MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: October 13, 2014

RE: Closed Session – October 23, 2014 Board Meeting at 6:00 p.m. & 6:30 p.m.

There will be two closed session items, one beginning at **6:00 p.m.** with Curt Kidder and the second closed session at **6:30 p.m.** with Bill McInerney.

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

Board of Directors AGENDA

PLEASANT HILL RECREATION & PARK DISTRICT

MISSION STATEMENT

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

Thursday, October 23, 2014
ADMINSTRATION OFFICE
CONFERENCE ROOM
147 GREGORY LANE, PLEASANT HILL

6:00 p.m.
Closed Session
CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION
pursuant to California Government Code Section 54956.9(d)(2): regarding 1 matter of anticipated litigation

6:30 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

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.

time the matter is taken up. Non-agenda items can be addressed under Public Comment.

5 min 4. Consent Calendar **(ACTION)**
   a. To Approve Bills to be Paid
   b. To Approve Minutes of July 10, 2014

10 min 5. Ex-Officio Member Report, Allie Naccara – College Park High School

20 min 6. Presentation on the City of Pleasant Hill's Community Gateways Project

20 min 7. To Review Wording and Location of the Rodgers Ranch Clampers Plaque **(ACTION)**

10 min 8. First Reading of Reserves Policy in Financial Section of District Policy Manual

20 min 9. To Consider Going to Bid for Pavers for Pleasant Hill Park Pathways **(ACTION)**

10 min 10. To Consider Increase in Stipend for Ex-Officio (Student) Board Member **(ACTION)**

20 min 11. Furniture, Fixtures and Equipment (FF&E) Report

10 min 12. Report on AT&T Reception at the Community Center

10 min. 13. Board Announcements and Requests to Staff

10 min. 14. Staff Announcements

15. Adjourn

Future Board of Directors Meetings:

Regular Meetings:
November 6 and 19, 2014
December 4 and 18, 2014

Board Study Session:
October 30, 2014 10:00 a.m.-12:00 p.m. – Strategic Business Plan

Special Board Meeting-CLOSED SESSION:
October 30, 2014 3:30p.m. – Legal Counsel Interviews

MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: October 13, 2014

RE: October 23, 2014 Board Meeting

Consent Calendar (ACTION)

a. To Approve Bills to be Paid

b. To Approve Minutes of July 10, 2014

Check	Date	Vendor No	Vendor Name	Amount	Voucher
20565	10/23/2014	Aantex	Aantex Pest Control	805.00	000000
20566	10/23/2014	AEC	Architectural Energy Corporati	1,200.00	000000
20567	10/23/2014	AllWast	Allied Waste Services #210	1,941.21	000000
20568	10/23/2014	AmerSta	American Stage Tours	3,186.00	000000
20569	10/23/2014	AmFidAs	American Fidelity Assurance	78.38	000000
20570	10/23/2014	ATT3	ATT CALNET 2	204.43	000000
20571	10/23/2014	BelAsso	Bellecci & Associates, Inc.	3,176.00	000000
20572	10/23/2014	Capri	CAPRI	27,783.00	000000
20573	10/23/2014	CaSt	California State Disbursement	238.62	000000
20574	10/23/2014	CCCOofEd	Contra Costa County Office of	25.00	000000
20575	10/23/2014	CCSNP	Contra Costa Senior Nutrition	2,447.00	000000
20576	10/23/2014	CintCorp	Cintas Corp # 185	90.42	000000
20577	10/23/2014	Cleansou	Cleansource	962.53	000000
20578	10/23/2014	CmeLt	CME Lighting Supply Company	434.26	000000
20579	10/23/2014	Cole	Cole Supply Co., Inc.	1,285.54	000000
20580	10/23/2014	CopySt	Copy Station	145.20	000000
20581	10/23/2014	CoruTho	Thomas Corum	70.00	000000
20582	10/23/2014	Cyber	Cybercopy	301.20	000000
20583	10/23/2014	Decotech	DecoTech	6,660.16	000000
20584	10/23/2014	DelDen	Preferred Benefit	3,862.94	000000
20585	10/23/2014	Denelect	Denalect Alarm Company	246.30	000000
20586	10/23/2014	DepJus3	Department Of Justice	32.00	000000
20587	10/23/2014	Ewing	Ewing Irrigation	162.95	000000
20588	10/23/2014	FarWest	Farwest Sanitation	159.06	000000
20589	10/23/2014	FranTx	Franchise Tax Board	105.00	000000
20590	10/23/2014	Furber	Furber Saw, Inc.	44.88	000000
20591	10/23/2014	Hobart	Hobart Corporation	766.50	000000
20592	10/23/2014	Horeis	Alan Horeis Structural Engineers	1,482.50	000000
20593	10/23/2014	IdealSer	Ideal Service Company, Inc.	359.00	000000
20594	10/23/2014	INKEM	INKEM	271.25	000000
20595	10/23/2014	KaisFou	File #73029 Kaiser Foundation Health Plan	33,464.00	000000
20596	10/23/2014	KavaLis	Lisa Kavanagh	316.79	000000
20597	10/23/2014	KiddCur	Law Office of Curtis S. Kidder	1,350.00	000000
20598	10/23/2014	KrusePl	Kruse Plumbing	3,855.00	000000
20599	10/23/2014	Legal S	Legal Shield	47.85	000000
20600	10/23/2014	LincEqu	Lincoln Equipment, Inc.	356.52	000000
20601	10/23/2014	MacaRon	Ronald Macaluso	75.00	000000
20602	10/23/2014	MacJam	James MacCabe	450.00	000000
20603	10/23/2014	McInerne	McInerney & Dillon	3,597.09	000000
20604	10/23/2014	MDUSD	Mt. Diablo Unified School Dist	72.00	000000
20605	10/23/2014	Mity-Lit	Mity-Lite	177.62	000000
20606	10/23/2014	MJStudio	Bruce Jackson MJ Studios	308.70	000000
20607	10/23/2014	PerlGui	Guillermo Perla	675.00	000000
20608	10/23/2014	PERS	PERS	18,499.66	000000
20609	10/23/2014	PG&E	Pacific Gas & Electric Co	1,492.19	000000
20610	10/23/2014	PhCit	Pleasant Hill, City of	10,161.60	000000
20611	10/23/2014	PhSen	Pleasant Hill Seniors Club	1,708.50	000000
20612	10/23/2014	PleaHill	Pleasant Hill Rec & Park Distr	122,626.09	000000
20613	10/23/2014	StalGle	Glen Staller	348.00	000000
20614	10/23/2014	Standard	Standard Insurance Company	1,480.01	000000
20615	10/23/2014	StePrint	Steven's Printing	53.17	000000
20616	10/23/2014	TheMorto	The Morton Revocable Trust dat	50,445.66	000000
20617	10/23/2014	UNIVAR	UNIVAR USA Inc	667.28	000000
20618	10/23/2014	USBank	U.S. Bank	2,481.71	000000
20619	10/23/2014	USBankEq	US Bank Equipment Finance	340.26	000000
20620	10/23/2014	VSP	Preferred Benefit	61.80	000000

Check	Date	Vendor No	Vendor Name	Amount	Voucher
20621	10/23/2014	Xerox	Xerox Corporation	260.17	000000

CHECK TOTAL: $313,898.00

Board of Directors Meeting Minutes
July 10, 2014
DRAFT

The July 10, 2014 Board Meeting of the Pleasant Hill Recreation & Park District Board of Directors was called to order by Board Chair Sterrett at 7:04 p.m. in the Conference Room at the Administration Office. Sterrett reported that the Board met in Closed Session prior to the regular meeting and that the Board will be meeting again on the subject.

PLEDGE OF ALLEGIANCE
Board Chair Sterrett led the Pledge of Allegiance

ROLL CALL
BOARD PRESENT: Donaghu, Sterrett, Bonato, Shess, Glover

STAFF PRESENT: Blair, Lischeske, Bradley

PUBLIC COMMENT
None

PUBLIC HEARING PRELIMINARY BUDGET FISCAL YEAR 2014 – 2015

No Public was present for comment.

