



Board of Directors AGENDA

PLEASANT HILL RECREATION & PARK DISTRICT

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

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, December 10, 2015
ADMINISTRATION OFFICE
CONFERENCE ROOM
147 GREGORY LANE, PLEASANT HILL

7:00 p.m.
Regular Meeting

Est. Time

1. Call to Order and Pledge of Allegiance
2. Roll Call
3. Public Comment
Five minutes may be allotted to each speaker and a maximum of twenty (20) minutes to each subject matter. The public may speak regarding agenda items at the time the matter is taken up. Non-agenda items can be addressed under Public Comment.
- 10 min. 4. Ex-Officio Member Report, Allie Naccara – College Park High School
- 20 min. 5. Report on Rodgers Ranch Rainwater Project
- 10 min. 6. Outgoing Chair Comments and Board/Committee Appreciation
- 10 min. 7. Recognition of New Board Officers and Introduction of Families and Guests by Board of Directors
 - a. Chair – Zac Shess
 - b. Vice Chair – Dennis Donaghu
 - c. Secretary – Bobby Glover
- 10 min. 8. Presentation to Honor Board Chair Sandra Bonato for 2015

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.

Break for Refreshments

- 10 min. 9. Consent Calendar **(ACTION)**
 - a. To Approve Bills to be Paid
 - b. To Approve Minutes of September 10, 2015

- 10 min. 10. Reports and To Set Board Committee Meeting Dates
 - a. Land and Facility Development Committee
 - b. Personnel Committee
 - c. Budget & Finance Committee
 - d. Program Committee

- 5 min. 11. To Set a Date for the Annual Board Study Session

- 10 min. 12. Board Announcements and Requests to Staff

- 10 min. 13. Staff Announcements

- 14. Adjourn

Future Board of Directors Meetings:

Thursday January 14, 2016
Thursday January 28, 2016



MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: December 3, 2015

RE: December 10, 2015 Board Meeting

Report on Rodgers Ranch Rainwater Project

A coalition of folks mainly made up from the Rotary Club of Pleasant Hill, led by Recycling Specialist Anne Baker from Republic Services, will be installing a rainwater project at Rodgers Ranch. The plan is to install four (4) rain barrels at the tool shed at the top of the hill. They will be preparing the ground and placing the barrels on cinder blocks. Attached is information. We were pretty excited that they chose one of our facilities. We are fortunate to be a part of helping the environment and capturing rainwater for usage at the Rodgers Ranch Urban Farm.

