemized for complete transparency into the process. Again, the format and the type of information presented can be altered to fit the unique needs of the District. We fully recognize that one size does not fit all. The database is representative of the

software that will remain with the District following the completion of the project. It is highly user-friendly and will provide the District with a convenient and updatable repository for its facility condition, deferred maintenance, and renewal costing information.

The project estimates utilize a combination of standard, published industry costing guides (Means), our own experience as a performing contractor, and our relationships with other performing contractors within the facilities industry.

After populating the database with the field data, Jorgensen proposes a second higher-level meeting between the data collection and analysis staff and the District stakeholders in order to present the preliminary findings and, more importantly, to establish agreement on certain assumptions relative to the prioritization of identified project work. This will ensure that the findings, as presented in the final report, reflect concurrence of the District’s assumptions and expectations with those of our field and analytics teams.

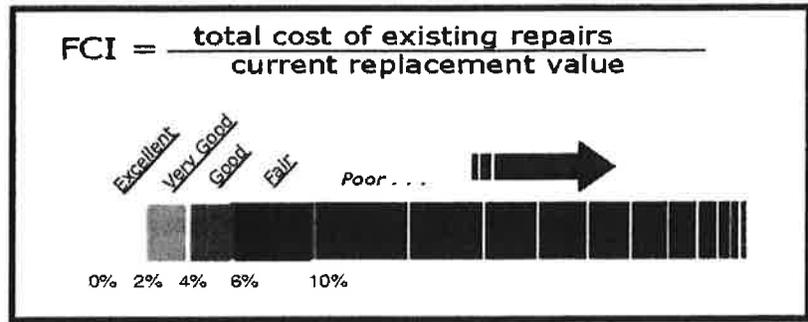
The use of Condition Codes provides a convenient means of communicating the current condition and reliability of each of the systems under the scope of services. As such, it serves in parallel to the FCI (see further below) generated at the facility level. Based on established criteria, condition codes will be assigned to all systems as a whole at the systems-level. Definitions of these codes are provided in the table below. The facility condition codes serve as an important element of the overall condition analysis of the District’s facilities.

<i>Condition Code Definitions</i>		
<i>Rating</i>	<i>Status</i>	<i>Description</i>
5	Excellent	Condition and appearance are as new with no defects; only normal scheduled maintenance is required.
4	Good	Superficial wear and tear, minor defects, minor signs of deterioration to surface finishes are present, but the unit or system does not require major maintenance. No major defects exist. System functions normally.
3	Fair	Some minor repairs and some infrequent larger repair are required. The system is occasionally unable to function as intended. Deteriorated surface finishes require attention; services are functional, but deferred maintenance work may exist.
2	Poor	A significant number of major defects exist. Excessive wear and tear is clearly visible. The system is obsolete or does not fully functional or services are frequently failing. Repair parts are not easily obtainable. The unit or system may not meet all codes.
1	Bad	Major repair or replacement is required to restore function. System or asset has failed. Unsafe to use.

For all paved surfaces, Jorgensen’s pavement specialist will apply ASTM D6433 – 11 “Standard Practice for Roads and Parking Lots Pavement Condition Index Surveys.” This method is based on the Pavement Condition Index (PCI), which employs a numerical index between 0 and 100 (0 being the worst and 100 being the best) and is used to indicate the condition of a pavement. This methodology is widely used in transportation and

civil engineering. It is a statistical measure and requires manual survey of the pavement. The PCI is converted into condition codes of 1 to 5 (1 being the worst and 5 being the best).

**FCIs and Analytics Phase.** The FCI provides a convenient and objectively-derived reference for comparing the existing relative conditions within a facilities portfolio, baseline conditions against changes in the portfolio, or facilities in other municipalities that also employ FCIs. Generation of the FCI will, optimally, require current replacement values from the District.



The populated database will also provide the raw materials for the District's reserve budget forecasting.

**Understanding the District's long-term fiscal strategy is just one of the elements many other consultants overlook.** Employing agreed-upon prioritization criteria and fiscal year assignments, the project and remediation data will segregate into natural groupings that roll up to a total reserve budget requirement for a particular year or span of years. As projections for the outlying years roll forward toward the present, it will become all the more necessary to maintain a living document and to update the FCI and completed work as conditions change. This will ensure that these outlying waves of funding requirements take on the same detail as the baseline assessment for the earlier years. In this regard, Jorgensen proposes a concluding work session with key District stakeholders to train these individuals in the proper maintenance of the database and final documents as an expansion on the scope of work that will further enhance the usefulness of the study.

