MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: June 2, 2014

RE: June 12 Board Meeting

A reminder that the Regular Board Meeting of the Board of Directors will be meeting in the Republic Services Room at the Community Center, 320 Civic Drive, Pleasant Hill, at 7:00 PM.

The District is hosting the June Chamber of Commerce Mixer at the new Community Center starting at 5:30 PM.

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, June 12, 2014
COMMUNITY CENTER
320 CIVIC DRIVE
REPUBLIC SERVICES ROOM

7:00 p.m.

Est. Time

1. Pledge of Allegiance

2. Roll Call

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

15 min 4. To Consider Co-Sponsored Group Request from Diablo Valley Macintosh User Group (DVMUG) **(ACTION)**

10 min 5. Consent Calendar **(ACTION)**
a. To Approve Bills to be Paid
b. To Approve Resolution 2014-06-12A, Ordering Even-Year Board of Directors Election; Consolidation of Election; and Specifications of the Election Order
c. To Approve Resolution 2014-06-12B, Transferring Monies from the Park Landscape Assessment Fund for Assessment Districts 1 - 5 to the General Fund
d. To Approve Resolution 2014-06-12C, Transferring Monies from the Landscape & Lighting District #6 to the General Fund

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.

10 min	6.	To Consider Pool Chemical Bids **(ACTION)**
30 min	7.	Personnel Committee Report a. To Consider Revised District Organizational Chart **(ACTION)** b. To Consider New Full-Time Positions **(ACTION)** c. To Consider Salary Adjustments **(ACTION)**
30 min.	8.	Budget & Finance Committee Report a. To Consider Capital Projects for Fiscal Year 2014-15 **(ACTION)** b. To Approve Resolution 2014-06-12D, Amending Fiscal Year 2013-14 **(ACTION)** c. To Approve Resolution 2014-06-12E, Adopting Preliminary Budget for Fiscal Year 2014-15 **(ACTION)**
10 min	9.	Report on Pleasant Hill Library Task Force
10 min.	10.	Board Announcements and Requests to Staff
10 min.	11.	Staff Announcements
	12.	Adjourn

Future Board of Directors Meetings:

Regular Meetings:
June 26, 2014
July 10, and 24, 2014

MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: June 3, 2014

RE: Agenda Item #4 – June 12, 2014 Board Meeting

To Consider Co-sponsored Group Request from the Diablo Valley Macintosh User Group (DVMUG) (ACTION)

The Program Committee consisting of Zac Shess and Dennis Donaghu met on May 13 to review the application from the Diablo Valley Macintosh User Group (DVMUG) request to become a District co-sponsored group. The Program Committee was in favor of allowing DVMUG to become a co-sponsored group. Attached is information regarding the group and President Chris Wysocki and Rick Kalicura will be on hand to answer any questions.

Board of Directors AGENDA

PLEASANT HILL RECREATION & PARK DISTRICT

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

MISSION STATEMENT

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The Pleasant Hill Recreation & Park District will provide reasonable disability-related modification or accommodation to a person with a disability who requires a modification or accommodation in order to participate in the meeting of the Board of Directors. Please contact Susie Kubota (925) 682-0896 at least 72 hours before the meeting if you require such modification or accommodation.

Pleasant Hill Recreation & Park District
Board of Directors
Program Committee
May 13, 2014
5:00 p.m.
Administration Office
147 Gregory Lane, Pleasant Hill

Chair: **Zac Shess**
Member: **Dennis Donaghu**

1. **Public Comment**

2. **To Consider Co-sponsored Group Request from Diablo Valley Macintosh User Group (DVMUG)**

MEMORANDUM

TO: Bob Berggren

FROM: Tina L. Young

DATE: 5/6/14

RE: District Sponsored Group Request by Diablo Valley Macintosh User Group (DVMUG)

The Diablo Valley Macintosh User Group is interested in becoming a District Sponsored Group. DVMUG is a club is an established club, founded in 1921 originally as the Diablo Valley Apple User Group. By 1988, the Macintosh computer largely displaced the Apple ii as well as other computers. This resulted in the club being redirected to the Macintosh platform. Attached is the District's policy for Sponsored Groups and a letter from Rick Calicura, Past President of DVMUG; club bylaws and April newsletter.

DVMUG has been meeting for over 5 years here in Pleasant Hill and consider themselves well established in our community. Their aim is to support everything Apple and its services through Special Interest Groups. DVMUG members have been offering FREE support to our seniors at the Senior Center every Thursday for the past 8 months, on uses with iPhones, iPads and Macintosh computers. They have been well received with an average of 12 participants in attendance each week.

President Chris Wysocki and Past President Rick Calicura will be on hand to answer any questions.

POLICY TITLE: District Sponsored Groups
POLICY NUMBER: 1040

1040.10 It is the policy of the District to help those groups who provide programs which meet recreation and leisure time needs. The needs of these sponsored groups and their relationships with the District vary. Each group must be approved by the Board. Acceptability is determined by the following criteria:

A. Open to all residents of the District

B. Community need

C. District program compatibility

D. Number of residents reached

E. Promotion potential in terms of encouraging activity for more people

F. Willingness to include the District in publicity for the purpose of showing the public the District's role in helping to provide recreational activities.

1040.20 A sponsored group is one who has a closer relationship with the District and who wishes to receive services beyond the use of facilities. In turn, these groups have additional responsibilities to the District. The following is a list of services the District may provide:

A. Public liability insurance

B. Certain facilities and equipment

C. Staff time as approved by the General Manager

D. Office services as approved by the General Manager

E. Publicity

F. Property loss insurance on property stored with the District

1040.30 Sponsored group responsibilities:

A. Open to all District residents

B. Represent the Pleasant Hill Recreation & Park District

C. Give preference to the residents of the District

D. Promote and encourage greater participation in the sponsored activity contributing to the goal of providing additional leisure time programs

E. Submit by-laws and amendments which shall have provisions for the election of officers who will be responsible for all financial transactions

F. Submit annual financial statements of all revenue and expenditures as prescribed by the District

G. Submit an annual membership and officer roster

H. Plan with the District staff to facilitate scheduling of personnel and facilities.

DVMUG

DIABLO VALLEY MACINTOSH USER GROUP

PLEASANT HILL REC. & PARK DISTRICT
APR - 2 2014
RECEIVED

Pleasant Hill Park and Recreation District
147 Gregory Lane
Pleasant Hill, CA 94523

Greeting:

The Diablo Valley Macintosh User Group would like to become a District Sponsored Group and request that we be placed on the agenda of the Parks and Recreation Commission to accomplish that goal. I have been authorized by the club to represent them.

Diablo Valley Macintosh User Group is a well established club, having been founded in 1982 originally as the Diablo Valley Apple User Group. By 1988, the Macintosh computer had largely displaced the Apple ii and iid as well as the iiGS computers. This resulted in the thrust of our club being redirected to the Macintosh platform.

We have been in our current quarters for just over 5 years and have renewed our lease at 396 Civic Drive, Pleasant Hill for another 5 years. Previously, we occupied space on Vincent Road, Pleasant Hill. You can gather that we consider ourselves well established here in Pleasant Hill and intend to remain a part of the community for years to come.

We maintain liability insurance, we are solvent with working cash accounts as well as reserves held under Deposit with Wells Fargo.

Our aim is to support everything Apple and in addition to our ambitious service through our Special Interest Groups, outlined in our monthly newsletter, we have done an outreach and regularly offer FREE support for Pleasant Hill Seniors every Thursday morning at the Pleasant Hill Sr. Center. This very popular effort aimed at folks with iPhones, iPads and Macintosh computers seems well received by attendees. We have been made welcome at the Sr. Center by staff.

We are eager to become a sponsored club and await further information from you

Our By-Laws are attached for your examination along with a copy of our current newsletter

Sincerely,

Rick Calicura

Richard A. "Rick" Calicura, Past President
(1532 Fieldcrest Drive, Pleasant Hill—925-228-4992

Diablo Valley Macintosh User Group, Inc. (DVMUG)
Bylaws
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Bylaws of
DIABLO VALLEY MACINTOSH USER GROUP, INC.
(hereinafter called "DVMUG")

ARTICLE I – PRINCIPAL OFFICES

Section 1. Principal Office

The principal office of DVMUG is located in Contra Costa County, State of California.

Section 2. Change of Address

The county of DVMUG's principal office can be changed only by amendment of these Bylaws. The Board of Directors may, however, change the principal office from one location to another within the named county by noting the changed address and effective date below, and such changes of address shall not be deemed an amendment of these Bylaws:

Moved to 396 Civic Drive, Suite D, Pleasant Hill in June, 2004

Article II – Purpose

Section 1. Specific Purpose

The specific objectives and purposes of DVMUG shall be for members to exchange information and share common interests, ideas and experiences in the use of and education of the Apple Macintosh Operating System and those organizations that supply hardware, software, related peripheral equipment and multimedia products designed for use with the Apple/Macintosh operating platforms.

ARTICLE III – MEMBERSHIP

Section 1. Qualifications

The qualifications for membership of DVMUG are: people who want to exchange information and share common interests, ideas and experiences in the use of and education of the Apple Macintosh Operating System and those organizations that supply hardware, software, related peripheral equipment and multimedia products designed for use with the Apple/Macintosh operating platforms.

Section 2. Non-Discrimination

There shall be no discrimination on the base of race, age, sex, religious affiliation, national origin, gender or physical handicap.

Section 3. Acceptance of Membership

After submission of a completed membership application, and after the payment of applicable dues and fees, as established by the Board of Directors, each membership application will be accepted for membership. A member shall be regarded as in good standing if he or she is not in arrears in payment of any indebtedness, dues, or lending library materials to the DVMUG.

Section 4. Number Of Members

There is no limit on the number of members DVMUG may admit.

Section 5. Fees and Dues

(a) No fee will charged for making application for membership in DVMUG.

(b) The annual dues payable to DVMUG by members shall be based on the dues established for the calendar year by the Board of Directors

(c) Any member who is in arrears more than 30 days in the payment of dues or other indebtedness to DVMUG will be suspended from membership provided he or she is so notified in writing or by e–mail. If a suspended member later makes a payment of dues, he or she shall then be considered as a new member and the membership shall be valid from the date of the payment.

Section 6. Voting

A membership may be held by an individual, couple or a family. When a vote is taken by the membership, only one vote per membership will be recorded. Proxies will not be recognized.

Section 7. Membership Book

The corporation shall keep a membership book containing the name and address of each member. Termination of the membership of any member shall be recorded in the book, together with the date of termination of such membership. Such book (which may be kept in electronic form) shall be kept at DVMUG's principal office.

Section 8. Non-liability of Members

A member of DVMUG is not, as such, personally liable for the debts, liabilities or obligations of DVMUG.

Section 9. Non-transferability of Memberships

No member may transfer a membership or any right arising therefrom. All rights of membership cease upon the member's death.

Section 10. Termination of Membership

The membership of a member (and all rights thereof) shall terminate upon the occurrence of any of the following events:

1. After providing the member with reasonable written notice and an opportunity to be heard either orally or in writing, upon a determination by the Board of Directors that the member has engaged in conduct materially and seriously prejudicial to the interests or purposes of DVMUG. Any person expelled from DVMUG shall receive a refund of dues already paid for the current dues period.
2. Upon his or her notice of such termination delivered to the President or Secretary of DVMUG personally or by mail, such membership to terminate upon the date of delivery of the notice or date of deposit in the mail.

ARTICLE IV - DIRECTORS

Section 1. Qualifications

Directors shall be at least 18 years old and be members in good standing in DVMUG.

Section 2. Number and Term

There shall be an elected Board of Directors that shall consist of the President, Vice President, Secretary, Chief Financial Officer (Treasurer), and five (5) elected at-large directors. The nine (9) directors shall have identical voting rights on the Board. Two (2) directors will be elected during one election year and three (3) the following year. At-large Directors shall serve for a period of two (2) years beginning on the first day of July following their election. In the event of a directorship becoming vacant for any reason whatsoever, the vacancy shall be filled as soon as practical by the President with the concurrence of the majority of the remainder of the Board of Directors.

Section 3. Duties and Responsibilities

The Board of Directors shall have control and management of DVMUG's activities, establish all policies, and generally supervise the affairs of DVMUG. Additionally, Directors shall perform other duties as may be assigned by the President or other officer properly acting in the absence of the President.

Section 4. Meetings

The Board of Directors shall meet in the DVMUG office at 7 p.m on the first Wednesday of the following months: January, April, July and October. No notice need be given for these meetings. All other Board meetings shall be considered special meetings and are subject to the provisions of §5 and §6 of this Article.

Board meetings shall be made known to the members by a general notice in DVMUG newsletter or electronic message on DVMUG bulletin board or by announcement at the previous General Membership Meeting. A majority of five (5) members of the Board of Directors shall constitute a quorum for the transaction of business and a majority of those present shall be necessary to give effect to any action of the Board.

Section 5 Special Meetings

Special meetings of the Board of Directors may be called by the President, the Vice President, the Secretary, by any two directors, or, if different, by the persons specifically authorized under the laws of this state to call special meetings of the board. Such meetings shall be held at the principal office of the corporation.

Section 6. Notice of Meeting

a. Special Meetings. At least one (1) week prior notice shall be given by the Secretary of the corporation to each director of each special meeting of the board. Such notice may be oral or written, may be given personally, by first class mail, by telephone, e-mail or by facsimile machine, and shall state date and time of the meeting and the matters proposed to be acted upon at the meeting.

b. Waiver of Notice. Whenever any notice of a meeting is required to be given to any director of this corporation under provisions of the Articles of Incorporation, these Bylaws or the law of this state, a waiver of notice in writing signed by the director, whether before or after the time of the meeting, shall be equivalent to the giving of such notice.

Section 7. Meetings Open to Membership

Any member in good standing may attend a meeting of the Board of Directors, but only the members of the Board will be allowed to vote.

Section 8. Nonliability of Directors

The directors shall not be personally liable for the debts, liabilities or other obligations of DVMUG.

Section 9. Indemnification by Corporation of Directors and Officers

The directors and officers of DVMUG shall be indemnified by DVMUG to the fullest extent permissible under the laws of this state.

Section 10. Insurance For Corporate Agents

Except as may be otherwise provided under provisions of law, the Board of Directors may adopt a resolution authorizing the purchase and maintenance of insurance on behalf of any agent of DVMUG (including a director, officer, employee or other agent of DVMUG) against liabilities asserted against or incurred by the agent in such capacity or arising out of the agent's status as such, whether or not DVMUG would have the power to indemnify the agent against such liability under the Articles of Incorporation, these Bylaws or provisions of law.

ARTICLE V - OFFICERS

Section 1. Officer Titles

The officers of DVMUG shall be a President, a Vice President, a Secretary, and a Treasurer, who shall be elected annually by the membership. All officers shall hold office for one year commencing on the first day of July following their election to the 30th day of June of the following year. In the event that any office becomes vacant for any reason whatsoever, the vacancy shall be filled as soon as practical by the President with the concurrence of the majority of the Board of Directors.