Rodgers Ranch Rain Project

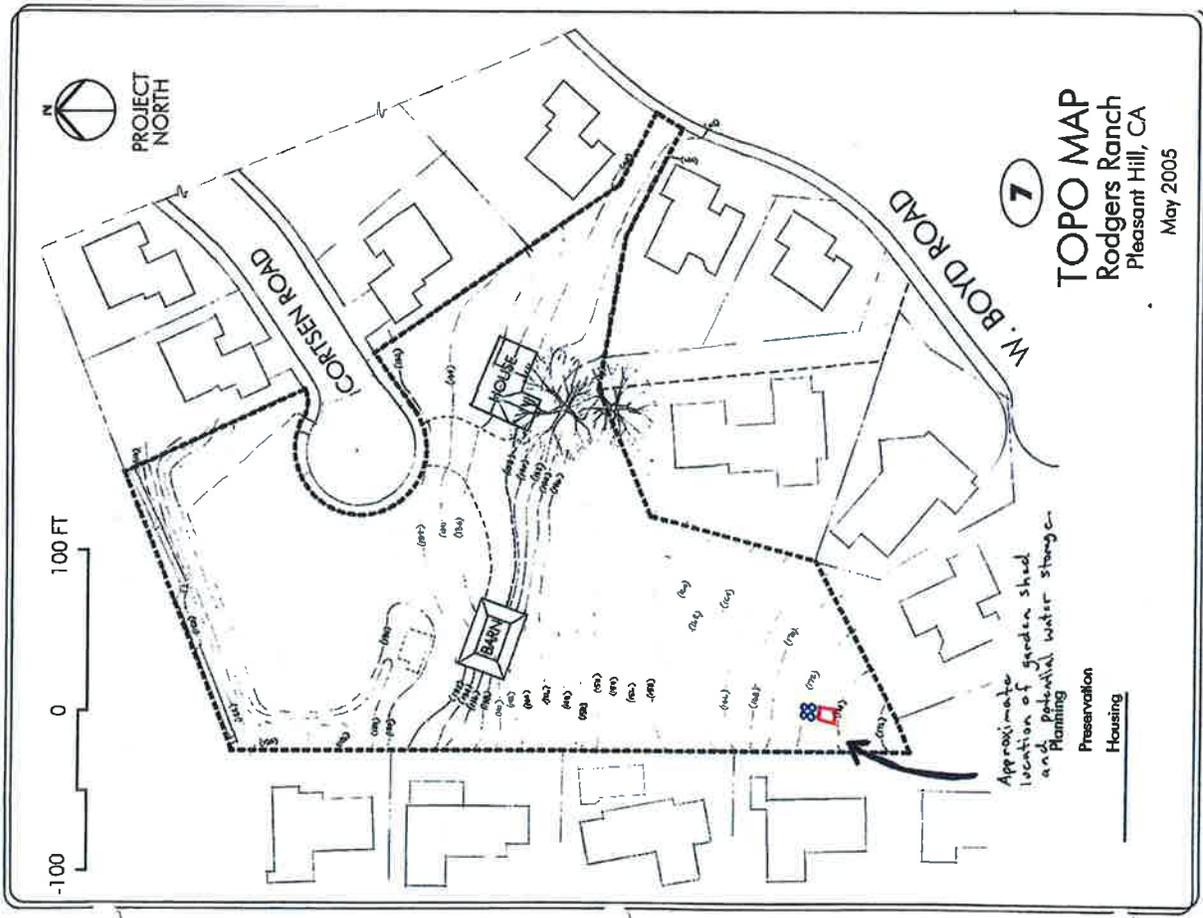
Rotary Rain Barrel Project
Winter 2015

Every Drop Counts!

$$\text{Harvested water (gal)} = \text{catchment area (ft}^2\text{)} \times \text{rainfall depth (in.)} \times \text{conversion factor} \times 0.623$$

- >The roof of the Garden Shed at the ranch is approximately 8' x 10' which will yield 49.84 gallons per inch of rain.
- >I designed a four barrel system which will hold 220 gallons of fresh rain water to be used for seed starts and water nearby plants such as those next to the Bee Boxes. This type of system can be filled 2-3 times per winter based on our average rainfall.
- >Rain water is not tainted with extra minerals or additives such as Chloramines which is better when starting seeds or even cuttings.

The site for which we'd like to construct the rain harvesting system is in the SW corner of the property. It sits atop the hill next to the garden shed. Here is a plot map with an approximate location of that garden shed in relation to its surroundings.