CONSENT CALENDAR (ACTION)

a. To approve bills to be paid

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

TO CONSIDER ADDING E-CIGARETTES OR VAPING TO THE DISTRICT'S NO SMOKING POLICY

Peggy McGurk, resident of Pleasant Hill, was present to address the Board on this item. McGurk commented that she is very supportive of adding the e-cigarettes to the District's nosmoking policy. She said it is important for the safety of the children in our community. McGurk said she is a retired teacher and this issue is very important to her.

Ken Housfeld, resident of Pleasant Hill, was also present to comment on this item. Housfeld commented that "vaping" should be included in the no-smoking policy. He said that vaping is being marketed to youth. He commented that he would like to see it banned in the Recreation & Park areas.

The Board discussed adding e-cigarettes or "vaping" to the policy. It was a unanimous decision to have the item come back to the Board as an action item. Board Member Glover stated that the signage in the park areas would need to be changed as well. He asked McGurk and Housfeld if they would find some signage examples for the Board to review.

Board Member Bonato said she would like the District's legal counsel to review the policy.

REPORT ON DISTRICT'S COMPUTERS AND CONSIDERATION OF NEW EQUIPMENT FOR FISCAL YEAR 2014-15 (ACTION)

The District's IT specialist Richard Miller was not present for a report.

ACKNOWLEDGEMENT OF GRAND JURY REPORT AND RESPONSE (ACTION)

Accounting Supervisor and acting General Manager Mark Blair reported that most of the Grand Jury report does not apply specifically to the District. Board Member Donaghu asked Blair if anyone from the Grand Jury had come to ask questions regarding the report. Blair said they had not.

All the Board members felt that the response letter from the General Manager should be more general and less specific to certain items. The changes were noted to Blair who will give them to the General Manager.

No action was taken on this item. The Board asked that the recommended changes be included in the draft then sent back to the Board.

TO CONSIDER AMENDING RESOLUTION 2014-06-12A, ORDERING EVEN-YEAR BOARD ELECTION; CONSOLIDATION OF ELECTIONS; AND SPECIFICATIONS OF THE ELECTION ORDER (ACTION)

Acting General Manager Blair reported that according to the Contra Costa County Election Department each candidate's word count for their Candidate's Statement is paid for by the candidate. He commented that the difference between a 250 word count and a 300 word count is almost double the cost. He said the approximate cost for 250 words is $340, and the cost for 300 words is close to $700. Blair reported that the Board currently has their word count set at 300 words. Board Member Glover commented that he would like to see the word count changed to 250. Board Chair Sterrett commented that she was in favor of the higher word count as it shows the public the candidates are serious about their positions.

Upon motion of Board Members Bonato & Glover, the Board approved to amend Resolution 2014-06-12A to change the word count.

TO CONSIDER ADJUSTMENTS TO FISCAL YEAR 2014 - 2015 PRELIMINARY BUDGET (ACTION)

Accounting Supervisor Blair reported that the Board and District staff are still making adjustments to the preliminary budget. He said the main discussions are on the capital project items. Blair commented that the pathways in Pleasant Hill Park are an item that has been discussed most. Park Superintendent Tom Bradley was present. Bradley distributed updated work proposals for the pathways to the Board. Bradley also distributed a proposal which included pavers in the park. Bradley commented that he would like to use pavers for the pathways.

Board Member Bonato asked if the pavers would require more repair from the tree roots in the park. Bradley commented that the repair work would be minimal.

Board Chair Sterrett commented that from the figures in the proposal it would cost less to use paver/cement work as opposed to cement work only. Sterrett asked if all the pathways could be done at the same time with the pavers. Bradley commented that the pavers would be installed in separate applications.

Board Member Glover asked if the work is done in a piecemeal fashion if the pricing would still be the same. Bradley said it would.

Accounting Supervisor Blair commented that the pathways are now becoming a safety concern for the District.

Board Member Bonato said she would like to see the pathways done in phases.

Board Member Shess commented that he would like to see the pathways as a separate item from the capital items list. He would like more information on the pathways. He stated he would like to table the decision regarding the pathways until more information and money is available.

The Board was all in consensus that the pathways need to be done, but that it is a matter of how much money should be put towards this item. Accounting Supervisor Blair recommended using the reserve money for the pathway project if needed.

The Board discussed other items on the capital project items list including the Rodgers- Smith Park&Dinosaur Hill signage, scoreboard; field prep machine, ceiling projectors, and blinds for the Senior Center.

Upon motion of Board Members Glover & Donaghu, the Board approved the adjustments to the fiscal year 2014-2015 preliminary budget.

BOARD ANNOUNCEMENTS AND REQUESTS TO STAFF

Bonato made the following announcements/questions:

- She enjoyed the Fourth of July event. She said it was nice to see the Aquatic Center so full. She said the 4th of July Commission collected $4,000.00 in donations at the fireworks that night.
- She commented that Larkey Park in Walnut Creek has a beautiful new sign, and would like the District signage to be comparable. Park Superintendent Bradley said he would take a look at the sign.
- She reported that the Library Task Force met this week, and that mainly it was a time for the sub committees to give their reports. She said the Task Force will meet in another month.

Shess made the following announcements/questions:

- He also said the Fourth of July was a great event.
- He thanked Tom Bradley for getting on the water issue at Pleasant Oaks Park in a timely manner.

Donaghu made the following announcements/questions:

- He said the Fourth of July event was excellent. He said the parade was great and the fireworks were the best ever.

Glover made the following announcements/questions:

- He reported that there was a wrap up meeting with the Hospice Tree of lights committee, but he was not able to attend. He said the date for the lighting is set for November 20, 2014.

Sterrett made the following announcements/questions:

- She said she watched the Fourth of July fireworks from Diablo Valley College. She commented that the Pleasant Hill police did a wonderful job with traffic control.
- She asked Blair to ask the General Manager if he will be sending the new District Organizational Chart to the Board.

STAFF ANNOUNCEMENTS

The Accounting Supervisor/Acting General Manager made the following announcements:

- He distributed the Dolfin's invitations for their 50th Anniversary celebration.
- Tom Bradley distributed information regarding the Woodside Hills weed abatement.

ADJOURNMENT

Board Chair Sterrett adjourned the meeting at 9:10 p.m.

_____

Mark Blair, Acting Clerk of the Board

MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: October 14, 2014

RE: October 23, 2014 Board Meeting

Presentation on the City of Pleasant Hill's Community Gateways Project

I believe that most of the Board Members have either heard or seen some of the Pleasant Hill Gateways Project information. Board Member Donaghu sent information out from the recent Chamber of Commerce's presentation. We are pleased that the Pleasant Hill consultants WRT will be making a presentation regarding the Pleasant Hill Gateways Project to the Board or Directors. Attached is information regarding the presentation.

City of Pleasant Hill

MEMORANDUM

TO: Pleasant Hill Recreation & Park District Board

FROM: Kelly Calhoun, Economic Development Manager

DATE: October 15, 2014

SUBJECT: City Gateway Program

In October 2012, the Commercial Area Facades & Gateway Sites Evaluation Report was completed as part of the City's Economic Development Program. That report identified the City's current Gateway monuments as lacking the iconic and modern branding flavor that the City needs to update its image. The City's Economic Development Committee asked staff to undertake a review of the City's current Gateway areas for potential visual enhancement, aesthetic improvement and overall opportunities for branding. Staff conducted a design competition to select a design firm that could assist with developing design concepts and engage community involvement in a process to develop a City Gateway Master Plan.

In March of 2014 the City Council approved a Professional Services Agreement with Wallace Roberts and Todd, LLC (WRT) to assist the City with this process. The scope of services that was developed for the project included community outreach and focus group meetings to solicit input and ideas in helping to define and prioritize potential design concepts for the Gateway Project.

Citywide Community Workshops were held on June 12, August 19, and October 7, 2014 to engage the community in the process to help identify the following:

- What are the unique qualities of Pleasant Hill that help shape community identify?
- Where are the main entries to welcome visitors and highlight the City's identity?
- What public destinations need additional signs to help you navigate to them?