Section 2. The President

The President shall serve as the executive officer of DVMUG, preside at all meetings of the membership and the Board of Directors, be an ex–officio member of all committees, exercise general supervision over affairs of DVMUG, and perform such other duties as are ordinarily incumbent upon a President.

Section 3. The Vice President

The Vice President shall act in the behalf of the President in his or her absence and shall perform such duties as are ordinarily incumbent upon a Vice President and such other duties as may be assigned by the President or the Board of Directors. If the President is unable to serve for one reason or another, the Vice President shall assume the responsibilities and duties of the President until either (1) the President is once again able to perform his or her duties or (2) until the next election of officers. If the Vice President becomes the President, the Board of Directors will designate a replacement to serve out the term of Vice President. In the event that the office of the Vice President becomes vacant for any reason other than the succession of the Vice President to President, the vacancy shall be filled as soon as practical by the President with the concurrence of the Board of Directors.

Section 4. The Secretary

The Secretary shall keep and maintain the minutes of all of the Board of Directors meetings, in the form and manner prescribed by the Board of Directors. The Secretary shall record the results of all votes taken at the General Membership Meetings and

shall maintain a current database of members of DVMUG. In addition, the Secretary shall perform any additional duties that are ordinarily incumbent upon a Secretary. The Secretary shall be a member of the standing Membership Committee.

Section 5. The Treasurer

The Treasurer shall serve as Treasurer and maintain records of all fees, dues and other monies collected and disbursed in the form and manner prescribed by the Board of Directors. The Treasurer will also perform such duties as are ordinarily incumbent upon a Treasurer, including a Financial Report that the Treasurer will present at each of the Board meetings and as directed by the President at the general Membership Meetings. The Treasurer shall be a member of the Finance Committee.

The Treasurer shall prepare and maintain appropriate books and ledgers (which may be kept in electronic form) and make disbursements as prescribed by the Board of Directors and consistent with the Bylaws of DVMUG.

ARTICLE VI - ELECTION PROCEDURES

Section 1. Appointment of the Nominating Committee

At the April General Membership Meeting each year the President shall, with approval of the Board of Directors, announce the appointment of a Nominating Committee of not fewer than three (3) members, who shall not be candidates for election. The Nominating Committee shall select at least one nominee for each expiring office and directorship, and shall get prior approval of the nominees as to their willingness to hold such office or directorship. The Chair of the Nominating Committee shall deliver such nominations, which will be presented in writing, to the Secretary no later than fifteen (15) days after the date of the April General Membership Meeting.

Section 2. Slate of Officers and Directors

Upon receipt of the report of the Nominating Committee, the Secretary shall verify the eligibility of the nominees to serve if elected. At the following May Membership Meeting the Chair of the Nominating Committee shall announce the slate of nominees and then take additional nominations from the floor. (Any member in good standing can propose a name by calling it out at this time.) The Nominating Committee shall then announce the date of the June Membership Meeting at which the election shall be conducted. The Secretary shall provide the final slate of nominees to the Editor of DVMUG newsletter and the slate will appear in the Newsletter immediately prior to the date of the election.

Section 3. Elections

The election shall be held at the June Membership meeting and Board Members shall be elected by a majority of those present at the meeting. During the June Membership Meeting at which the election is to be conducted, the President shall read the slate of nominees, ask for nominations from the floor, and then proceed to conduct the annual election. Election shall be by written ballot, except that, where there is only one nominee for a position, the vote may be by voice acclamation from the membership. Directors will be elected on the basis of the nominees with the highest number of votes received in relation to the number of seats on the Board that are being contested in the election. .

Section 4. Eligibility to Vote

Only members of DVMUG in good standing shall be eligible to vote or hold office.

ARTICLE VII - MEETINGS

Section 1. Membership Meetings

Regular General Membership meetings of DVMUG shall be held at such time and place as may be scheduled by the Board of Directors. The Secretary shall see that these dates are posted before the meeting in (1) the DVMUG newsletter or (2) on the DVMUG electronic bulletin board then in use or (3) by e–mail.

The purpose of the General Membership Meeting shall be to conduct the business of DVMUG and to provide educational or informative presentations of interest to the members. During the business portion of this meeting, minutes shall be taken by the Secretary. The business portion of a DVMUG meeting shall include but not be limited to: nominations and voting; approval of expenditures, and director, officer or committee reports.

Section 2. Approval by Membership

In circumstances where the general membership must approve an expenditure authorized by the Board of Directors or decide on any matter determined to require a general membership vote, notice of a general membership vote shall be given to the membership not less than 72 hours prior to the General Membership Meeting. Notice of the vote may be by e–mail, a posting on the DVMUG electronic bulletin board or notice in the newsletter. A simple majority vote of those present at the General Membership Meeting shall be required to approve any matter of business brought before it.

Section 3. Quòrum

At any meeting of members, ten percent (10%) of the members shall constitute a quorum. If any regular meeting of the members is actually attended by less than one-third of the members but a quorum is otherwise present, the only matters which may be voted on are those of which notice of their general nature was given. The members present at a duly called or held meeting at which a quorum is present may continue to transact business until adjournment, even though a quorum is no longer present, if the action taken (other than adjournment) is approved by at least a majority of the members required to constitute a quorum.

ARTICLE VIII - COMMITTEES

Section 1. Number and Purpose

The Board of Directors shall determine the number and purpose of all special and standing committees necessary to the achievement of the objectives of this DVMUG. Appointment of the chairs of these committees shall be the responsibility of the President of DVMUG.

Section 2. Membership Committee

There shall be a Membership Committee comprised of the Secretary, Treasurer and other club members appointed by the President. The Membership Committee shall oversee and maintain the membership database, collection of dues, and sending of arrears notices and other tasks as determined by the Board of Directors.

Section 3. Finance Committee

There shall be a Finance Committee consisting of the Treasurer, a Director, and at least two other club members appointed by the President. The Treasurer shall provide

necessary financial data for the Committee to prepare an annual budget, as well as to submit annual IRS tax forms. The committee shall conduct (or cause to be conducted) an annual audit of DVMUG financial records and fund handling procedures for Board review and approval. The committee shall conduct an annual inventory and disposal of surplus property, and other duties as may be delegated from time to time by the Board.

Any member at a General Meeting may bring a motion to spend club funds for a financial audit performed by an outside auditor and upon a majority vote of the membership present at the next regularly scheduled General Membership Meeting, an ad hoc committee comprised of the member who brought the motion, the President and one other member appointed by the President, shall pick and select an outside accounting firm to conduct the audit.

Section 4. Executive Committee

The Board of Directors may, by a majority vote of its members, designate an Executive Committee consisting of four (4) board members and may delegate to such committee the powers and authority of the board in the management of the business and affairs of the corporation, to the extent permitted, and except as may otherwise be provided, by provisions of law.

By a majority vote of its members, the board may at any time revoke or modify any or all of the Executive Committee authority so delegated, increase or decrease but not below two (2) the number of the members of the Executive Committee and fill vacancies on the Executive Committee from the members of the board. The Executive Committee shall keep regular minutes of its proceedings, cause them to be filed with the corporate records and report the same to the board from time to time as the board may require.

ARTICLE IX – FINANCES AND EXPENDITURES

Section 1. Fiscal Year

The fiscal year of DVMUG shall be from January 1 to December 31.

Section 2. Annual Statement of Financial Condition

The Treasurer shall present to the Board of Directors an annual statement of the financial condition of DVMUG no later than the February meeting of each year.

Section 3. Budget

The Finance Committee shall propose a budget for the upcoming fiscal year and the Board shall adopt a budget by the January Board meeting of the current year.

Section 4. Approval of Expenditures

Expenditures that exceed the adopted budget shall require a majority vote of the Board of Directors. A single expenditure of $1,000.00 or more shall require the approval of the Board of Directors. Any expenditure over $2,000.00 shall require, in addition to the Board of Directors, the approval of the membership at a General Membership meeting. All discretionary expenditures shall be frozen when the Treasurer reports to the Board of Directors or to the membership that DVMUG reserves have fallen below a reasonable expectation to conduct the business of DVMUG. No expenditures of discretionary funds shall be approved without the authorization of the Board of Directors if the reserves of DVMUG fall below $2,000.

Section 5. Surplus Equipment

Surplus equipment shall be disposed of as determined by the Board of Directors. Property that has been determined to be surplus and has a fair market value of $250 or more shall require the majority approval of the Board of Directors in order to dispose of the property.

ARTICLE X - REMOVAL OF DIRECTORS AND OFFICERS FOR CAUSE

Section 1. Removal for Cause

In the event that any member or group of members is convinced that an officer or a member of the Board of Directors should be removed from office for cause, that member or group of members shall have a right to make a presentation to the next scheduled meeting of the Board of Directors to set forth their reasons for such removal. The Board of Directors shall then be charged to initiate an investigation of the charges and take action as they may deem fit.

ARTICLE XI - INSTRUMENTS, DEPOSITS AND FUNDS

Section 1. Execution of Instruments

The Board of Directors, except as otherwise provided in these Bylaws, shall by resolution authorize any officer or agent of DVMUG to enter into any contract or execute and deliver any instrument in the name of and on behalf of DVMUG, and such authority may be general or confined to specific instances. Unless so authorized by action of a majority of the Board of Directors, no officer, agent or employee shall have any power or authority to bind DVMUG by any contract or engagement or to pledge its credit or to render it liable monetarily for any purpose or in any amount.

Section 2. Checks and Notes

Except as otherwise specifically determined by resolution of the Board of Directors, or as otherwise required by law, checks, drafts, promissory notes, orders for the payment of money and other evidence of indebtedness of DVMUG shall be signed by the Treasurer (Treasurer) and countersigned by the President of DVMUG.

Section 3. Deposits

All funds of DVMUG shall be deposited from time to time to the credit of DVMUG in such banks, trust companies or other depositories as the Board of Directors may select.

Section 4. Gifts

The Board of Directors may accept on behalf of DVMUG any contribution, gift, bequest or devise for the nonprofit purposes of DVMUG.

ARTICLE XII - CORPORATE RECORDS, SEAL AND INSPECTIONS

Section 1. Maintenance of Corporate Records

The corporation shall keep (in hard copy and/or electronic form) at its principal office:

a. Minutes of all meetings of directors, committees of the board and of all meetings of members, indicating the time and place of holding such meetings, whether regular or special, how called, the notice given and the names of those present and the proceedings thereof;

b. Adequate and correct books and records of account, including accounts of its properties and business transactions and accounts of its assets, liabilities, receipts, disbursements, gains and losses;

c. A record of its members, if any, indicating their names and addresses and, if applicable, the class of membership held by each member and the termination date of any membership;

d. A copy of DVMUG's Articles of Incorporation and Bylaws as amended to date, which shall be open to inspection by the members of DVMUG at all reasonable times during office hours.

Section 2. Corporate Seal

The Board of Directors may adopt, use and at will alter, a corporate seal. Such seal shall be kept at the principal office of DVMUG. Failure to affix the seal to corporate instruments, however, shall not affect the validity of any such instrument.

Section 3. Directors' Inspection Rights

Every director shall have the absolute right at any reasonable time to inspect and copy all books, records and documents of every kind and to inspect the physical properties of DVMUG and shall have such other rights to inspect the books, records and properties of DVMUG as may be required under the Articles of Incorporation, other provisions of these Bylaws and provisions of law.

Section 4. Members' Inspection Rights

Each and every member shall have the following inspection rights, for a purpose reasonably related to such person's rights as a member:

a. To obtain from the Secretary of DVMUG, upon written demand on, and payment of a reasonable charge to, the Secretary of DVMUG, a list of the names, addresses and voting rights of those members entitled to vote for the election of directors as of the most recent record date for which the list has been compiled or as of the date specified by the member subsequent to the date of demand. The demand shall state the purpose for which the list is requested. The membership list shall be made available within a reasonable time after the demand is received by the Secretary of DVMUG or after the date specified therein as of which the list is to be compiled.

b. To inspect at any reasonable time the books, records or minutes of proceedings of the members or of the board or committees of the board, upon written demand on the Secretary of DVMUG by the member, for a purpose reasonably related to such person's interests as a member.

Members shall have such other rights to inspect the books, records and properties of DVMUG as may be required under the Articles of Incorporation, other provisions of these Bylaws and provisions of law.

Section 5. Right To Copy And Make Extracts

Any inspection under the provisions of this Article may be made in person or by agent or attorney and the right to inspect shall include the right to copy and make extracts. A member exercising his/her rights under this Article, shall be prohibited from contacting DVMUG members except for purposes relating to DVMUG governance issues.

Section 6. Periodic Report

The board shall cause any annual or periodic report required under law to be prepared and delivered to an office of this state or to the members of DVMUG, to be so prepared and delivered within the time limits set by law.

ARTICLE XIII – IRC 501(C)(3) TAX EXEMPTION PROVISIONS

Section 1. DVMUG Operates as a Nonprofit

DVMUG has been organized and shall operate as a nonprofit organization within the meaning of Section 501(c)(3) of the Internal Revenue Code.

Section 1. Limitations on Activities

No substantial part of the activities of DVMUG shall be the carrying on of propaganda, or otherwise attempting to influence legislation (except as otherwise provided by Section 501(h) of the Internal Revenue Code), and DVMUG shall not participate in, or intervene in (including the publishing or distribution of statements), any political campaign on behalf of, or in opposition to, any candidate for public office.

Notwithstanding any other provisions of these Bylaws, DVMUG shall not carry on any activities not permitted to be carried on (a) by a corporation exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code, or (b) by a corporation, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code.

Section 2. Prohibition Against Private Inurement

No part of the net earnings of DVMUG shall inure to the benefit of, or be distributable to, its members, directors or trustees, officers or other private persons, except that DVMUG shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes of DVMUG.

Section 3. Distribution of Assets Upon Dissolution

In the event that the Board of Directors and the General Membership agree to the dissolution of DVMUG, the Board of Directors will supervise the payment of any outstanding obligations of DVMUG. Upon dissolution of the corporation, the assets of the corporation, after all debts have been satisfied, shall be distributed subject to the requirements of the Articles of Incorporation of this corporation. To this end, the Board of Directors designates a local public school or schools, selected at the time of dissolution, on the basis of need or best use.

Section 4. Private Foundation Requirements and Restrictions

In any taxable year in which DVMUG is a private foundation as described in Section 509(a) of the Internal Revenue Code, DVMUG 1) shall distribute its income for said period at such time and manner as not to subject it to tax under Section 4942 of the Internal Revenue Code; 2) shall not engage in any act of self-dealing as defined in Section 4941(d) of the Internal Revenue Code; 3) shall not retain any excess business holdings as defined in Section 4943(c) of the Internal Revenue Code; 4) shall not make any investments in such manner as to subject DVMUG to tax under Section 4944 of the Internal Revenue Code; and 5) shall not make any taxable expenditures as defined in Section 4945(d) of the Internal Revenue Code.