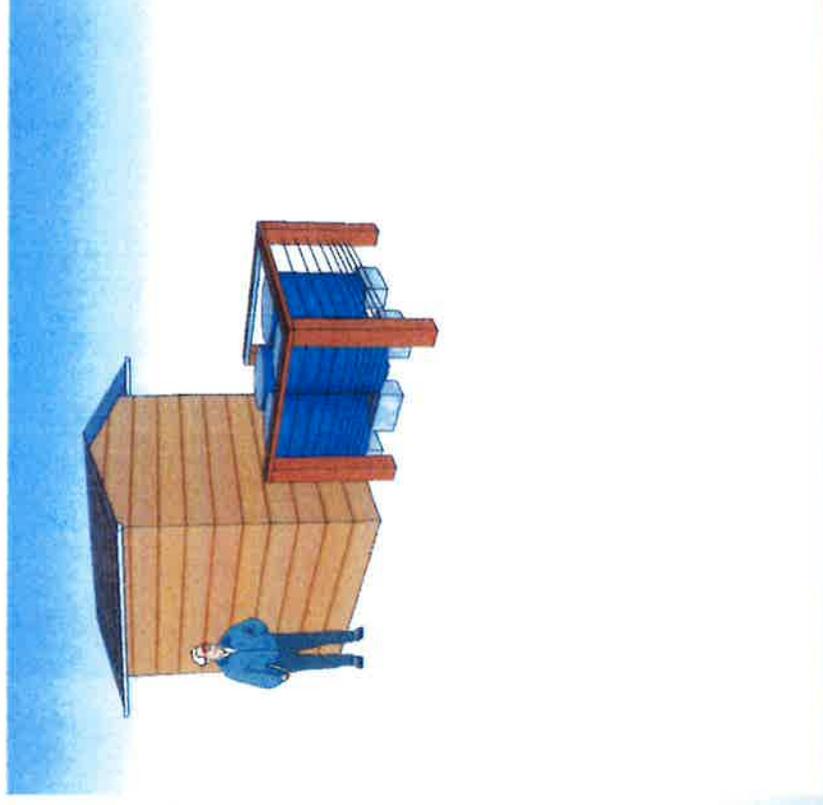
The System

This is a rendering of what the system should look like.

Software restrictions prevent me from drawing the pipes, however this does show the four barrels atop cinder blocks (possibly even pallets for added stability).

For safety the barrels have four 6"x6" posts set 20" into the ground with poured concrete and rise out of the ground 40". A 2"x6" top rail would be nailed to the posts tying them together.

A single Hog Panel (steel bar panel) would be secured inside the posts tying each section together (a vine can then grow on this panel for concealment).



The plumbing of the system is simple. Using 1" PVC the barrels are connected together on the bottom side with quick disconnect (in case disassembly is required), allowing the barrels to all fill/drain evenly.

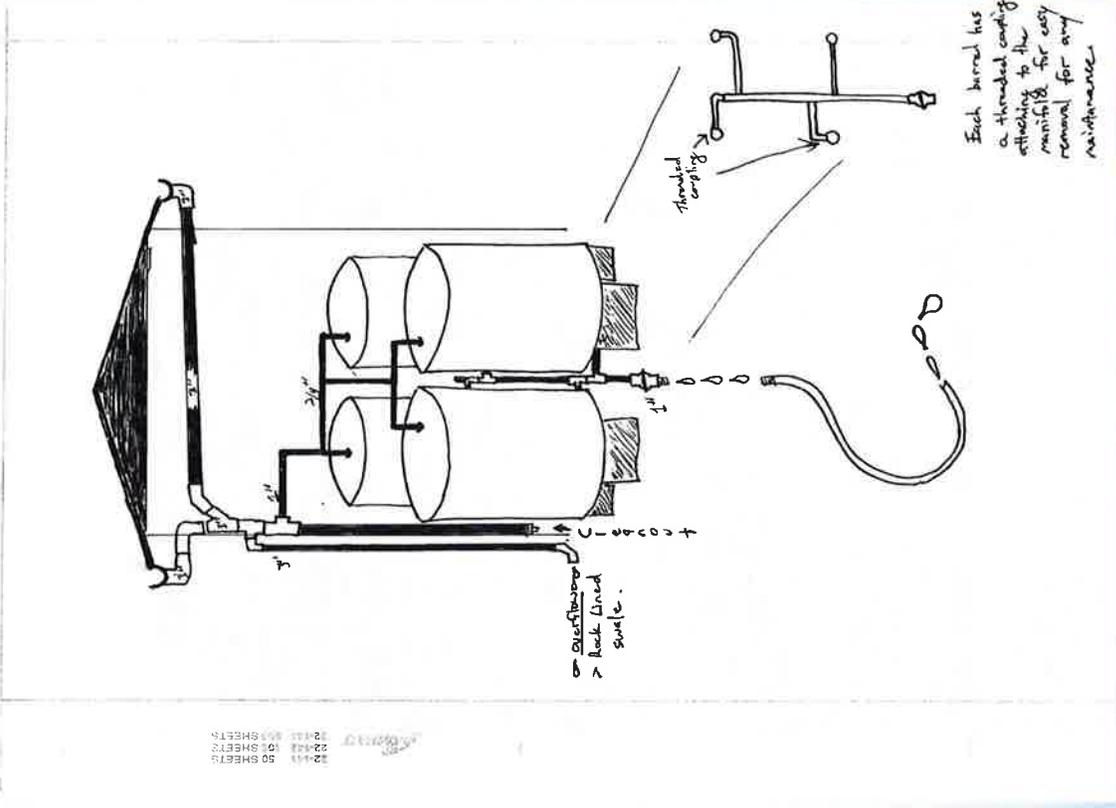
3/4" PVC connects the tops for allowing air movement and water to fill the barrels.

