



MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: December 10, 2013

RE: Closed Session – December 19, 2013 Board Meeting at 4:30 p.m.

The Board of Directors will be meeting in **closed session at 4:30 p.m.** One session will be with Attorney Mark Cornelius and the second session will be with Legal Counsel Bill McInerney. We will provide some finger foods and snacks for the Board Members during closed session.



MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: December 10, 2013

RE: Agenda Item #4 – December 19, 2013 Board Meeting

Update on Fundraising

The General Manager and staff will give an update on current fundraising projects.



MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: December 10, 2013

RE: Agenda Item #5 – December 19, 2013 Board Meeting

Update on Bond Projects

- **Community Center**
- **Pleasant Oaks Park**

The General Manager and staff will give an update on the Community Center and Pleasant Oaks Park bond projects.



MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: December 10, 2013

RE: Agenda Item #8 – December 19, 2013 Board Meeting

Consent Calendar (ACTION)

- a. To Approve Bills to be Paid**
- b. To Approve Minutes of October 24 and November 7, 2013**

Accounts Payable
Computer Check Register Totals

<u>Check</u>	<u>Date</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Voucher</u>
19257	12/19/2013	AcmHom	Acme Home Elevator	419.94	000000
19258	12/19/2013	AlhEle	Alhambra Electric	4,155.00	000000
19259	12/19/2013	AllWast	Allied Waste Services #210	1,250.06	000000
19260	12/19/2013	AmerSta	American Stage Tours	1,431.00	000000
19261	12/19/2013	AmFidAs	American Fidelity Assurance	87.28	000000
19262	12/19/2013	AmirMaz	Mazar Amiri	144.00	000000
19263	12/19/2013	ATT3	ATT CALNET 2	290.59	000000
19264	12/19/2013	BayAlar	Bay Alarm Company	78.60	000000
19265	12/19/2013	BelAsso	Bellecci & Associates, Inc.	2,132.00	000000
19266	12/19/2013	BillAce	Bill's Ace Hardware	1,061.20	000000
19267	12/19/2013	CaliBan	California Bank of Commerce	28,464.41	000000
19268	12/19/2013	CaseyPri	Casey Printing	12,083.78	000000
19269	12/19/2013	CCCOofEd	Contra Costa County Office of	100.00	000000
19270	12/19/2013	CenCon	Central Contra Costa Sanitary	6,616.72	000000
19271	12/19/2013	Centro	Centro Print Solutions	177.61	000000
19272	12/19/2013	CintCorp	Cintas Corp # 185	113.12	000000
19273	12/19/2013	Cleansou	Cleansource	328.83	000000
19274	12/19/2013	ConSoft	Concord Softball Umpires	4,036.00	000000
19275	12/19/2013	CopySt	Copy Station	47.85	000000
19276	12/19/2013	CornMar	Mark Cornelius	882.00	000000
19277	12/19/2013	CprsD3	CPRS District III	416.00	000000
19278	12/19/2013	CSDA	C S D A	5,294.00	000000
19279	12/19/2013	Cyber	Cybercopy	36.23	000000
19280	12/19/2013	DelDen	Preferred Benefit	3,900.10	000000
19281	12/19/2013	DiaTro	Diablo Trophies & Awards	157.33	000000
19282	12/19/2013	DIVECinn	DIVE Cincinnati Inc	4,026.00	000000
19283	12/19/2013	DLFalk	DL Falk	540,823.84	000000
19284	12/19/2013	Eames	Eames Hardware & Supply	110.56	000000
19285	12/19/2013	EBMUD	East Bay Mud	1,431.94	000000
19286	12/19/2013	Ed2go	Education To Go	269.00	000000
19287	12/19/2013	Elavon	Elavon	114.32	000000
19288	12/19/2013	FranTx	Franchise Tax Board	512.22	000000
19289	12/19/2013	Furber	Furber Saw, Inc.	523.04	000000
19290	12/19/2013	GenPlum	General Plumbing Supply	24.65	000000
19291	12/19/2013	HardBret	Bret Hardwick-Renner	144.00	000000
19292	12/19/2013	HurdAss	Hurd & Associates	3,645.00	000000
19293	12/19/2013	INKEM	INKEM	188.52	000000
19294	12/19/2013	Javis,Fa	Jarvis Fay Doportto & Gibson LL	109.98	000000
19295	12/19/2013	JTCustom	JT Custom Pool Cues	36.00	000000
19296	12/19/2013	KaisFou	File #73029 Kaiser Foundation Health Plan	32,337.00	000000
19297	12/19/2013	Legal S	Legal Shield	79.75	000000
19298	12/19/2013	LincEqu	Lincoln Equipment, Inc.	1,277.05	000000
19299	12/19/2013	McInerney	McInerney & Dillon	4,644.00	000000
19300	12/19/2013	MJStudio	Bruce Jackson MJ Studios	359.80	000000
19301	12/19/2013	MobiMod	Mobile Modular Mngmnt Corp	189.88	000000
19302	12/19/2013	MPADes	MPA Design	701.80	000000
19303	12/19/2013	Navlet	Navlet's Inc.	97.64	000000
19304	12/19/2013	PerLin	Linda Perla	850.00	000000
19305	12/19/2013	PERS	PERS	15,951.28	000000
19306	12/19/2013	PG&E	Pacific Gas & Electric Co	4,622.37	000000
19307	12/19/2013	PhSen	Pleasant Hill Seniors Club	100.00	000000
19308	12/19/2013	PleaHill	Pleasant Hill Rec & Park Distr	112,407.47	000000
19309	12/19/2013	R-Comput	R-Computer	37,737.39	000000
19310	12/19/2013	Recy-Cal	Recy-Cal Supply, LLC	4,287.51	000000
19311	12/19/2013	SiePac	Sierra Pacific Tours	1,535.00	000000
19312	12/19/2013	Spanish	Spanish 4 Children	1,044.00	000000