ARTICLE XIV - AMENDMENTS

Section 1. Amending the Bylaws

Proposed amendments to these Bylaws may be made by the Board of Directors or by any member in good standing. The Board of Directors shall evaluate proposed amendments to insure that they are consistent with other sections of the Bylaws and with applicable law. If the Board finds the proposed amendments consistent, the Board will then present the proposed amendments to the general membership for their approval or rejection. Written notice of the proposed amendment and the date of the meeting shall be given at the prior General Membership Meeting, by e–mail, or on the DVMUG Electronic Bulletin Board, or notice in the DVMUG newsletter at least 72 hours prior to the meeting. Actual amendments to these Bylaws will be adopted by two–thirds (2/3rds) majority vote of the members in good standing in attendance at a General Membership Meeting.

DIABLO VALLEY Macintosh DVMUG Bylaws

Date of Origin: July 7, 1982

Amended: April 1991

Amended: April 1994

Amended: August 1995

Amended: April 1998

Amended: November 2002

Amended: May, 2005 approved by the membership June, 2005.

DVMUG ApplePRESS
News from the Diablo Valley Macintosh User Group
Volume 33, Issue 4 • April 2014

From Don's Desk

By Don Nelson, DVMUG Vice President

You ever notice how sometimes things can turn out a lot differently than you expect? That was the case for me regarding the March general meeting. I just didn't have really high expectations regarding the meeting's program. My thinking was that it was just another app; nothing to get excited about. I can happily say that it was much more than I expected. As a matter of fact, I ended up downloading and installing it on my iPhone before I even left the Pacheco Community Center. Ziploop is something that I've already used and expect to use quite a bit in the future. If nothing else, it should enable me to get rid of the pile of paper receipts that currently infest my desk. I'd recommend that if you weren't at the meeting last Wednesday that you check it out at www.ziploop.com.

For April, we're going to keep things going with a visit from Derrick Story, of The Digital Story. He's an author of numerous books on photography and digital imaging, as well as a past presenter at the DVMUG all-day workshop. He always has something interesting to say, so I recommend that you don't miss it. You can read more about Derrick and his planned program for our meeting on page 2.

The Macworld/iWorld show is coming up this weekend at Moscone North in San Francisco. Gone are the days when this annual conclave of the Mac faithful was the ultimate Mac event. These days it's actually more of an iOS show, but that's OK. All you have to do is look at our SIG attendance and you can quickly tell what people are interested in. I'll give you a hint: it's the one that we're moving to another venue starting in April because we had more people show up than we could stuff in the

Continued on page 5

April 16th, 2014, 6:30 PM

Derrick Story will be joining us

Don't Miss It!!!

Inside this issue:

Here on page 1, Don talks about last month's general meeting and some upcoming events, both in and out of DVMUG.

On page 2, there is some information on what to expect at the April General Meeting.

On Page 3, Adam Engst talks about an app that can help organize repetitive tasks.

On Page 5 Josh Centers talks about what got him banned from Watch ABC and from Hulu.

The SIG info is on pages 6 and 7.

Happy Reading!

See Derrick Story at the April General Meeting!

Topic:

The Nimble Photographer

Description:

Technology has allowed us to travel lighter without giving up capability. But how do you put the pieces together?

In this talk, Derrick Story will show you his tips for traveling light, whether you're on vacation or just out for the day. He'll talk about technologies for the iPhone, the iPad, and the latest in camera gear.

So pack your iOS device, and join Derrick for an evening of Nimbleosity.

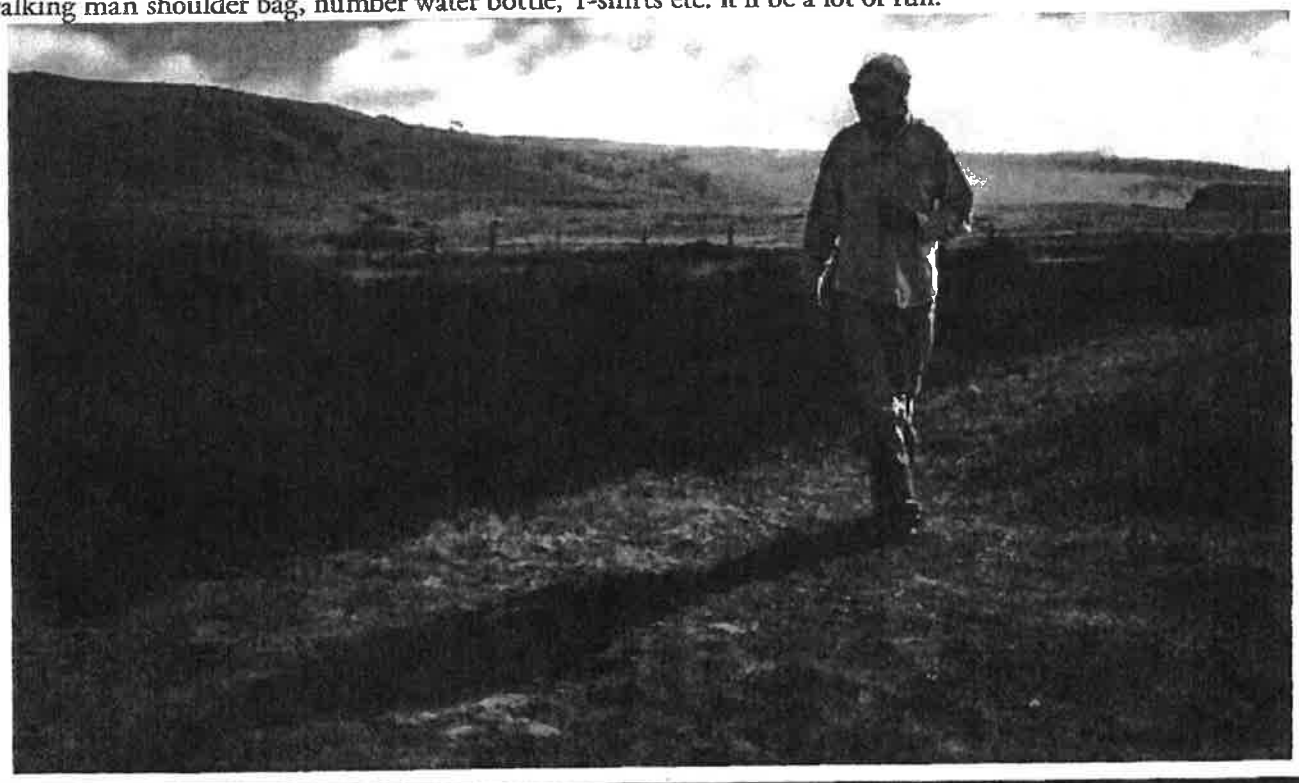
About Derrick:

Derrick Story is a writer, photographer, and teacher. He publishes weekly photography podcasts at TheDigitalStory.com, and maintains a journal of nimbleosity at TheNimblePhotographer.com.

Derrick is a senior contributor for Macworld Magazine, online journalist for c't Photography Magazine, and photography evangelist for Lowepro. He has more than 21 titles at lynda.com.

He has authored several books, including his latest, *iPad for Digital Photographers*, published by Wiley and Sons.

Derrick will also set up the Nimble store in the back of the room. He'll have all sorts of goodies including the walking man shoulder bag, number water bottle, T-shirts etc. it'll be a lot of fun!



TidBITS: Recur iPhone App Helps You Manage Repetitive Tasks

By: Adam C. Engst

Most to-do apps suffer from the same problem, which is that there are far more things you could — and would like to — do than there are hours in a day. For me, that means that the vast majority of items on my to-do list merely slouch around at the bottom, mocking me forever with their un-doneness. But juggling my task list in my head doesn't mean I'm ineffective — TidBITS comes out each week, Take Control books get published, the business keeps running — and while I'm not always as timely as I'd like, I don't believe I'm disappointing people through utter inaction.

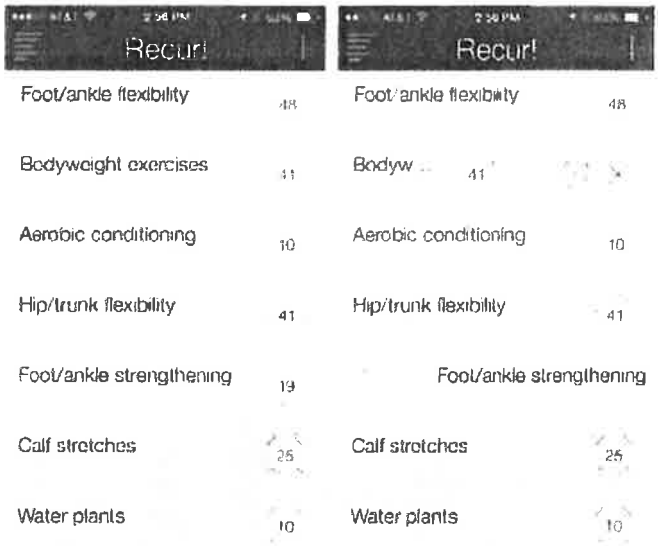
That said, I've run across a particular iPhone to-do app — the $1.99 Recur from Grailr — that turns the concept of a to-do list on its head in surprising and compelling way, so much so that Recur has earned one of the coveted spots on the home screen of my iPhone. (Although Recur works on the iPad, it's truly an iPhone app, and merely scales itself up for the iPad screen. Before you ask, no, there's no syncing of data between copies of the app.)

Standard to-do lists are aspirational — they hold things you must do, should do, or would like to do, along with those jobs you don't want to do at all, but feel you shouldn't forget. Grailr ignored such fanciful flights of future possibility, and instead designed Recur to support those repetitive tasks and activities that underpin our lives. (To be fair, the company has another app, the $1.99 CARROT To-Do, that's more of a traditional to-do app, albeit one with a sadistic personality that rewards you for completing tasks and gets upset with you for slacking off.)

More specifically, Recur helps you focus on those things that you may not think to do on your own or that aren't better handled by a calendar app. You probably don't need to be reminded to make dinner or brush your teeth, since hunger pangs make it hard to forget eating, and something like brushing your teeth is easy to turn into a nightly habit. And while date-related tasks like taking out the recycling every other Wednesday night need tracking, they're what apps like Calendar and BusyCal are designed to handle.

But what about watering houseplants, which should be done every week, doing some physical therapy for an injury every day or two, or just working out a few times per week? All of these need to happen regularly, so putting them on a traditional to-do list would likely involve a lot of interaction and clutter, and since they don't need to be completed on a highly specific schedule, a calendar program would just be annoying. And yet, you want to know which of these activities you should do at any given point, it's useful to have a small amount of nagging, and it's nice to get a sense of completion in the short term and accomplishment in the long term.

Here's my situation. I've been recovering from a bad case of plantar fasciitis since October 2012. I've finally hit the point where I can run several days per week again, but for the last 8 months, I've been working daily on strength and flexibility, both to aid recovery and to reduce the likelihood of injury once I'm running seriously again. I've built up a variety of routines, none of which needs to be done every day, but which I should rotate through. Look at the screenshots below, and I'll explain what's so cool about Recur.



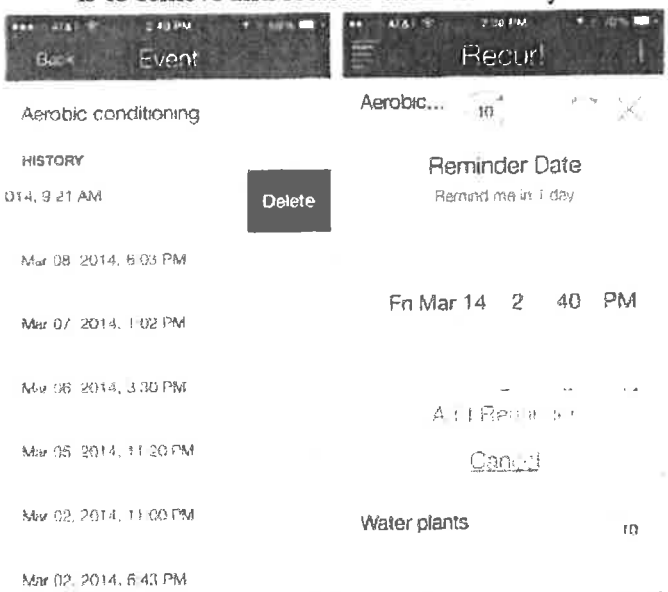
Recur has one main screen, which shows your tasks. You add a new one by tapping the + button or pulling the list down; a new task needs only a name. Once an item is created, you mark it as done by swiping to the right on its name; in the right-hand screenshot, I'm noting that I did my foot/ankle strengthening exercises. That increments the number inside the green circle so you can see how many times you've accomplished the task, updates the last-done date, and moves the item to the top of the list.

Tapping an item's name reveals four buttons, as you can see in the Bodyweight Exercises line above. Here's what they do:

Continued on page 4

Recur – Contd.

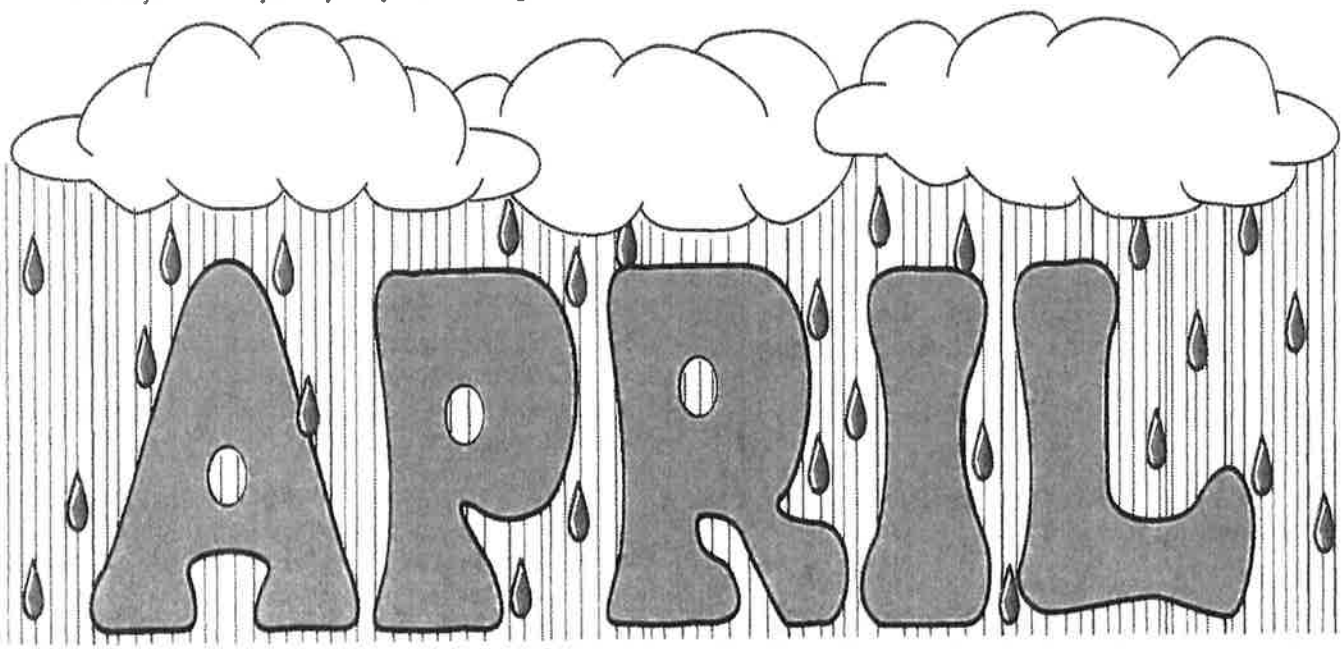
- The green refresh button works like swiping to the right, except you can choose the date on which the action happened, which is handy when you forget to record something on the spot.
- The orange information button shows the task's history, which is useful for seeing how regular you've been. You can also swipe to the left on any history item to delete it, if you added it accidentally. You cannot edit the dates and times of history entries, which would be nice; the workaround is to remove and recreate them manually.



