



MEMORANDUM

TO: Board of Directors
FROM: General Manager
DATE: August 4, 2014
RE: Closed Session

Closed Session

A Closed Session will begin at 6:00 PM on August 14 to meet with Attorney Bill McInerney.



Board of Directors AGENDA

PLEASANT HILL RECREATION & PARK DISTRICT

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

MISSION STATEMENT

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

Thursday, August 14, 2014
ADMINISTRATION OFFICE
CONFERENCE ROOM
147 GREGORY LANE, PLEASANT HILL

6:00 p.m.

Closed Session

CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION

Initiation of litigation pursuant to paragraph
(4) of subdivision (d) of California Government Code Section 54956.9: 2 potential cases

7:00 p.m.

Est. Time

1. Pledge of Allegiance
2. Roll Call
3. Public Comment
Public comment will be limited to five minutes per person with a maximum time of thirty minutes unless further time is granted by the presiding officer. The public may speak regarding agenda items at the time the matter is taken up. Non-agenda items can be addressed under Public Comment.

10 min

4. Report from PH DOG Owners Group

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

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

- 5 min 5. Consent Calendar **(ACTION)**
 - a. To Approve Bills to be Paid
 - b. To Approve Minutes of April 24, 2014 and May 8, 2014
 - c. To Approve Moving November 20, 2014 Board Meeting to Wednesday November 19, 2014

- 30 min 6. To Consider Installation of Labyrinth at Brookwood Park **(ACTION)**

- 20 min 7. To Consider Amendment to Smoking Policy to Add E-Cigarettes As Prohibited in all Recreation Areas **(First Reading)**

- 10 min 8. To Consider an Employment Agreement with Robert B. Berggren to serve as General Manager for the period of July 1, 2014 to June 30, 2018 **(ACTION)**

- 20 min 9. Report on Appeal of the Planning Commission’s Decision to Approve AT&T’s Use Permit for a New Wireless Communication Facility at 0 Paso Nogal Court

- 10 min. 10. Board Announcements and Requests to Staff

- 10 min. 11. Staff Announcements

- 12. Adjourn

Future Board of Directors Meetings:

Regular Meetings:

August 28, 2014

September 11, and 25, 2014



MEMORANDUM

TO: Board of Directors
FROM: General Manager
DATE: August 7, 2014
RE: Agenda Item #4 – August 14, 2014 Board Meeting

Report from PH D.O.G. Owners Group

Representative Lori Tassano will be on hand to give a report on the activities and membership for PH D.O.G.



MEMORANDUM

TO: Board of Directors
FROM: General Manager
DATE: August 1, 2014
RE: Consent Calendar

Consent Calendar **(Action)**

- a. To Approve Bills to be Paid
- b. To Approve Minutes of April 24, 2014 and May 8, 2014
- c. To Approve Moving November 20, 2014 Board Meeting to Wednesday, November 19, 2014.

Hospice would like to utilize Thursday, November 20, 2014 to again have the Tree of Lights Program under the magnificent oak. Last year the Board of Directors Meeting took place on Wednesday at 7:00 PM. The General Manager is recommending that the Board meet on Wednesday, November 19, 2014.

<u>Check</u>	<u>Date</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Voucher</u>
20237	08/14/2014	Aflac	Aflac	157.04	000000
20238	08/14/2014	AlhEle	Alhambra Electric	676.00	000000
20239	08/14/2014	Altamont	Altamont Beer Works	265.00	000000
20240	08/14/2014	AmerExp	American Express	4,064.21	000000
20241	08/14/2014	AmerMec	American Mechanical	6,616.00	000000
20242	08/14/2014	AmerSta	American Stage Tours	3,375.00	000000
20243	08/14/2014	AmFid	American Fidelity	2,204.95	000000
20244	08/14/2014	Antai	Antai Solutions LLC	6,859.00	000000
20245	08/14/2014	ATT CC	AT & T	102.36	000000
20246	08/14/2014	ATT3	ATT CALNET 2	35.58	000000
20247	08/14/2014	BayAlar	Bay Alarm Company	24.00	000000
20248	08/14/2014	BerBob	Robert B. Berggren	350.00	000000
20249	08/14/2014	BonaSan	Sandra Bonato	200.00	000000
20250	08/14/2014	C & M Pa	C & M Party Props	5,703.56	000000
20251	08/14/2014	CaSt	California State Disbursement	215.09	000000
20252	08/14/2014	CaUsss	California USSSA	68.00	000000
20253	08/14/2014	CCSNP	Contra Costa Senior Nutrition	2,446.00	000000
20254	08/14/2014	CCWat	Contra Costa Water District	292.72	000000
20255	08/14/2014	Cintas	CINTAS Fire Protection # F44	289.45	000000
20256	08/14/2014	Cleansou	Cleansource	489.84	000000
20257	08/14/2014	Cole	Cole Supply Co., Inc.	1,171.14	000000
20258	08/14/2014	ConSoft	Concord Softball Umpires	6,526.00	000000
20259	08/14/2014	CopySt	Copy Station	54.38	000000
20260	08/14/2014	Cresco	Cresco Equipment Rentals	737.22	000000
20261	08/14/2014	Cyber	Cybercopy	198.86	000000
20262	08/14/2014	DonDen	Dennis A. Donaghu	200.00	000000
20263	08/14/2014	DurSch	Durham School Services	1,146.62	000000
20264	08/14/2014	Eames	Eames Hardware & Supply	345.60	000000
20265	08/14/2014	EBMUD	East Bay Mud	6,245.69	000000
20266	08/14/2014	Ecolab	Ecolab	214.66	000000
20267	08/14/2014	Ed2go	Education To Go	201.75	000000
20268	08/14/2014	Egroup	The E Group, LLC	300.00	000000
20269	08/14/2014	Elavon	Elavon	160.28	000000
20270	08/14/2014	Ewing	Ewing Irrigation	1,064.04	000000
20271	08/14/2014	FarWest	Farwest Sanitation	2,311.05	000000
20272	08/14/2014	FirstSt	First Student Inc	3,113.62	000000
20273	08/14/2014	FranTx	Franchise Tax Board	105.00	000000
20274	08/14/2014	GasAnd	Andrea Gaspari	3,194.60	000000
20275	08/14/2014	GlovBob	Bobby Glover	200.00	000000
20276	08/14/2014	GNU	GNU Group	1,317.00	000000
20277	08/14/2014	HelmWen	Wendy Helms	441.00	000000
20278	08/14/2014	HoppBre	Hoppy Brewing Company	154.00	000000
20279	08/14/2014	HurLan	Lance Hurtado	272.18	000000
20280	08/14/2014	HydeP	Hyde Printing & Graphics	379.32	000000
20281	08/14/2014	IdealSer	Ideal Service Company, Inc.	1,312.65	000000
20282	08/14/2014	Incred	Incrediflix, Inc.	2,028.00	000000
20283	08/14/2014	JetMul	Jet Mulch, Inc.	2,929.50	000000
20284	08/14/2014	KidzLove	Kidz Love Soccer Inc	1,818.00	000000
20285	08/14/2014	Kingdom	Kingdom Pipelines Inc	44,183.19	000000
20286	08/14/2014	LincEqu	Lincoln Equipment, Inc.	1,391.48	000000
20287	08/14/2014	MadSci	Mad Science Of Mt Diablo	2,730.00	000000
20288	08/14/2014	MDUSD2	MDUSD	672.00	000000
20289	08/14/2014	MtDiablo	Mt Diablo Landscape Centers	185.19	000000
20290	08/14/2014	Muir	Muir/Diablo Occupational Medic	185.00	000000
20291	08/14/2014	MurdDeb	Debbie Murdock	1,040.20	000000
20292	08/14/2014	Nextel	Nextel Communications/Sprint	664.83	000000

<u>Check</u>	<u>Date</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Voucher</u>
20293	08/14/2014	PERS	PERS	17,922.41	000000
20294	08/14/2014	PG&E	Pacific Gas & Electric Co	18,667.33	000000
20295	08/14/2014	PhCit	Pleasant Hill, City of	5,675.05	000000
20296	08/14/2014	PHFOCUS	Community Focus LLC	1,125.00	000000
20297	08/14/2014	PhLion	Pleasant Hill Lions Club	223.37	000000
20298	08/14/2014	PlayWel	Timothy D Bowen	2,990.00	000000
20299	08/14/2014	PleaHill	Pleasant Hill Rec & Park Distr	155,125.23	000000
20300	08/14/2014	RayfAll	Allison Rayford	338.40	000000
20301	08/14/2014	SanchezW	Walter C Sanchez	140.00	000000
20302	08/14/2014	SandSaf	Sanderson Safety Supply Co	414.92	000000
20303	08/14/2014	Scien	Sciensational Workshops for Ki	3,945.00	000000
20304	08/14/2014	SeniCite	Senior Citizens opportunities	750.00	000000
20305	08/14/2014	ShessZac	Zac Shess	200.00	000000
20306	08/14/2014	SterSher	Sherry Sterrett	200.00	000000
20307	08/14/2014	StonDan	Dan Stone	225.00	000000
20308	08/14/2014	Travel	Travel Center, Trust Account	3,989.00	000000
20309	08/14/2014	TurfInd	Turf & Industrial Equipment	289.33	000000
20310	08/14/2014	UNIVAR	UNIVAR USA Inc	1,550.63	000000
20311	08/14/2014	USBank	U.S. Bank	5,106.11	000000
20312	08/14/2014	USBankEq	US Bank Equipment Finance	340.26	000000
20313	08/14/2014	USBankP	U.S. Bank Corporate Payment	30,055.28	000000
20314	08/14/2014	Valic	Valic	1,550.00	000000
20315	08/14/2014	VilMus	Robert W Konkle	83.93	000000
20316	08/14/2014	WhitCas	Casey White	320.00	000000
20317	08/14/2014	Xerox	Xerox Corporation	318.04	000000
20318	08/14/2014	YounRem	Young Rembrandts	747.00	000000

CHECK TOTAL: \$375,919.14



Board of Directors Meeting Minutes April 24, 2014

The April 24, 2014 Board Meeting of the Pleasant Hill Recreation & Park District Board of Directors was called to order by Board Chair Sterrett at 7:00 p.m. in the Conference Room at the Administration Office.