<u>Check</u>	<u>Date</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Voucher</u>
19313	12/19/2013	Standard	Standard Insurance Company	1,294.01	000000
19314	12/19/2013	Travel	Travel Center, Tours & Travel	295.00	000000
19315	12/19/2013	UNIVAR	UNIVAR USA Inc	210.36	000000
19316	12/19/2013	USBank	U.S. Bank	1,789.38	000000
19317	12/19/2013	USBankP	U.S. Bank Corporate Payment	16,696.12	000000
19318	12/19/2013	VSP	Preferred Benefit	61.80	000000
19319	12/19/2013	WineWo	Wine, Women & Shoes Inc	6,500.00	000000
19320	12/19/2013	Xerox	Xerox Corporation	341.03	000000

CHECK TOTAL: \$871,072.36



Board of Directors Meeting Minutes November 7, 2013 DRAFT

The November 7, 2013 Board Meeting of the Pleasant Hill Recreation & Park District Board of Directors was called to order by Board Chair Glover at 6:31 p.m. in the Meeting Room at the Teen Center.

PLEDGE OF ALLEGIANCE

Board Chair Glover led the Pledge of Allegiance.

ROLL CALL

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

STAFF PRESENT: Berggren, Lischeske, Thoits, Miller, Spatz, Bradley, Hurtado

PUBLIC COMMENT

None

UPDATES ON BOND PROJECTS

The General Manager made the following comments:

COMMUNITY CENTER

- The wood ceiling trim is being installed.
- The PG&E transformer is being installed.
- The irrigation main has been installed.
- Some of the exterior doors are completed.
- The Trespa will arrive tomorrow.

He reported that the City/District Liaison Committee took a tour of the facility on Tuesday. Board Member Sterrett commented that the City representatives were very impressed with the building.

PLEASANT OAKS PARK

The General Manager showed a power point presentation highlighting the history of the District's Measure E Bond projects, and the current status of all the projects. He commented that all the projects have had cutbacks in the scope of the work. He stated that the budget for all the projects was 29 million, and the total construction budget was 3.3 million for Pleasant Oaks Park.

In regards specifically to the grade school play structure and shade structure at the park he said that the items can still be incorporated into the park, but not with the current contractor.

Board Chair Glover thanked the General Manager for his thorough presentation.

Pleasant Hill resident, Laura Fernandez was present. She commented that she is concerned about the lack of a playground for the grade school age children at the Pleasant Oaks site. She stated that there had been a play structure for that age group and now it has been removed. She asked what had happened to the old structure. The General Manager said the District tried to use the equipment at different sites, but due to playground restrictions it was not compliant with safety codes.

All the Board Members thanked Fernandez for attending the meeting and expressing her comments. They said they understand her concerns, as well as all the other neighbors affected by the changes at the park.

Board Chair Glover started the regular meeting at 7:32 p.m.

PUBLIC COMMENT

None

EX-OFFICIO MEMBER REPORT, KEVIN NEYS– COLLEGE PARK HIGH SCHOOL

Ex-Officio Neys was not present to give a report.

CONSENT CALENDAR (ACTION)

- a. **TO APPROVE BILLS TO BE PAID**
- b. **TO APPROVE MINUTES OF SEPTEMBER 12, 2013**

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

UPDATE ON DISTRICT'S WEBSITE

Marketing Specialist, Jennifer Thoits, was present to show a PowerPoint presentation to the Board on the strategy and progress of the District's website re-design, including the re-branding of the separate department sites (Teen, Sport, Senior and Preschool).

The Board was very impressed with the new design and thanked Thoits for her presentation.

REVIEW OF THE WINTER/SPRING SPOTLIGHT PROGRAMS

The Program Committee consisting of Board Members Sherry Sterrett and Zac Shess met with the District staff on Monday, November 4, 2013 to review the programs in the upcoming Winter/Spring Spotlight.

Board Member Sterrett reviewed the upcoming Spotlight program information with the Board. She commented that the production schedule was very tight this time.

Board Member Bonato commented that it is very nice to see the Community Center come back into the Community.

REPORT ON THE CONTRA COSTA SPECIAL DISTRICTS ASSOCIATION QUARTERLY MEETING

Board member Sterrett reported on the Contra Costa Special District Association meeting held on Monday, October 21, 2013 at the Contra Costa Sanitary District. The guest speaker was Brent Ives from Special District Leadership Foundation. He spoke on "Planning for the Future - Why Districts Need a Succession Plan".