- The blue alarm clock button lets you set a reminder, which can either occur once or repeat daily, weekly, monthly, or yearly. (Other options, such as every other day, would be welcome but would increase the app's complexity.) When an item has a reminder, the blue alarm clock icon replaces the green circle around the number of times you've accomplished the task. The alarm clock turns red after you've dismissed the notification and stays that way until you mark the task as done — clearly I need to do my calf stretches, and I should water the plants this weekend.
- The red X button does double duty, letting you either delete a task entirely, or decrement its number by one, deleting the most recent history entry and returning the task to its previous position in the list. It's easy to swipe the wrong task accidentally, so I use the decrement feature fairly often.

What I appreciate about Recur is that I can glance at the app in the morning and see which of my exercises are settling toward the bottom of the list and should thus receive some attention. And if I talk to a coach or therapist about what I've been doing, I don't have to guess at how often I've done the exercises I was assigned.

I've tried a variety of ways of logging such information, ranging from paper to a Google Docs spreadsheet, and no system has ever stuck, thanks to being too much work, too messy, or just plain unsatisfying. I won't pretend that using Recur is a major reward, but I do get a tiny thrill of accomplishment when recording a task as done and seeing it leap to the top of the list. And when it comes to those chores you know you should do but have trouble mustering the enthusiasm for, any little boost helps.



From Don's Desk – Contd.

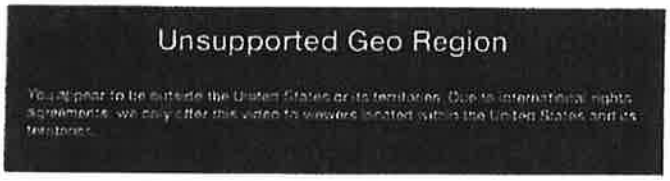
DVMUG office. That's right; the iOS SIG will be meeting at the new Pleasant Hill Community Center, just a couple of blocks from the DVMUG office. I'm told that you can comfortably fit 80 people in the room we'll be using, so there's no reason to miss it.

Thanks for reading and have a wonderful month!

TidBITS: Why I Was Banned from WATCH ABC and Hulu

By: Josh Centers

Back when ABC arrived on the Apple TV (see "Apple TV Gains ABC, Bloomberg, Crackle, KORTV," 11 December 2013), I noted that I couldn't access it, because the app said I was in an "unsupported geo region." I didn't think too much about it at the time, figuring it was some kind of launch bug, and besides, there's nothing I care to watch on ABC.



But months later, I still didn't have access. That bothered the part of me that hates tech mysteries, but with a baby, a book to finish, and HBO's "True Detective," I had more pressing concerns. Then the problem began to spread.

One day my wife asked why Hulu Plus on the Apple TV said we were behind an anonymous proxy. We were not. I tried playing something on Hulu's Web site and received the same error message, claiming that my Comcast-provided IP address was behind an anonymous proxy. Strange.

At this point, I was completely baffled. Who do you contact when something like this happens? Hulu? ABC? Your ISP? I decided to start with Hulu, since I pay for the service, and Comcast is a nightmare to work with. Hulu makes you jump through hoops to contact support — scroll down to the bottom of the Web site, click Help, click Contact Us below all the support articles, and then click Contact Support. ABC makes it even less obvious, but it turns out that the company's feedback form doubles as a support request form.

Upon contacting Hulu, I immediately received an automated message back:

Thanks for contacting us. Based on the IP address you were using when you submitted this message, our system determined that your computer was accessing our site using a proxy server. Once you disable it, you should be able to watch videos on Hulu again.

I replied to the automated message, explaining that my IP was assigned by Comcast. Meanwhile, I received a similar message from ABC:

We detected that your internet network's IP address is using an anonymous proxy service. Our player requires that IP settings are not anonymous or routed to known anonymous proxy services. Please follow the steps below to update your proxy settings:

I replied again, explaining, as I did with Hulu, that my Comcast-supplied IP address isn't an anonymous proxy. I got this reply:

Thank you very much for your response. However, when we verified your IP address XXX.XXX.XXX.XXX, the proxy setting is still set to "anonymous," please contact Comcast Xfinity to get more assistance on how to turn the proxy setting off on your router.

Argh! This was becoming Kafkaesque. I decided to take matters into my own hands. I tried resetting my AirPort Express to factory defaults, just in case I had enabled something screwy. No dice.

Comcast assigns dynamic IP addresses to the devices on its network, which means that they don't stay the same forever. However, an IP address tends to stick to a MAC address (the unique identifier for every network interface) for quite some time. In the past, I've been able to work around IP bans by manually changing, or "cloning," the MAC address for my router, which makes an ISP think that it's a different device, needing a new IP number. Unfortunately, Apple's AirPort base stations don't offer that feature.

Fortunately, I found a guide explaining how to change your Comcast IP address without changing the MAC address. That technique worked, but I still couldn't access Hulu or ABC. It appears that an entire IP range was banned.

I still hadn't heard from a human at Hulu, but I decided to give ABC another shot. I sent a screenshot from AirPort Utility with my automatically assigned IP address, explaining that I had reset my router and that I wasn't using any sort of proxy.

The good news is that this story has a happy ending. Within a few days, support reps at both Hulu and ABC acknowledged that my IP address was not an anonymous proxy and restored service. Thanks to Ben at

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SIGnatures

By: Brenda Boswell, DVMUG Member

DVMUG's Special Interest Groups generally meet at the DVMUG office, 396 Civic Drive, Suite D, Pleasant Hill. Advance signups are not required except for the MacClinic. Be sure to check the calendar on the BBS, the weekly emailed schedule, or our web site, dvmug.org, for last-minute changes.

DigiMedia (First Thursdays, 7 – 9 pm, next April 3)—Digimedia is looking forward to seeing the videos that our members have made using the five basic shooting angles. In discovering how to use good camera techniques, editing in Final Cut Pro becomes fun and exciting. This month we will discuss other aspects of using a camera in the field, and what other techniques exist to help make a movie of what we love, who we are, and things of interest to us. Short videos made by members are always welcome! Leader is Shari Dyer, sharidyer1@mac.com, 925-939-5425.

Genealogy (Fourth Wednesdays, 10 am to noon, next April 23)—We are here to help with your genealogy research and the use of Reunion software. We also cover other subjects from time to time. Leader is Verner Laursen, verner_laursen@dvmug.org, 925-672- 7483.

iLife (Second Tuesdays, 10 am to noon, next April 8)—We have a variety of iPhoto topics for April, including posting your photos to Facebook, ordering prints right from iPhoto, and really cool emailing options! Time permitting, we may talk a little about photo resolution, just enough to warm you up for May's SIG meeting! Leader is Susan Shoemaker, susan_shoemaker@dvmug.org, 707-745-6990.

InDesign (Fourth Wednesdays, 7 – 9 pm, next April 23)—We look at the page-layout program InDesign and, occasionally, its competition. Come with your questions, or even your projects. Leader is Don Nelson, don_nelson@dvmug.org, 925-405-5791.

Internet/BBS (First Tuesdays every other month, 7 – 9 pm, next April 1)—As always, any topic related to the Internet, DVMUG BBS, Facebook, Twitter, Pinterest, DropBox, MailChimp, Gmail, Google Calendar, Google+, Google Voice, Picasaweb, Email, Spam and the Web are fair game. Bring your iPad/Phone/Pod so we can help you install the iToy version of the BBS's FirstClass software. Leader is John Sobrero, john_sobrero@dvmug.org, 925-228-1597.

iPhone/iPad (Third Mondays, 7 – 9 pm, next April 21)—We're MOVING! Due to popular demand,

Continued on page 7

April DVMUG Activities Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 Internet/ BBS 7-9PM	2 Board of Directors 7-9PM	3 Digimedia 7-9PM	4	5 Mac Camp 10AM-12PM
6	7	8 iLife 10AM-12PM OSX 7-9PM	9 iWork 7-9PM	10 Photography 6-8PM	11	12
13	14	15	16 GENERAL MEETING 6:30-9PM	17	18	19
20	21 iPhone-iPad 7-9PM	22	23 Genealogy 10AM-12PM InDesign 7-9PM	24	25	26 Mac Clinic 10AM-12, 1:30-4PM
27	28	29	30			

= Meeting at DVMUG Office, 396 Civic Dr., Pleasant Hill; = Meeting at Pacheco Community Center, 5800 Pacheco Blvd., Pacheco; = Meeting at Pleasant Hill Community Center, 320 Civic Dr., Pleasant Hill

the iPhone-iPad SIG is moving to the McHale Room of the new Pleasant Hill Community Center, 320 Civic Drive, just down the road from the DVMUG office. Bring your iOS toy to the iPhone/iPad SIG and we'll do more interactive training. If you have questions, we'll answer them. Also don't forget to share any fun apps you've found with the group. If there is something you would like answered or covered in the SIG, let me know in the iPhone/iPad SIG conference on the BBS. Leader is Chris Wysocki, chris_wysocki@dvmug.org, 510-299-4157.

iWork (Second Wednesdays, 7 – 9 pm, next April 9)—We'll look at Pages templates and how they can be customized or created from scratch to satisfy your own sense of style. We'll also take a look at the iCloud and Pages in the 'Cloud. Leader is Richard Pousson, richard_pousson@dvmug.org, 925-864-6778.

OS X (Second Tuesdays, 7 – 9 pm, next April 8)—Questions, answers, and demonstrations of the features of our current operating systems, Mountain Lion and Mavericks. Questions on your own setup welcome. Leader is Anne Griffin, anne_griffin@dvmug.org, 925-914-0141.

Mac Camp (First Saturdays, 10 am to noon, next April 5)—We'll look at two topics: Alias management on the Dock and the Finder window sidebar. Plus we'll discuss music and books in iTunes and, as always, take member requests. Leader is Richard Pousson, richard_pousson@dvmug.org, 925-864-6778.

MacClinic (Fourth Saturdays, 10 am to noon and 1:30 to 4 pm, next April 26)—Dedicated to making sad Macs happy. Give SIG Leader Rick Calicura a call and tell him what ails your Mac and he'll set you up with an appointment. 925-228- 4992.

Photography (Second Thursdays, usually 7 – 9 pm, next April 10)— One time— this month only—we will meet from 6 pm □8 pm so that we will have plenty of daylight to demo a new metering technique that WORKS!! As usual, bring in your problem files and prints to share. If any time remains I will talk about how your camera meters so that you can understand your choices. Leader is Susan Rosner, susanrosner@gmail.com, 510-612-6200.

Web Publishing (First Tuesdays every other month, 7 – 9 pm, next May 6)—This SIG covers how to design, set up, and maintain a Web site, and answers your questions. Leader is Anne Griffin, anne_griffin@dvmug.org, 925-914-0141.

May DVMUG Activities Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 Digimedia 7-9PM □	2	3 Mac Camp 10AM-12PM □
4	5	6 Web Publishing 7-9PM □	7 Board of Directors 7-9PM □	8 Photography 7-9PM □	9	10
11	12	13 iLife 10AM-12PM □ OSX 7-9PM □	14 iWork 7-9PM □	15	16	17
18	19 iPhone-iPad 7-9PM □	20	21 GENERAL MEETING 6:30-9PM□	22	23	24 Mac Clinic 10AM-12, 1:30-4PM□
25	26	27	28 Genealogy 10AM-12PM □ InDesign 7-9PM □	29	30	31

Subscribe to the DVMUG Calendar online at
webcal://google.com/calendar/ical/pvsid12qv4kl2s2qmtn2hb8q7s%40group.calendar.google.com/public/basic.ics

Why I Was Banned – Contd.

ABC and Lauren M. at Hulu for getting this fixed.

A Taste of the Future?-- While I'm glad to have these problems fixed, they serve as sobering reminders that these streaming services can ban you at any time, for any reason. As we shift from traditional TV to online video, will such problems become more commonplace?

I'm still not sure how this happened, though I have a couple of theories. In December 2013, I was putting the finishing touches on "Take Control of Apple TV," and, as part of my research, was experimenting with various proxies at the request of our early access readers. I was also experimenting with the Tor anonymization network on my MacBook, due to NSA-induced paranoia.

I can understand blocking Tor or blocking these proxies, but was my IP banned simply for having tried these services briefly? If so, that's disturbing. What about people who use such services to protect their privacy and exercise their freedom of speech? Will we have to choose between watching commercial TV and defending our rights? Could governments encourage such blocking to discourage widespread adoption of anonymization technologies? Closer to the here and now, what if a friend visits your house and uses one of these services on your network? Will that get you blacklisted?

But maybe I'm just being paranoid. After all, traditional media companies offer services like Hulu, WATCH ABC, and HBO GO only reluctantly, to combat piracy, but these companies would prefer that you watch the old-fashioned way, over a coaxial cable, and their digital services often seem half-hearted. Case in point: HBO GO crashed in spectacular fashion when it released the season finale of the excellent "True Detective." Even at the best of times, HBO GO has numerous network glitches and mediocre picture quality.

Meanwhile, Netflix held up like a champ when it debuted season 2 of the also-excellent "House of Cards," it doesn't ban users indiscriminately, and it's much more forgiving when its subscribers use proxies to access foreign content. The difference, of course, is that other than licensing deals, Netflix is independent of the old guard. Netflix doesn't exist out of reluctance, and it shows. If we want a bright future for Internet-based TV, we need more independent content creators and distributors like Netflix.

Club Business: Keeping in Touch

The Diablo Valley Macintosh User Group (DVMUG) was formed to help Macintosh and Apple users get the most out of their machines. Members help members and share their knowledge of both software and hardware with each other and with the general public.

General meetings, usually held on the third Wednesday of the month at the Pacheco Community Center in Pacheco, are free and open to the public. New hardware, software, and other items of interest are discussed at the meetings; new books are presented, and vendors make presentations.

Throughout this issue, trademark names are used. Rather than place a trademark symbol at every occurrence of a trademarked name, we state that we are using the names only in an editorial fashion with no intention of infringement on the trademark. The entire contents are ©2014, Diablo Valley Macintosh User Group. All rights reserved; reproduction is permitted only with full credit given to author and *ApplePRESS*. Reproduction of reprinted articles must preserve copyright. Express written permission must be given for all illustrations and graphics.