PLEDGE OF ALLEGIANCE

Board Chair Sterrett led the Pledge of Allegiance

ROLL CALL

BOARD PRESENT: Sterrett, Bonato, Shess

ABSENT: Glover, Donaghu

STAFF PRESENT: Young, Luke, Miller

PUBLIC COMMENT

None

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

No report, the Ex-Officio was on vacation.

CONSENT CALENDAR (ACTION)

a. TO APPROVE BILLS TO BE PAID

Upon motion of Board Members Donaghu & Shess, the Board approved the Consent Calendar.

INTRODUCTION OF LEGAL COUNSEL CURTIS KIDDER

Recreation Superintendent Tina Young introduced the District's new legal counsel Curtis Kidder. Kidder thanked the Board for hiring him with the District and provided them with his employment background. He commented that he is currently working both in L.A. and this area. He said his office is located in Oakland, and that he plans to be located full time in that location soon. He stated that he has a lot of experience advising Boards. He commented that he worked with Mark Cornelius for about six months before Cornelius retired so he is very aware of his work with the District. Board Member Bonato asked Kidder that when submitting his reports to the Board to include the reasons for the advice he is giving. She stated that the District seems to be running into some Constitutional issues lately and asked if he is confident handling these issues. Kidder responded that although he has not had much experience in these issues he would be confident in handling them. Bonato commented that she was pleased to hear that Kidder has worked with other special districts like Hayward and Ambrose. She commented that his resume seemed heavy working with agencies other than special districts. Board Chair Sterrett introduced herself to Kidder. She commented that the District Board is a very "reading" Board. Sterrett asked Kidder if he is a sole practitioner. Kidder said he is. She asked which special district's he has worked with. Kidder said he has worked with Hayward, Ambrose, our District through Cornelius's firm from 2004-2005, and Byron Sanitary District.

Board Member Bonato asked Kidder if he is asked to attend other District's Board meetings on a regular basis or just on an invitation only basis. He said he attends some of the meetings on a regular basis, but most are when his advice is needed. Bonato commented that the Board would like estimates of his billing if possible before a request is completed. Sterrett asked Kidder if he will be

charging the District for travel time. Kidder replied that there would only be a charge for any special long distance travel. Such as something out of state.

Board Chair Sterrett confirmed that his contract is month to month with no cap on his hours. All the Board present stated that they are comfortable working through the General Manager in regards to acquiring legal counsel. The Board welcomed Kidder to the District, and thanked him for attending the meeting.

REPORT ON PLEASANT HILL MARTINEZ SOCCER ASSOCIATION'S SOCCERFEST TOURNAMENT

Derek Westphal, Tournament Director for the Pleasant Hill Martinez Soccer Association's Soccerfest Tournament that was held at Pleasant Oaks Park on March 30-31 and April 5-6, was present at the meeting to give a presentation to the Board regarding the event. Westphal thanked the Board for the use of Pleasant Oaks Park for a portion of the event. The under 12 games were played at the park while the other games were played on the fields of the middle school. Westphal reported that the Tournament is a fundraiser for children who can't afford to travel with their AYSO travelling teams. He commented that out of the over 1000 total players, 746 were from out of town which was great for the local economy as well as the Tournament. He commented that he has estimated that well over \$100,000 of the fundraising money received comes from out of town support of the event.

Westphal asked the Board if there would be a place in the District to display the Continuous trophy for the event. He explained that this trophy is given to the local teams who have won with their team names and the list of the children who played on the trophy. Board Chair Sterrett said she would like this to be a "traveling" trophy to be displayed in many different venues to showcase the children of our community. Board Member Bonato commented that she is very excited about the success of this event and would like staff to find a place to display the trophy. Bonato said she would like to make sure the District's Park staff hears how well the fields preformed at the event.

The Board thanked Westphal for attending the meeting and for PHMSA's support of the District.

REPORT ON WINE, WOMEN & SHOES FUNDRAISING EVENT

Senior Center Supervisor Kendra Luke was present to give an update on the upcoming Wine Women & Shoes fundraising event on May 18, 2014. Luke reported that the event planning committee is very excited on how well everything is coming together for the event. Luke commented that Christina Loren, NBC weather reporter, has been confirmed as the MC. The committee has recruited 38 shoe guys, and all the volunteers needed for the event. Luke said there will be a live auction with eight fabulous auction items, and 20-25 silent auction prizes. She said the group has received over \$30,000 in donations for prizes and auction items. She reported that there will be a fashion show as part of the event with professional models both male and female including a former Miss America. She commented that the "Marketplace" area is secure with eight wineries, 10 culinary and 11 vendors. Luke said the Committee is concentrating on ticket sales now. There will be a special Girlfriend Package Special advertised this week which consists of four general tickets for \$400. She commented that this is a \$25 discount per ticket. She reported that 154 tickets have been sold to date and that only 2 VIP tables are left. She said the Wine, Women & Shoes Facebook page has 647 "likes". Luke distributed posters of the event to the Board Members to be displayed where the Members feel they would be appropriate. Board Chair Sterrett commented that she has seen a lot of publicity for the event. Board Member Bonato asked if there had been any discussion within the Committee to have banners on Contra Costa Blvd advertising the event. Young and Luke said it would not be cost effective at this time.

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

REPORTS FROM BOARD CHAIR SHERRY STERRETT

A. REPORT ON CALIFORNIA SPECIAL DISTRICT ASSOCIATION (CSDA) STATE BOARD MEETING

B. REPORT ON CONTRA COSTA SPECIAL DISTRICTS ASSOCIATION (CCSDA) LAFCO ELECTION

C. REPORT ON CCSDA QUARTERLY MEETING

a. Board Chair Sterrett reported that the CSDA State Board meeting was held April 4, 2014. She said the main focus of the meeting was to go through the goals and objectives for the executive director. They also approved nine new members. She reported that the SDRA risk management is projecting workers comp rates to increase by 10% in 2015. She commented that a new element added to the meetings was a ten minute time period at the end of the meetings for Board orientation and announcements to educate the new members of activities within other Districts. She said the audit had been completed and the organization received a high audit rating. Sterrett reported that she was reelected, and that the next meeting will be in June in which Marketing plans will be reviewed. Sterrett reported that the Legislation Days Conference will be May 21st. Board Member Bonato asked about the make up of the attendees at the Legislative Days. Sterrett said the attendance is mainly made up of elected officials.

b. Sterrett reported that there was only one candidate for the election to the Special District Representative seat on the LAFCO Board of Directors. Therefore, incumbent Dwight Meadows was reelected. There were two candidates for the Alternate Representative seat. They were Gordon Dakin from San Ramon Valley Fire Protection District and George Schmidt from West County Wastewater District. After a presentation by both candidates, and ballots counted, George Schmidt won the Alternate Seat for the LAFCO Board."

c. Sterrett reported that the chapter meeting was held on April 21, 2014. She said that Supervisor Candice Anderson was the keynote speaker. Sterrett found her very knowledgeable and involved. Sterrett commented that there was an update on RDA money. She said 7 out of 17 Districts will be getting money back from the RDA funds, and our district will be one of them.

DISCUSSION REGARDING THE EVALUATION OF THE GENERAL MANAGER

Board Chair Sterrett commented that she has received most of the Board Member's evaluations of the General Manager. The Board members tentatively set meeting dates of either May 6, 2014 or May 13, 2014 so they could meet in a closed session to discuss the evaluations.

TO SET DATE FOR PERSONNEL COMMITTEE MEETING

The General Manager stated that the date for this meeting will be set via e-mail by him and the members of the Personnel Committee.

BOARD ANNOUNCEMENTS AND REQUESTS TO STAFF

Shess made the following announcements/questions:

- He commented that the plant expo at the Rodgers Ranch Heritage Center was great.
- He commented that he is not happy with the current state of the Pleasant Oaks Park fields. The General Manager explained that one of the recycled large water mains has been broken and there is no set date for a fix. He commented that in the meantime Park Supervisor Tom Bradley has rented a water truck for the turf. Shess suggested that the Pleasant Hill Baseball Association send out an e-mail to their members explaining the situation.

Bonato made the following announcements/questions:

- She reported that the Plant Expo at the Rodgers Ranch Heritage Center was a huge success, and that the group was very thankful for the District's help promoting the Expo.

- She has heard that the Rotarians have offered to paint and repair the Gazebo at the Community Center and they were turned down by staff. She asked the General Manager to look into this matter further.