3" PVC is the main collection of the system first channeling the water into a constructed "First Flush Diverter" allowing roof sediment and leaf litter to collect then spilling into the barrel collection system (this needs to be drained after each rain to operate at its optimum).

Of course there is an overflow once the barrels are full which will drain in a contoured swale lined with 3"-6" stones (preventing erosion-plants help also).

Mosquitos are not a problem as this system is closed off from immediate access for these insects, plus a screen is installed at the 1" barrel fill location.

(This drawing does NOT show the containment system in place)



Tomorrow should look like this-

As we look into the future of our city, state, country we see population growth.

Where does the extra water come from?? Trick question... There is NO EXTRA water!

We need to Slow it, Spread it, Soak it and even Store it!

Hopefully one day public facilities will all have some form of water storage which we then will understand how important this valuable resource is.

Please allow us to educate the public by demonstrating a Rain Water Harvesting System at the Rodgers Ranch Homestead Park!





MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: December 3, 2015

RE: December 10, 2015 Board Meeting

Outgoing Chair Comments and Board/Committee Appreciation

Board Chair Sandy Bonato will make some concluding remarks from her year as Board Chair.



MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: December 3, 2015

RE: December 10, 2015 Board Meeting

Recognition of New Board Officers and Introduction of Families and Guests by Board of Directors

- a. Chair - Zac Shess**
- b. Vice Chair - Dennis Donaghu**
- c. Secretary - Bobby Glover**

This is an opportunity for Board Members to introduce family and friends at the Annual Changeover Meeting as the Board Chair Zac Shess will take over as Chair of the Board of Directors.



MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: December 3, 2015

RE: December 10, 2015 Board Meeting

Presentation to Honor Board Chair Sandra Bonato for 2015

Incoming Board Chair Zac Shess will present a plaque of appreciation to outgoing Sandy Bonato for her year of service as the Board Chair.



MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: December 3, 2015

RE: December 10, 2015 Board Meeting

Consent Calendar (ACTION)

- a. To Approve Bills to be Paid**
- b. To Approve Minutes of September 10, 2015**