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Submissions: All submissions of stories, reviews, tips, etc. are welcome. Submit them to: Don Nelson, don_nelson@dvmug.org

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Ann Courtright
Lynne Harris
Violet Jew
Kathy Lee
Donald Turner
Mary Young

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Tom Bacon
Kathleen Beddoes
Ray Brant
Lori Brooks
Jay Caldis
Suzanne Cerny
Sue Chan
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Kenice Cozens
Dave De Vaney
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Helen Mary Stein
Carol Jean Tillman
Toby Trover
Doreen Uphouse

Application for Membership in the Diablo Valley Macintosh User Group

Turn in this form, with the $40 annual dues for a family membership, to a club officer at a SIG or general meeting, or mail it to *DVMUG, PO Box 5031, Concord, CA 94524.* (Please, only checks, made out to DVMUG, if you're sending it in by mail!)

Name _____ Date _____

Address _____

Home Phone _____ Work Phone _____ Cell Phone _____

e-Mail Address _____

What You'd Like to Learn _____

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DVMUG

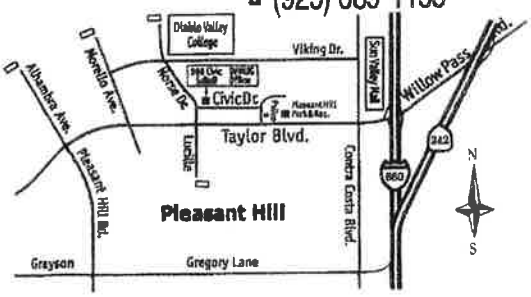
DIABLO VALLEY MACINTOSH USER GROUP

Officers/Board of Directors

President:	Chris Wysocki □510-299-4157 □chris_wysocki@dvmug.org
Vice President:	Don Nelson □925-405-5791 □don_nelson@dvmug.org
Secretary:	Lee Wagner □925-735-7115 □Lee_wagner@dvmug.org
Treasurer:	Rita Rogers □925-689-0967 □rita_rogers@dvmug.org
Newsletter Editor:	Don Nelson □925-405-5791 □don_nelson@dvmug.org
Directors:	Irene Bergamini □925-372-7989 □rene_bergamini@dvmug.org
	Karen Mahshi □925-681-1551 □karen_mahshi@dvmug.org
	Joann Maloney □925-284-2305 □oann_maloney@dvmug.org
	Tina Tanenbaum □925-937-2943 □tina_tanenbaum@dvmug.org
	Peter Weiler □925-693-0260 □peter_weiler@dvmug.org

DVMUG Of□ce: 396 □ivic Dr., Suite D, Pleasant Hill

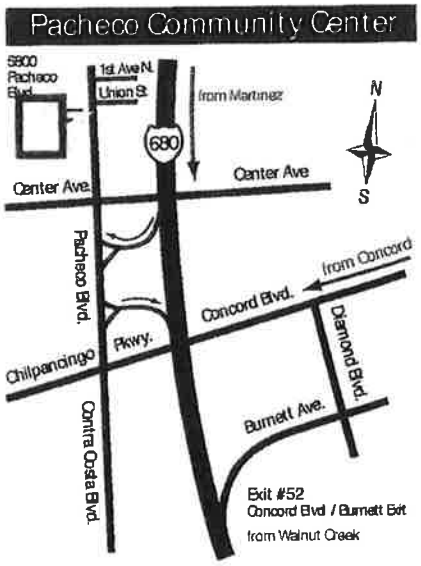
☎ (925) 689-1155



□DVMUG General Meeting□

Open to the public

Third Wednesday of the month at 7:00 p.m.
NEXT MEETING (3rd. Wednesdsay – 4/16/14)
Pacheco Community Center, Pacheco.



DVMUG
DIABLO VALLEY MACINTOSH USER GROUP

May 30, 2014

Tina Young
Recreation Superintendent

We are enclosing the information requested as far as our privacy policy will permit. The membership information does not include the names of our members. As a computer club, our Board enacted a privacy policy for our members where their personal information would be considered absolutely private and *never* revealed to anyone for any purpose. Obviously, in this day and age, where we face the threat of the recent Heartbleed security problem, Yahoo being constantly hacked, Facebook and its issues as well as the continuing exploits against so many Internet resources, we feel such a policy just makes good sense. Thus, the information we are able to provide you is complete, but omits names. We are offering the number of ***family*** members in each active zip code. Keep in mind that while we count such memberships as only one, the number of members could be an entire family under that roof. If this condemns our application for sponsored membership so be it, but we have a covenant with our members that we have to honor.

We are including the financial information requested as well. Inspection should reveal that our club is thriving and financially sound.

Please let us know what we need to do to follow up on our request for sponsored club status.

Sincerely,

(signed)
Richard A. Calicura, Past President (for Chris Wysocki, President)

Attachments:
Active member breakdown by zip code
DVMUG Financials

Balance Sheet

As of 4/30/14

Accounts	4/30/14 Balance
Assets	
Cash and Bank Accounts	
Checking	3,564.24
Savings	31,330.18
Total Cash and Bank Accounts	34,894.42
Total Assets	**34,894.42**
Liabilities & Equity	
Liabilities	0.00
Equity	34,894.42
Total Liabilities & Equity	**34,894.42**

Balance Sheet

As of 12/31/13

Accounts	12/31/13 Balance
Assets	
Cash and Bank Accounts	
Checking	983.98
Savings	25,225.45
Total Cash and Bank Accounts	26,209.43
Total Assets	**26,209.43**
Liabilities & Equity	
Liabilities	0.00
Equity	26,209.43
Total Liabilities & Equity	**26,209.43**

Income Statement

1/1/13 through 12/31/13

Category	1/1/13-12/31/13
Income/Expenses	
Income	
Income - Other	26,209.43
Total Income	26,209.43
Total Income/Ex	26,209.43

ZIP code	# Members
4110	1
22408	1
32162	1
89074	1
89436	1
89449	1
89502	1
90405	1
90744	1
91320	1
91342	1
92023	1
92064	1
92101	1
92110	1
92677	1
93401	1
93449	1
94109	1
94110	1
94114	1
94501	2
94505	2
94506	1
94507	12
94509	4
94510	13
94513	7
94517	14
94518	17
94519	7
94520	1
94521	20
94523	32
94524	1
94526	8
94528	1
94530	5
94531	2
94531	1

94533	1
94546	1
94547	1
94549	32
94550	1
94551	1
94553	30
94556	14
94563	13
94564	2
94565	2
94566	1
94571	1
94577	2
94582	1
94583	3
94588	1
94590	1
94591	1
94595	63
94596	20
94597	16
94598	45
94602	1
94605	1
94610	2
94611	5
94613	1
94618	2
94702	1
94704	1
94705	1
94708	1
94709	1
94803	2
94804	1
94805	1
94806	1
94941	1
94956	1
95110	1

95222	1
95257	1
95350	1
95618	1
95648	1
95667	1
95945	1
97035	1
97214	1
97370	1
97535	1
97633	1
98382	1
98383	1
ZIP total	463
ZIP problem	2
Grand total	465

MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: June 3, 2014

RE: Agenda Item #5 – June 12, 2014 Board Meeting

Consent Calendar (ACTION)

a. **To Approve Bills to be Paid**
b. **To Approve Resolution 2014-06-12A, Ordering Even-Year Board of Directors Election; Consolidation of Election; and Specifications of the Election Order**

The November 2014 will be elections for the 3 board positions currently held by Sandy Bonato, Bobby Glover and Zac Shess. This resolution is standard procedures in working with Contra Costa County Office of Elections to be part of the November 4, 2014 Elections. For your information the Candidate filing period for the Board of Directors positions will be from July 14 - August 8. If no incumbent files nomination papers by August 8, the filing period is extended for non-incumbents to August 13. This year's election will take place on November 4, 2014.

c. **To Approve Resolution 2014-06-12B, Transferring Monies from the Park Landscape Assessment Fund for Assessment Districts 1 - 5 to the General Fund**

This is standard procedure that we request the County to transfer funds utilized for the Assessment Districts 1 - 5 to the General Fund.

d. **To Approve Resolution 2014-06-12C, Transferring Monies from the Landscape & Lighting District #6 to the General Fund**

Similar to item c, the District needs to request through the County by resolution transferring monies from the Landscape & Lighting District #6 to the General Fund.

Check	Date	Vendor No	Vendor Name	Amount	Voucher
19967	06/12/2014	AcmHom	Acme Home Elevator	1,050.00	000000
19968	06/12/2014	AEC	Architectural Energy Corporati	1,150.00	000000
19969	06/12/2014	Aflac	Aflac	88.40	000000
19970	06/12/2014	AlhEle	Alhambra Electric	333.00	000000
19971	06/12/2014	AllWast	Allied Waste Services #210	1,910.95	000000
19972	06/12/2014	AmerSta	American Stage Tours	1,188.00	000000
19973	06/12/2014	AmFid	American Fidelity	2,204.95	000000
19974	06/12/2014	Antai	Antai Solutions LLC	7,984.00	000000
19975	06/12/2014	ATT3	ATT CALNET 2	440.38	000000
19976	06/12/2014	BayAlar	Bay Alarm Company	268.71	000000
19977	06/12/2014	BerBob	Robert B. Berggren	350.00	000000
19978	06/12/2014	BillAce	Bill's Ace Hardware	949.83	000000
19979	06/12/2014	BonaSan	Sandra Bonato	200.00	000000
19980	06/12/2014	C & M Pa	C & M Party Props	2,687.31	000000
19981	06/12/2014	CalSta	Court-Ordered Debt Collections	352.16	000000
19982	06/12/2014	CaMus	California Musical Theatre	2,327.00	000000
19983	06/12/2014	Canary	Canary LLC	3,596.75	000000
19984	06/12/2014	CCCFireP	Contra Costa County Fire Prote	607.00	000000
19985	06/12/2014	CCSNP	Contra Costa Senior Nutrition	2,375.00	000000
19986	06/12/2014	CCWat	Contra Costa Water District	642.96	000000
19987	06/12/2014	Celebra	Celebrator Beer News	340.00	000000
19988	06/12/2014	CenCon	Central Contra Costa Sanitary	5,969.44	000000
19989	06/12/2014	CintCorp	Cintas Corp # 185	157.42	000000
19990	06/12/2014	Cleansou	Cleansource	2,705.71	000000
19991	06/12/2014	CleVent	Clean Vent	695.00	000000
19992	06/12/2014	Cole	Cole Supply Co., Inc.	1,804.40	000000
19993	06/12/2014	CommPool	Commercial Pool Systems, Inc.	1,841.32	000000
19994	06/12/2014	CopySt	Copy Station	527.44	000000
19995	06/12/2014	Cresco	Cresco Equipment Rentals	166.02	000000
19996	06/12/2014	Critical	Critical Solutions, Inc	12,961.20	000000
19997	06/12/2014	Cyber	Cybercopy	74.06	000000
19998	06/12/2014	DevMtnur	Devil Mountain Wholesale Nurse	159.11	000000
19999	06/12/2014	DonDen	Dennis A. Donaghu	200.00	000000
20000	06/12/2014	Eames	Eames Hardware & Supply	250.68	000000
20001	06/12/2014	EBMUD	East Bay Mud	2,168.14	000000
20002	06/12/2014	Elavon	Elavon	79.94	000000
20003	06/12/2014	Ewing	Ewing Irrigation	2,724.55	000000
20004	06/12/2014	ForDon	Dona Foreman	1,000.00	000000
20005	06/12/2014	FranTx	Franchise Tax Board	105.00	000000
20006	06/12/2014	Furber	Furber Saw, Inc.	703.80	000000
20007	06/12/2014	GenPlum	General Plumbing Supply	7.77	000000
20008	06/12/2014	GlovBob	Bobby Glover	200.00	000000
20009	06/12/2014	Grainger	Grainger	157.38	000000
20010	06/12/2014	Guttmann	Guttmann & Blaevoet	2,100.00	000000
20011	06/12/2014	HolmBas	Holm Base	528.98	000000
20012	06/12/2014	IdealSer	Ideal Service Company, Inc.	10,390.36	000000
20013	06/12/2014	KrusePl	Kruse Plumbing	1,040.00	000000
20014	06/12/2014	LahlBil	Bill Lahl	506.00	000000
20015	06/12/2014	LawsJod	Jody Lawson	1,939.18	000000
20016	06/12/2014	LincEqu	Lincoln Equipment, Inc.	2,461.44	000000
20017	06/12/2014	MacJam	James MacCabe	625.00	000000
20018	06/12/2014	McInerne	McInerney & Dillon	847.50	000000
20019	06/12/2014	MDUSD2	MDUSD	50,548.50	000000
20020	06/12/2014	MPADes	MPA Design	742.20	000000
20021	06/12/2014	MurdDeb	Debbie Murdock	982.80	000000
20022	06/12/2014	NaccAll	Allie Naccara	20.00	000000

Check	Date	Vendor No	Vendor Name	Amount	Voucher
20023	06/12/2014	Nextel	Nextel Communications/Sprint	654.25	000000
20024	06/12/2014	PerlGui	Guillermo Perla	575.00	000000
20025	06/12/2014	PERS	PERS	16,073.77	000000
20026	06/12/2014	PG&E	Pacific Gas & Electric Co	16,503.71	000000
20027	06/12/2014	PhCit	Pleasant Hill, City of	5,000.00	000000
20028	06/12/2014	PHFOCUS	Community Focus LLC	450.00	000000
20029	06/12/2014	PleaHill	Pleasant Hill Rec & Park Distr	121,445.58	000000
20030	06/12/2014	SanchezW	Walter C Sanchez	145.62	000000
20031	06/12/2014	ShessZac	Zac Shess	200.00	000000
20032	06/12/2014	SiePac	Sierra Pacific Tours	1,780.00	000000
20033	06/12/2014	StePrint	Steven's Printing	1,245.59	000000
20034	06/12/2014	SterSher	Sherry Sterrett	523.20	000000
20035	06/12/2014	TheBrew	The Brewing Ntework	300.00	000000
20036	06/12/2014	TouchGlo	Gloria Touchet	602.50	000000
20037	06/12/2014	UNIVAR	UNIVAR USA Inc	698.99	000000
20038	06/12/2014	UPS Stor	UPS Store # 3769	90.70	000000
20039	06/12/2014	USBank	U.S. Bank	3,009.78	000000
20040	06/12/2014	USBankEq	US Bank Equipment Finance	430.25	000000
20041	06/12/2014	USBankP	U.S. Bank Corporate Payment	34,041.89	000000
20042	06/12/2014	Valic	Valic	1,550.00	000000
20043	06/12/2014	WineWo	Wine, Women & Shoes Inc	7,000.00	000000
20044	06/12/2014	YounBil	Bill Younger	200.00	000000
			CHECK TOTAL:	**$350,957.57**	

MEMORANDUM

TO: Bob Berggren

FROM: Lance Hurtado

DATE: 6/4/14

RE: MDUSD Bills

This memo is written in explanation of the overdue bills that we are just recently getting paid to the Mt. Diablo Unified School District. I met with Jeff McDaniel, Director of Maintenance and Operations, last February about having many of our gym bills adjusted due to over billing. I met with him again this past March about the same bills that were never reconciled and we discussed this year's bills that were also incorrect. Jeff finally had the bills adjusted to the correct amounts, whereby saving us around $8,000-10,000 in incorrect charges. These charges reflect a year and a half worth of gym activity covering two different fiscal years.