Donaghu made the following announcements/questions:

- He attended Attorney Mark Cornelius's retirement party. He said it was a great event.
- He commented that the Chamber has implemented the tiered membership program. He does not think it will have an effect on the District's membership.
- He commented that he received a lot of positive comments regarding the Rotary St. Patrick's Day event at the Community Center.

Sterrett made the following announcements/questions:

- She shared an e-news from CSDA regarding the Public Records Act.
- She shared an e-mail from CSDA regarding Regional Delegates. Each Region will be receiving welcome e-mails from their delegates.

STAFF ANNOUNCEMENTS

The Recreation Superintendent made the following announcements:

- She commented that the Pleasant Oaks Playground fundraising campaign is going well. The thermometer is not up yet, but PHMSA and PHBA have all the necessary information to begin gathering donations. Board Chair Sterrett asked if the Committee has looked into a joint fundraiser with Dick's Sporting Goods. Shess who is on the Committee commented that he will bring the suggestion to the Committee.
- She reported that Trelaney Road will be the new site for the Pleasant Hill Farmers Market. The food trucks will be at this location beginning Wednesday May 21st.
- She distributed the agenda for the Closed Session on May 6th.
- She announced that Jessie Wustoff's last day with the District is today.
- She reported that KIDSTOP Site Director, Maureen Valley will be retiring in June.

The Board requested the Senior Center HVAC be agendised for a future meeting.
The Board requested a Pleasant Oaks Playground Committee fundraising update.

ADJOURNMENT

Board Chair Sterrett adjourned the meeting at 9:48 p.m.

Tina Young, Acting Clerk of the Board



Board of Directors Meeting Minutes May 8, 2014

The May 8, 2014 Board Meeting of the Pleasant Hill Recreation & Park District Board of Directors was called to order by Board Chair Sterrett at 7:00 p.m. in the Conference Room at the Administration Office. Sterrett reported that the Board met in Closed Session, and no action was taken.

PLEDGE OF ALLEGIANCE

Board Member Glover led the Pledge of Allegiance

ROLL CALL

BOARD PRESENT: Donaghu, Sterrett, Bonato, Shess

ABSENT: Shess

STAFF PRESENT: Berggren, Lischeske

PUBLIC COMMENT

None

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

Ex-Officio Naccara gave the following report:

- The College Park Student Body Elections were today. This was the first year of online voting.
- The College Park Senior Ball was last Saturday at the Metreon in San Francisco.
- The St. Mary's College Fair is this Saturday.
- The College Park Seniors Banquet tickets are on sale, the banquet is on May 19th.
- Walk thru days for next year at College Park will be happening in July and August.
- Spring sports at College Park are winding down.

CONSENT CALENDAR (ACTION)

- TO APPROVE BILLS TO BE PAID**
- TO APPROVE MINUTES OF FEBRUARY 27, 2014**

Upon motion of Board Members Bonato & Donaghu, the Board approved the Consent Calendar.

PLEASANT OAKS PARK PLAYGROUND FUNDRAISING UPDATE

Board Member Glover reported that the second fundraising committee meeting was held on March 14, 2014. He commented that the first meeting was more of a brainstorming session and this meeting was much more involved. He reported that the topics discussed at the meeting were:

- Playground designs
- Fundraising goals
- Donation request letter and forms
- Donation opportunities and pricing
- Signage
- Print and online donation forms
- Promotional tactics (signs, posters, banners, flyers)

Glover commented that a big aspect of the meeting was acquiring donors like Dick's Sporting Goods. He reported that the Committee has signage up at the Park regarding fundraising efforts, and that

they had wanted a thermometer showing results as well. Glover said the group has not set another meeting date yet.

Board Member Bonato asked if the Committee was hoping to get one large sum of money from organizations. Glover said the group is looking at receiving donations from both organizations and individual contributors. Bonato asked if the Board has committed to matching any funds. Glover said the goal of the group is to raise \$45,000 of the needed \$90,000 and then see where the additional money will come from. Bonato commented that she is interested to see how the Wine, Women, and Shoes fundraising event turns out. Board Chair Sterrett commented that there seems to be an expectation from the Committee that the District will provide monetary help. Glover commented that the Committee does have that expectation, but that they understand the District's financial situation.

Board Member Donaghu commented that if Dick's Sporting Goods were to sponsor a playground it would be a great way for them to introduce themselves to the community.

The Board thanked Glover for his report.

REPORT ON INSPECTION OF ELECTRICAL COMPONENTS AT POOL FACILITIES

The General Manager reported that Board Chair Sterrett had requested District information regarding the inspection of electrical components at the pool after she had read a newspaper article about a child who was electrocuted and died in a residential pool from a faulty light. The General Manager commented that according to Aquatics Supervisor Korey Riley, the pool lights are connected to ground fault circuit interrupters (GFCI's) in the electrical panel. He said the State law was changed in 1998 requiring GFCI's for underwater lights. He said that the health department required pools to submit an inspection and certification that facilities were in compliance with the new GFCI requirements. The General Manager reported that the 2009 remodel of the pool facilities included electrical upgrades that were inspected by the City and the County. The General Manager commented that Aquatics Maintenance worker, Joey David, does a monthly test of the GFCI on the underwater lights. David has a record of completed tests in the log book in the filter rooms.

Board Chair Sterrett thanked the General Manager for the report and for the information she had requested.

REVIEW OF UPCOMING CALENDAR AND MAJOR EVENTS

The General Manager distributed a review of the Community and District upcoming calendar of major events for the months of May, June, July, and August to the Board. He announced that the water conservation forum day has been changed to June 19, 2014. He commented that the June 12, 2014 Board Meeting will be held at the Community Center.

BOARD ANNOUNCEMENTS AND REQUESTS TO STAFF

Bonato made the following announcements/questions:

- She attended the Star Quest event on April 26th. She commented that she thought the performances were great this year, especially the ones by the younger children.
- She attended the Dicks Sporting Goods Grand Opening tonight.
- She shared a newspaper article regarding the City of Walnut Creek's financial situation.
- She asked if there is a process to send Eagle Scouts a congratulatory letter if they have done a project on the District's site. The General Manager said he would look into it.

Donaghu made the following announcements/questions:

- He reported that the Star Quest talent event was held on April 26th and 27th. He said it was a great event.
- He attended the Chamber Mixer tonight at El Tapitia.

Sterrett made the following announcements/questions:

- She attended the Star Quest show which she thought was great. She went to the Teen Center after the event for the cast party. She noticed that two chairs are broken.
- She commented that the brick work at the Teen Center needs attention.
- She asked for a budget update. The General Manager distributed the latest budget update to Sterrett, and Bonato.

Glover made the following announcements/questions:

- He brought up the police report in the paper that said there had been some vandalism at Pleasant Oaks Park. The General Manager explained it was more tampering than vandalism.
- He commented that he had played in the College Park Booster Club golf tournament, and had received many compliments regarding the District's new facilities.

STAFF ANNOUNCEMENTS

The General Manager made the following announcements:

- He shared the picture of staff member, Holly Frates's newborn son, Rory Frates.
- He reported that the California Special District Association's bylaws have changed.
- He reported that there have been an onslaught of new homeless in Pleasant Hill Park, and he has talked to the Pleasant Hill police about issuing trespassing citations.
- He reported that the warming trays have been installed at the Community Center.

ADJOURNMENT

Board Chair Sterrett adjourned the meeting at 8:00 p.m.

Robert B. Berggren, Clerk of the Board



MEMORANDUM

TO: Board of Directors
FROM: General Manager
DATE: July 30, 2014
RE: Agenda Item #6 – To Consider Labyrinth at Brookwood Park

To Consider Labyrinth at Brookwood Park (Action)

Background

The General Manager was approached during construction of the Community Center by the Hospice Division of Professional Healthcare at Home to consider an installation of a labyrinth at the Community Center. At the time, I told the representatives from Hospice, consisting of Rabbi Mimi Weisel and Belinda Sullivan, that the Community Center is under construction and to discuss this with the District once the project was completed. Mimi and Belinda did follow-up with me once the Community Center was opened. A meeting was held at the Community Center with representatives from Hospice along with District Staff consisting of the General Manager, Park Superintendent Tom Bradley and Recreation Superintendent Tina Young, to discuss the possibility of an installation of a labyrinth. The Hospice representatives were also recommending a fund raising plan to pay for the labyrinth installation. It became apparent fairly quickly, that the Community Center would not be the ideal location for this kind of a project. The labyrinth needs an area where people can reflect and meditate, in other words a quiet place, and there is just too much activity taking place at the Community Center.

Various parks were discussed as possibilities and Tom Bradley took the Hospice Representatives to Las Juntas Park and Brookwood Park to view the sites. Mimi Weisel contacted me later and indicated they would like to pursue the labyrinth at the Brookwood Park site. She indicated the location, the "feel" of the park, the natural setting, and the beauty of the park made this site ideal for the labyrinth.

Rabbi Weisel asked about the "next steps" in the development of a labyrinth at Brookwood Park. The General Manager indicated that the District would need actual plans for the labyrinth and then the District would hold a Land & Facility Development Committee Meeting to review the ideas and plans for the labyrinth.