<u>Check</u>	<u>Date</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Voucher</u>
22156	12/10/2015	Aflac	Aflac	24.10	000000
22157	12/10/2015	AlhEle	Alhambra Electric	594.00	000000
22158	12/10/2015	AmerSta	American Stage Tours	2,020.00	000000
22159	12/10/2015	AmFid	American Fidelity	2,239.96	000000
22160	12/10/2015	Antai	Antai Solutions LLC	11,324.00	000000
22161	12/10/2015	ARC	ARC	64.99	000000
22162	12/10/2015	AshLum	Ashby Lumber Company, Inc.	761.31	000000
22163	12/10/2015	ATT CC	AT & T	110.12	000000
22164	12/10/2015	B&DTrail	B&D Trailer Sales	244.10	000000
22165	12/10/2015	BayAlar	Bay Alarm Company	409.50	000000
22166	12/10/2015	BayAreA	Bay Area Barricade Service Inc	34.83	000000
22167	12/10/2015	BayArGo	Bay Area Golf & Industrial Ve	32.55	000000
22168	12/10/2015	BayBuil	Bay Building Maintenance Inc.	119.00	000000
22169	12/10/2015	BerBob	Robert B. Berggren	400.00	000000
22170	12/10/2015	BillAce	Bill's Ace Hardware	570.80	000000
22171	12/10/2015	BonaSan	Sandra Bonato	200.00	000000
22172	12/10/2015	Browning	Robert Browning/Browning Reser	8,000.00	000000
22173	12/10/2015	CCSNP	Contra Costa Senior Nutrition	1,814.00	000000
22174	12/10/2015	CCWat	Contra Costa Water District	724.57	000000
22175	12/10/2015	CenCon	Central Contra Costa Sanitary	13,372.75	000000
22176	12/10/2015	CintCorp	Cintas Corp # 185	264.75	000000
22177	12/10/2015	Cole	Cole Supply Co., Inc.	1,628.17	000000
22178	12/10/2015	CoLock	County Lock & Key	154.34	000000
22179	12/10/2015	CommPool	Commercial Pool Systems, Inc.	640.15	000000
22180	12/10/2015	ConSoft	Concord Softball Umpires	3,818.00	000000
22181	12/10/2015	CPRS Ren	CPRS	480.00	000000
22182	12/10/2015	CSDA	C S D A	6,089.00	000000
22183	12/10/2015	Cyber	Cybercopy	37.81	000000
22184	12/10/2015	DonDen	Dennis A. Donaghu	200.00	000000
22185	12/10/2015	Eames	Eames Hardware & Supply	184.20	000000
22186	12/10/2015	EBMUD	East Bay Mud	3,833.29	000000
22187	12/10/2015	Ed2go	Education To Go	269.00	000000
22188	12/10/2015	Ewing	Ewing Irrigation	520.58	000000
22189	12/10/2015	FarWest	Farwest Sanitation	79.53	000000
22190	12/10/2015	FranTx	Franchise Tax Board	105.00	000000
22191	12/10/2015	Furber	Furber Saw, Inc.	18.00	000000
22192	12/10/2015	GlovBob	Bobby Glover	200.00	000000
22193	12/10/2015	ICOM Mec	ICOM Mechanical Inc	4,018.10	000000
22194	12/10/2015	IdealSer	Ideal Service Company, Inc.	200.00	000000
22195	12/10/2015	INKEM	INKEM	64.02	000000
22196	12/10/2015	JetMul	Jet Mulch, Inc.	4,687.20	000000
22197	12/10/2015	KidzLove	Kidz Love Soccer Inc	11,445.00	000000
22198	12/10/2015	LahlBil	Bill Lahl	316.80	000000
22199	12/10/2015	LeatSan	Sandra Leathley	600.00	000000
22200	12/10/2015	LeviJul	Julie Levin	81.00	000000
22201	12/10/2015	LincEqu	Lincoln Aquatics	460.00	000000
22202	12/10/2015	MacAlv	Mac Alvey's Nursery	237.29	000000
22203	12/10/2015	MacJam	James MacCabe	325.00	000000
22204	12/10/2015	Mallory	Mallory Safety & Supply	250.88	000000
22205	12/10/2015	McInerne	McInerney & Dillon	145.00	000000
22206	12/10/2015	MejiMar	Mario Mejia	1,960.00	000000
22207	12/10/2015	MJStudio	Bruce Jackson MJ Studios	100.80	000000
22208	12/10/2015	Muir	Muir/Diablo Occupational Medic	140.00	000000
22209	12/10/2015	MurdDeb	Debbie Murdock	924.00	000000
22210	12/10/2015	NaccAll	Allie Naccara	40.00	000000
22211	12/10/2015	Nextel	Nextel Communications/Sprint	686.16	000000