Sterrett reported that the agenda for the January meeting will be the election of Chapter officers and the approval of the 2014 meeting dates. She encouraged all board members to attend the January meeting.

BOARD ANNOUNCEMENTS AND REQUESTS TO STAFF

Donaghu made the following announcements/questions:

- He commented on the flyer for the Wine, Women and Shoes event. He said the location of the event was not clear on the flyer.

Shess made the following announcements/questions:

- He participated in the ethics training webinar today.
- He questioned whether District staff has gotten back to Marcia Ribner regarding the "smoke free" signage issue in the parks. The General Manager commented that Recreation Superintendent Tina Young and Recreation Supervisor Lance Hurtado have walked Pleasant Hill Park to see the best placement for new signage.
- He stated that the presentation from Marketing Specialist Jennifer Thoits was very well done. He commented that the branding of the District is very important both with marketing and the actions of the Board Members.

Bonato made the following announcements/questions:

- She commented that the City of Pleasant Hill passed an ordinance not to allow gun dealerships near the parks within the City.
- She stated that the AT&T issue at Paso Nogal Park is still continuing. There has been a target date for an Architectural Review Committee of December 5, 2013 for further discussion on the issue.
- She reported that the Historical and Cultural preservation matter is slated to go to the City Council as a discussion item only at this time. She commented that she had met with planning commissioner Alex Greenwood at the old school house property, and that there are site visits of the property scheduled for November 12, 2013 at noon and 5:00 p.m.
- She distributed information to the Board for the upcoming Board Study Session.

Glover made the following announcements/questions:

- He also participated in the ethics webinar today.
- He announced that the Hospice Tree Lighting will be on November 21, 2013.

STAFF ANNOUNCEMENTS

The General Manager made the following announcements:

- He confirmed the Closed Session Meeting on November 13, 2013 at 5:00 p.m.
- He commented that CPRS District III will be hosting their annual Holiday Luncheon at the Pleasant Hill Senior Center this year.

ADJOURNMENT

Board Chair Glover adjourned the meeting at 9:30 p.m.

Robert B. Berggren, Clerk of the Board



Board of Directors Meeting Minutes October 24, 2013 DRAFT

The October 24, 2013 Board Meeting of the Pleasant Hill Recreation & Park District Board of Directors was called to order by Board Chair Glover at 6:32 p.m. in the Conference Room at the Administration Office.

PLEDGE OF ALLEGIANCE

Board Chair Glover led the Pledge of Allegiance.

ROLL CALL

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

STAFF PRESENT: Berggren, Lischeske, Blair, Miller, Spatz

PUBLIC COMMENT

Marcia Ribner, resident of Lafayette, spoke regarding the nonsmoking ordinance in the parks. She stated that she is requesting more signage to be posted in District parks regarding the nonsmoking ordinance. She offered to make a donation so that more signs may be purchased by the District for placement in the parks.

FUNDRAISING REPORT

The General Manager reviewed the updated revenue expense report for the bond project's furniture, fixtures and equipment. He commented that most items related to the Senior and Teen Centers have been closed out due to the completion of the projects. He stated that the Community Center will continue to be updated on the report as it is being completed.

UPDATES ON BOND PROJECTS

The General Manager made the following comments:

COMMUNITY CENTER

- The Trespa has not arrived yet, it is expected here November 11th or 12th.
- The site concrete work will be completed next week followed by the asphalt.
- The interior case work has begun.
- The tile installation has begun in the restrooms.
- The Douglas fir strips are being installed now in the Perera Pavilion.
- The interior painting has been completed.
- He reported that staff is concerned about the current Grand Opening dates of January 2nd and January 4th. There will still be a "soft" opening planned for the beginning of January. Staff is recommending moving the Grand opening dates to January 22nd and 26th. The Board agreed that the later dates would be better.

Board Member Sterrett asked how the rummage sale of the old Community Center furniture went. The General Manager commented that it went very well.

Board Member Donaghu commented that the Community Center looks very big, and that it is going to be a great facility.

PLEASANT OAKS PARK

The General Manager commented that he would like to schedule a Board Tour of this site in the first week of November.

- Projects are continuing on schedule.

Board Chair Glover started the regular meeting at 7:12 p.m.

PUBLIC COMMENT

None

EX-OFFICIO MEMBER REPORT, KEVIN NEYS– COLLEGE PARK HIGH SCHOOL

Ex-Officio Neys was not present to give a report.

CONSENT CALENDAR (ACTION)

- TO APPROVE BILLS TO BE PAID**
- TO APPROVE MINUTES OF AUGUST 8, 2013 AND AUGUST 22, 2013**

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

REPORT FROM PH TENNIS CLUB

President Gary Smith was present to give the Board the annual report from the Pleasant Hill Tennis Club. He reported that they have recently moved their matches from the middle school to the College Park High School tennis courts. They will be holding a mixer at the new College Park site and will be inviting the Board to attend.