June 18, 2014 Land & Facility Development Committee

The Land & Facility Development Committee consisting of Chair Zac Shess and Member Bobby Glover met with representatives of Professional Health Care at Home; Rabbi Weisel & Belinda Sullivan, along with Landscape Architect Lara Dutto and Contractor Chris Donton regarding the installation of a labyrinth at Brookwood Park. Belinda and Mimi presented the plans for the labyrinth and introduced their Landscape Architect Lara Dutto who explained the location and features of the labyrinth. The committee was in general agreement with the concept but did have the following concerns that needed to be addressed:

1. Maintenance of Labyrinth – committee wanted to know the general maintenance requirements for the labyrinth.
2. Signage – committee wanted to see actual plans of the proposed signage.
3. More Information – committee wanted to know more about Professional Health Care at Home along with the Madrone Foundation.
4. Neighbors – committee wanted to hear feedback from neighbors of Brookwood Park.

It was agreed to hold a public hearing on July 23rd on the proposed installation of the labyrinth.

June 26 – Board of Directors Meeting

Land & Facility Development Committee Chair Zac Shess gave a report to the Board regarding the June 18th Land & Facility Development Committee Meeting. It was a report item on the Board agenda. Some additional concerns were voiced by the Board of Directors that included:

1. The “religious” tone of the labyrinth.
2. Regarding the signage of what it would entail, how much, location, and concerns over too much signage in a public park.
3. ADA concerns over accessibility.

July 23 – Public Hearing

A public hearing was held on July 23, 2014 at the District Office concerning the possible installation of a labyrinth at Brookwood Park. Notices were sent to 45 neighbors that directly surround Brookwood Park. Three Notices were also posted in Brookwood Park. Since it was summer time, the General Manager’s email address was given for anyone who wanted to comment on the proposed project who could not attend. The General Manager received two email correspondences from Lucy DiBianca and Rennie Archibald. They both spoke in favor of the labyrinth. The emails are attached.

At the public hearing representatives from the labyrinth group: Weisel, Sullivan, Dutto, Donton and District Staff: Berggren & Bradley, along with Board Member Zac Shess were in attendance. Two neighbors attended. The labyrinth group gave a power point

presentation on the location and purpose of a labyrinth. The two neighbors were in support of the labyrinth.

The Professional Health Care at Home representatives also gave the following information to some follow up questions asked at the Land & Facility Development Committee and Board Meeting:

1. Maintenance of labyrinth – almost similar to what is there now, no daily requirements, perhaps an occasional blower to keep leaves and debris off labyrinth. The General Manager requested that Park Superintendent Tom Bradley give a report on what he considered would be the maintenance requirements and that report is attached.
2. Signage – the proposed signage would be finalized and presented to District staff by August 5th, this would then be presented to the Board of Directors on August 14th.
3. Information regarding Professional Health Care at Home and Madrone Foundation was presented and is attached.
4. Neighbor Concerns – were addressed at the Public Hearing
5. "Religious" Tone of Labyrinth – the following locations in California have labyrinths installed:
 - a. 60% Places of Worship
 - b. 19% Public Parks & Open Spaces
 - c. 17% Schools/Educational Centers
 - d. 6% Retreat/Conference Centers
 - e. 5% Healthcare Facilities/Hospitals
 - f. 3% Farms, Historic Monument Sites, Campgrounds, Business Parks

The representatives were very clear that they do not represent a religion or are advocating any religious activity at the Labyrinth.

6. ADA Concerns – since the labyrinth is level it will be accessible.

The neighbors appreciated the information provided. Professional Health Care at Home would like to proceed to make a presentation to the Board of Directors. This item will be agendized for the August 14th Board of Directors Meeting.

Signage Information

Professional Health Care at Home submitted possible wording for signage at the Labyrinth. They are requesting two signs; one, an Informational Sign, and two, a Dedication Sign. The Information sign would describe the purpose of a Labyrinth and the Dedication sign would list the contributors toward the funding of the labyrinth. Rabbi Weisel explained that the signage is being developed so that it is aesthetically appropriate and gives due honor to those memorialized. Staff reviewed the request and gave some recommendations. Attached is information regarding the proposed signs. Note: Staff has concerns about the size of the signs and the number of names listed on the sign.

Site Visit

The General Manager and Tom Bradley visited a labyrinth installed at Mt. Diablo Unitarian Universalist Church on Eckley Lane in Walnut Creek. The labyrinth is very similar in size (approximately 30 feet in diameter) as the one proposed for Brookwood with pavers and fines in between. There are pictures attached. The labyrinth looked great and it was a very good shape.

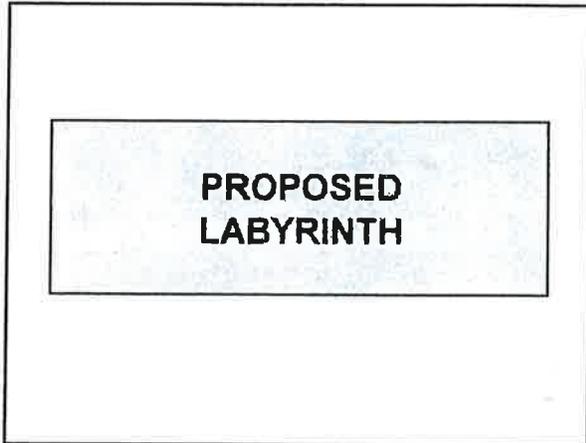
Recommendation

Staff is recommending the installation of the labyrinth at Brookwood Park in collaboration with Professional Health Care at Home Hospice. We believe that the labyrinth would be a great addition to Brookwood Park. Staff feels that this is the best location for this type of amenity. Staff also feels that the overall maintenance of the labyrinth will be very minimal unless damaged through vandalism.

We appreciate the efforts of Professional Health Care at Home Hospice in working with the District and their willingness to provide this new amenity that will be utilized and enjoyed by people of all ages.

Staff is recommending the installation of the labyrinth with the following conditions:

1. Landscape plans for the labyrinth be submitted to the District for approval.
2. Landscape plans include appropriate drainage.
3. Installation plans be submitted to the District.
4. All installation work to be coordinated through Park Superintendent Tom Bradley.
5. All contractors will provide liability and workers compensation insurance including naming the District and providing the Additional Insured Certificate.
6. All volunteer workers will sign the District's agreement, waiver & release of liability.
7. Once the labyrinth is installed it becomes the property of the Recreation & Park District.
8. District has the right to eliminate the labyrinth if it becomes detrimental to the site. Every effort will be made to re-locate the labyrinth to another location at Brookwood Park or another District facility.
9. Allow Professional Home Health Care Hospice to utilize the park once a year for a special event.



LABYRINTH DESCRIPTION

- Easy to navigate, single, non-branching walking path that leads to a center point & back
- Used for relaxation, meditation & fun
- As the mind quiets, one may lose track of direction and the outside world, & become open to deeper thoughts, awareness & personal growth

LABYRINTH DESCRIPTION



LABYRINTH DESCRIPTION

Out of 224 Public Labyrinths in California

- 60% Places of Worship
- 19% Public Parks and Open Spaces
- 17% Schools/Educational Centers
- 6% Retreat/Conference Centers
- 5% Healthcare Facilities/
Hospitals/Hospices
- 3% Farms, Historic Monument Sites,
Campgrounds, Business Parks, etc.

Source: labyrinthca.com

LABYRINTH DETAILS

- Brookwood Park, Lafayette
- 33 foot diameter (plus 3-4 foot walkway surrounding labyrinth)
- Goldfine Walkways with Edged Pavers
- Inlaid Glass Mosaic Center