<u>Check</u>	<u>Date</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Voucher</u>
22212	12/10/2015	PerlGui	Guillermo Perla	300.00	000000
22213	12/10/2015	PERS	CalPERS	15,712.30	000000
22214	12/10/2015	PG&E	Pacific Gas & Electric Co	17,336.35	000000
22215	12/10/2015	PhCit	Pleasant Hill, City of	4,601.22	000000
22216	12/10/2015	PleaHill	Pleasant Hill Rec & Park Distr	133,159.86	000000
22217	12/10/2015	PleaHill	Pleasant Hill Rec & Park Distr	151,584.91	000000
22218	12/10/2015	QualTre	Quality Tree Care/Joseph Matto	6,300.00	000000
22219	12/10/2015	RedsBac	Red's Backflow Prevention Serv	65.00	000000
22220	12/10/2015	Republic	Republic Services #210	1,983.80	000000
22221	12/10/2015	SandSaf	Sanderson Safety Supply Co	199.25	000000
22222	12/10/2015	ShessZac	Zac Shess	200.00	000000
22223	12/10/2015	Spinitar	Spinitar	380.00	000000
22224	12/10/2015	SterSher	Sherry Sterrett	200.00	000000
22225	12/10/2015	SupAuto	Superior Auto Parts Warehouse	353.25	000000
22226	12/10/2015	SuppWor	Supply Works	2,159.98	000000
22227	12/10/2015	Travel	Travel Center, Trust Account	7,000.00	000000
22228	12/10/2015	TurfStar	Turf Star, Inc.	368.36	000000
22229	12/10/2015	USBank	U.S. Bank	1,996.25	000000
22230	12/10/2015	USBankEq	US Bank Equipment Finance	468.50	000000
22231	12/10/2015	USBankP	U.S. Bank Corporate Payment	32,322.25	000000
22232	12/10/2015	USPOSTAL	US Postal Service BMEU	225.00	000000
22233	12/10/2015	Valic	Valic	1,200.00	000000
22234	12/10/2015	Warriors	Golden State Warriors	496.00	000000
22235	12/10/2015	Wave	Wave	6,497.01	000000

CHECK TOTAL: \$473,372.94

**Board of Directors Meeting Minutes
September 10, 2015
DRAFT**



The September 10, 2015 meeting of the Pleasant Hill Recreation & Park District Board of Directors was called to order by Board Chair Bonato at 6:00 p.m. in the Conference Room at the Administrative Office.

PLEDGE OF ALLEGIANCE

Board Chair Bonato led the Pledge of Allegiance.

ROLL CALL

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

STAFF PRESENT: Berggren

PUBLIC COMMENT

None

The Board and Staff adjourned to a Closed Session at 6:15 p.m. to discuss:

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Pursuant to California Government Code Section 54956.8

Assessor's Parcel Number: 149-130-020 to 24, 030 and 149-230-005 008

Agency Negotiator: Bob Berggren, General Manager

Seller: Contra Costa County Flood Control and Contra Costa County
Public Works

Regarding: Price and terms of payment

The regular Board Meeting reconvened at 7:12 p.m. at which point Board Chair Bonato reported that the Board had met in Closed Session and that no action was taken at this time.

CONSENT CALENDAR (ACTION)

- a. To Approve Bills to be Paid**
- b. To Approve Minutes of July 9, 2015**

Upon motion of Board Members Donaghu & Shess the Board approved the consent calendar.