Board Member Bonato asked why the group had left the middle school site. Smith explained that the courts at College Park have held up much better than at the middle school site and that the cost would be too high to refurbish the middle school courts.

The Board thanked Smith for his report, and for all the work their group does for the District.

REVIEW JUNE 30, 2013 FISCAL YEAR FINANCIAL REPORT

Accounting Supervisor Mark Blair was present to review the June 30, 2013 fiscal year financial report. Blair stated the following:

- The bottom line results for the General Fund show an overall improvement of \$536k over the prior year figures.
- Tax Revenue - Overall taxes collected (Secured, Unsecured, HOPTR & RDA) were up 10.6% from the prior year. He commented that the main reason for this increase was that RDA amounts received were up \$374k over last year due to the dissolution of RDA's statewide and a return of funds held.
- Miscellaneous Revenue – The current year included \$350k of income resulting from the net proceeds received from the sale of the "Little House" property.
- Overall Program Revenue – Blair reported that the total program revenues for the current year are up 5% compared to last year. He commented that this increase reflects new rental revenue and increased programming occurring due to opening the new Senior & Teen Center sites.

- Overall Program Expenses – Blair reported that the overall program expenses show an increase of 5.7% increase compared to the prior year.
- Capital Expenses – Blair reported that this department shows a \$480k increase over last year. He commented that the current year has \$637k of expenses related to the Bocce Courts and other non-bond covered expenses for the Teen Center, Senior Center, and Community Center. He said a \$590k offset to these expenses is shown in the Non-Rec department under Project Funding.

Board Member Bonato asked if the loss of the redevelopment agencies will be a help to the District budget. Blair stated that it would be. She commented that District staff is doing a good job looking at future budgeting.

Board Member Donaghu commented that Blair’s report was the most positive report he has seen since he has been on the board.

The Board thanked Blair for his report.

TO CONFIRM DATE FOR BOARD STUDY SESSION

The General Manager confirmed that the Board Study Session will be November 14, 2013 from 8:00 am to Noon.

TO CONSIDER SIGNAGE PROPOSAL FOR RODGERS RANCH HERITAGE CENTER (ACTION)

The General Manager stated that the District has never had a permanent sign at the Rodgers Ranch site. He said that recently the Friends of Rodgers Ranch have officially changed their name to the “Rodgers Ranch Heritage Center”, and would like new signage for the site. The General Manager stated that it would be nice to have a permanent sign at the location, but that the District has a number of parks budgeted to upgrade to new signage in a rate of two parks per year. He commented that since Rodgers Ranch is a District site, the District should have input on the design of any signage that is proposed by the Friends of Rodgers Ranch group.

Board Member Sterrett said that she did not feel money should be spent on this item. She commented that there are other District items that need to be completed at this time.

Board Member Shess commented that he also feels this is not the right time to take action on this item, as it will not send a good message to the Community.

Board Member Bonato said that she feels any sign proposed for the site should be professionally designed, and the design should come to the Board for final approval. She commented that she is in agreement that there is not money in the District budget for this item at this time.

Board Chair Glover commented that he would like to see more directional signage on Grayson to the site. He agreed it would be a large financial project for the District to complete at this time.

The Board all felt that branding is important for this project when it does happen and that having the District logo on the signage will be essential.

No action was taken on this item.

BOARD ANNOUNCEMENTS AND REQUESTS TO STAFF

Sterrett made the following announcements/questions:

- She attended the Share the Magic show last Friday night. She said it was a great show, and she encouraged everyone to go next year. Board Member Bonato asked how many people were in attendance. Recreation Superintendent Tina Young said there were 110.
- She attended the bullying movie event at the Teen Center. She said there were approximately 25 people in attendance. She complimented Recreation Supervisor Katrina Hunn on the success of both events.
- She thanked the General Manager for the follow up report regarding the Teen Center pick up policies.
- She commented on the article in the Contra Costa Times regarding Special District Boards. She would like a press release from the District regarding the article. The General Manager said that Marketing Specialist Jen Thoits has started a press release in response to the article.

Donaghu made the following announcements/questions:

- He attended the most recent Pleasant Hill Chamber of Commerce meeting. He said the Chamber will be bringing back their Casino Night event.
- He reported that according to the Chamber this year's Pleasant Hill Art Jazz & Wine event was the most successful ever.

Shess made the following announcements/questions:

- He offered to help review the press release regarding the article in the Times about Special District Boards.

Bonato made the following announcements/questions:

- She commented that the City of Pleasant Hill has asked AT&T to give them explanations as to why alternate cellular towers will not work in the proposed cell tower area. She asked the General Manager if anyone from AT&T has contacted him regarding the latest cell tower issues. He said he has not been contacted by anyone yet.
- She stated that the Planning Commission has been looking into the issue of historical properties in Pleasant Hill. She reported that the City of Pleasant Hill has asked the Planning Commission to look into the ordinances regarding these properties. She commented that the District's "old school house" property was on the list of historical sites to be reviewed. Bonato feels the City should not be the one to decide the "fate" of the School House property. She said the Planning Commission is requesting that the District help to decide whether the property should be on the historical list.
- She is in agreement that the District should have more signs in place regarding the non-smoking ordinance.