Each workshop included a combination of residents, business owners, staff and elected officials

Additionally a community survey was conducted in late September and early October to help identify and prioritize some potential design concepts.

John Gibbs, Senior Associate from WRT will be presenting information to you and will provide you with a brief report on the outcomes of the public workshops and survey process, as well as information on the next steps for the Community Gateways Project.

MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: October 14, 2014

RE: October 23, 2014 Board Meeting

To Review Wording and Location of the Rodgers Ranch Clampers Plaque (ACTION)

Attached in your packet is the copy and materials that were presented to the Architectural Review Commission. The Architectural Review Commission will be meeting on Thursday, October 16. We will give the Board an update and status how the meeting went in front of the Architectural Review Commission. The wording for the Clampers Plaque is in the packet as well as the location of the proposed monument sign.

MEETING AGENDA
CITY OF PLEASANT HILL
ARCHITECTURAL REVIEW COMMISSION

October 16, 2014
5:00 P.M.

Large Community Room, 100 Gregory Lane, Pleasant Hill, CA 94523 www.ci.pleasant-hill.ca.us (925) 671-5209

CHAIR: JILL BERGMAN **VICE CHAIR: RICHARD STANTON**
MEMBERS: THOR SCORDELLIS, JOHN HART, FRANK HERNANDEZ

Members of the audience wishing to speak on any matter are requested to fill out a card and turn it in to the Chair. Items not on the agenda will be considered during the Public Comment portion of the meeting. Comments on any item under the Public Hearing portion of the agenda will be accepted only when the public hearing is opened for that item. Comments are limited to three minutes per speaker. Presentations made by applicants are limited to a maximum combined time of 15 minutes. If the applicant or his or her representative fails to attend the public hearing concerning their application, the Architectural Review Commission may take action to deny the application. An application may be entertained for continuance upon receipt of written notification of the applicant's inability to attend the hearing. Materials related to an item on this agenda submitted to the Commission after distribution of the packet are available for public review in the City of Pleasant Hill Planning Division at 100 Gregory Lane, Pleasant Hill, CA 94523 during normal business hours. Such documents are also available on the City of Pleasant Hill website at www.pleasant-hill.ca.us subject to staff's ability to post the documents before the meeting.

An appeal of the decision or conditions of the Architectural Review Commission to the City Council must be filed in writing with the City within 10 calendar days of the mailed notice of decision.

CALL TO ORDER

ROLL CALL

MINUTES

September 4, 2014
September 23, 2014 Special Joint Planning Commission/Architectural Review Commission Meeting

PUBLIC COMMENT

The public is welcome at this time to address the Architectural Review Commission on any subject, with the exception of scheduled items. Comments are limited to three minutes per speaker.

PUBLIC HEARINGS

1. PLN 14-0348, 21 MASSOLO DRIVE OFFICE BUILDING MONUMENT SIGN – 21 MASSOLO DRIVE *(20 minutes)*

Staff Report
Attachments

Hearing on the request of Shan Patil, property owner, to consider a Sign Permit request for one double-face monument sign at an existing office building. The application is

associated with a 6,926 square foot parcel zoned *RB-Retail Business*. Assessor Parcel No. 127-050-054.

CEQA Determination: Class 11, accessory structures/on-premise signs.

Project Planner: Lori Radcliffe, 925-671-5297, lradcliffe@ci.pleasant-hill.ca.us.

2. PLN 14-0362, RODGERS RANCH MONUMENT SIGN – 315 CORTSEN ROAD *(20 minutes)*

Staff Report
Attachments

Hearing on a Sign Permit request from the Pleasant Hill Park & Recreation District, (property owner) for a monument sign denoting a historical site. The application is associated with a 1.57 acre parcel zoned *Planned Unit District – Historical PUD-H Ordinance 710.* Assessor Parcel No. 166-380-070.

CEQA Determination: Class 11, accessory structures/on-premise signs).

Project Planner: Lori Radcliffe, 925-671-5297, lradcliffe@ci.pleasant-hill.ca.us

STAFF COMMUNICATIONS

UPCOMING PROJECTS AND FUTURE MEETINGS

ADJOURNMENT

Adjourn to the next regular meeting of the Architectural Review Commission on November 6, 2014, at 5:00 P.M., in the Large Community Room at City Hall, 100 Gregory Lane, Pleasant Hill.

Architectural Review Commission

staff report **October 16, 2014**

Item 2: **RODGERS RANCH MONUMENT SIGN**
315 CORTSEN ROAD
PLN 14-0362

Project Planner: Lori Radcliffe, (925) 671-5297, lradcliffe@ci.pleasant-hill.ca.us

Applicant/Owner Pleasant Hill Park & Recreation District, 147 Gregory Lane, Pleasant Hill

I. INTRODUCTION

A. Project Description

Public hearing to consider approval of a monument sign for a designated historical site --- Rodgers Ranch. The proposed monument sign would be constructed of river rock and mortar with a bronze plaque to denote its historical significance. The existing wood sign on wood posts (4' x 3', 6' tall) is proposed to be removed. Landscaping includes pavers and decomposed granite.

B. Background

On February 13, 2014, the Zoning Administrator conditionally approved Zoning Permit PLN 14-0049, for the restoration of the historic Rodger's Ranch barn in accordance with the Architectural Review Commission's determination of August 3, 2006 (no Certificate of Appropriateness was required in accordance with Section 18.45.110.B of the Zoning Ordinance).

In 2012 the Architectural Review Commission approved TRP 10-020, for the removal of one blue gum eucalyptus tree, diameter 49 inches.

C. Project Location

The 1.57-acre subject site is located at the south-to-southwest terminus of Cortsen Road. Assessor Parcel Number: 166-380-070

II. GENERAL INFORMATION

A. General Plan

The General Plan designates the site as *Park.*

B. Zoning

The zoning designation is *PUD-H Planned Unit District – Historical (Ordinance 710).*

C. Site Description and Existing Land Use

The project site is developed with the Rodgers Ranch historic facility.

D. Surrounding Zoning and Uses

	ZONING	USES
NORTH	PUD Planned Unit District – Ordinance 591	Single Family Residential
SOUTH	PUD (Ord. 591)	Single Family Residential
EAST	PUD (Ord. 591)	Single Family Residential
WEST	R-10	Single Family Residential

CEQA Status

Pursuant to Sections 15311 of the Guidelines for the Implementation of the California Environmental Quality Act (CEQA) of 1970, as amended, this project is determined to be a Class 11 categorical exemption as the project is limited to new, on premise signage. As a result it would not have a significant impact on the environment.

E. Public Notice

Public noticing was sent to all property owners within 300 feet of the project site. To date, no public comments have been received.

III. PURPOSE AND SCOPE OF REVIEW

A. Purpose

The purpose of architectural review is to evaluate the interdependence of property values and aesthetics, and to provide a method to promote sound land use development.

More specifically, the Architectural Review Commission ("ARC") considers the following elements in evaluating a sign permit application:

Signage

i. Ensure sign visibility and legibility, including letter height and legibility, contrast background relationship, placement and location, and the impact of other signs in the vicinity, and the average travel speed on adjacent streets.
ii. Intensity of sign illumination of both the proposed sign and other signs in the vicinity, and other light sources such as street lights or canopy lights.
iii. The relation of the signs to the architectural design of the building. An attractive scale between the sign, the building and the immediate surroundings shall be maintained.
iv. Ensure the graphic design of a sign, including emphasis on simplicity, style, trademarks or business identification and use of symbols.
v. Ensure substantial compliance with city-wide design guidelines.

IV. ANALYSIS

A. Signage and Architecture

The proposed monument sign would be constructed of river rock and mortar, with no illumination, and would include the following design features:

- Sign Face Area: 3 square feet (only one side proposed)
  - Bronze plaque with raised text
  - Sign text as noted below:

    Rodgers Ranch
    In 1855, Patrick Rodgers left County Tyrone, Ireland, for the California Gold Rush. In 1868, he and his wife, Mary bought this site with over 149 acres to grow wheat. The Rodgers, along with eight other families, became Pleasant Hill's earliest pioneers. During the "Second California Gold Rush," in the late 1800's (the highest U.S. production of wheat ever recorded). They were successful "household farmers." Patrick died in 1891 and is buried at St. Catherine's Cemetery in Martinez, California.