REPORT FROM THE AMERICAN LEGION, POST #331

American Legion post #331 representatives, Frank Engelsbel and Terry Neidlinger were present to update the Board on the group's membership and activities. Engelsbel requested that the Board allow them exclusive use at no charge of one of the District's buildings for their assembly. He stated that the VFW building was not large enough and they are currently meeting in Concord. They want to come back to Pleasant Hill. Chair Bonato commented that the full Board would need to look into the request at a future date.

The Board thanked Engelsbel and Neidlinger for attending the meeting and for their report.

TO CONSIDER SIGN FOR RODGERS RANCH (ACTION)

The General Manager reported that the signage has been reviewed by the Rodgers Ranch group. The General Manager reviewed the updated signage with the Board. Representatives from Rodgers Ranch were present at the meeting. They gave the Board their feedback on the updated signage.

Board Chair Bonato asked how long the signage would take to complete if the Board approved it. The General Manager commented that it should be a two month process.

Upon motion of Board Members Donaghu & Sterrett the Board approved the primary sign as designed, and the DD2.01b sign changing the wording to "home to".

TO REVIEW BOARD POLICIES

a. To Consider Board Member Policies (ACTION)

The Board reviewed policies 1120.1,1185, 1185.1.1 and 1195.

Board Chair Bonato asked to have the whole Policy Manual agendized once it has been completed.

Upon motion of Board Members Donaghu & Shess the Board approved policies 1120.1, 1185, 1185.1.1 and 1195 with the additional language in 1185.1.1.

REPORTS AND TO SET BOARD COMMITTEE MEETING DATES

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

Land and Facility Development Committee: Board Member Shess reported on the meeting the Land and Facility Development Committee had with District Legal Counsel on September 8, 2015 regarding property deeds. He reported that the next step would to be to have each property appraised.

Board Chair Bonato stated that she would like the item agendized once the properties have been appraised.

District Legal Counsel Curtis Kidder was present. He said that the initial discussion of the property appraisals would need to be a closed session topic. Once that has been completed there can be a public meeting on the topic.

Board Member Glover commented that he felt a public discussion about the School House property was very important.

Personnel Committee: Nothing to report at this time.

Budget & Finance Committee: Nothing to report at this time.

Program Committee: Nothing to report at this time.

BOARD ANNOUNCEMENTS AND REQUESTS TO STAFF

Shess made the following announcements/questions:

- He attended the PHBA event for Mark Rollandelli. He said it was a nice event and Rolandelli was very appreciative of the award from the Board.

- He asked about the District's involvement in the upcoming Community Service Day. The General Manager commented that there are four District projects. He will follow up on what they are.

Sterrett made the following announcements/questions:

- She may have jury duty the day of the Employee Service Awards.
- She announced that the District's CSDA certification was in the Community Focus.

Donaghu made the following announcements/questions:

- He commented that the Hospice sign is in need of repair.

Bonato made the following announcements/questions:

- She thanked the General Manager for the Ethics training calendar.

STAFF ANNOUNCEMENTS

The General Manager made the following announcements:

- Sheila Cotruvo was selected for the Special Events Coordinator position.
- The Senior Center's sixtieth Anniversary will be on September 25, 2015.
- The District has reached an agreement with State Farm Insurance regarding Woodside Hills.
- The bids are out for the Pleasant Hill Park Pathways Project.

Board Chair Bonato adjourned the meeting at 8:30 p.m.

Robert B. Berggren, Clerk of the Board



MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: December 3, 2015

RE: December 10, 2015 Board Meeting

Reports and to Set Board Committee Meeting Dates

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



MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: December 3, 2015

RE: December 10, 2015 - Board Meeting

To Set a Date for the Annual Board Study Session

This will be a good time to set a date for the Annual Board Study Session. Staff will be meeting on January 13, 2016, so we are looking at any dates towards the end of January. Our regular board meetings will be January 14 and 28. Please bring your calendars and see if we can set a half a day when we can meet and review our accomplishments for 2015 and set goals for 2016.