LABYRINTH SITE

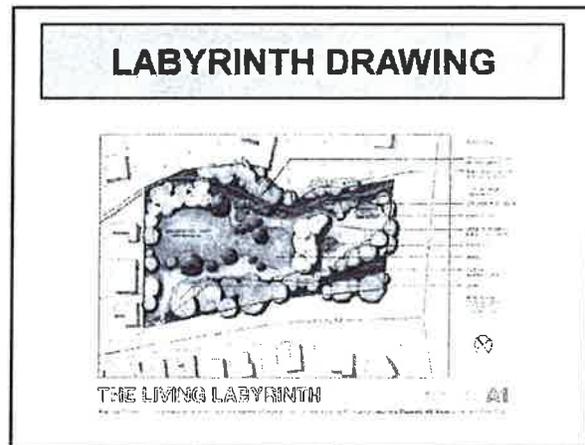


LABYRINTH SITE

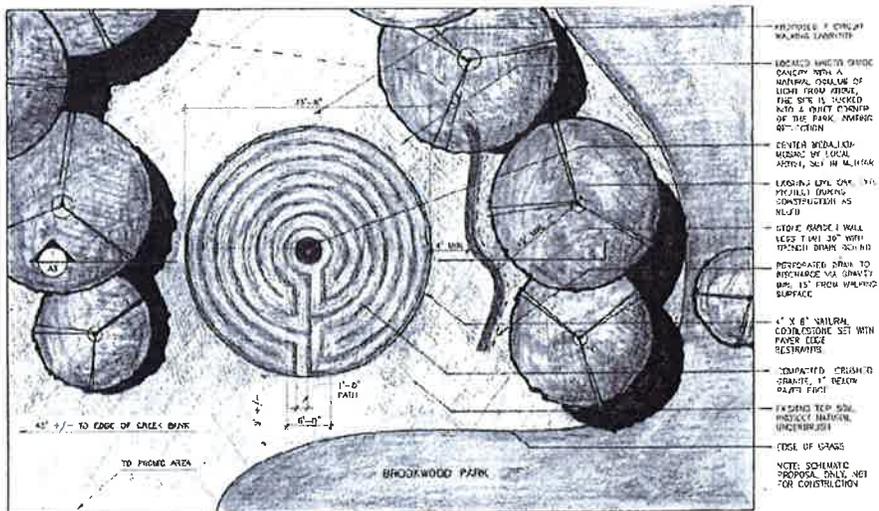


LABYRINTH SITE





LABYRINTH DRAWING



THE LIVING LABYRINTH

PLANE 1/26"-1/16" 08/18/14 A2

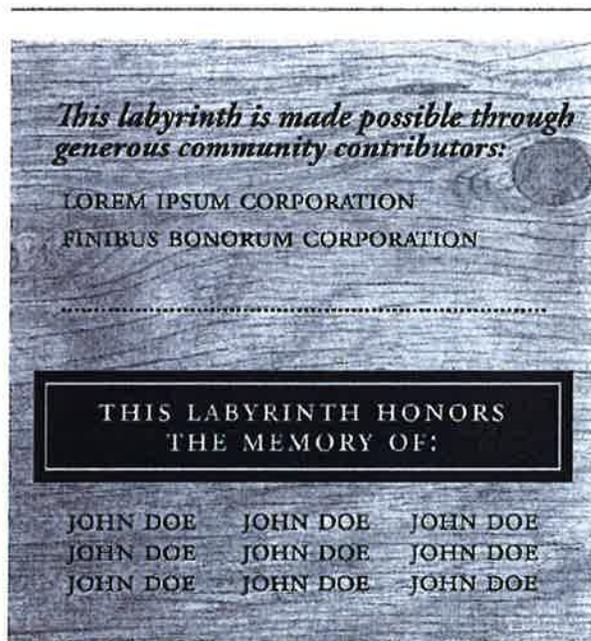
A project created in partnership with Professional Health at Home Institute, the Madrone Foundation and the Pleasant Hill Recreation and Park District

Dedication Sign



Dedication Sign

18"



18"

Dedication Sign Materials

- 3/8" Acrylic
- 2nd Surface Digital print
- Metal or Wood Back piece



Hardware:

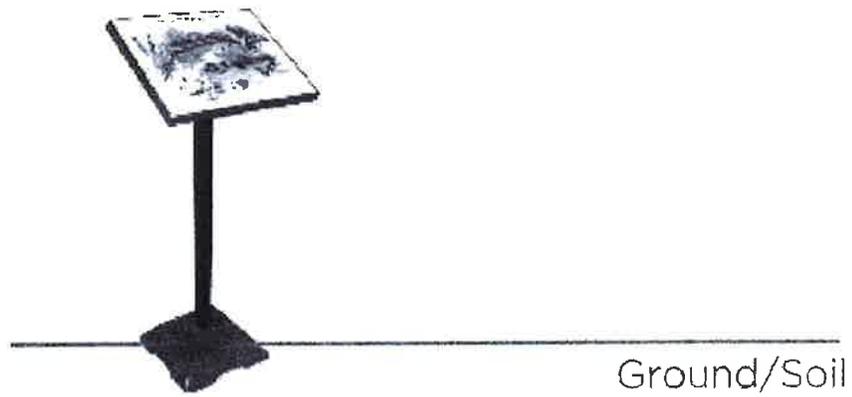
D/S Tape with
Outdoor grade Adhesive

or Stud Mounted

or Standoff System

Information Sign

Approx.
36"
height



Ground/Soil

Information Sign

18"

*This labyrinth is a gift to the community
made possible by:*

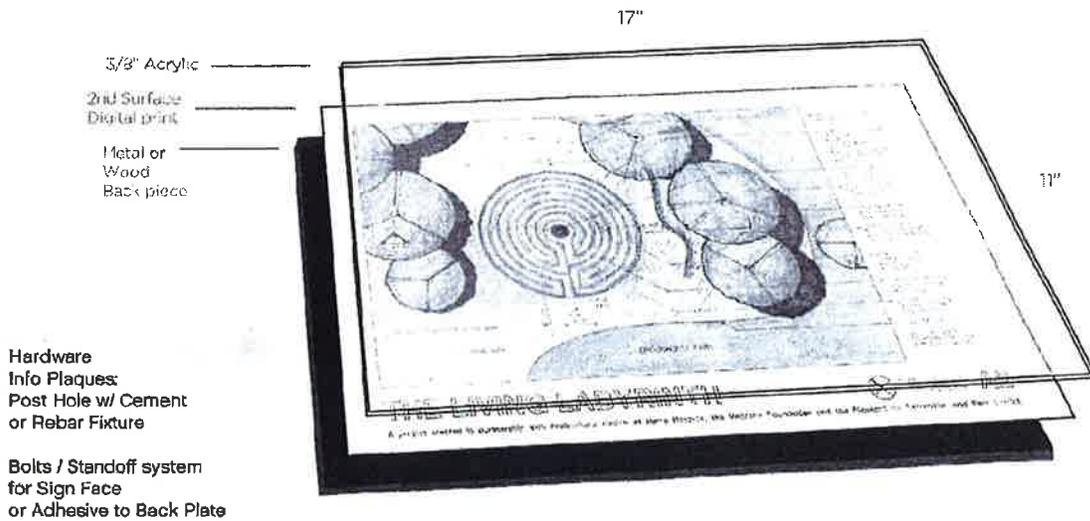
- PROFESSIONAL HEALTHCARE AT HOME HOSPICE
- PLEASANT HILL RECREATION AND PARKS DISTRICT
- THE MADRONE FOUNDATION



Use this labyrinth for relaxation, meditation and fun.
Follow the path to the center, then turn around and
walk back. As your mind quiets, you may lose track of
direction and the outside world, and become open
to deeper thoughts, awareness and personal growth.

18"

Information Sign Materials



PLEASANT HILL LABYRINTH

PARTNERS:



Kindred at Home Hospice
(name change expected Fall 2014)



**Pleasant Hill Recreation and
Park District**



The Madrone Foundation

VOLUNTEER ARTISANS:

Chris Donton – Landscape Designer
Lara Dutto – Architect

Kindred at Home Hospice

•In 2014, Kindred Healthcare provided services in:

- 100 transitional care hospitals
- 5 inpatient rehabilitation hospitals
- 99 nursing centers
- 22 sub-acute units
- 157 Kindred at Home hospice, home health and non-medical home care locations
- 105 inpatient rehabilitation units

•Publicly Traded Company with Annual Revenues of \$5 Billion; Ranked one of Fortune magazine's Most Admired Healthcare Companies six years in a row.

•Kindred at Home subsidiary provides hospice, palliative, durable medical equipment, private duty & home care services in 10 states



The Madrone Foundation

- 501c3 non-profit foundation incorporated in 2010
- The Foundation helps to cover health care related costs for senior citizens who have exhausted personal and family resources and do not qualify for government assistance.
- The Foundation also funds educational issues in schools and the community.
- Recent grants have included autism services for a school in Oregon and scholarships for a summer camp in Orinda.
- Declared assets in 2012 tax return - \$65,406
- CEO and Trustee, Lafayette Resident John Griscavage
- www.themadronefoundation.org

CREATING THE LABYRINTH

FUNDRAISING GOALS

- **Goal: \$15,000 in monetary and in-kind donations**
- **Potential Sources: Corporate, Small Business, Community & Individual Donations**
- **Timeline: Fundraise 09/15/14 - 02/28/15**
- **Construction: April 12-24, 2015**
- **Memorial: April 26, 2015**

Labyrinth Signage

INFO SIGN

This labyrinth is a gift to the community made possible by

Professional Healthcare at Home Hospice

Pleasant Hill Recreation and Park District

The Madrone Foundation

Use this labyrinth for relaxation, meditation and fun. Follow the path to the center, then turn around and walk back. As your mind quiets, you may lose track of direction and the outside world, and become open to deeper thoughts, awareness and personal growth.

DEDICATION SIGN

This labyrinth is made possible through generous community contributors:

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX CORPORATION

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX CORPORATION

This labyrinth honors the memory of:

JOHN DOE JOHN DOE

JOHN DOE JOHN DOE

JOHN DOE JOHN DOE

JOHN DOE JOHN DOE

MEMORANDUM

TO: Bob Berggren, General Manager

FROM: Tom Bradley, Park Superintendent

DATE: August 6, 2014

RE: Labyrinth Maintenance

Maintenance for a crushed granite surfaced labyrinth is minimal. We will need to rake leaves and debris from the surface before planned events, control weeds, and add any gold fines if needed. I spoke with Sean Smith, the grounds keeper at Mt. Diablo Unitarian Universalist Church. He said that in the past year and a half since they have installed their labyrinth there has been no maintenance required other than sweeping the surface. The labyrinth surface is not conducive to weed growth due to the compaction and sealant process during installation. They have had no need to this point to add any further crushed granite to the surface.

It seems that the labyrinth would require about the same amount of maintenance that we already provide for that space.