    National Register of Historic Places #91000305

- Total height – 48 inches
  - 3 foot square base tapers to a 2.5 square top
- The sign is proposed to be installed on a 5 foot square concrete base
  - Approximately 5 feet behind the sidewalk

- In front of a new pedestrian path way of approximately 25 square feet constructed out of stepping stones on brown decomposed granite.
- The existing split rail fence would be altered to provide an alcove area for the proposed monument sign.

B. Compliance with Zoning Ordinance

Section 18.60.050A.1 of the Zoning Ordinance provides that 0.5 square foot of sign area is allowed for each lineal foot of street frontage, up to a maximum of 16 square feet on 1 sign face or 32 square feet on 2 faces. In this case, the street frontage is approximately 133 feet, and the proposed sign area would be three square feet. Therefore, the proposed signage would comply with the maximum allowed sign face area.

C. Compliance with Planned Unit District – Historic Regulations

The project site is located in a PUD-H Planned Unit District – Historic (Ordinance 710) zoning district. However, Chapter 18.45 of the Zoning Ordinance (Historic Districts and Cultural Resources District) does not contain specific provisions or regulations to address signage. In addition, there are no specific development standards contained in Ordinance 710 which address signage. However, the proposed monument sign is consistent with historical markers/signs in the region.

D. Engineering Division Comments

The Engineering Division has reviewed the project plans and has provided the following comment:

1. The applicant shall obtain an Encroachment Permit for any work in the public right-of-way (Attachment D) (Condition 1.3).

E. Compliance with City-Wide Design Guidelines

The following provides a summary analysis of the City Wide Design Guidelines applicable to the project:

- <u>S.G.C.5 – Signs should not, by their appearance or size, dominate or overpower the setting, or be visually obtrusive. They should complement the visual character of the setting where they are located, whether it is a street frontage or storefront</u>. The proposed sign would be consistent with this guideline because the generic historical marker design and river rock material of the proposed monument sign complement the existing historical area.

- S.G.F.1 – the design, materials, construction, and installation of sign should reflect a high quality visual appearance. The proposed monument sign would be constructed of river rock and mortar and feature a brass plaque which would convey a quality appearance.

- S.G.L.3 – Monument signs shall be located within a landscaped planter area. The proposed sign would be located within the existing landscape area. The existing split-rail fence is proposed to be modified to provide an alcove area for the sign. Additionally, the area in front of the sign would be designed with decomposed granite and stepping stones to allow pedestrians to read the plaque.

V. CONCLUSION

The proposed monument sign would provide historical information about the site and complement the existing historical buildings. Additionally, the sign can be found consistent with applicable City standards and guidelines (as noted in the analysis).

VI. RECOMMENDATION

Staff recommends that the ARC confirm that the project is exempt from CEQA and approve the proposed monument sign subject to the attached conditions of approval or as they may be modified by the Commission.

VII. ATTACHMENTS

Attachment A	Staff Recommended Conditions of Approval
Attachment B	Location Map
Attachment C	Project Plans / Photos / Sign Text / Plaque Example
Attachment D	Engineering Comments
Attachment E	Public Notice

ATTACHMENT A

ARCHITECTURAL REVIEW COMMISSION
STAFF RECOMMENDED
CONDITIONS OF APPROVAL & FINDINGS

Project:	Rodgers Ranch Monument Sign
Application Number:	PLN 14-0362
Address:	315 Cortsen Road
Review Date:	October 16, 2014

The following conditions were approved by the Pleasant Hill Architectural Review Commission to ensure the project is built in conformance with the City's Ordinances and Design Guidelines. These conditions may be appealed to the City Council within ten days of the mailing of the action letter (which usually occurs within two days of the meeting). Any specific questions should be addressed to the Public Works & Community Development Department.

Conditions of Approval

1.0 Special Conditions

1.1 Approval is for a new non-Illuminated monument sign:

- Sign Face Area: 3 square feet (only one side proposed)
  - Bronze plaque with raised text
  - Sign text as noted below:

    Rodgers Ranch
    In 1855, Patrick Rodgers left County Tyrone, Ireland, for the California Gold Rush. In 1868, he and his wife, Mary bought this site with over 149 acres to grow wheat. The Rodgers, along with eight other families, became Pleasant Hill's earliest pioneers. During the "Second California Gold Rush," in the late 1800's (the highest U.S. production of wheat ever recorded). They were successful "household farmers." Patrick died in 1891 and is buried at St. Catherine's Cemetery in Martinez, California.

    National Register of Historic Places #91000305

- Total height – 48 inches
  - 3 foot square base tapers to a 2.5 square top
- The sign will be installed on a 5 foot square concrete base
  - Approximately 5 feet behind the sidewalk
  - In front of a new pedestrian path way of approximately 25 square feet constructed out of stepping stones on brown decomposed granite.

- The existing split rail fence will be altered to provide an alcove area for the proposed monument sign.

1.2 The developer shall defend, (with counsel acceptable to the City) indemnify and hold harmless the City of Pleasant Hill and its agents, officers and employees from any claim, action or proceeding against the City and its agents, officers or employees to attack, set aside, void, or annul an approval of the Architectural Review Commission, City Council, Public Works and Community Development Director or any other department, committee, or agency of the City concerning this Permit.

1.3 The applicant shall comply with all standards of the City of Pleasant Hill Engineering Division to include issuance of an Encroachment Permit prior to the commencement of any work to be conducted in the public right-of-way.