Glover made the following announcements/questions:

- He commented that he spoke with the woman who has created the petition regarding the playground equipment at Pleasant Oaks Park. He is expecting people to attend the November 7th meeting regarding this issue.

STAFF ANNOUNCEMENTS

The General Manager made the following announcements:

- He reported that Recreation Superintendent Tina Young will be e-mailing the Program Committee Meeting dates to Board Member's Sterrett and Shess.
- He reported that Board Chair Glover and he attended a meet and greet meeting with the YMCA in preparation of the re-opening of the Community Center. He commented that the biggest issue once the Community Center is re-opened will be parking. Recreation Superintendent Young will be meeting with the YMCA next week to discuss this further.

ADJOURNMENT

Board Chair Glover adjourned the meeting at 9:17 p.m.

Robert B. Berggren, Clerk of the Board



MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: December 10, 2013

RE: Agenda Item #9 – December 19, 2013 Board Meeting

To Consider Signage for Pleasant Hill Baseball Association (PHBA) and Pleasant Hill Martinez Soccer Association (PHMSA) at Pleasant Oaks Park (ACTION)

Pleasant Hill Baseball Association and Pleasant Hill Martinez Soccer Association regularly use Pleasant Oaks Park and would like to have their presence known through signage. In order to be consistent with the District's new signage, we have encouraged both groups to utilize the services of the GNU Group for any signage that would take place at Pleasant Oaks Park. We have also discussed with both groups that all signage will be first approved by the Board of Directors prior to submission to the City's Architectural Review Commission. The GNU Group has met with both organizations, PHBA and PHMSA. There is correspondence attached from Dickson Keyser, GNU Group, regarding the focus of their meeting.

The emphasis from the GNU Group is that the signage should be consistent and staff was in agreement. The District wants a certain look and consistency within our signs throughout the District as well as with Pleasant Oaks Park.

The Soccer and Baseball Association's will be submitting plans for the Board to review.

Keith George of the PH/Mtz Soccer Association submitted the attached plans for a sign; however, he indicated that the Soccer Association is willing to adhere to any conditions that the Board requires in order to have a sign at the park. Keith will be travelling on December 19th and will not be able to attend the meeting. He is appreciative that the District will allow the Soccer Association a sign at the Park.

Mark Rolendelli of PHBA has purchased a monument sign and he indicated that he would submit a picture of the sign for the Board packet. I have not received the information or photo regarding this monument sign.

November 20, 2013

Bob, Lynn and Lance,

Greetings.

I wanted to inform you all that both Keith and Mark were able to make it to our office yesterday afternoon to discuss their organization's identification needs. The following is a breakdown of what I heard:

PLEASANT HILL BASEBALL ASSOCIATION

- There are two elements that are in need of coordination
- Element #1 is the existing stone monument they would like to request being used onsite
- Element #2 is the sign that will go on the backstop
- It is Mark's understanding that the stone monument was discussed and was supposed to be planned for early on

GNU's perspective is the stone monument does not fit the standards program that has been developed for PHR&PD

GNU's perspective is the backstop sign should be fine, however we'll just want to see what gets developed further, GNU is to find out what the color of the backstop to ensure proper contrast

PLEASANT HILL SOCCER ASSOCIATION

- They have no elements produced or designed yet
- It was Keith's understanding that his organization would be listed on the main park ID/s
- Keith also mentioned that he'd be find if an ID were designed around the size and look of SIGNTYPE E.DIR.01 (from bid set 04-02-13)

GNU's perspective is the Soccer Org should not be listed on the Main Park ID, this sign needs to be the formal entry/arrival announcement for the park and nothing else

SUMMARY

GNU feels that each of the organizations needs to be prominently ID'd onsite and that a sign, at minimum and similar to E.DIR.01 could be located near the entry to each of the field areas. There is also a great opportunity to develop/design a unique sign/totem that can be themed for each of the organizations but that can also add an additional layer of visual interest and festivity while keeping in line with PHR&PD's sign standards. Either of these scenarios will require cost in the design/planning as well as the backend cost for fabrication and installation. Both of these organizations are obviously free to work with whom they choose if either of these scenarios is embraced. GNU would obviously enjoy being involved with the project as we have a lot vested in ensuring further expansion of the sign standards meets the expectations of PHR&PD and the community.

There is likely the need for an additional conversation between PHR&PD and the organizations, please let us know if you'd like us to be a part of that call/conversation. We will await to hear

back from all parties on which way they want to head / next steps. Please keep the momentum going on dialogue as something will need to be developed quickly with the ceremony/opening of the park is FEB (from what we understand).

Thanks again to Mark and Keith for their time.