**Preventive Maintenance Schedule and Tasking Phase.** The inventory of the District's structures under the present scope of services will serve as the basis for constructing the preventive maintenance schedule. Jorgensen's professional background as a performing facilities maintenance management contractor further distinguishes our firm from our competitors. To generate the schedule, our team will not only employ manufacturers' recommendations for scheduled maintenance, but will draw upon our own professional experience, which takes into account the unique operating environments of the District's equipment and facility features and its strategic plans for those facilities. Doing so will render to the District a schedule that integrates, preventive, predictive, corrective, and run-to-fail best practice strategies best tailored to the District. An example excerpt of a preventive maintenance schedule appears below.



**Preventive Maintenance Schedule Example**

WCOV-262726-00	GFCI	M	M	M	M	M	M	M	M	M	M	M	M	M
WCOV-263213-00	Emergency Generator													
WCOV-263213-00	Emergency Generator	M	M	M	M	M	M	M		M	M	M	M	
WCOV-263623-00	Automatic Transfer Switch		SA						SA					
WCOV-265100-00	Interior Lighting													
WCOV-265200.13-00	Emergency Lighting	M	M	M	M	M	M		M	M	M	M	M	
WCOV-265600-00	Exterior Lighting													
WCOV-265613-00	Parking Lot Pole Light				SA						SA			
WCOV-281300-00	Security System	SA					SA							
WCOV-320190-00	Landscape System													
WCOV-320190-00	Landscape System	M	M	M	M	M	M	M	M	M	M	M	M	M
WCOV-321000-00	Pavement System				SA						SA			
WCOV-334000-00	Storm Drainage													
		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	
	Daily Plans	1	1	1	1	1	1	1	1	1	1	1	1	1
	Weekly Plans	4	4	4	4	4	4	4	4	4	4	4	4	4
	Monthly Plans	16	18	17	15	18	17	15	17	15	15	18	18	18
	Quarterly Plans	10	3	1	10	3	1	5	3	1	10	2	1	
	Semi-Annual Plans	2	1	0	3	0	4	0	1	0	3	0	3	
	Annual Plans	0	0	1	9	0	2	8	1	6	2	5	0	
	<b>Total Plans</b>	<b>33</b>	<b>27</b>	<b>24</b>	<b>42</b>	<b>26</b>	<b>29</b>	<b>33</b>	<b>27</b>	<b>27</b>	<b>35</b>	<b>30</b>	<b>27</b>	

Supplementing the preventive maintenance schedule, Jorgensen will provide the District with a full set of Work Activity Guides™ (WAG™). These resources detail the maintenance procedures associated with each class of equipment or facility feature, including the frequency of the service, inventory data (number of pieces of equipment, measurable area of a feature, etc.), locations, the amount of time (set-up, wrench time, clean-up) associated with the service, and all safety-related issues involved with the work (including HAZMAT). These resources have proven invaluable to our clients. Examples of various WAG™ are found in the Appendix.

**Reserve Funding Plan**

The populated database will also provide the raw materials for the higher level reserve budget planning and econometric modeling. Employing agreed-upon prioritization criteria, the project and remediation data will segregate into natural groupings. The analytical portion of the project will run somewhat concurrently with the FCA data collection. As the team members collect the field data, the analytics group will enter them into the database and calculate the short- and long-term maintenance, repair, and replacements needs over a 10-year outlook. As indicated above, categorization of these needs will be based on a definition of priorities that reflect the District’s unique set of objectives.

The outcome of this phase will define the profile of the annual funding requirements employing an econometric model that forecasts ongoing routine maintenance, systems life-cycles, and capital replacement normalized to assumed inflation rates. The analytics model will provide District managers with an advance look at projected funding requirements based on a series of funding scenarios.

All line items are linked through their nomenclature to specific facility locations or parks, prioritized employing objectively defined criteria, and associated with opinions of probable cost that are derived using industry-standard tools normalized to California. Other assumptions regarding difficulty of access and special conditions that may impact the pricing are also made explicit. Where a particular line item is associated with a

piece of equipment, the line item is tied to the equipment inventory, which provides additional context, photographs, and nameplate data.

The samples of the higher-level MMP analysis found in the Appendix include tables showing the facility condition indices (FCI) as calculated from current replacement values and deferred maintenance, as well as an econometric model and 20-year facility needs outlook prepared for another client.

**Quality.** Quality Control and assurance is conducted throughout the entire process, from data collection to final reporting. The process rests upon a combination of 1) streamlining the steps involved from data collection and analysis; and 2) assigning equipment and features to the appropriate project personnel with strategic overlap among the assigned personnel.