1.4 The applicant shall comply with all standards as required by the Contra Costa County Fire Protection District.

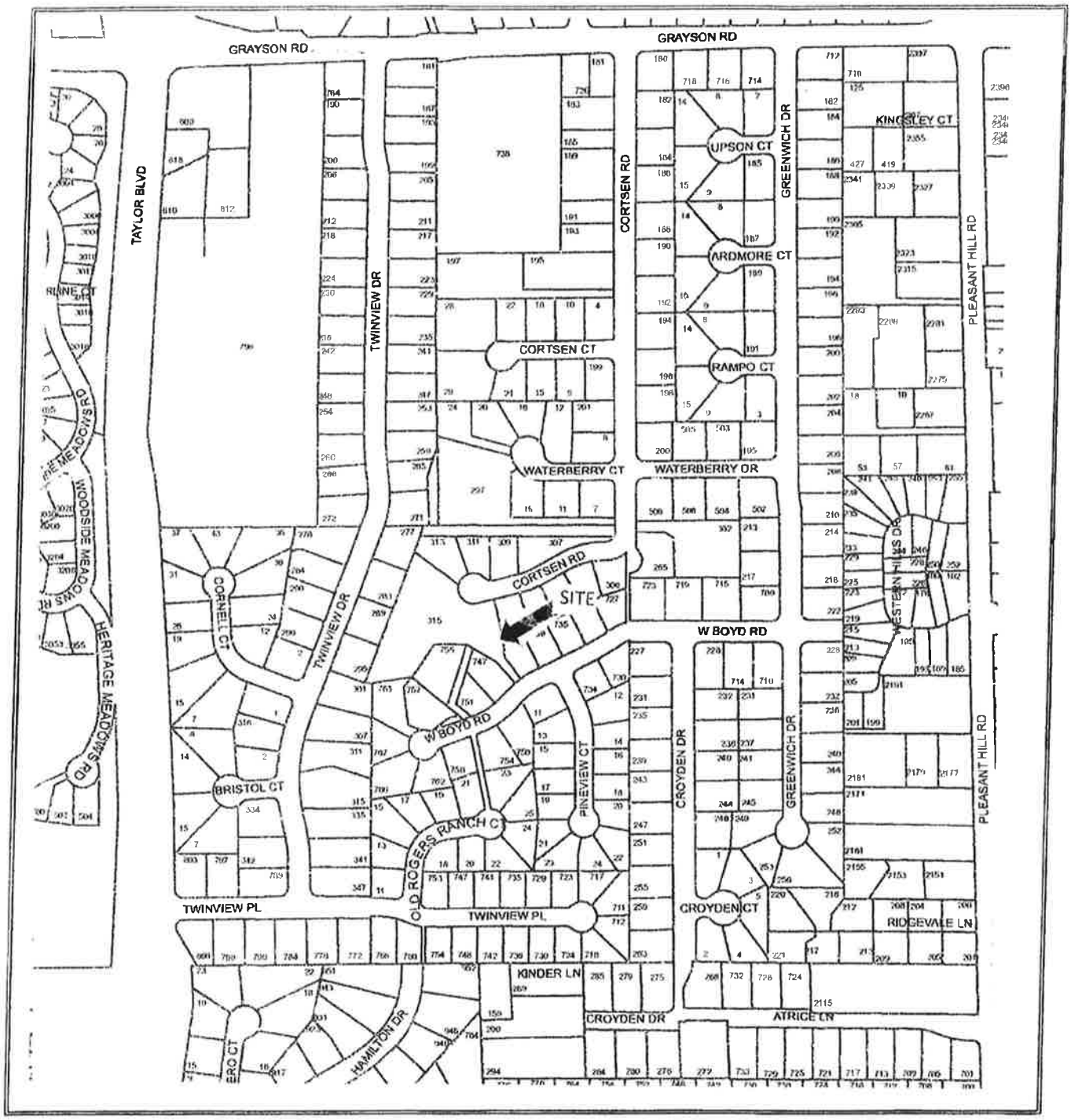
2.0 Plans

2.1 Approval is based on and shall be in accordance with the plans stamped "Approved" October 16, 2014 except as they may be modified by these conditions.

3.0 Permit Time Limit

3.1 ARC Permit PLN 14-0362 shall expire one (1) year from the effective approval date unless: a building permit is issued, substantial money is expended, and construction diligently pursued, or an occupancy permit is issued, or the approval is renewed by the Architectural Review Commission. A renewal may be granted only if a written request is submitted by the applicant to the Zoning Administrator prior to expiration of the sign permit.

ATTACHMENT B



LOCATION MAP

RODGERS RANCH MONUMENT SIGN
PLN 14-0362
315 CORTSEN ROAD

N

NTS

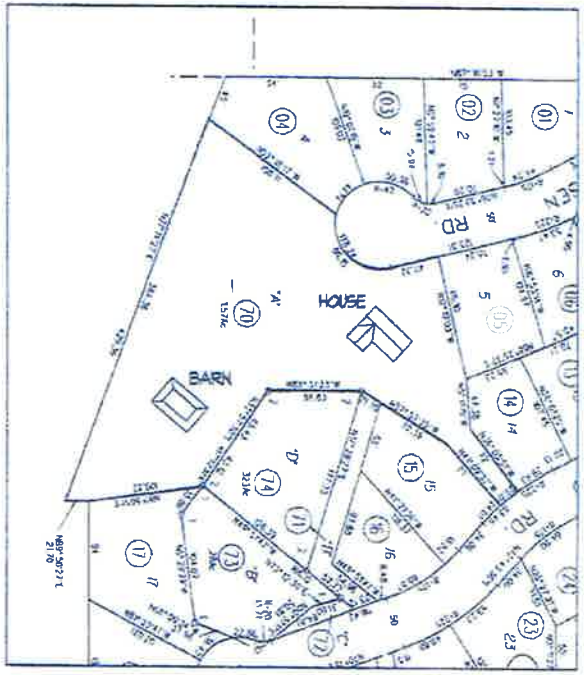
ATTACHMENT C

FRIENDS OF RODGERS RANCH
RODGERS RANCH HERITAGE CENTER
315 CORTSEN RD, PLEASANT HILL

APN 166-380-070

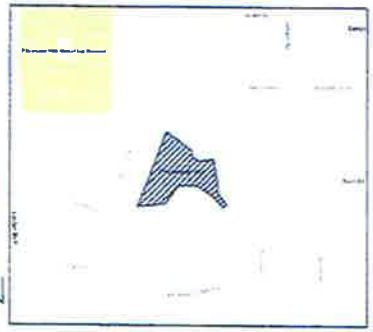
INSTALLATION OF A MONUMENT, COMPOSED OF RIVER ROCK, MORTAR, AND A BRONZE PLAQUE.

MONUMENT LOCATION



ASSESSOR'S MAP

VICINITY MAP



VICINITY MAP

GENERAL SYMBOLS

- ALL DIMENSIONS F.O.B.-EXTERIOR & INTERIOR WALL
- EXISTING (E) WALL
- REMOVE WALL
- NEW (N) WALL
- (E) WALL (N) SHEAR

COMPLIANCE CODES

APPLICABLE CODES & STANDARDS

CALIFORNIA BUILDING CODE 2015
CALIFORNIA RESIDENTIAL CODE 2015
CALIFORNIA PLUMBING CODE 2015
CALIFORNIA MECHANICAL CODE 2015
CALIFORNIA ELECTRICAL CODE 2015
2015 EDITION OF THE TITLE 24 STANDARDS

OWNER

FRIENDS OF RODGERS RANCH
RODGERS RANCH HERITAGE CENTER
315 CORTSEN RD, PLEASANT HILL CA 94523
[illegible]

CONTRACTOR'S NOTE

DO NOT SCALE FROM THE DRAWINGS. VERIFY ALL DIMENSIONS IN FIELD, IN CASE OF DISCREPANCY CONTACT DESIGNER PRIOR TO CONTINUATION OF WORK. THE ISSUANCE OF A BUILDING PERMIT SHALL NOT BE CONSTRUED AS A GUARANTEE THAT ALL OF CODE REQUIREMENTS ARE REFLECTED IN THE DOCUMENT. THE GENERAL CONTRACTOR FOR THE PROJECT SHALL BE ULTIMATELY RESPONSIBLE FOR INSURING THAT THE FINISHED PRODUCT COMPLIES WITH ALL REGULATIONS, LAWS AND CODE REQUIREMENTS.

SCOPE OF WORK

INSTALLATION OF A MONUMENT, COMPOSED OF RIVER ROCK, MORTAR, AND A BRONZE PLAQUE. APPROXIMATE DIMENSION ARE 5' W x 5' D x 4'H

SHEET INDEX

A1	COVER SHEET AND DATA
A2	SITE PLAN & PLAN
A3	PHOTOMONTAGE

DESIGN

POLYGON DESIGN STUDIO
587 CIVIC DR #5
PLEASANT HILL, CA 94523
[illegible]

DO NOT SCALE FROM DOCUMENT. VERIFY ALL DIMENSIONS IN FIELD.