DAK

Dickson A. Keyser, SEGD
Director of Design

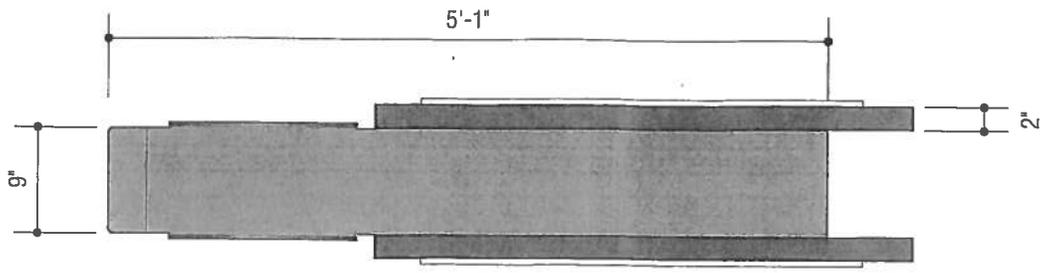
G N U GROUP

3445 Mt. Diablo Boulevard
Lafayette, CA 94549

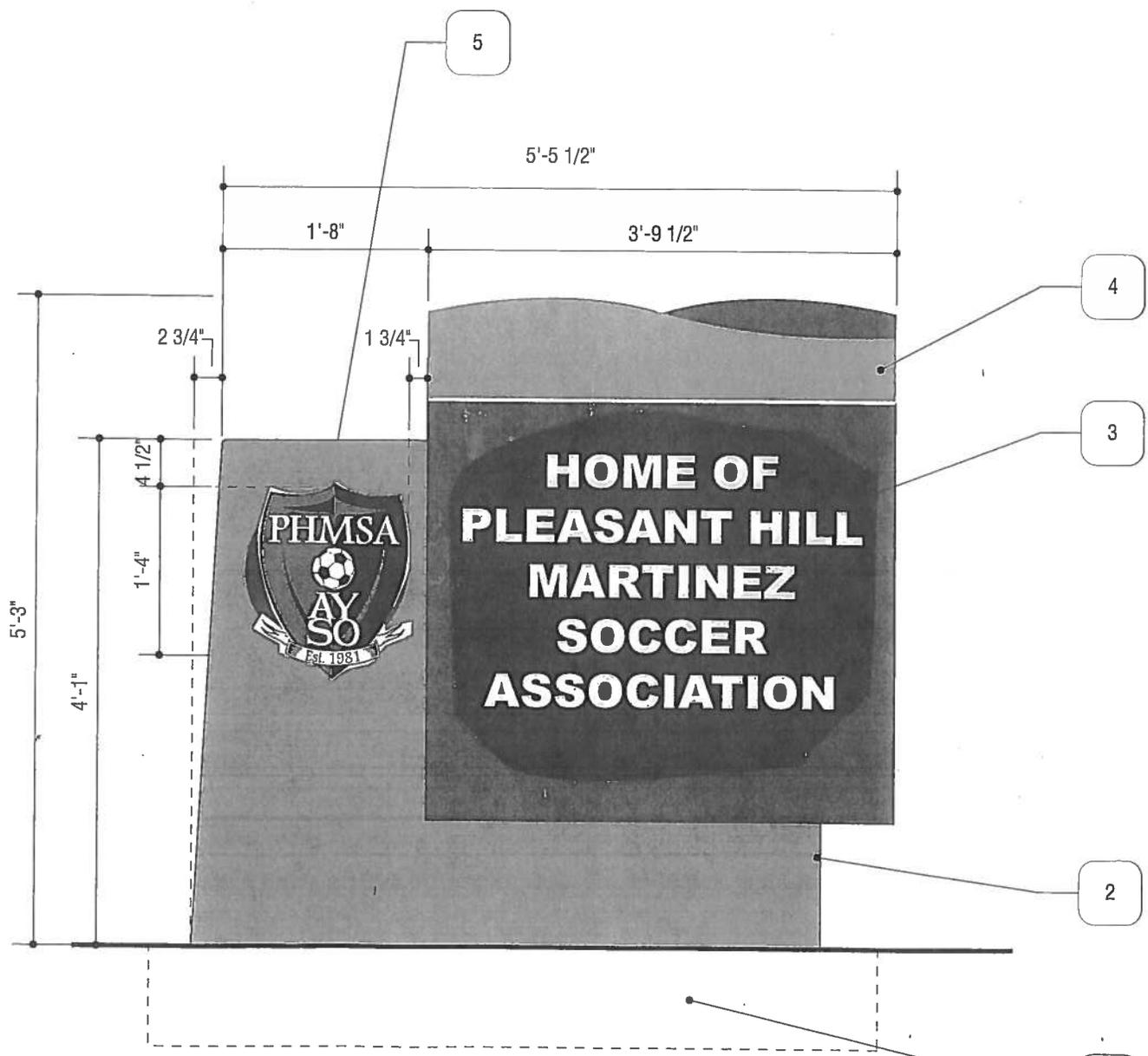
925-444-2029 - **D**
415-601-4561 - **C**
925-444-2020 - **O**