Advance planning goes into the field data collection phase of the project. The initial face-to-face meeting with District staff members will provide the team with advance information regarding the facility equipment and features. This information, coupled with established data collection templates lend the team with key parameters that aid in navigating through the collection process. Moreover, the collection team gathers its data and populates these templates on-site, further reducing the likelihood for errors in copying hand-made notes into a database through a standard two-step process. This methodology also helps streamline the final reporting process.

Assigning staff members to the assessment of equipment and features that fall within their area of expertise is critical to the maintenance of a quality product. As demonstrated by our proposed staff assignments, the District can be assured of a high level of expertise assigned to its facilities. The assigned field staff possesses a degree of overlapping knowledge. Communications among the team members during the collection phase ensures nothing is missed and that the facilities are viewed by various sets of eyes from various perspectives.

The quality of the final report document is checked thoroughly by the team's Project Lead and by the Principal-in-Charge, both of whom possess decades of experience in constructing FCA reports and in managing the associated data. Altogether, our quality control and assurance process will support the delivery of a best-in-class product, the accuracy that the District requires, and in a timely fashion. ***Further testimony of our ability to deliver quality products in a timely fashion can be found in our past performance references.***

## KEY STAFF

Our proposed staff holds decades of combined experience performing facilities condition assessments, facilities maintenance and management, architectural and engineering sciences, ADA compliance, maintenance planning and management, and consulting. Each of the key staff listed below will provide the District with highly specialized, quality expertise that will contribute to successful data collection, analytics, report generation, and preventive maintenance planning. Upon notice to proceed, our staff will be fully committed to their responsibilities through project completion.

The following summarizes the general responsibilities for each of the proposed team members:

### ***Parks--Gallagher***

***Exterior Structure*** – May, Smith, Pipkin

***HVAC*** – Proffer

***Electrical*** – Proffer, May, Pipkin

***Plumbing*** – Proffer, May

***Roofing*** – May, Proffer

***Conveyance*** – Proffer

***Parking and Pavements*** – Henningsgaard, May

***Data Analysis and FCIs*** – Smith, May, Pipkin, Proffer

***Preventive Maintenance Schedule and Tasking Guides*** – Smith, May, Gallagher



The following paragraphs summarize the roles, experience, and strengths of our proposed personnel. Detailed resumes for each key staff member are also provided.

**Tim Gallagher** of Gallagher Consulting will serve as project manager and assume responsibility for assessing park facilities and developing the components necessary for the reserve study, prioritization, and lifecycle analysis. Mr. Gallagher has extensive experience both working as a department head for several public agencies and as a consultant, including projects with the County of Santa Barbara, State of Oregon, and Pleasant Hill Recreation and Park District.

**James Smith** heads Jorgensen's analytics group and will assume a lead role in providing the District with a best practices facilities condition report for its portfolio, as well as generating much of the reserve study and prioritization, and lifecycle analysis. Mr. Smith has performed similar roles on numerous other Jorgensen projects, including the Cities of Placentia and Encinitas, the County of Santa Barbara, Toyota Motor Sales, Hoag Hospital, the City of San Marcos, and the International Monetary Fund (IMF). Mr. Smith will also serve in the capacity of quality assurance and control, ensuring the integrity and best-in-class status of the analytics that will accompany the report for the District.

**Justin May** is a degreed engineer and will act as the project's Field Manager and Lead Field Consultant. Mr. May will assume responsibility for assessing many of the facilities' core and shell components, as well as electrical and plumbing systems. He recently participated in FCAs for the County of Santa Barbara, Soka Gakkai International, and EdgeConneX, and plays a lead role in Jorgensen's ongoing annual condition assessments for Metropistas in Puerto Rico—among others. He and has been instrumental in the continued development of Jorgensen's leading-edge FCA methodologies and data analytics. Mr. May is also experienced with facilities-related life safety issues and requirements.

**Tobin Proffer** will function as the team's Senior Asset Specialist for the HVAC mechanical and plumbing components of the District's facilities. Mr. Proffer possesses 30 years of experience in the field of mechanical engineering and is Jorgensen's principal mechanical engineer. He possesses extensive experience on FCAs including the City of Placentia, Santa Barbara County, the Ports of Long Beach and Los Angeles (California), Hoag Hospital (Newport Beach, California), the College of Charleston (South Carolina), and Hood College (Frederick, Maryland), among numerous others.



**Sara Henningsgaard, P.E.** is a degreed civil engineer and will act as the Consulting Asset Specialist for hardscape, roadways, parking, and signage. She has participated in facilities condition assessments for the Ports of Long Beach and Los Angeles and Toyota's TLS facilities (Long Beach), and is the firm's lead asset maintenance quality control specialist for roadway and pavement infrastructure maintenance contracts for the Florida, Texas, and Georgia Departments of Transportation. Ms. Henningsgaard is also a key member of a Jorgensen team currently generating a Maintenance Management Program Manual for Abu Dhabi in the United Arab Emirates.