Board of Directors AGENDA

PLEASANT HILL RECREATION & PARK DISTRICT

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

MISSION STATEMENT

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

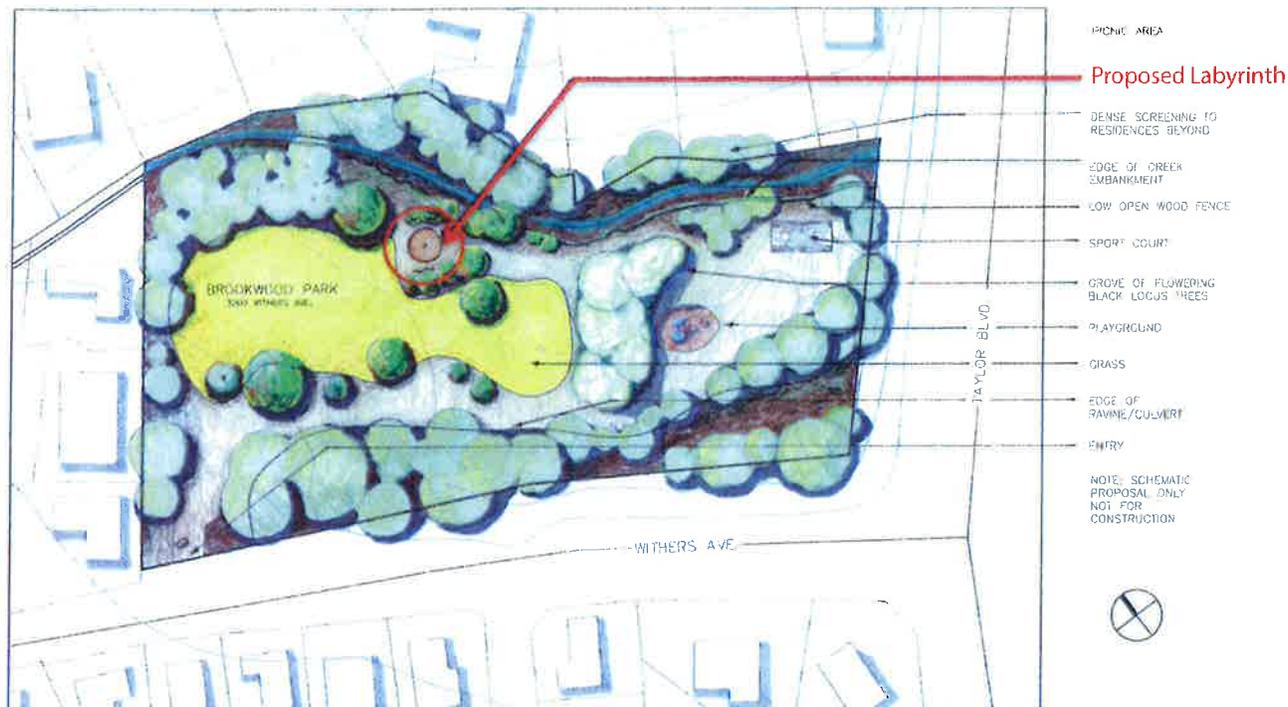
Documents that are disclosable public records required to be made available under California Government Code Section 54957.5 (b) (1) and (2) are available to the public for inspection at no charge during business hours at our administrative office located at 147 Gregory Lane, Pleasant Hill, California.

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

**Pleasant Hill Recreation & Park District
Land and Facility Development Committee
Wednesday, June 18, 2014
5:00 p.m.
Administration Office
147 Gregory Lane, Pleasant Hill**

Chair: Zac Shess
Member: Bobby Glover

1. Public Comment
Public comment will be limited to five minutes per person with a maximum time of thirty minutes unless further time is granted by the presiding officer. The public may speak regarding agenda items at the time the matter is taken up. Non-agenda items can be addressed under Public Comment.
2. To Consider Labyrinth at Brookwood Park
3. To Consider Extending VFW Agreement for School House Annex
4. Follow Up on Disc Golf
 - a. Field Trip
 - b. Paso Nogal Park



THE LABYRINTH

MUNICIPAL PARKS DEPT. 06/28/14 A1

A project created in partnership with Professional Health of Home Hospice, the Madrone Foundation and the Pleasant Hill Recreation and Park District

Public Notice: Labyrinth Proposal at Brookwood Park

July 11, 2014

Pleasant Hill Recreation & Park District is considering the installation of a walking labyrinth at Brookwood Park located at 3250 Withers Avenue in Lafayette (corner of Taylor and Withers). The District invites the public to attend a meeting regarding the labyrinth proposal on **Wednesday, July 23rd at 7:00 PM** in the Conference Room at the Administration Office, 147 Gregory Lane, Pleasant Hill.

What is a Labyrinth?

A labyrinth is a easy-to-navigate, single, non-branching walking path which leads to a center point and back out. People walk a labyrinth for many reasons including relaxation, meditation and outdoor entertainment. As a person focuses on the labyrinth path ahead, they lose track of direction and the outside world, quieting the mind for deeper thoughts, psychological awareness and personal growth.

The proposed circular labyrinth will be approximately 40 feet in diameter. The recommended location is toward the north side of the park, between the grass area and the creek. Please see rendering above.

If you cannot make the meeting but would like provide feedback, please send comments to:

Bob Berggren, General Manager
 Pleasant Hill Recreation & Park District
 bberggren@pleasanthillrec.com

Bob Berggren

From: Lucy DiBianca [ltdibianca@gmail.com]
Sent: Wednesday, July 16, 2014 11:38 AM
To: Bob Berggren
Subject: Brookwood Park Labyrinth

Dear Mr. Berggren,

I am totally supportive of installing the proposed Labyrinth in Brookwood Park. I often walk there with good friends and their dogs. We've visited the Labyrinths in Sibley & Briones Regional Parks, at S. F. Land's End, and in other venues of the Bay Area. A Labyrinth in Brookwood Park would add so much to the lovely setting and would be so much more accessible to the citizens of Pleasant Hill. It's a GREAT idea and my friends and I would use it often. It would offer a truly unique experience to us all.

Thank you for your kind consideration of this worthwhile project.

Sincerely,

Lucy DiBianca
Walnut Creek

Bob Berggren

From: Rennie Archibald [shineon2000@hotmail.com]
Sent: Sunday, July 13, 2014 5:22 PM
To: Bob Berggren
Subject: Brookwood Park Labyrinth

Mr Berggren,

Greetings. I live directly across Withers Avenue from Brookwood Park. Let me say that I look forward to the construction of a labyrinth in the park. Actually, I don't look forward to the construction, rather the placement of the labyrinth. I'm deeply involved in the pilgrimage movement on the Camino de Santiago and believe labyrinths provide a useful alternative for folks in need. There's plenty of parking. I assume the project won't interfere with the picnic area. Lot's a folks use those tables.

I'll be at the meeting on the 23rd to support the project. I hope you don't have to contend with too many haters.

Peace.

Rennie Archibald IV

"Unlimited growth on a finite planet is impossible"....EF Schumacher
Kinda makes you wonder how capitalism can work, huh?



Care for
Patients in
Life's Final
Season

HOSPICE CARE

Professional Healthcare at Home

An Affiliation of Kindred at Home



PROVIDING COMFORT AND SUPPORT
TO PATIENTS AND THEIR FAMILIES

SERVICE AREAS

We serve the San Francisco Bay Area, including the following counties:

- Contra Costa
- Alameda



Professional Healthcare at Home

An Affiliation of Kindred at Home

395 Taylor Blvd., Suite 200
Pleasant Hill, California 94523
925.771.8295

925.689.2343 fax
CA TDD/TTY# 800.735.2922

professionalhc.com

MISSION STATEMENT

Professional Healthcare at Home Hospice provides an individualized program of physical, emotional, spiritual, and practical care for people in the last phases of a life-limiting illness, with an emphasis on control of pain and other symptoms. The program is reflective of a spirit and idea of caring that emphasizes comfort and dignity for the dying, making it possible for them to remain independent for as long as possible and in familiar surroundings. Hospice care is centered on both the patient and family. Hospice personnel respect and respond to the unique differences in family, lifestyle, culture, values, and wishes.

OUR CARE

Professional Healthcare at Home provides compassionate, patient-centered home care and support for terminally ill individuals and their families. Care is provided wherever the patient lives—at home, in assisted living, or in a skilled nursing facility. We are committed to bringing each patient choice, dignity, and peace of mind. We employ an interdisciplinary team approach to create a plan of care according to a patient's individual needs and desires. The care plan includes emotional, spiritual, and practical support.

Our dedicated team of medical director, nurses, hospice aides, social workers, chaplains, trained volunteers, and bereavement specialists provide well coordinated, loving care. In addition, families and caregivers receive emotional support and assistance to care for their loved one while making sure that end of life comes naturally and peacefully.

HOSPICE CARE

Our hospice is coordinated by a medical team to relieve physical, emotional, and spiritual suffering. We take great care to provide:

- Pain and symptom control
- Palliative care
- Respite care
- Spiritual support
- Hygiene care
- Light housekeeping
- Medication and durable medical equipment
- Grief and bereavement counseling
- Physician oversight

At Professional Healthcare at Home it's our people who make the difference. We are available 24 hours a day, 7 days a week.

CERTIFICATION AND ACCREDITATION

Professional Healthcare at Home is committed both to quality care and professional ethics. We are licensed by the state of California, and have been awarded "deemed" status by the Community Health Accreditation Program (CHAP), which is the highest rating for a home health and hospice agency.



"The nursing care was exceptional. They were quick to respond to all needs. All were so **CARING AND FRIENDLY AND RESPECTFUL** of our grief process in losing mom. We are thankful for your help."

- Patient's daughter

WHAT IS HOSPICE?

Hospice emphasizes palliative rather than curative and restorative treatment. Hospice affirms life and regards dying as a normal process. Hospice neither hastens nor postpones death. Hospice provides personalized services and a caring community so that patients and families can attain the necessary preparation for a death that is satisfactory to them.