<http://www.gnugroup.com>

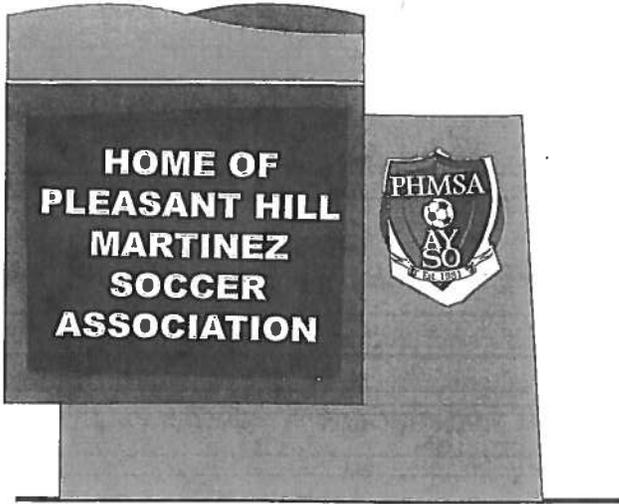
<http://www.linkedin.com/in/dicksonkeyser>



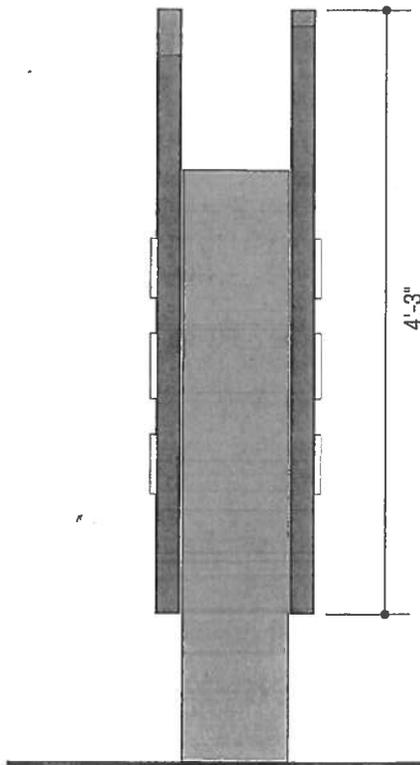
3 TOP VIEW
Scale: 3/4" = 1'-0"



1 FRONT VIEW - SIDE A
Scale: 3/4" = 1'-0"



4 FRONT VIEW - SIDE B
Scale: 1/2" = 1'-0"



2 SIDE VIEW
Scale: 3/4" = 1'-0"

DRAWING NOTES:

Sign Specifications:

1 – Concrete Footer & Base
Foundation & Base for all monuments to be design build. Fabricator to provide structural engineering documents from a licensed, State of California Structural Engineer

2 – Base
Pour in Place Integral color Concrete base to match, DAVIS COLORS: "Mocha" 6058 45° chamfered edges
*Sack & Patch exposed concrete to ensure smooth surface

3 – Primary Copy
1/2" thk, Fabricated aluminum letterforms to match P3, mechanically fastened to panel

4 – Sign Panel
2" deep Fabricated aluminum enclosed panel, mechanically fastened to base

5 – Logo Plaque
1/4" thk cast bronze plaque, (Mathews Bronze, Light Oxidize Stain Finish) tipped logo graphic to match P3

These documents are for design intent and shall be used only as a guide to produce the finished sizes, appearances and functions shown. The sign fabricator shall be responsible to meet all CBC Title 24 code compliance specifications for tactile letter spacing, tactile letter dimensioning, and braille dimensioning. The fabricator/contractor shall be responsible for all structural, electrical, mechanical, foundation engineering, for all dimensions and familiarity with the site and the conditions it presents. GNU Group must be notified of any variations from the dimensions and conditions shown on this drawing. Shop drawings and details must be submitted to GNU Group for approval prior to proceeding with fabrication. All copy shall be proofread by client and any legal requirements checked by client's legal department.

Prepared By:



3445 Mt. Diablo Blvd. | Lafayette, California 94549
925-444-2020 Telephone | 925-444-2039 Facsimile

4590 MacArthur Blvd., 5th Flr | Newport Beach, Ca 92660
800-971-8025 Telephone | 925-444-2039 Facsimile

www.gnugroup.com

Program Location:



Pleasant Hill, CA

BID SET

Not Intended As Fabrication Shop

Revisions / Bulletins:

1/8/12

Checked by:

Approval:

Program Number: ZZ.3022.01	Drawn By: KS
Original Issue: 04.02.2013	Scale: As Noted

Title:

**E.ID.03
Vertical
Site Identification**

Sheet:

1.0



MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: December 10, 2013

RE: Agenda Item #10 – December 19, 2013 Board Meeting

To Consider Scoreboard Sponsorship at Pleasant Hill Park (ACTION)

Board Member Zac Shess brought to the District's attention a possible vendor that is interested in sponsorship of the scoreboard at Pleasant Hill Park. Obviously, throughout the Capital Campaign the District has adopted naming opportunities. This proposal is in line with our overall sponsorship and naming program. This is an example of another opportunity to be part of the scoreboard that's located at Pleasant Hill Park that is utilized for the softball games almost every night of the week.

Enclosed in your packet is a memo from Lance Hurtado who is checking with other organizations and agencies. He will submit a recommendation regarding the scoreboard signage.