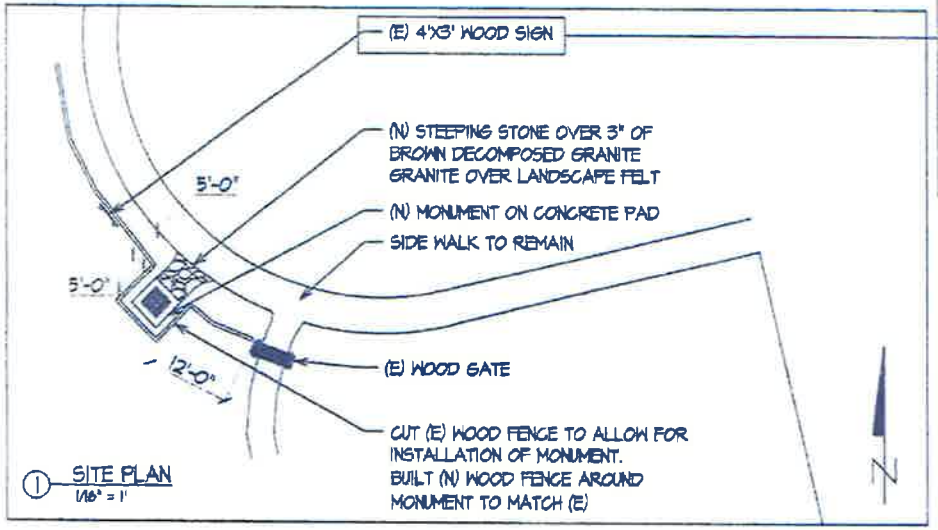
REVISIONS	BY
1	
2	
3	
4	

315 CORTSEN RD
PLEASANT HILL
CA 94523

NEW MONUMENT SIGN

COVER SHEET AND DATA

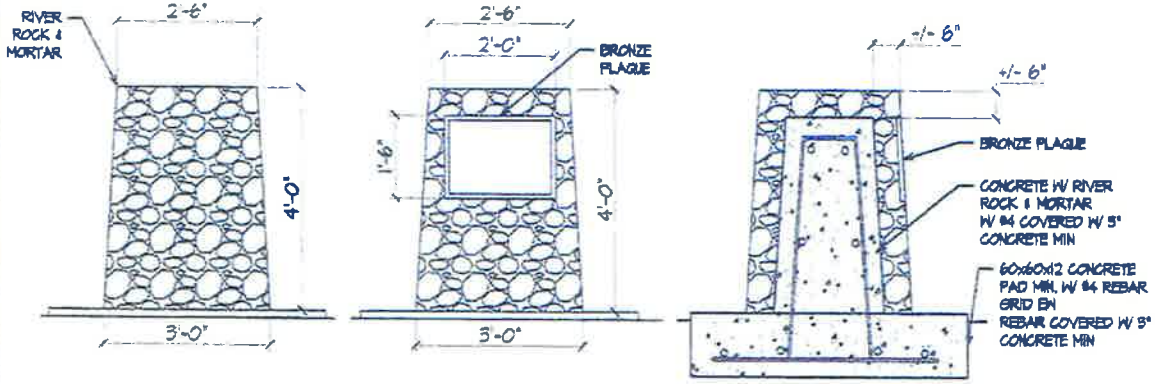
DATE 09/12/2014
SCALE 1/4"=1'-0"
JOB NO. 2014-26
SHEET A-1



1 SITE PLAN
1/16" = 1'

(E) SIGN:
SIGN #1
WOOD SIGN ON WOOD POST
RECENT
4'X3'
6' HEIGHT

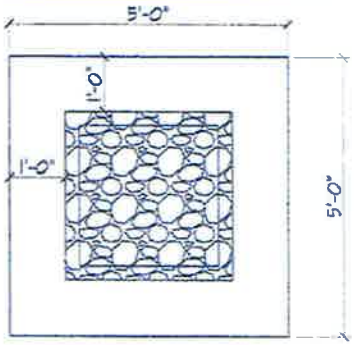
(N) SIGN:



SIDE & BACK

FRONT

SECTION



TOP

2 PLAN
1/2" = 1'

1. ALL CONCRETE SHALL BE MINIMUM 2,500 PSI STRENGTH WITHIN 28 DAYS.
2. POURED MUST BE WETTED NOT LESS THAN 24 HOURS PRIOR TO PLACING CONCRETE.

DO NOT SCALE FROM DOCUMENT - VERIFY ALL DIMENSIONS IN FIELD

REVISIONS	BY
1	
2	
3	
4	

315 CORTSEN RD
PLEASANT HILL
CA 94523

NEW MONUMENT SIGN

SITE PLAN & PLAN

DATE 09/12/2014
SCALE N/A
JOB NO. 2014-26
SHEET A-2

(E) SITE:

(E) SITE WITH (N) MONUMENT SIGN, STEPING STONES, AND (N) FENCE

DO NOT SCALE FROM DOCUMENT. VERIFY ALL DIMENSIONS IN FIELD.

REVISIONS	BY
1	
2	
3	
4	

315 CORTSEN RD
PLEASANT HILL
CA 94523

NEW MONUMENT SIGN

PHOTOMONTAGE

DATE 09/12/2014

SCALE N/A

JOB No. 2014-26

SHEET A-3

315 CORTSEN RD – PLEASSANT HILL

PICTURE 1 – New sign location

PICTURE 2 – From street

PICTURE 3 – From street

PICTURE 4 – From parking lot

PICTURE 5 – From street

PICTURE 6 – From street

PICTURE 7– From street

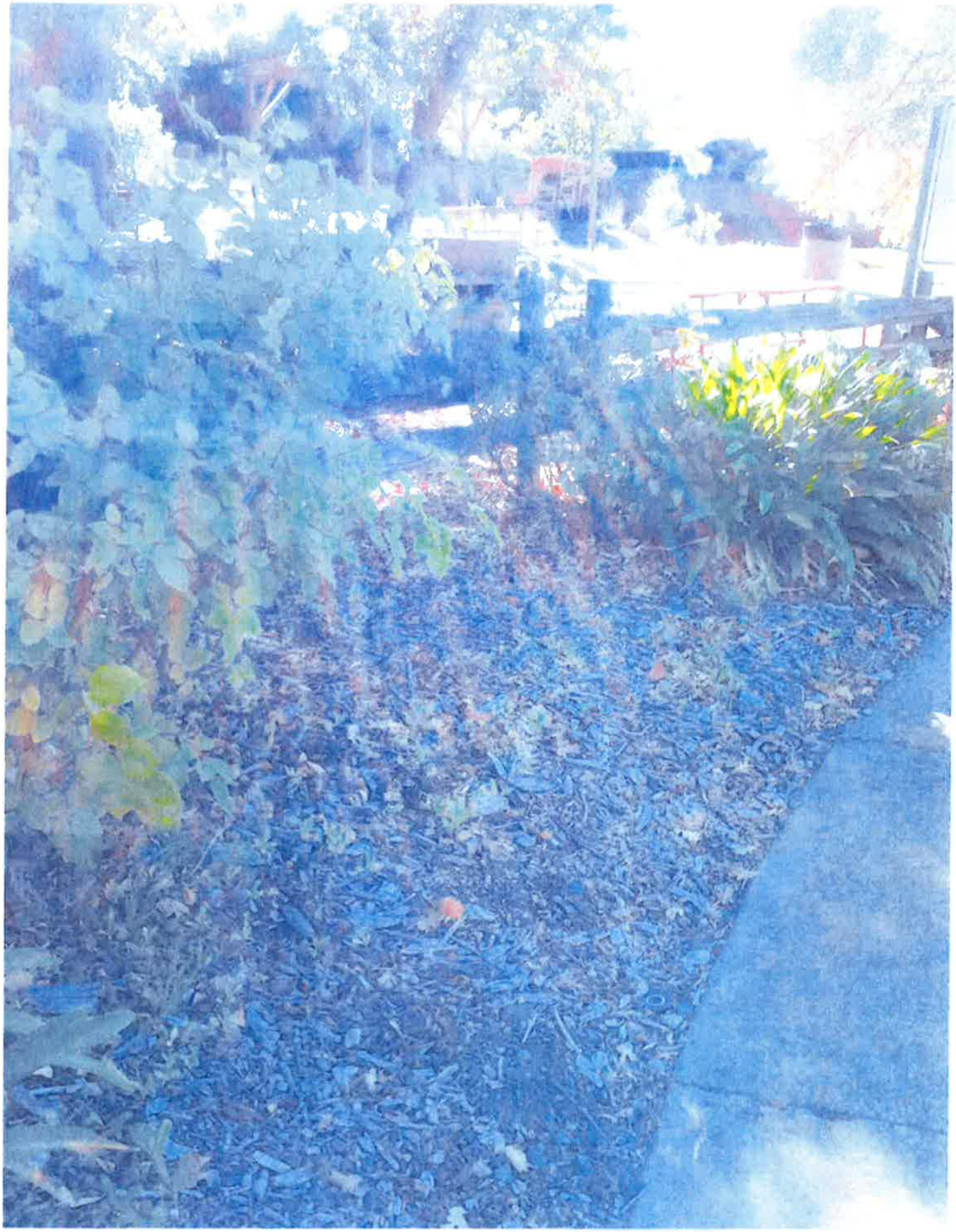
PICTURE 8 – From gate

PICTURE 9 – From sidewalk

PICTURE 10 – From sign location

PICTURE 11 – From sign location

PICTURE 12 – From sign location



RODGERS RANCH

In 1855, Patrick Rodgers left County Tyrone, Ireland, for the California Gold Rush. In 1868, he and his wife, Mary, bought this site with over 149 acres to grow wheat. The Rodgers, along with eight other families, became Pleasant Hill's earliest pioneers. During the "Second California Gold Rush," in the late 1800s (the highest U.S. production of wheat ever recorded), they were successful "household farmers," outlasting the much larger "bonanza farms." Patrick died in 1891 and is buried at St. Catherine's Cemetery in Martinez, California.