We are currently in negotiations with the school district's interim General Counsel and Jeff McDaniel about lowering our gym use fees moving forward. In addition, the school district is instituting a new use permit system that should eliminate these incorrect charges by allowing users to change their dates of use. The current system does not allow for such changes.

Board of Directors Resolution

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

BOARD OF DIRECTORS

IN THE MATTER OF **RESOLUTION 2014-06-12A**
ORDERING EVEN-YEAR BOARD OF DIRECTORS ELECTION; CONSOLIDATION OF ELECTIONS; AND SPECIFICATIONS OF THE ELECTION ORDER

WHEREAS, California Elections Code requires a general district election be held in each district to choose a successor for each elective officer whose term will expire on the first Friday in December following the election to be held on the first Tuesday after the first Monday in November in each even-numbered year; and

WHEREAS, other elections may be held in whole or in part of the territory of the district and it is to the advantage of the district to consolidate pursuant to Elections Code Section 10400; and

WHEREAS, Elections Code Section 10520 requires each district involved in a general election to reimburse the county for the actual costs incurred by the county elections official in conducting the election for that district; and

WHEREAS, Elections Code Section 13307 requires that before the nominating period opens the district board must determine whether a charge shall be levied against each candidate submitting a candidate's statement to be sent to the voters; and

WHEREAS, Elections Code Section 12112 requires the elections official of the principal county to publish a notice of the election once in a newspaper of general circulation in the district;

NOW, THEREFORE, IT IS ORDERED that an election be held within the territory included in this district on the 4th day of November, 2014, for the purpose of electing members to the Board of Directors of said district in accordance with the following specifications:

SPECIFICATIONS OF THE ELECTION ORDER

1. The Election shall be held on Tuesday, the 4th day of November 2014. The purpose of the election is to choose members of the Board of Directors for the following seats:

   Board of Director Three (4) year term

2. The Pleasant Hill Recreation & Park District has determined that the Candidate will pay for the Candidate's Statement. The Candidate's Statement will be limited to 300 words. As a condition of having the Candidate's Statement published, the candidate shall/may pay the estimate cost at the time of filing. The District hereby establishes the estimated cost for a candidate statement as the following: $700.00.

3. The Pleasant Hill Recreation & Park District directs that the County Registrar of Voters of the principal county publish the notice of election in a newspaper of general circulation that is regularly circulated in the territory.

4. The Pleasant Hill Recreation & Park District Board hereby requests and consents to the consolidation of this election with other elections, which may be held in whole or in part of the territory of the district, as provided in Elections Code 10400.

5. The Pleasant Hill Recreation & Park District will reimburse the County for the actual cost incurred by the county elections official in conducting the general district election upon receipt of a bill stating the amount due as determined by the elections official.

6. The Clerk of this Board is ordered to deliver copies of this Resolution, to the Registrar of Voters, and if applicable, to the Registrar of Voters of any other county in which the election is to be held, and to the Board of Supervisors.

PASSED AND ADOPTED ON June 12, 2014, by the following vote:

AYES:
NOES:
ABSENT:

_____
Sandra Bonato, Vice Chair

I hereby certify that the foregoing resolution was approved by the vote indicated herein above at the regular meeting of the Board of Directors on June 12, 2014.

_____
Robert B. Berggren, Clerk of the Board

Board of Directors RESOLUTION

PLEASANT HILL RECREATION & PARK DISTRICT

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

IN THE MATTER OF **RESOLUTION 2014-06-B**
TRANSFERRING MONIES FROM THE PARK LANDSCAPE ASSESSMENT FUND FOR ASSESSMENT DISTRICTS 1 - 5 TO THE GENERAL FUND

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

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

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

PASSED AND ADOPTED on June 12, 2014, by the following vote:

AYES:
NOES:
ABSENT:

Sandra Bonato, Vice Chair

I hereby certify that the foregoing resolution was approved by the vote indicated herein above at the regular meeting of the Board of Directors on June 12, 2014.

Robert B. Berggren, Clerk of the Board

Board of Directors RESOLUTION

PLEASANT HILL RECREATION & PARK DISTRICT

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

IN THE MATTER OF **RESOLUTION 2014-06-12C**
TRANSFERRING MONIES FROM THE LANDSCAPE & LIGHTING DISTRICT #6 TO THE GENERAL FUND

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

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

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

PASSED AND ADOPTED on June 12, 2014, by the following vote:

AYES:
NOES:
ABSENT:

Sandra Bonato, Vice Chair

I hereby certify that the foregoing resolution was approved by the vote indicated herein above at the regular meeting of the Board of Directors on June 12, 2014.

Robert B. Berggren, Clerk of the Board

MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: June 3, 2014

RE: Agenda Item #6 – June 12, 2014 Board Meeting

To Consider Pool Chemical Bids (ACTION)

Attached is a memo from Recreation Supervisor Korey Riley regarding bid results for pool chemicals. The General Manager concurs with the recommendation of Korey Riley on awarding Leslie's Pool Mart for Sodium Bicarbonate and Liquid Aquatics for Muriatic Acid for fiscal year 14-15. Although the Bay Area Chemical Consortium chlorine bid is much higher than Fiscal Year 14-15, Korey has pointed out to me that it is still a better price that we had to pay at $1.60/per gallon, prior to going with the Consortium.

Pleasant Hill Recreation and Park District

Memo

To: Robert B. Berggren, General Manager

From: Korey Riley, Aquatics Supervisor II

Date: June 3, 2014

Re: Bid Results for Pool Chemicals

We recently solicited requested for pool chemical bids for delivery July 1, 2014 through June 30, 2015. The table below shows the bids received. The column on the far right shows our current pricing.

Material	Brenntag Pacific, Inc.	Commercial Pool Systems	Leslies Poolmart, Inc.	Lincoln Aquatics	Sierra Chemical Co.	Current Pricing
Sodium Bicarbonate	$22.50/bag	No Bid	$14.95/bag	$24.90/bag	$23.99/bag	$24.50/bag
Bulk Muriatic Acid (15%)	$8.99/gallon	No Bid	$3.49/gallon	$3.35/gallon	No Bid	$3.32/gallon

Sales tax is in addition to all unit prices.

Based on the results, we recommend award to Leslies Poolmart, Inc. for Sodium Bicarbonate and Lincoln Aquatics for Muriatic Acid for FY 14-15.

We joined the Bay Area Chemical Consortium (BACC) chlorine bid starting with FY 13-14. Our current chlorine pricing through the BACC is $0.5102/gallon. For FY 14-15, the BACC has recommended Univar USA, Inc. as the lowest responsive bidder for deliveries starting July 1, 2014. Our chlorine pricing for FY 14-15 through the BACC will be $1.23/gallon.

The estimated annual cost for all chemicals at PH Aquatic Park (1280-75525) based on these prices is $13,000. The estimated annual cost for the Education Center Pool chemicals (1280-75527) is $18,500, to be shared equally with the school district.

MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: June 3, 2014

RE: Agenda Item #7 – June 12, 2014 Board Meeting

Personnel Committee Report
a. To Consider Revised District Organizational (ACTION)
b. To Consider New Full-Time Positions (ACTION)
c. To Consider Salary Adjustments (ACTION)

Attached to your packet are the recommendations from the Personnel Committee. They had two meetings to review the personnel recommendations on March 12 and followed by the May 28 meeting. The recommendations are attached with the Personnel Committee summary minutes.

Personnel Committee Meeting May 28, 2014

Board Members: Co-Chair Dennis Donaghu & Bobby Glover

Staff Present: Berggren, Young, Blair, Hurtado, Miller

The Personnel committee reviewed the General Manager's recommendations and made the following recommendations:

1. Organizational Changes ***Committee Agreed. Committee discussed the positives of the new organizational structure. The committee requested an updated Organizational Chart to illustrate the changes.***

The General Manager is recommending a new Administrative Staff consisting of the Accounting/Personnel Supervisor, Park Superintendent, Recreation Superintendent, & Building Superintendent. The existing District Organizational Chart is top heavy with too many direct reports to the General Manager. Direct reports to the General Manager will be reduced from seven to four positions. This new organizational structure becomes more manageable and allows for more efficiency in District operations.

The other purpose of this change is that these positions have been occupied with the "Interim" label and the General Manager would like to make the positions official and remove the "Interim" standing. The General Manager will open the Park, Building, & Recreation Superintendent Positions internally for anyone within the District to apply. The Accounting/Personnel Supervisor is already filled with Mark Blair.

2. New Full Time Positions: ***Committee Agreed. Committee discussed the two new full time positions and the importance they have for District operations.***
    a. Marketing Director – current position is part-time, recommending a full time Marketing Director to handle the District's promotions and publicity. Information Attached.
    b. Lead Custodian-position important and necessary with the two new major facilities to keep the buildings maintained properly. Information Attached.

Additional cost for these new positions:

Marketing Directors - $40,000
Lead Custodian - $35,000

3. Salary Adjustments
    a. Administrative Staff ***Committee Agreed. This recommended salary range will be reached in a three year period.***

The proposed monthly salary range for each one of the above Administrative positions (See Item #1) is the following:

Step 1	Step 2	Step 3	Step 4	Step 5
8150	8558	8985	9435	9906

The budget cannot handle the immediate succession to this salary range, so the General Manager is recommending that the District achieve the proposed salary over a three year period. The cost for the District will be the following:

FY 2014-15 $22,960
FY 2015-16 $20,360
FY 2016-17 $19,780

b. District Salary Adjustments ***Committee Agreed.***

A number of positions throughout the District have fallen significantly behind the salary comparables as reviewed by the Personnel Committee on March 12, 2014. The General Manager is recommending the following salary adjustments:

Position	FY 14-15	FY 15-16	FY 16-17
Recreation Supervisor I	2%	2%	2%
Recreation Supervisor II	3%	2%	2%
Park Maintenance I	3%	2%	2%
Park Maintenance II	3%	2%	2%
Admin. Assistant	3%	3%	3%
Executive Secretary	3%	2%	2%
Accounting Assistant	3%	3%	2%
Rec/Rental Coordinator	3%	2%	2%
Pool Maintenance I	3%	2%	2%

Cost of Implementation:

FY 2014-15 $31,345
FY 2015-16 $23,450
FY 2016-17 $24,319

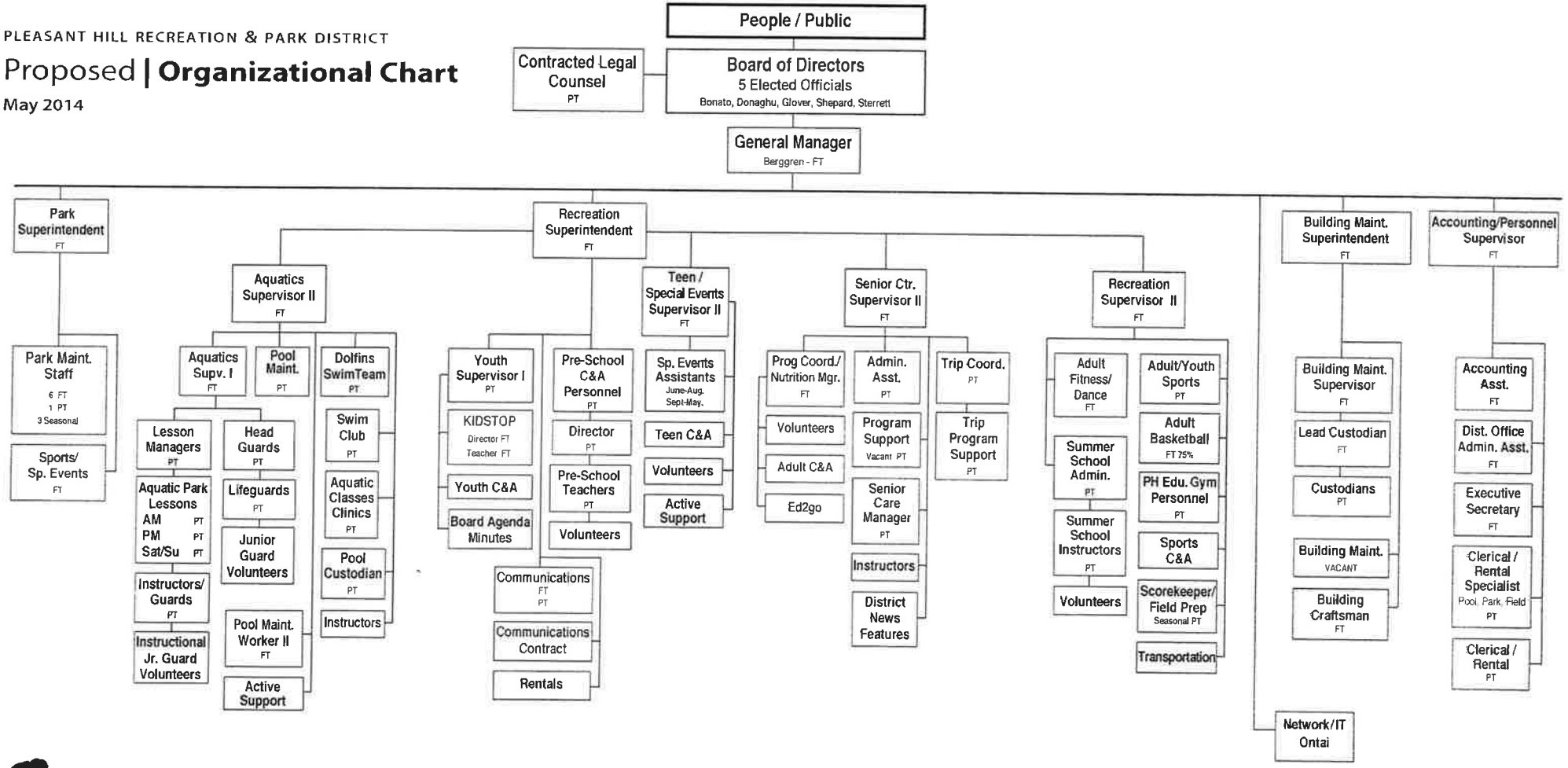
Committee asked if all the recommendations were in the FY 2014-15 budget and the General Manager indicated that the adjustments were part of the FY 14-15 budget. The Committee discussed the annual COLA increase of 2.4% according to the SF Bay area index. The committee also discussed the increase for the General Manager and that the Board and GM are in contract negotiations.

