



# 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.*

**ADMINISTRATION OFFICE  
CONFERENCE ROOM  
147 GREGORY LANE, PLEASANT HILL**

## LAND AND FACILITIES COMMITTEE

**Wednesday, May 24, 2017  
SPECIAL MEETING - 8:00 a.m.**

Chair: Zac Shess  
Member: Jennifer Ortega

1. Public Comment  
Five minutes may be allotted to each speaker and a maximum of twenty (20) minutes to each subject matter. The public may speak regarding agenda items at the time the matter is taken up. Non-agenda items can be addressed under Public Comment.
2. Review Request from Owner of 3284 Surmont Drive to Improve and Maintain Landscaping in Area Owned by District (Attachment A)
3. Update Regarding Request from Owner of 402 Roberta Ave. for Vehicle Access to Pleasant Oaks Park
4. Schedule Future Meetings

*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.*

# STAFF REPORT



Date: May 24, 2017  
To: Land and Facilities Committee  
From: Michelle Lacy, General Manager  
Re: Review Request from Owner of 3284 Surmont Drive to Improve and Maintain Landscaping in Area Owned by District

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## **BACKGROUND:**

The Pleasant Hill Recreation and Park District (District) has many properties which share boundaries with private property owners including hundreds of acres of open space. The property owner at 3284 Surmont Drive is requesting the District consider allowing him to improve and maintain landscaping in an area adjacent to his property on Surmont Drive (Exhibit 1).

## **DISCUSSION:**

District staff met on-site with Mr. Stephen Harper to discuss his plans for improving the landscaping adjacent to his property. During the on-site visit staff learned that the previous property owner had installed an irrigation system on District property which is one of the reasons the current property owner did not realize that the improvements were on District property. Upon review of Mr. Harper's plan staff has concluded that entering into an agreement with Mr. Harper to improve and maintain landscaping in that area would reduce the District's responsibility for weed abatement in that section of open space. In addition, the new landscaping would enhance the neighborhood.

It is recommended the Committee direct staff to work with Legal Counsel to develop an Improvement and Maintenance Agreement which would allow Mr. Harper to execute his landscaping plans for an area adjacent to his property.

Exhibit 1: Map of area adjacent to 3284 Surmont Drive

Exhibit 2: Photograph of Area Proposed for Landscape Improvements by Property Owner at 3284 Surmont Dr.





3284 Surmont Drive



EXHIBIT 1



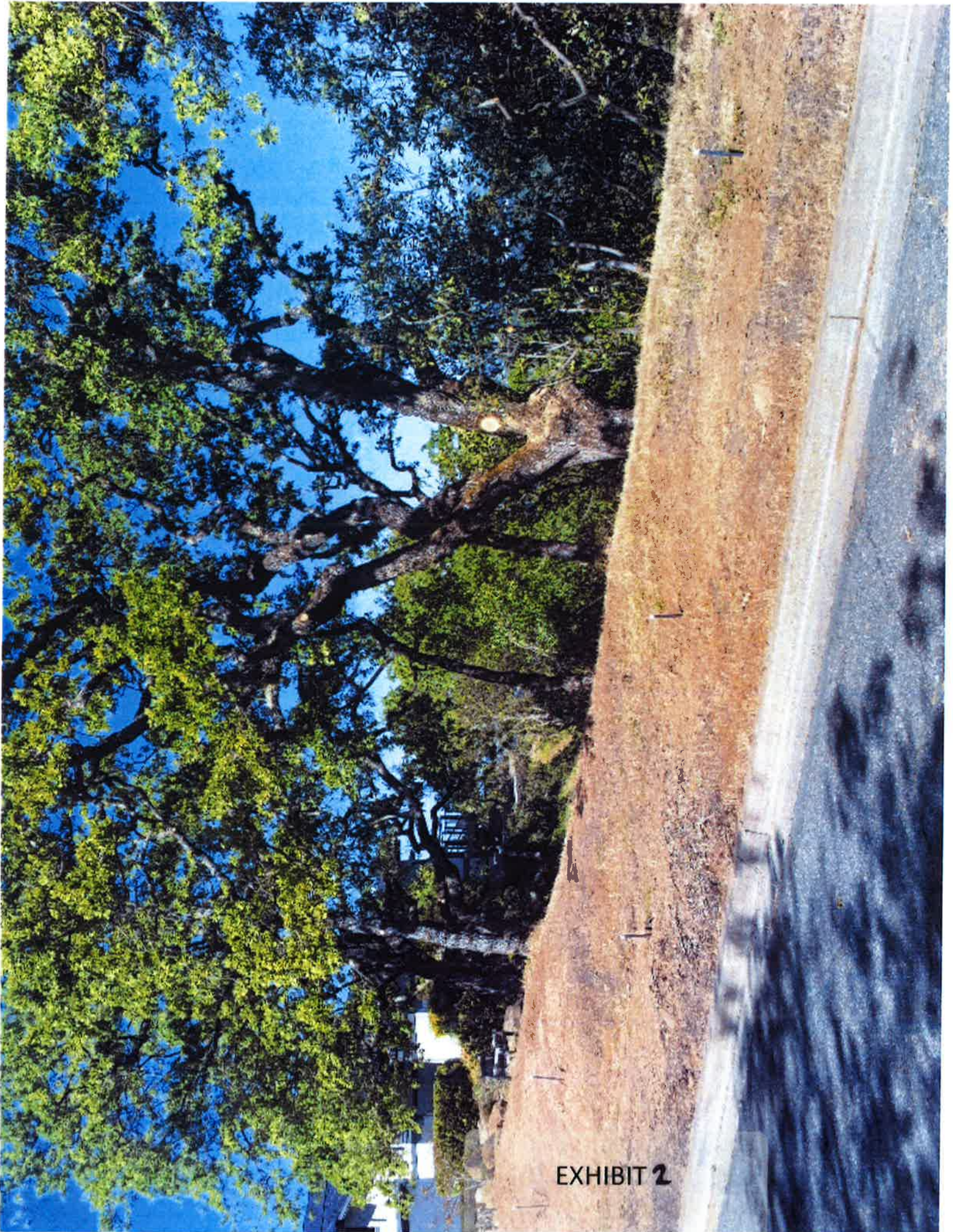


EXHIBIT 2