National
Register of
Historic Places
#91000305

BIRTHPLACE OF THE MARTINI
ON THIS SITE IN 1874, JULIO RICHERIEU, BARTENDER, SERVED UP THE FIRST MARTINI WHEN A MINER CAME INTO HIS SALOON WITH A FISTFUL OF NUGGETS AND ASKED FOR SOMETHING SPECIAL. HE WAS SERVED A "MARTINEZ SPECIAL." AFTER THREE OR FOUR DRINKS, HOWEVER, THE "Z" WOULD GET VERY MUCH IN THE WAY. THE DRINK CONSISTED OF 2/3 GIN, 1/3 VERMOUTH, A DASH OF ORANGE BITTERS, POURED OVER CRUSHED ICE AND SERVED WITH AN OLIVE.
HUMORIST JAMES THURBER ONCE SAID, "ONE IS ALRIGHT, TWO IS TOO MANY, AND THREE IS NOT ENOUGH."
DEDICATED APRIL 11, 1963
JOAQUIN MURRIETA CHAPTER 19
E. CLAMPUS VITUS

ATTACHMENT D

City of Pleasant Hill

MEMORANDUM

TO: Lori Radcliffe, Assistant Planner

FROM: Rod Wui, Senior Civil Engineer RDW

DATE: September 19, 2014

SUBJECT: Architectural Review
315 Cortsen Road
PLN 14-xxxx Rodgers Ranch Monument Sign

The Engineering Division has reviewed the submittal package. Engineering can recommend approval of the project, with the following condition of approval:

1. The applicant shall obtain an Encroachment Permit for any work in the public right-of-way.

ATTACHMENT E

CITY OF PLEASANT HILL
NOTICE
OF
PUBLIC HEARING

ARCHITECTURAL REVIEW PERMIT
315 CORTSEN ROAD
ARCHITECTURAL REVIEW PERMIT PLN 14-0362

Hearing on the request of Pleasant Hill Park & Recreation District, property owner, to consider PLN 14-0362 (Sign Permit) for Architectural Review for a monument sign denoting an historical site (three feet wide by four feet tall) and to determine the project is categorically exempt from CEQA (Class 11, accessory structures/on premise signs). The application involves a 1.57 acre parcel zoned PUD-H 710 and shown as AP No. 166-380-070, located at 315 Cortsen Road.

THE PUBLIC HEARING will be held by the Architectural Review Commission starting at **5:00 pm on Thursday, October 16, 2014, in the Large Community Room**, 100 Gregory Lane, Pleasant Hill. Interested persons will be heard at this time.

NOTICE IS ALSO GIVEN pursuant to Government Code Section 65009(b) that, if this matter is subsequently challenged in Court by you or others, you may be limited to raising only those issues you or someone else has raised at the Public Hearing described in this notice or in written correspondence delivered to the City of Pleasant Hill at, or prior to, the Public Hearing.

For information, call **Lori Radcliffe, at 671-5297 or email at lradcliffe@ci.pleasant-hill.ca.us**.

Greg Fuz
Zoning Administrator

MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: October 14, 2014

RE: October 23, 2014 Board Meeting

First Reading of Reserves Policy in Financial Section of District Policy Manual

Board Chair Sherry Sterrett and Accounting Supervisor Mark Blair are in the process of updating the complete Policy Manual that should be forthcoming to the Board at a upcoming Board Meeting. At this time, I am recommending the Board to review the Reserves Policy so that we can move ahead with applying for the CSDA's Transparency Certificate of Excellence. One of the requirements is that we have a Reserves Policy in place, which we do not have one at this time. So, Mark has been working on a Reserves Policy. This will be a first reading and we can pass it at the next Board Meeting.

Pleasant Hill Recreation & Park District

POLICY MANUAL

POLICY TITLE: Financial
POLICY NUMBER: 3000

The purpose of this policy is to maintain the finances in a manner where controls are exercised and records kept which fairly represent the District's financial activities. This policy also establishes the target minimum Unrestricted Fund Balance that is to be maintained in the General Fund for Pleasant Hill Recreation & Park District.

3000.1 Board policy, the Government and Resources Code of the State of California and compliance with sound accounting policies shall guide the District's financial management. A District Board Budget and Finance Committee composed of two Board Members are responsible for overseeing budget development and financial aspects prior to final Board approval.

3000.2 Financial statements provide historical and current data that aids management to evaluate the District's financial condition and attainment of budget goals. Quarterly Income Statements and the Balance Sheet for the General Fund shall be prepared and reviewed by the Board of Directors. Financial statements for other District funds may be requested and reviewed at the Board's discretion.

3000.3 The State Controllers Report shall be completed and filed in accordance with all applicable Government Code sections. In addition, all other required financial reporting shall be completed and filed to comply with each compliance agency's filing requirement.

3000.4 The District's financial records shall be audited annually by an independent certified public accountant. The Board of Directors will grant the audit by one firm for a period of up to five years, with review on an annual basis. The Board may extend the audit contract for additional years upon a vote and approval of the Board.

3000.5 The accounts of the District are organized on the basis of Fund Accounting where each fund is considered a separate entity. The following funds shall be recorded on the District's financial records;

- General Fund
- Parkland Dedication Fund
- Capital Project Fund
- Arts Fund
- Building Fund
- Computer Reserve Fund
- Lighting and Landscape Fund
- Assessment Districts (Valley High 2,4 & 5 and Woodside Hills 1 and 3)
- Other such separate funds approved by the Board to properly isolate and record financial activity as determined by the Board of Directors.

(Continues)

3000.6 The General Fund is the primary operating fund of Pleasant Hill Recreation & Park District. This fund reflects the collection of taxes and programming revenues and all payments of invoices/bills from current operations with warrants and or checks. An Unrestricted Fund Balance, is the difference between the assets and the liabilities in a fund less any other fund amounts that are restricted for a specific and exclusive purpose. It shall be the goal of Pleasant Hill Recreation & Park District to maintain an Unrestricted Fund Balance in the General Fund equal to the lesser of $500,000 or 10% of the current year's operating budget.

Approved:
Amended:

MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: October 14, 2014

RE: October 23, 2014 Board Meeting

To Consider Going to Bid for Pavers for Pleasant Hill Park Pathways (ACTION)

District staff has completed the bid package for pavers for replacement pathways at Pleasant Hill Park. The estimate for this project is $188,000. We hope that the bids will come in at a positive manner. The Board will review the results at an upcoming Board Meeting.

DATES

Board Approve Going Out to Bid	October 23
Pre-Bid Conference/Walk-Thru	October 28
Bids Due	November 18
Board Approval	November 19
Start Date (weather permitting)	December 1

MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: October 14, 2014

RE: October 23, 2014 Board Meeting

To Consider Increase in Stipend for Ex-Officio (Student) Board Member (ACTION)

Board Member Shess brought up at the last board meeting consideration of the stipend for the Student Ex-Officio Board Member. It has been set at $10 a meeting and I did not have staff research how far back we had started this, but it has been at least 25 years. I think it is certainly something the Board could consider. It would have a minimal impact with the overall budget. I think the Board would want to consider at least $20 a Board Meeting, which would be $40 a month to make it worthwhile for the student to attend Board of Directors Meetings.

I do not have strong feelings on what the stipend should be. I think $15 does not seem to be enough. I have no problem with $25, but it seems that is getting close to what Board Member's receive, $100 a meeting. So, this is entirely up to the Board on how much you would like to raise the Ex-Officio Board Member stipend.

MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: October 14, 2014

RE: October 23, 2014 Board Meeting

Furniture, Fixtures and Equipment (FF&E) Report

Attached to your board packet is our most current FF&E report. The three pages consist of the revenue generated, the expenses and the most current pledge report. There are two items that have not been paid for in the FF&E report considering the Community Center. That is the lights for the monument signs that will be approximately $14,000 and the installation of the lobby glass work for the lobby wall which is $6,600. They are listed as expenses, but at this time they have not been completed.

I did rearrange the revenue page to illustrate the amount collected, the pledges committee unpaid and the Wine, Women and Shoes addition. The report includes the other District sources, which is the CSDA loan, District Specialized Funds, General Funds and the sale of the Little House. As we have indicated prior times, anything additional money that we can raise will help the District's general reserves, which we took money from to help pay for the Furniture, Fixtures and Equipment for these projects.

Updated:10/8/14

Bond Projects: Revenue and Expense Summary

Revenue Source	Senior Center	Teen Center	Community Center	General/POP	Total
Amount Collected	$ 386,946.71	$ 128,090.00	$ 154,885.00	$ 51,972.42	$ 721,894.13
Pledges Committed/Unpaid	$ 4,300.00	$ 2,625.00	$ 72,000.00	$ 17,500.25	$ 96,425.25
Wine,Women & Shoes			$ 39,400.00		
Sub Total	$ 391,246.71	$ 130,715.00	$ 226,885.00	$ 69,472.67	$ 818,319.38
Expenses	$ 560,970.00	$ 148,817.00	$ 662,670.00		$ 1,372,457.00
				Deficit	$ (554,137.62)
Other District Sources					
CSDA Loan*	$ 102,000.00	$ 9,000.00	$ 189,000.00		$ 300,000.00
District Specialized Funds	$ 68,000.00	$ 6,000.00	$ 126,000.00		$ 200,000.00
Sale of Little House	$ 160,000.00	$ 60,000.00	$ 130,000.00		$ 350,000.00

*Loan Payment $50,500 for 7 yrs.

Update 10/2/2014

Bond Projects: Expense Summary

Expenses	Senior Center		Teen Center		Comm. Center	
Consultants						
Fundraisers	$ 45,510.00		$ 10,885.00		$ 52,670.00	
Beverly Moris	$ 30,080.00		$ 12,172.00		$ 1,750.00	
TeeCom	$ 25,300.00		$ 5,150.00			
GNU	$ 19,100.00		$ 3,260.00		$ 31,640.00	
Fundraising	$ 1,000.00		$ 1,000.00		$ 15,000.00	
Dahlin Group					$ 18,120.00	
CSI	$ 6,580.00		$ 1,230.00		$ 1,840.00	
Harriman	$ 590.00					
Kitchen	$ 20,000.00		$ 24,190.00		$ 29,600.00	
Art					$ 18,000.00	
AV	$ -		$ -		$ 6,500.00	
Spinitar	$ 27,700.00		$ 15,780.00		$ 9,300.00	
Furniture Total	$ 310,330.00		$ 51,800.00		$ 307,000.00	
Gate			$ 760.00	Phones	$ 18,970.00	
Security	$ -		$ 3,430.00		$ -	
Engraved Bricks/Tiles	$ 1,540.00		$ 1,200.00	Dumpster	$ 3,000.00	
Recognition Signage	$ -		$ -		$ 5,000.00	
Lobby Glass Installation					$ 6,600.00	
Custodial Equipment	$ 7,600.00		$ 2,890.00		$ 19,400.00	
Monument Signs Lights					$ 14,000.00	
Computers/Network	$ 41,800.00		$ 10,050.00		$ 57,000.00	
Landscape					$ 35,100.00	
Office Equipment	$ 6,130.00		$ 460.00		$ 2,200.00	
Garbage Cans/Recycled	$ 1,210.00		$ 360.00		$ 4,370.00	
Parking Lot	$ 10,400.00				$ -	
Storage/Shelves	$ 6,100.00		$ 4,200.00		$ 5,610.00	
	$ -					
	$ -		$ -		$ -	
Total	**$ 560,970.00**		**$ 148,817.00**		**$ 662,670.00**	

Total Expenses for FF & E

Total FF&E Expenses $ 1,372,457.00

Updated: 10/8/14

Capital Campaign: Pledges Summary

Last Name	First Name	Business/Org	Site	Total Pledge	Amt. rec'd to date	Remaining
Jeffrey	Harold		CC	$ 10,000.00	$ (10,000.00)	$ -
Harris/Block	Michael/Dawn		CC	$ 5,000.00	$ (3,000.00)	$ 2,000.00
Bonato	James/Sandra		CC	$ 5,000.00	$ (5,000.00)	$ -
		PH Rotary Foundation	CC	$ 25,000.00	$ (25,000.00)	$ -
		PH LIONS	CC	$ 25,000.00	$ (20,000.00)	$ 5,000.00
Perera	Eran & Rupert		CC	$ 100,000.00	$ (45,000.00)	$ 55,000.00
		Republic Services	CC	$ 25,000.00	$ (15,000.00)	$ 10,000.00
Young	Tina & Joe		CC	$ 500.00	$ (500.00)	$ -
			Total CC	**$ 195,500.00**	**$ (123,500.00)**	**$ 72,000.00**
Sterret	Sherry		General	$ 1,001.00	$ (800.75)	$ 200.25
Housfeld	Ken & Eileen		General	$ 500.00	$ (200.00)	$ 300.00
Benz	Andrew & Dagny		General	$ 500.00	$ (500.00)	$ -
		PG&E	General	$ 15,000.00	$ -	$ 15,000.00
			Total Gen.	**$ 17,001.00**	**$ (1,500.75)**	**$ 15,500.25**
Glover	Bobby		POP	$ 10,000.00	$ (8,000.00)	$ 2,000.00
			Total POP	**$ 10,000.00**	**$ (8,000.00)**	**$ 2,000.00**
Cornelius	Mark		SC	$ 10,000.00	$ (7,500.00)	$ 2,500.00
		ADG	SC	$ 500.00	$ (100.00)	$ 400.00
Vardas	Leo & Sonia		SC	$ 500.00	$ (200.00)	$ 300.00
Luke	Kendra		SC	$ 500.00	$ (400.00)	$ 100.00
Richardson	Judith		SC	$ 500.00	$ (300.00)	$ 200.00
Winslow	E.H.		SC	$ 35,000.00	$ (35,026.67)	
		SCAN Health Plan Grant	SC	$ 5,000.00	$ (5,000.00)	$ -
Luke	Ann & Scott		SC	$ 500.00	$ (300.00)	$ 200.00
Flaskerud	Don & Norma		SC	$ 1,000.00	$ (400.00)	$ 600.00
			Total SC	**$ 53,500.00**	**$ (49,226.67)**	**$ 4,300.00**
		CSI	TC	$ 25,000.00	$ (25,000.00)	$ -
VanWestrop/Nicosia			TC	$ 500.00	$ (500.00)	$ -
		Hedco Grant	TC	$ 64,170.00	$ (64,170.00)	$ -
Flaherty	Tim		TC	$ 500.00	$ (500.00)	$ -
Wallace	Steve & Ingelise		TC	$ 500.00	$ (500.00)	$ -
Cotruvo	Paul & Sheila		TC	$ 5,000.00	$ (2,375.00)	$ 2,625.00
Hunn	Katrina		TC	$ 500.00	$ (500.00)	$ -
			Total TC	**$ 96,170.00**	**$ (93,545.00)**	**$ 2,625.00**
			FF&E Total	**$ 372,171.00**	**$ (275,772.42)**	**$ 96,425.25**

MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: October 14, 2014

RE: October 23, 2014 Board Meeting

Report on AT&T Reception at the Community Center

Board Member Bobby Glover gave me a contact Ken Mintz, who is the AT&T representative for this area. I had some email correspondence with him regarding the coverage at the Community Center. He did some background checking information and as we all know, he found out there is a known gap in that area for coverage. He indicated to me that the approval of the new antennae at 400 Taylor Boulevard should relieve some of the gap at the Community Center. However, that structural work is to be completed in 2015. We also discussed some other options that I will share with the Board regarding AT&T reception at the Community Center.