The committee requests that the General Manager continue to investigate and evaluate the District Benefit Program with focus on the health benefits. It was clear to the committee that the District has fallen behind our comparable agencies in regards to the District's new hires especially in the area of health benefits.

PLEASANT HILL RECREATION & PARK DISTRICT

Proposed | **Organizational Chart**

May 2014



Pleasant Hill rec

147 Gregory Lane
Pleasant Hill CA 94523
(925) 682-0896

Memorandum

Pleasant Hill Recreation & Park District

To: Bob Berggren
From: Tina Young
Re: Proposal for Full-time Marketing Director Position
Date: April 1, 2014

Currently, we have two part-time hourly employees who do graphics, marketing and promotions for the District. Andee O'Neill is a Category B employee who works 20 hours per week and Jen is a part-time employee who is Category C until 14/15 fiscal year when she will have worked over the 1000 hours per year and need to become a Category B employee. (PERS qualified)

History of PHRPD is that we did put marketing as a priority position for the District and we budgeted for part-time and fulltime marketing positions for well over 30 years.

With the four new facilities now up and running, we need to concentrate on producing revenue to pay for them today and for the next 50+ years. Marketing and sales of the District and our facilities is going to be a key element to be able to maintain our services at a high level and manage the costs of running the facilities.

Looking at our comparable agencies it was difficult to find exact job comparisons. The following agencies possess similar marketing job responsibilities:
Marketing/Graphic Coordinator/Director
Starting (fulltime) Salaries
LARPD - $5400 month
Walnut Creek - $6350 month
Dublin - $5821 month
San Ramon - $6366 month

Proposal
Below is a proposed fulltime pay scale for PHRPD Marketing Director based on our current fulltime step scale. The proposed starting salary is below the local market, but I felt I needed to base it on our current salary schedule of all of our fulltime district salaries, which the most recent comparable pay study showed overall we are below other agencies by approximately 15%.
This position would have the same benefit plan that all other newly hired fulltime employees receive. I propose that our current part-time Marketing Director, Jen Thoits be the first to be offered the position, as I believe has happened with seasonal or part-time park employees to fulltime employees. Jen has been a *great* addition to our staff. She has shown expertise, dedication, team work, professionalism and creativity that I see will only grow with the District's total marketing plan. I propose to start the position on July 1, 2014.

Marketing Director (PROPOSED)					
MONTHLY	**5053**	**5306**	**5571**	**5850**	**6143**
YEARLY	**60636**	**63672**	**66852**	**70200**	**73716**
RECREATION SUPERVISOR II					
MONTHLY	5220	5481	5755	6043	6345
YEARLY	62640	65772	69060	72516	76140
RECREATION SUPERVISOR I					
MONTHLY	4583	4812	5053	5306	5571
YEARLY	54996	57744	60636	63672	66852

Pleasant Hill rec

MEMO

To: Bob Berggren, General Manager
From: Carrie Miller, Bldg Maint Supt
Date: May 13, 2014
Subj: Proposal for Lead Custodian Position

With a 30,000 square foot net increase in building space to maintain, the District now employs 16 part-time custodial staff for minimal coverage of all sites and shifts. The first full year of operation of the Teen Center and Senior Center have shown us that increased coverage is needed to keep the new buildings in good condition and appearance.

The District has filled the Lead Custodian position twice in the last 30 years. I held the position for a number of years, before being promoted to Maintenance. When the next Lead Custodian left the position, it was put on the shelf and part-time custodians were hired to increase cover shifts. All specialized responsibilities of the Lead position were assumed by the Maintenance Worker and Supervisor. These tasks include supplies inventory and ordering, regular and periodic inspections and testing, training of new hire custodians, dynamic scheduling management, and vacation coverage for Supervisor. These tasks are in addition to regular duty shifts.

Currently, the District is operating with an Acting Superintendent, Maintenance Supervisor, Craftsman, and 16 custodians. This arrangement is "sparse and bumpy" with regard to communications, scheduling, and preventive maintenance systems. A more efficient organizational maintenance department will contribute to the useful life of our buildings:

Maintenance Superintendent	currently an "acting" position
Maintenance Supervisor	currently custodial and maintenance supervision
Craftsman	currently performing maintenance & crafts level project
Maintenance Worker	currently 2 unfilled positions
Lead Custodian	currently unfilled position
P/T Custodians	currently 2 P/T-B and 14 P/T-C staff

The proposal to re-open and fill the Lead Custodian position offers the benefits of redistributing some of the top-heavy and out-of-class responsibilities currently being carried by the Superintendent, Supervisor, and Craftsman. It is the department's tradition to cross-train all staff as appropriate and for team-building value, but the flow of responsibility needs better balance moving forward.

The pay scale for the position has historically been identical to Building Maintenance Worker 1. Scale as of 7/1/2013:

LEAD CUSTODIAN (BUILDING MAINTENANCE WORKER 1)

MONTHLY	3515	3691	3875	4069	4273
YEARLY	42180	44292	46500	48828	51276

Salary Adjustments

Position	Current Salary	Proposed	Change	Rec Incr.	FY 14/15	Rec Incr.	FY 15/16	Rec Incr.	FY 16/17
Acct/Personnel Sup	6662	8150	18%	7%	466	6%	428	5%	378
Park Supt	6345	8150	22%	8%	508	7%	480	7%	513
Rec. Supt	6663	8150	18%	7%	466	6%	428	5%	378
Building Supt	6754	8150	17%	7%	473	5%	361	5%	379
Monthly Total					1913		1696		1648
Annual Total					22,958		20,358		19,780
		Rec. Incr	Mon Incr.	Positions	**FY 14/15**		**FY 15/16**		**FY 16/17**
Rec Sup I	5571	2%	111	2	223	2%	227	2%	236
Rec. Sup II	6345	3%	190	4	761	2%	523	2%	565
Park Maint. I	4357	3%	131	5	654	2%	449	2%	494
Park Maint. II	4897	3%	147	2	294	2%	202	2%	210
Rec/Fac Coordinator	4421	3%	133	1	133	2%	91	2%	93
Pool Maint. II	4897	3%	147	1	147	2%	101	2%	103
Admin Assistant	4123	3%	124	1	124	3%	127	3%	131
Executive Secretary	4988	3%	150	1	150	2%	103	2%	105
Accounting Assistant	4253	3%	128	1	128	3%	131	2%	90
			Monthly	Total	2612		1954		2027
			Annual	Total	31,345		23,450		24,319
			Grand	**Totals**	54,302		43,808		44,099

pay rates as of Jan 30, 2014

Position/Title	Monthly Pay Rates At Top Step Level									Average Pay All Agencies	PHRPD Pay Rates	% of PHRPD Pay to Avg	Pay rate @90% of avg	Pay rate @95% of avg
	Livermore	Walnut Creek	Martinez	HARD	EBRPD	City of P Hill	MDUSD	Concord						
General Manager	$11,430.00	$16,038 (1)	$13,853 (2)	$12,954.00	$18,978.00	$15,149 (3)	na	$14,311 (4)	$102,713.00	$14,673.29	$11,037.00	75.22%	13205.96	13939.62
Park Superintendant	na	$9261 (5)	$10,651 (6)	$11,291.00	$13,054. (27)	$10,896 (7)	na	$10,831.00	$65,984.00	$10,997.33	$8,182.00	74.40%	9897.60	10447.47
Park Supervisor	$7,238.00	$8,530.00	$5,913.00	$7,757.00	$6,919.00	$10,023 (8)	na	$9159 (9)	$55,539.00	$7,934.14	$6,345.00	79.97%	7140.73	7537.44
Park Maintenance Staff II	$4,750.00	$5,559.00	$4,928.00	$5,425.00	na	$5,968(10)	na	$4,764.00	$31,394.00	$5,232.33	$4,897.00	93.59%		
Park Maintenance Staff I	$4,163.00	$5,172.00	$4,515.00	$5,177.00	$4,920.00	$4,798 (11)	na	$4,764.00	$33,509.00	$4,787.00	$4,357.00	91.02%		4547.65
Recreation Superintendant	na	$9256 (24)		$11,291.00	$10,778.00	na			$31,325.00	$10,441.67	$6,663.00	63.81%	9397.50	9919.58
Recreation Supervisor -Level II	na	$7,260.00	na	$7,757.00	na	na	na	na	$15,017.00	$7,508.50	$6,345.00	84.50%	6757.65	7133.08
Recreation Supervisor -Level I	$6,123.00	na	$6,258.00	$5,931.00	$5,543.00	na	na	na	$23,855.00	$5,963.75	$5,571.00	93.41%		5665.56
Recreation Coordinator	$4,834.00	$5,670.00	$5,289.00	$4,691.00	$5,270.00	na	na	$5,563.00	$31,317.00	$5,219.50	$4,421.00	84.70%	4697.55	4958.53
Building Superintendant	$7,238.00	$8,530.00	na	$7757 (18)	$9,799.00	$13,686.00	$7,374.75	$10,831.00	$65,215.75	$9,316.54	$6,754.00	72.49%	8384.88	8850.71
Building Maintenance Supervisor	$6,123.00	na	na	$ 6403 (19)	$6,398.00	$6,434 (12)	$5,429.25	$7,744.00	$38,531.00	$6,421.83	$5,436.00	84.65%	5779.65	6100.74
Building Maintenance Craftsman	$5068 (25)	$5,719.00	na	$ 6096 (20)	$5,944.00	$6,434 (12)	$5,042.25	$5144 (23)	$39,447.00	$5,635.29	$5,940.00	105.41%		
Pool Miantenance Worker II	$5,235.00	na	na	na	$5,833.00				$11,068.00	$5,534.00	$4,897.00	88.49%	4980.60	5257.30
Kidstop Director		na	na	na	na						$5,914.00			
Administrative Assistant	$4,650.00	$4,047.00	$4,515.00	$4,740.00	$4,479.00	$4,776 (14)	$4,714.67	$4,113.00	$36,034.67	$4,504.33	$4,123.00	91.53%		
Executive Secretary	$6,123.00	$5,788.00	$5,612.00	$5,682.00	$6,537.00	$6,144.00	$5,071.75	$5,827.00	$46,784.75	$5,848.09	$4,988.00	85.29%	5263.28	5555.69
Acctg /Finance Manager	$7,567.00	$8,579 (15)	$11,244.00	$7,757.00	$10,777.87(26)	$11,541.00	$6,567 (16)	$8,426 (17)	$72,458.87	$9,057.36	$6,345.00	70.05%	8151.62	8604.49
Accounting Assistant/Payroll	$5,068.00	$5,469.00	$4,928.00	$4740 (22)	$4,924.00	$5,627.00	$4,003.33	$5,969.00	$40,728.33	$5,091.04	$4,253.00	83.54%	4581.94	4836.49
	$80,542.00	$61,744.00	$53,202.00	$90,453.00	$96,322.00	$36,998.00	$31,636.00	$60,406.00	$740,921.37	$124,165.99	$106,468.00	85.75%		

Totals $124,165.99 $106,468.00 86%

(1) Used Arts, Recreation $ Community Services Disrector
(2) Used Assistant City Manager-Administrative Services
(3) Used Director of Public Works & Community Dev
(4) Used Director of Parks & Recreation
(5) Used Project Manager
(6) Used Deputy Director Parks & Community Services
(7) Used Maintenance Superintendent
(8) Used Maintenance Supervisor
(9) Used Park Program Manager
(10) Used Senior Maintenance Worker
(11) Used Maintenance Worker
(12) Used Building Trades Worker II
(13) Used Building Trades Worker
(14) Used Secretary
(15) Used Senior Accountant
(16) Used Chief Accountant
(17) Used Financial Analyst
(18) Used Maint & Const Supervisor
(19) Used Custodian Supervisor
(20) Used Senior Maint & Const Worker
(21) Used Account Clerk III
(22) Used Account Clerk II
(23) Used Lead Maint Worker
(24) Used Program Manager
(25) Used Senior Maint Tech
(26) Used Assistant Finance Officer
(27) Used Chief park Operations

#REF! #REF!

3-10-14

MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: June 3, 2014

RE: Agenda Item #8 – June 12, 2014 Board Meeting

Budget & Finance Committee Report

a. **To Consider Capital Projects for Fiscal Year 2014-15 (ACTION)**
b. **To Approve Resolution 2014-06-12D, Amending Fiscal Year 2013-14 (ACTION)**
c. **To Approve Resolution 2014-06-12E, Adopting Preliminary Budget for Fiscal Year 2014 - 15 (ACTION)**

The Budget and Finance Committee had met on three occasions to review the amended budget for 2013-14 as well as preliminary budget for fiscal year 2014-15 along with considering capital projects for fiscal year 2014-15. The Budget and Finance Committee information is attached.

The General Manager is recommending that the Board approve the amended budget resolution for fiscal year 2013-14 along with the preliminary budget for fiscal year 2014-15. The final budget for fiscal year 2014-15 will be approved on July 24, 2014.

Board of Directors AGENDA

PLEASANT HILL RECREATION & PARK DISTRICT

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

MISSION STATEMENT

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

Pleasant Hill Recreation & Park District
Board of Directors
Budget and Finance Committee
Tuesday, May 27, 2014
9:00 a.m.
Administration Office
147 Gregory Lane, Pleasant Hill

Chair: **Sandy Bonato**
Member: **Sherry Sterrett**

1. Public Comment
2. To Consider Capital Projects for FY 2014-15
3. To Consider Amending Budget for FY 2013 – 2014
4. To Consider Preliminary Budget for Fiscal Year 2014 - 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 accommodation to a person with a disability who requires a modification or accommodation in order to participate in the meeting of the Board of Directors. Please contact Susie Kubota (925) 682-0896 at least 48 hours before the meeting if you require such modification or accommodation.

Budget & Finance Committee May 27, 2014

Board Present: Chair Bonato, Member Sterrett

Staff Present: Berggren, Blair, Miller, Young

Summary Minutes

Chair Bonato summarized the discussion from the first Budget Meeting on held on May 14.

FY 2014-15
Tax revenue – up approximately $190,000
Recreation Revenue – up approximately $210,000
Total Expenses – up approximately $350,000

GM Recommendations:
1. Adding Full-Time Marketing Director Position
2. Adding Full-Time Lead Custodian Position
3. Implementing salary adjustments for staff
4. Implementing New Administrative Staff Organization

New Meeting
Chair Bonato was concerned with the proper and necessary funding for the maintenance of the District's new facilities. The committee reviewed the budget concerning staffing, supplies, and repairs for the new sites. Bonato was also concerned with adequate funding for existing facilities and parks. Bonato would like the Board and Staff to consider hiring a consultant to complete a Reserve Study in order to plan for the allotment of dollars needed in the future to properly maintain our facilities. Carrie Miller is compiling information and inventory of all new assets from the new facilities. Miller with assistance from Blair will start the report for the Board and staff to review.

Capital Projects
The committee reviewed the Capital Projects List.