INSURANCE

Many of the Professional Healthcare at Home hospice services may be eligible for payment by Medicare and Medicaid, private healthcare insurance, and the Veterans Administration.

VOLUNTEERS

Volunteers are a part of our hospice team and provide supportive emotional, spiritual, and other services to patients and families who are facing difficulties at the end of life. Many of our volunteers are family members who have suffered the loss of a loved one.

Survivors are encouraged to volunteer for our Hospice after their first year of bereavement. If you are interested in volunteering with Professional Healthcare at Home, please call 925.771.8295.



Professional
Healthcare at Home

An Affiliate of Kindred at Home

Bringing Responsive and Compassionate Care Home

Hospice Community Support Services

Our Hospice, Social Work and Spiritual Care Department proudly offers the following free services to nursing homes, assisted living, and board and care facilities:

EDUCATIONAL PRESENTATIONS

Experts from our staff present topics tailored to the specific needs of your facility. Popular subjects include "Hospice 101," "Advance Directives" and "Caregiver Coping."

REMEMBRANCE CEREMONIES

An opportunity for staff or family members to come together and honor patients or family who have died. A sacred space for RNs, LVNs, CNAs (and other support staff) to say goodbye to a special patient who has touched their lives. Ceremony includes gentle music, beautiful poetry and delicious treats!

SUPPORT GROUPS

Professional social workers and spiritual care staff come to your facility to host "caregiver coping" or other support groups on an ongoing or fixed number of sessions.

THERAPEUTIC ART

Watercolors, clay molding, music, or other gentle exercises give cognitive or memory-impaired residents a chance to have fun, connect with one another, and heal.



Professional Healthcare at Home Hospice
395 Taylor Blvd., Suite 200
Pleasant Hill, California 94523
925.771.8295
CA TDD/TTY# 800.735.2922

www.professionalhc.com



Professional
Healthcare at Home

An Affiliate of Kindred at Home

Bringing Responsive and Compassionate Care Home

Cities We Serve – Hospice

925.771.8295 • 925.689.2343 fax

Contra Costa County

- | | | | | |
|-----------|-------------|-------------|---------------|--------------|
| Alamo | Clyde | Lafayette | Pinole | Rodeo |
| Antioch | Concord | Martinez | Pittsburg | Rossmore |
| Bay Point | Danville | Moraga | Pleasant Hill | San Pablo |
| Blackhawk | Diablo | N. Richmond | Pt. Richmond | San Ramon |
| Brentwood | El Cerrito | Oakley | Port Chicago | Walnut Creek |
| Canyon | El Sobrante | Orinda | Port Costa | |
| Clayton | Hercules | Pacheco | Richmond | |

Alameda County

- | | | | | |
|---------------|------------|------------|-------------|-------------|
| Alameda | Dublin | Kensington | Oakland | San Lorenzo |
| Albany | Emeryville | Livermore | Piedmont | Union City |
| Berkeley | Fremont | Montclair | Pleasanton | |
| Castro Valley | Hayward | Newark | San Leandro | |







With gratitude to
Jann Rose Schaub
whose legacy gift
made this labyrinth possible

Dedicated May 2012





MEMORANDUM

TO: Board of Directors
FROM: General Manager
DATE: August 1, 2014
RE: To Consider Amendment to Smoking Policy to Add E-Cigarettes As Prohibited in all Recreation Areas **(First Reading)**

To Consider Amendment to Smoking Policy to Add E-Cigarettes As Prohibited in all Recreation Areas **(First Reading)**

Attached is a copy of the amended policy to reflect the addition of "electronic cigarettes" to the tobacco policy.

Pleasant Hill Recreation & Park District

POLICY HANDBOOK

POLICY TITLE: Use of Tobacco Products within District
POLICY NUMBER: 2610

2610.1 Ample research exists demonstrating the health hazards of the use of tobacco products, including smoking and the breathing of second-hand smoke. Therefore, in the best interest of the health and safety of employees and the general public, the smoking of tobacco products and use of electronic smoking devices or vaping shall be banned completely (as stated in PHRPD Ordinance 2011-05-25) within District buildings, parks, or in District vehicles

2610.1.1 The successful implementation of this policy depends upon the thoughtfulness, consideration and cooperation of smokers and non-smokers. All individuals on District premises share in the responsibility of adhering to this policy.

2610.2 All District employees will be responsible for advising members of the public who are observed smoking tobacco products or using electronic cigarettes on District property of the District's policy on the matter. Said individuals shall be asked by staff to refrain from smoking.

2610.2.1 Members of the public who refuse to comply with this policy will be directed to leave District property.

2610.3 District employees who violate this policy will be subject to disciplinary action in accordance with Policy #2260.

Approved:
Amended:



Board of Directors Resolution

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

IN THE MATTER OF **ORDINANCE 2011-05-25**
**AN ORDINANCE OF THE PLEASANT HILL RECREATION & PARK DISTRICT TO
REGULATE SMOKING AND USE OF TOBACCO PRODUCTS IN DISTRICT PARKS,
FACILITIES AND OPEN SPACE**

THE PLEASANT HILL RECREATION & PARK DISTRICT BOARD OF DIRECTORS DOES HEREBY
ORDAIN THAT THE FOLLOWING ORDINANCE BE ESTABLISHED TO HELP PROVIDE FOR THE
PUBLIC'S SAFETY WHILE USING DISTRICT PARKS, FACILITIES AND OPEN SPACE:

SECTION I – FINDINGS

The Pleasant Hill Recreation & Park District hereby finds and declares as follows:

WHEREAS, tobacco use causes death and disease and continues to be an urgent public health challenge, as evidenced by the following:

- Tobacco-related illness is the leading cause of preventable death in the United States,ⁱ accounting for about 443,000 deaths each year;ⁱⁱ and
- Scientific studies have concluded that tobacco use can cause chronic lung disease, coronary heart disease, and stroke, in addition to cancer of the lungs, larynx, esophagus, and mouth;ⁱⁱⁱ and
- Some of the most common types of cancers including stomach, liver, uterine, cervix, and kidney, are related to tobacco use;^{iv} and

WHEREAS, secondhand smoke has been repeatedly identified as a health hazard, as evidenced by the following:

- The U.S. Surgeon General concluded that there is no risk-free level of exposure to secondhand smoke;^v and
- The California Air Resources Board placed secondhand smoke in the same category as the most toxic automotive and industrial air pollutants by categorizing it as a toxic air contaminant for which there is no safe level of exposure;^{vi} and
- The California Environmental Protection Agency included secondhand smoke on the Proposition 65 list of chemicals known to the State of California to cause cancer, birth defects, and other reproductive harm;^{vii} and

WHEREAS, exposure to secondhand smoke causes death and disease, as evidenced by the following:

- Secondhand smoke is responsible for as many as 73,000 deaths among nonsmokers each year in the United States;^{viii} and
- Exposure to secondhand smoke increases the risk of coronary heart disease by approximately thirty percent;^{ix} and
- Secondhand smoke exposure causes lower respiratory tract infections, such as pneumonia and bronchitis in as many as 300,000 children in the United States under the age of 18 months each year;^x and exacerbates childhood asthma;^{xi} and

WHEREAS, cigarette butts pose a health threat to young children, as evidenced by the following:

- In 2004, American poison control centers received nearly 8,000 reports of children poisoned by the ingestion of cigarettes, cigarette butts, and other tobacco products;^{xii} and
- Children who ingest cigarette butts can experience vomiting, nausea, lethargy, and gagging;^{xiii} and

WHEREAS, cigarette butts are a major and persistent source of litter, as evidenced by the following:

- It is estimated that over two billion cigarette butts are discarded every day worldwide, and that Americans alone discard more than 175 million pounds of cigarette butts every year;^{xiv} and
- Cigarette butts are often cast onto sidewalks and streets, and frequently end up in storm drains that flow into streams, rivers, bays, lagoons and ultimately the ocean;^{xv} and
- Cigarette filters, made of plastic cellulose acetate, take approximately 15 years to decompose;^{xvi} and

WHEREAS, state law prohibits smoking within 25 feet of playgrounds and tot lot sandbox areas and expressly authorizes local communities to enact additional restrictions;^{xvii} and state law prohibits smoking within 20 feet of entryways and operable windows of public buildings;^{xviii}

NOW THEREFORE, it is the intent of the Pleasant Hill Recreation & Park District, in enacting this ordinance, to provide for the public health, safety, and welfare by discouraging the inherently dangerous behavior of smoking around non-tobacco users, especially children; by protecting the public from exposure to secondhand smoke where they recreate; by reducing the potential for children to wrongly associate smoking with a healthy lifestyle; and by affirming and promoting a healthy environment in and around the District's parks, facilities and open spaces.

SECTION III - DEFINITIONS

The following words and phrases, whenever used in this ordinance, shall have the meanings defined in this section unless the context clearly requires otherwise:

"Recreational Area" means any area, including streets and sidewalks, that is owned or operated by Pleasant Hill Recreation & Park District and open to the general public for recreational purposes, regardless of any fee or age requirement. The term "Recreational Area" includes but is not limited to parks, picnic areas, playgrounds, sports fields, walking paths, gardens, hiking trails, bike paths, horseback riding trails and swimming pools.