**Al Pipkin** will function as the team's Senior Asset Sustainability Consultant for the District's facilities. Mr. Pipkin brings 30 years of experience in the practice of facilities operations and maintenance and is a degreed mechanical engineer. His core competencies include budgeting, O&M, building automation systems, energy management systems, planning, central plant operations, and systems design and maintenance. Mr. Pipkin has been a key member of our consulting engagements for Toyota, the City of Placentia, Hood College, Hoag Memorial Hospital, among others.

**Carl Edelblute** is the Senior Vice President for the firm's Facilities Services Division and will provide additional as-needed support and quality oversight to the project team as the Principal in Charge. Mr. Edelblute possesses the authority to draw on additional corporate resources to fulfill Jorgensen's obligations to the District as required. Mr. Edelblute possesses nearly 35 years in the facilities industry, with experience as a performing contractor, facilities manager, and professional consultant, and he heads the divisional office in Irvine.

# PROPOSED SCOPE OF WORK

## Task 1—Initiate Project/Background Analysis

Project kick-off meeting, presentation of required information from the District and initial site visits where consultant will develop a list of the major asset components and systems of each of the following facilities:

- Community Center
- Teen Center
- Senior Center
- Pleasant Oaks Park
- Administrative Office
- Pleasant Hill Aquatic Park

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## Task 2— Inventory and Current Condition Assessment

The project team will begin field data collection by thoroughly understanding the maintenance and repair history of the District's facilities, including recurring maintenance and repair issues, through face-to-face interviews with stakeholders. Task will include a report of the current condition of the major components identified and their estimated remaining useful life.

## Task 3—Field Data Analysis Phase

The field data collection phase will generate the raw materials for the prioritized list of projects and remediation work and the associated opinions of probable cost. Task will include the development of a cost schedule for major repair and replacement of the asset components identified.

## Task 4— FCIs and Analytics Phase

The FCI provides a convenient and objectively-derived reference for comparing the existing relative conditions within a facilities portfolio, baseline conditions against changes in the portfolio, or facilities in other municipalities that also employ FCIs. Generation of the FCI will, optimally, require current replacement values from the District. Task will include initial presentation and review with staff of the data collected to date. To reduce costs some or all of project team will be available off site electronically.

## Task 5— Preventive Maintenance Schedule and Tasking Phase

Consultants will recommend the most appropriate annual maintenance schedule and preventative maintenance plan to minimize significant premature reduction of the useful life of the asset components.

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**Task 6—Reserve Funding Plan**

The outcome of this phase will define the profile of the annual funding requirements employing an econometric model that forecasts ongoing routine maintenance, systems life-cycles, and capital replacement normalized to assumed inflation rates. Tasks will include a comprehensive financial analysis including a cash flow projection for the proposed funding plan. This will include a determination of the funding goals of the Reserve Fund and funding proposal based on customary funding plan models. Second component of this Task is the second meeting with staff to review Reserve Funding Plan to date and an initial presentation for comment and review to the Board of Directors.

**Task 7—Prepare Draft Facilities Reserve Study**

The Project Team will synthesize the issues, analysis, assessments, and findings from **Tasks 1** through **6** in a preliminary draft Facilities Reserve Study. In addition to the items described in **Tasks 1** through **6**, this document will include a thorough and comprehensive implementation strategy. Task will include second presentation to Board of Directors.

**Task 8—Prepare Final Facilities Reserve Study**

After soliciting feedback from District staff and the Board of Directors on the Draft plan, the Project Team will incorporate comments as appropriate and develop a Final Reserve Study. The Final Plan will be distributed electronically. The Final Plan will be provided both electronically, via e-mail or CD, and hard copy with up to 10 bound copies.

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# Pricing

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Our pricing is proposed as a total fee of **\$42,500**. This is broken down by the various tasks as follows:

**Task 1—Initiate Project/Background Analysis--\$3,000**

**Task 2—Inventory and Current Condition Assessment--\$9,500**

**Task 3—Field Data Analysis Phase--\$5,600**

**Task 4— FCIs and Analytics Phase--\$5,600**

**Task 5—Preventive Maintenance Schedule and Tasking Phase--\$4,800**

**Task 6—Reserve Funding Plan--\$5,600**

**Task 7—Prepare Draft Facilities Reserve Study--\$5,600**

**Task 8—Prepare Final Facilities Reserve Study--\$2,800**

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Furthermore, the proposed pricing structure assumes the following:

- ✓ That all pre-scheduled access to the District's facilities or meeting times and dates will be honored for the sake of time and Consultant effort
- ✓ That all required documentation for the performance of the assessment will be transmitted to the Consultant in a timely, agreed-upon fashion
- ✓ That formatting for the final report document will be agreed to at the kick-off meeting

That any changes in the above during the course of the assessment project will result in additional billing to the District at a rate of **\$200/hour plus other expenses that may include mileage/travel, reproduction costs, or other business-related expenses.**

# Resumes

## Timothy A. Gallagher—Gallagher Consulting

### Project Manager

Timothy A. Gallagher has considerable expertise in parks and recreation facility and programs management, planning, development and funding, gleaned from more than thirty-five years of public agency experience and numerous Board positions with industry associations and interest groups. Tim is a recognized authority on economic, environmental, and social sustainability. He recently consulted with the State of Oregon to prepare a new sustainability chapter for the 2013 Oregon State Comprehensive Outdoor Recreation Plan.



Tim will spearhead many of the tasks outlined in our scope of work including the review of current practices and policies, operations and maintenance evaluation, identifying best management practices, and developing the new policies for the District.

As a Manager or Department head for Parks and Recreation agencies in Seattle, Washington and Los Angeles County Director of Parks and Recreation, Tim had responsibility for long-range planning, park and facility development, program development and operations, and maintenance of parks and community facilities. This experience includes leadership of the development of Strategic Action Plans for Los Angeles County Department of Parks and Recreation and the City of Seattle Department

### Exemplary Project Experience

#### STRATEGIC AND COMMUNITY WIDE PLANS

Current Master Plans with the Cities of Costa Mesa, Downey, Huntington Beach, Manteca, Rocklin, and Livermore CA  
 State of Oregon, 2013 Statewide Comprehensive Outdoor Recreation Plan: Sustainability Chapter  
 Central Washington University, Development of Master's Program in Park Administration, Ellensburg WA  
 City of Pleasanton Parks, Recreation and Open Space Plan, Pleasanton, CA  
 City of Pleasant Hill Recreation and Parks Strategic Business Plan, Pleasant Hill, CA  
 Jurupa Community Services District Parks, Recreation and Open Space Plan, Eastvale, CA  
 County of Santa Barbara Asset Management Plan, Santa Barbara, CA  
 Livermore Recreation and Park District, Park, Recreation, and Trails Master Plan, Livermore CA  
 City of Gilbert Sports Fields Needs Assessment, Gilbert, AZ  
 City of Goleta Park and Recreation Master Plan. Goleta, CA  
 Jurupa Community Services District, Development of Maintenance Manual and Operational Standards  
 City of Seattle Parks and Recreation Strategic Action Plan, Seattle, WA  
 Urban Forestry Management Plan, Seattle, WA  
 Strategic Action Plan, Los Angeles County, CA  
 County Trails Plan, Los Angeles County, CA  
 Salinas River Resource Management Plan, CA  
 County-wide Open Space Trails Plan, San Luis Obispo County, CA  
 County-wide Natural Areas Plan, San Luis Obispo County, CA

#### PARKS, OPEN SPACE AND TRAILS

Seattle South Lake Union Park including partnerships with MOHAI and Center for Wooden Boats, Seattle, WA  
 Redevelopment of the Hollywood Bowl, Los Angeles County  
 Magnuson Park Redevelopment, Seattle, WA

Waterfront Development Plan, City of Stockton, CA which included a new minor league baseball stadium, sports arena and commercial development.

Development and management of public/private partnerships for three Los Angeles County botanical gardens.

Designed and offered a web class through the National Recreation and Park Association on the design, development and management of sustainability programs within public agencies.

County-wide Open Space Trails Plan, San Luis Obispo County, CA

County-wide Natural Areas Plan, San Luis Obispo County, CA

Development of San Luis Obispo to Avila Beach Pedestrian and Bicycle Trails, San Luis Obispo, CA

#### Education

Master of Arts Degree, Parks Management, Cal State University, Chico

Bachelor of Arts, Social/Psychology, UCLA

#### Professional Affiliations

Washington Recreation and Parks Association

Oregon Recreation and Parks Association

National Recreation and Parks Association

California Parks and Recreation Society

#### Professional and Civic Positions

Past Legislative Chair, California Parks and Recreation Society

Board Member, Washington Wildlife and Recreation Coalition

Board Member, California Council of Land Trusts

Board Member, Templeton Community Services District Recreation & Parks Commission

Advisor, SWAP - Small Wilderness Area Preservation

Past President, California Association of Regional Parks & Open Space Administrators