1. Parks – New Truck $22,000 ***Committee Agreed***

2. Recreation – New Passenger Van $20,000 ***Committed disagreed and would like staff to find more drivers, perhaps combining driving with some other duty to make it more attractive. Check with City of PH regarding availability of the City Van. Consider selling two buses and then buying a passenger van.***

3. Community Center –Drinking Fountain at Playground $5,000 ***Committee split, but general acceptance***

4. Community Center – Ceiling Mounted Projectors $7,000 ***Committee split, would like to see location of projectors***

5. KIDSTOP – Floor $13,000 ***Committee Agreed***

6. Sports – Scoreboard PH Ed Center Gym $8,000 ***Not sure, would like further information regarding leagues, users, revenue.***

7. Park Signs – Rodgers/Smith Park $7,500 ***Undecided***
   Dinosaur Hill Park $4,000 ***Need replacement***

8. Community Center Cat Walk - $20,000 ***Committee agreed***

9. Senior Center Blinds Chateau Room $10,000 ***Committee agreed-discussion followed on whether the Senior Club should be involved***

10. Building Maintenance – 26' Lift $8,000 ***Committee agreed***

11. Parks – 2nd Infield Prep Machine $15,000 ***Committee, one agreed and one still considering***

12. PH Park Pathways - $34,000 (Partial completion) ***Committee would like to put more money toward pathways. It was recommended that the Board walk the pathways to view the need.***

Computer Needs

1. One Mac for Winslow Center $3,550 ***Committee agreed***

2. Rental Coordinator –IPAD $1,850 ***Committee, one agreed and one maybe***

3. Windows 8 & Dual Boot for Senior Center Computer Lab $2,500 ***Undecided***

4. Acronis Imaging Software - $1,600 ***Undecided***

5. Two new Workstations at District Office $5,050 ***Committee agreed***

6. CISCO Switch/Router Warranties - $8,000 ***Committee agreed***

The Committee agreed that the full Board will need to "weigh in" on the Capital Items and Computer Items list. The Committee talked about various alternatives to utilize the funding for future maintenance needs as well as cutting further back and using capital money as well as reserves to complete the PH Park pathways. Other items were discussed including new restrooms at Rodgers Smith Park, gutter for roof at the new Community Center, festoon lighting at Community Center, wifi at PH Park, & better phone reception at Community Center.

Items to Prepare for Board Meeting:

- Cost of Living Adjustment
- Proposed Organizational Chart
- Total Revenue & Expenses of FF&E
- Capital items information as requested above

MEMO

To: Bob Berggren, General Manager
From: Carrie Miller & Nick Hawkins, Building Maintenance
Date: May 20, 2014
Subj: Capital Expense Requests FY15

Building Maintenance is requesting consideration of the following items as Capital Expenses in the fiscal year 2015 budget:

Community Center: Catwalk $20,000

Maintenance of the hidden gutter system behind the roof parapet walls along the front of the building and along the east side of the preschool rooms has proven to be problematic, especially for employee safety. The metal roof meets the back side of the parapet wall forming the gutter and drain route for carrying water away from the building. The parapet walls are also capped with metal. Warranty of the roof elements requires no foot traffic on the standing seam metal, which is too slippery (even when dry) to navigate on foot regardless. The gutters collect debris from the oaks and pines year round. As proven twice this year, even a moderate rain can overwhelm the drainage capacity when debris is present in the gutters, causing water to breach the exterior flashing and enter the building through the attic and ceilings.

Maintenance staff, working with a metal fabricator, have designed and cost-estimated a set of service catwalks that will allow safe, regular maintenance of the gutter and drain system along these two parapet walls. The catwalk will be constructed by the Craftsman and fabricators at Design Construction's shop. Building maintenance will install the catwalk system, which is designed for no visibility from the ground level.

KidStop Floors: Vinyl Composite Tile (VCT) & Carpet Replacement $13,000

The modular building, "KidStop", is nearly 20 years old, which is about 8 years past its intended service life. The District has repaired and/or replaced many elements of the building, including walls, pumps, flooring, lighting, roofing, and restroom fixtures over the years. Currently, the highest repair needs are flooring and roofing. Maintenance believes we can satisfactorily repair the roof leaks for another year. The flooring and subflooring are played out and need replacement. The existing VCT floor covering was glued down over the original sheet vinyl floor covering. At this point, all vinyl products should be stripped off and the subfloor repaired where necessary to provide a sound base for new VCT installation.

Maintenance received a detailed quote for the work, which includes replacing the small section of carpet that serves as a play area. For reference: replacement of the modular building is conservatively estimated at over $300,000.

Building Maintenance: Used 26' Scissor Lift $8,000

The 2013 purchase of a used 19' scissor lift for high work in the new SC, TC, and CC has proven itself indispensable to staff, vendors, contractors, and inspectors for cleaning, maintenance, and repairs. The lift is equipped with the original beat up wheels for limited exterior work and a new set of non-marring wheels for interior work. Moving the lift between locations requires getting a turn with the park maintenance trailer, as well as swapping wheel sets for loading and unloading the lift, in order to protect the indoor-only set.

The purchase of a second, taller used lift would save time, effort, and wear on the existing lift. It would also ensure one lift is always available in the event the other is down for maintenance or repair. This item is not critical, but would be very nice to have next year, if not now.

To: Bob Berggren, General Manager
From: Kendra Luke, Senior Center Supervisor
Date: May 21, 2014
Subj: Capital Expense Requests FY15

The Senior Center is requesting consideration of the following item as a Capital Expense in the fiscal year 2015 budget:

Window Screen Roller Shades in the Chateau Room, $10,000

Currently there are no window coverings in the Chateau Room which allows a substantial amount of natural light into the room. While this is a great feature of the room, there are a number of events, activities and rentals who request to have less light in the room if not completely dark.

The original plans for the Senior Center had electronic window shades planned however they were included in the items that were value engineered out. The proposed window shades are less expensive than the original ones planned and will require less maintenance since they are more easily cleaned, operated and replaced if broken or worn.

The proposed shades are the same ones we had installed in the Dance Studio and they very much appreciated by our program participants.

To: Bob Berggren, General Manager
From: Tina L. Young, Recreation Superintendent
Date: May 21, 2014
Subj: Capital Expense Requests at the Community Center for FY14-15

The **Community Center** is requesting consideration of the following items as a Capital Expense in the fiscal year 2014-2015 budget:

Drinking Fountain in the Playground Area - $5,000

Currently there is no drinking fountain in the Community Center playground. The playground is in use by over 120 preschool students per week and then is open to the general public in the afternoons, evenings until dusk, and the weekends. It is planned to re-license our preschool classroom #2 and #3 in the next year, with Community Care Licensing and in order to receive a license to operate it will be required of us to have a drinking fountain on our playground. I feel it is essential to install a drinking fountain in the playground area at the Community Center. When the construction of the Community Center was planned the drinking fountain and connections had to be removed and unfortunately, no plans were put in to set-up for the plumbing and a new drinking fountain.

Ceiling Mounted Projectors in the McHale and Perera - $7500

Ceiling mounted projectors in the McHale and the Perera Room were not in the original plans for the Community Center. Architects thought that with so many different setups needed in our facility that having a rolling cart would be better suited. After working with the ceiling mounted projectors at the Senior Center and working with the rolling carts for the past 4 months it has been determined by staff that ceiling mounted projectors would be much better suited and look more professional here at the Community Center. The Audio Visual specialist that worked on the CC project has a design plan that they feel will best suit the mounting of one projector in the McHale Room and one in the Perera Room.

MEMORANDUM

TO: Bob Berggren

FROM: Lance Hurtado

DATE: 5/22/14

RE: Capital Needs

New 9 Passenger Van- This size of van would allow for more staff flexibility in finding drivers. Currently I am the only Class B driver in the District and as such do all of the driving for our recreation camps/groups etc. Each summer I spend a minimum of 2 hours driving various groups to and from their destinations. With this size of van any of our staff members, with a clean DMV report, could transport the kids. The van could also be utilized for staff trainings or Board tours as necessary. Our two buses that we have are having issues to the tune of $3500 a year for repairs. The cost for a slightly used van is $18,000-20,000.

> **The passenger van would allow for any staff member to drive so our rec leaders would also have the responsibility of driving which would allow for more drivers. I would consider selling both buses if we could get another 9 passenger van next year. Having two vehicles allow for more flexibility especially in summer when we have multiple camps going on.**
> **Over the last 3 years I have done most of the driving over the summer saving the District thousands of dollars in transportation fees. Example of use and need for a vehicle that our part time staff can drive this summer:**
> **Adventure Kids Camp will be transported to Pleasant Hill Park from Kidstop every MWF from June 16th-August 15th. This involves multiple trips to and from.**
> **Recreation Summer Camp will need transportation at least 4 days a week from June 24th-August 15th.**
> **Extreme Teen Summer Camp will need transportation at least 3 days a week from June 23rd-August 15th. As it stands I am the only class B licensed person on staff. A 9 passenger van could alleviate the conflicts that come up with multiple groups needing transportation on the same day. A typical school bus costs $300-500 for each use.**

New Scoreboard at PH Middle School Gym- The current scoreboard is at least 30 years old and obsolete. When any component breaks down we have to ship that component to Southern California, where the manufacturer is located which can be both costly and time consuming. We run 4 seasons a year of full court and 3 on 3

basketball and a season of youth basketball that all utilize the scoreboard. The estimated cost for a new scoreboard ranges from $6,000-8000.

Currently, the scoreboard at Pleasant Hill Middle School is utilized by all of our basketball programs. This includes our 5 on 5 basketball league which consists of 100-200 participants each season, our 3 on 3 league which consists of 100-150 participants. Our youth basketball league uses the scoreboard during the winter season and that league is made up of 75-120 kids. A fully functioning scoreboard is critical to any basketball league and the current board has outlived its shelf life and is in need of replacement.

To: Bob Berggren, General Manager

From: Tom Bradley, Park Superintendent

Date May 21, 2014

Sub: Capital Expense Request FY14/15

Park Maintenance is requesting the following items as Capital Expenses for the fiscal year of 2014/15.

- New Truck $22,000. I am considering buying a smaller more fuel efficient vehicle for myself to drive and turning over my current vehicle to our field prep worker that needs a truck. Currently he drives a 1986 Ford Ranger.
- ABI Force $15,000. We are prepping eight fields on a daily basis. This requires one person to be on our prep machine most of the day. With a second machine we could be more efficient and free up more time for other activities.
- Pathway Repairs at Pleasant Hill Park $200,000. The current estimate of for repairs is $345,000. With $200,000 we could repair the most dangerous and heavily used areas in this fiscal year. This is a public safety issue.

MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: June 5, 2014

RE: Annual Cost of Living

Accounting Supervisor Mark Blair researched the Consumer Price Index (CPI) for the San Francisco Bay Area through this last year. The index is up 2.4% from a year ago. The cost of living increase at 2.4% will cost $49,800 for the District. It is approximately $20,800 per every 1% cost of living adjustment. This increase was built into the fiscal year 2014 - 15 budget.

The General Manager is recommending a 2.4% cost of living increase for full-time positions, Category B and other designated positions that receive a COLA increase.

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

Board of Directors RESOLUTION

PLEASANT HILL RECREATION & PARK DISTRICT

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

IN THE MATTER OF **RESOLUTION 2014-06-12D**
AMENDING THE 2013 - 14 BUDGET

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

THAT the District will receive the following adjustments in revenue:

TOTAL REVENUE		$6,155,750	to	$6,505,033

THEREFORE, BE IT RESOLVED, THAT the Board of Directors does hereby amend the 2013 – 14 Budget as follows:

Administration	from	$ 338,372	to	310,730
Recreation	from	3,911,132	to	3,936,080
Parks	from	1,171,372	to	1,160,436
Long Term Debt	from	319,200	to	321,855
TOTAL OPERATING EXPENSES		5,995,576	to	5,960,201
Capital	from	133,000	to	445,000
TOTAL EXPENDITURES	from	$6,128,576	to	6,405,201
Unallocated Funds		$ 27,174	to	103,492

PASSED AND ADOPTED on June 12, 2014, by the following vote:

AYES:
NOES:
ABSENT:

Sandra Bonato, Vice Chair

I hereby certify that the foregoing resolution was approved by the vote indicated herein above at the regular meeting of the Board of Directors on June 12, 2014.

Robert B. Berggren, Clerk of the Board

Board of Directors RESOLUTION

PLEASANT HILL RECREATION & PARK DISTRICT

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

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

IN THE MATTER OF **RESOLUTION 2014-06-12E**
ADOPTING THE 2014 -15 PRELIMINARY BUDGET

THE PLEASANT HILL RECREATION & PARK DISTRICT BOARD OF DIRECTORS DOES HEREBY RESOLVE THAT the following be adopted as the Preliminary Budget for 2014 - 15.

EXPENDITURES	
Administration	$ 365,082
Recreation	4,356,122
Parks	1,211,134
Building Maintenance	388,390
Long Term Debt	256,000
TOTAL OPERATING EXPENSES	$6,583,428
Capital	173,500
TOTAL EXPENDITURES	$6,750,228
Unallocated Funds	$ 34,297

PASSED AND ADOPTED on June 12, 2014, by the following vote:

AYES:
NOES:
ABSENT:

Sandra Bonato, Vice Chair

I hereby certify that the foregoing resolution was approved by the vote indicated herein above at the regular meeting of the Board of Directors on June 12, 2014.

Robert B. Berggren, Clerk of the Board

Updated:6/5/14

Bond Projects: Revenue and Expense Summary

Revenue Source	Senior Center	Teen Center	Community Center	General/POP	Total
Amount Collected	$ 386,146.71	$ 127,890.00	$ 139,885.00	$ 49,772.17	$ 703,693.88
Pledges Committed/Unpaid	$ 4,600.00	$ 2,625.00	$ 87,000.00	$ 4,700.50	$ 98,925.50
Sub Total	$ 390,746.71	$ 130,515.00	$ 226,885.00	$ 54,472.67	$ 802,619.38
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
Sub total	$ 560,746.71	$ 145,515.00	$ 541,885.00	$ 54,472.67	$ 1,302,619.38
Expenses	$ 560,970.00	$ 148,817.00	$ 642,070.00		$ 1,351,857.00
Remainder to Fundraise	$ (223.29)	$ (3,302.00)	$ (100,185.00)		$ (103,710.29)
Sale of Little House	$ 120,000.00	$ 40,000.00	$ 90,000.00		$ 250,000.00
	$ 119,776.71	$ 36,698.00	$ (10,185.00)	Deficit/Surplus	$ 146,289.71

*Loan Payment $50,500 for 7 yrs.

Update 06/2/2014

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	
Custodial Equipment	$ 7,600.00		$ 2,890.00		$ 19,400.00	
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**		**$ 642,070.00**	

Total Expenses for FF & E

Total FF&E Expenses $ 1,351,857.00

MEMORANDUM

TO: Board of Directors

FROM: General Manager

DATE: June 3, 2014

RE: Agenda Item #9 – June 12, 2014 Board Meeting

Report on Pleasant Hill Library Task Force

Task Force Member Sandy Bonato will give the Board an update and report on the proceedings of the Pleasant Hill Library Task Force.