MEMORANDUM

TO: Bob Berggren
FROM: Lance Hurtado
DATE: 12/11/13
RE: Scoreboard Sponsorship

The following is the information I gathered about scoreboard sponsors.

City of Concord came up with the following concept but never adopted it:

1. Sign sponsorship \$500 per year
2. Sign Sponsorship and Brochure Sponsorship \$750.00
3. Sign Sponsorship and Night sponsorship \$1,000.00

Business with 2 &3 would get their business name listed in all our publications, schedules and web site.

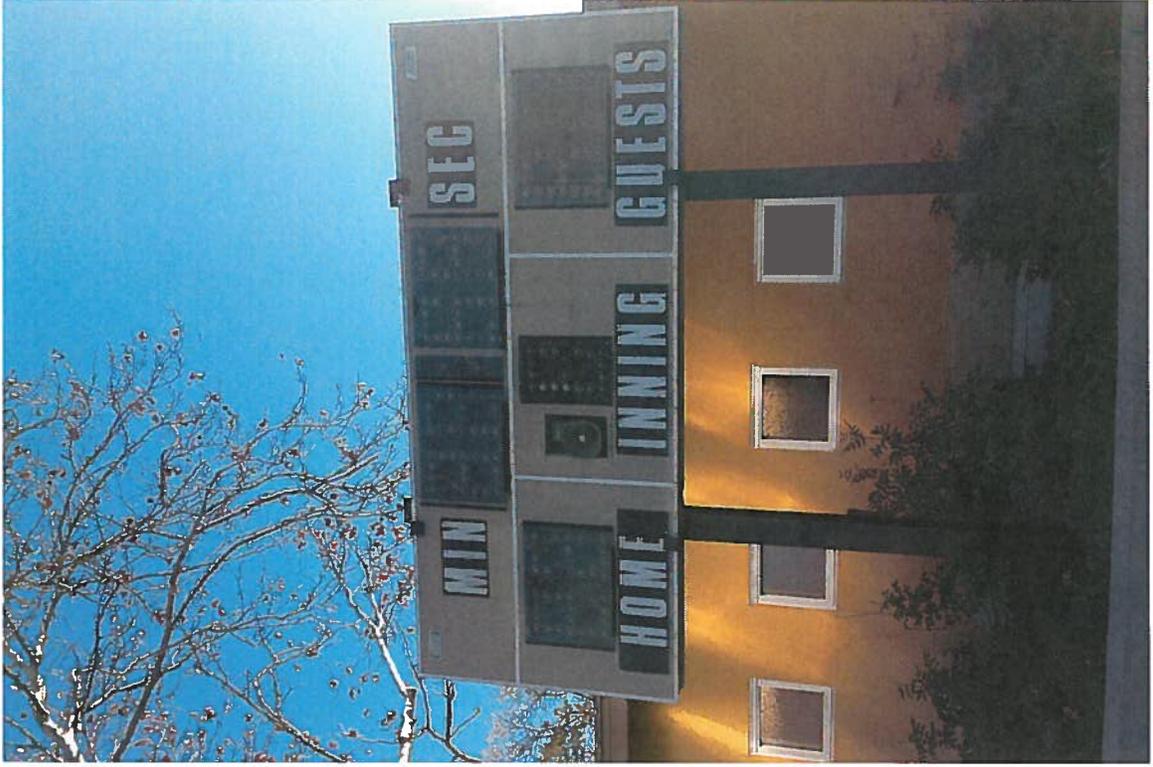
College Park High School has a sponsorship program for their football scoreboard:

\$10,000 for 5 years.

College Park also has a banner policy in place for the gym and ball fields:

\$500- \$750 per season or \$1500 for the year.

My recommendation is to charge \$1000 to cover a three year period. The sign/banner specs would need to be approved to assure compatibility with our scoreboard.



COLLEGE PARK HIGH SCHOOL

CP

HOME VISITOR

TDL

DOWN TO GO

TDL

QUARTER BALL ON



ACE

Home of the Falcons

Approved by the College & High School Athletic Association





MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: December 10, 2013

RE: Agenda Item #11 – December 19, 2013 Board Meeting

To Announce Board Committee Assignments for 2014

Board Chair Sherry Sterrett will make the appointment for committee assignments for 2014. The assignments are attached to the Board packet.

Pleasant Hill Recreation and Park District
Board of Directors Committee Assignments for 2014

<u>Committee:</u>	<u>Chair:</u>	<u>Member:</u>
Budget & Finance	Bonato	Sterrett
Chamber	Donaghu	Sterrett
District/City Liaison	Sterrett	Bonato
Flood Zone Task Force	Glover	Donaghu
Fundraising Liaison	Glover	
Land & Facility	Shess	Glover
Outside Working Group	Bonato	Shess
Personnel	Glover	Donaghu
Program	Shess	Donaghu
CSDA Rep	Sterrett	
CAPRI Rep	Berggren	



MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: December 10, 2013

RE: Agenda Item #12 – December 19, 2013 Board Meeting

To Consider Dates for Board Study Session

The Annual Board Study Session is in January or beginning of February. Possible dates will be discussed for the Board Study Session.