"Tobacco" means a substance containing tobacco leaf, including but not limited to cigarettes, cigars, pipe tobacco, snuff, chewing tobacco, dipping tobacco, and smokeless tobacco.

SECTION IV - SMOKING AND RELATED PROHIBITIONS

1. Tobacco smoking is prohibited in all Recreational Areas and places within the District, including but not limited to:
 - a. All District parks (including parking lots for the parks).
 - b. All District facilities (including parking lots).
 - c. All District designated open space areas (including parking lots).
 - d. All hiking trails owned or operated by the District.
2. Disposing of tobacco related waste is prohibited in all Recreational Areas and places within the District, including parking lots.

3. Use or disposal of any tobacco product, whether or not capable of being smoked, is prohibited in all Recreational Areas and places within the District.

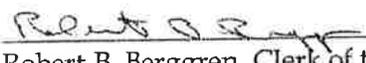
PASSED AND ADOPTED on May 25, 2011, by the following vote:

AYES: Bonato, Dönaghu, Glover
NOES:
ABSENT: Shepard, Sterrett



Sandra Bonato, Chair

I hereby certify that the foregoing ordinance was approved by the vote indicated herein above at the regular meeting of the Board of Directors on May 25, 2011.



Robert B. Berggren, Clerk of the Board

ⁱ US Department of Health and Human Services, Centers for Disease Control and Prevention. *Targeting Tobacco Use: The Nation's Leading Cause of Preventable Death*. 2008, p.2. Available at:

www.cdc.gov/nccdphp/publications/aag/pdf/osh.pdf

ⁱⁱ US Department of Health and Human Services, Centers for Disease Control and Prevention. "Smoking-Attributable Mortality, Years of Potential Life Lost, and Productivity Losses— United States, 2000-2004." *Morbidity and Mortality Weekly Report*, 57(45): 1226-1228, 2008. Available at: www.cdc.gov/mmwr/preview/mmwrhtml/mm5745a3.htm.

ⁱⁱⁱ US Department of Health and Human Services, Centers for Disease Control and Prevention. *Targeting Tobacco Use: The Nation's Leading Cause of Preventable Death*. 2008, p.2. Available at:

www.cdc.gov/nccdphp/publications/aag/pdf/osh.pdf

^{iv} Leistikow B, Zubair K, et al. "Male Tobacco Smoke Load and Non-Lung Cancer Mortality Associations in Massachusetts." *BMC Cancer*, 8:341, 2008. Available at: ww.biomedcentral.com/1471-2407/8/341.

^v US Department of Health and Human Services, Office of the Surgeon General. 2007. Report highlights available at: www.surgeongeneral.gov/library/secondhandsmoke/factsheets/factsheet7.html.

^{vi} Resolution 06-01, Cal. Air Resources Bd. (2006) at 5. Available at: www.arb.ca.gov/regact/ets2006/res0601.pdf. See California Environmental Protection Agency, Air Resources Board. *News Release California Identifies Secondhand Smoke as a "Toxic Air Contaminant."* Jan. 26, 2006. Available at: www.arb.ca.gov/newsrel/nr01206.htm.

^{vii} California Environmental Protection Agency, Office of Environmental Health Hazard Assessment. *Chemicals Known to the State to Cause Cancer or Reproductive Toxicity*. 2006, p. 8 & 17. Available at: www.oehha.ca.gov/prop65/propr65_list/files/P65single081106.pdf.

^{viii} US Department of Health and Human Services, Center for Disease Control and Prevention. *Fact Sheet – Secondhand Smoke*. 2006 Available at:

www.cdc.gov/tobacco/data_statistics/fact_sheets/secondhand_smoke/general_facts/index.htm.

^{ix} Barnoya J and Glantz S. "Cardiovascular Effects of Secondhand Smoke: Nearly as Large as Smoking." *Circulation*, 111:2684-2698, 2005. Available at: www.circ.ahajournals.org/cgi/content/full/111/20/2684.

^x US Department of Health and Human Services, Centers for Disease Control and Prevention. *Targeting tobacco Use: The Nation's Leading Cause of Preventable Death*. 2008, p.2. Available at:

www.cdc.gov/nccdphp/publications/aag/pdf/osh.pdf.

^{xi} US Department of Health and Human Services, Centers for Disease Control and Prevention. *Fact Sheet – Secondhand Smoke*. 2006. Available at:

www.cdc.gov/tobacco/data_statistics/fact_sheets/secondhand_smoke/general_facts/index.htm.

^{xii} American Association of Poison Control Centers. *2004 Annual Report of the American Association of Poison Control Centers Toxic Exposure Surveillance System*. Elsevier Inc., 2004, p. 645. Available at:

www.poisson.org/prevent/documents/TESS%20Annual%20Report%202004.pdf.

^{xiii} US Department of Health and Human Services, Center for Disease Control and Prevention. "Ingestion of Cigarettes and Cigarette Butts by Children – Rhode Island, January 1994-July 1996." *Morbidity and Mortality Weekly Report*, 46(06): 125-128, 1997. Available at: www.cdc.gov/mmwr/preview/mmwrhtml/00046181.htm.

^{xiv} Surfrider Foundation, San Diego Chapter, Hold on to Your Butt, www.surfridersd.org/hotyb.php.

^{xv} Surfrider Foundation, San Diego Chapter, Hold on to Your Butt, www.surfridersd.org/hotyb.php.

^{xvi} Surfrider Foundation, San Diego Chapter, Hold on to Your Butt, www.surfridersd.org/hotyb.php.

^{xvii} Cal. Health & Safety Code § 104495 (West 2008).

^{xviii} Cal. Government Code § 7597 (West 2008).



MEMORANDUM

TO: Board of Directors
FROM: General Manager
DATE: August 6, 2014
RE: Agenda Item #8 To Consider an Employment Agreement with Robert B. Berggren to Serve as General Manager for the Period of July 1, 2014 to June 30, 2018 (Action)

To Consider an Employment Agreement with Robert B. Berggren to Serve as General Manager for the Period of July 1, 2014 to June 30, 2018 (Action)

The employment contract will be delivered to the Board on Monday. District's legal counsel Curt Kidder was making some additional changes to the contract.



MEMORANDUM

TO: Board of Directors
FROM: General Manager
DATE: August 4, 2014
RE: Report on Appeal of the Planning Commission's Decision to Approve
AT&T's Use Permit for a New Wireless Communication Facility at 0 Paso
Nogal Court

The PH City Council heard the appeal of the Planning Commission's decision to approve AT&T's Use Permit for a new wireless community facility at 0 Paso Nogal Court. Board Member Sandy Bonato will give a report and update regarding the City Council decision and meeting.

PLEASANT HILL

Cellphone tower plan is approved

Structure will be built on water district property

By Lisa P. White

lwhite@bayareanewsgroup.com

PLEASANT HILL — A new hilltop cellphone tower will expand wireless coverage in the city, but opponents say it will ruin homeowners' views and tarnish the beauty of nearby Paso Nogal Park.

The City Council on Monday granted AT&T permission to build a 45-foot cellphone tower disguised as a pine tree on 1.25 acres the Contra Costa Water District owns. The water district operates a storage and pump facility on the property.

AT&T revised the project to address some of the neighbors' concerns — it moved the location of the cell tower 20 feet downhill, reduced the number of antenna panels attached to the tower from 12 to nine, decreased the number of equipment cabinets from six to four and dropped the proposed 6-foot chain-link fence enclosing the base of the tower in favor of a 7-foot redwood fence.

"I think we've done what we can to improve this site while filling the (coverage) gap in the least intrusive way possible," said Jimmy Stillman, senior project manager working with

AT&T.

Mayor Tim Flaherty and Councilmen David Durant and Ken Carlson voted to deny an appeal of the Planning Commission's June 2011 approval of a conditional use permit for the project. Councilman Jack Weir voted to uphold the appeal. Councilman Michael Harris recused himself because his wife owns property within 500 feet of the tower site.

"It's probably as good as we can get," said Durant, noting the concessions from AT&T. "And under the circumstances, it's time to say yes."

AT&T, which applied in 2010 for the use permit to install the wireless antenna, has said it needs additional infrastructure to fill a significant coverage gap in the city and to satisfy growing demand for wireless devices. The company is not sure when construction will begin.

The New Falconpointe Homeowners' Association, a group of 52 property owners, filed an appeal with the City Council in July 2011. The group believes the cell tower will ruin the view of the hilltop and urged AT&T to find another site. Pleasant Hill Recreation and Park District board members also opposed the location because the cell tower would be visible to park visitors and people

using an adjacent walking trail.

In 2011, the council asked the Kramer Firm, a nationally recognized law and telecommunications consultant, to identify alternative, less noticeable locations that could address the coverage gap, and to evaluate the effectiveness and feasibility of those possible sites. Jonathan Kramer analyzed two alternate locations — an area in the homeowners' association open space and another inside the park — in addition to the hilltop site. He determined the original site provided the "least intrusive" means to close the coverage gap.

But several residents contended AT&T never seriously considered alternate sites or other technologies because it wanted to keep the project costs down.

Recreation district board member Sandra Bonato noted that the city's push for wireless carriers to "co-locate" antennas, combined with federal regulations requiring cities to approve many changes to antennas without review, could "open the door to what can quickly become a very misshapen tree."

Lisa P. White covers Concord and Pleasant Hill. Contact her at 925-943-8011. Follow her at Twitter.com/lisa_p_white.

Contra Costa Times August 6, 2014