



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.

LOCATION: TELECONFERENCE

Join meeting by PC: <https://zoom.us> Meeting ID: 864 3205 2626

Or by Phone 1 (669) 900-9128 Meeting ID: 864 3205 2626

Board of Directors Regular Meeting Thursday, August 11, 2022 7:00 PM

IN ACCORDANCE WITH ASSEMBLY BILL 361 BOARD MEMBERS, STAFF, AND MEMBERS OF THE PUBLIC WILL PARTICIPATE IN THIS MEETING BY TELECONFERENCE TO MITIGATE THE SPREAD OF COVID-19

Public comments can be submitted to the District prior to the meeting by emailing skubota@pleasanthillrec.com. Public comments will also be taken on each agenda item during the meeting. Comments received by email prior to 3 pm on the day of the meeting will be forwarded to the Board prior to the meeting, made a part of the public record, and be available for public review at this link: <https://www.pleasanthillrec.com/DocumentCenter/Index/201>.

To comment orally in real time during the meeting, you may use the Zoom “raise hand” function on your computer screen or the *9 function on your phone.

Public records that relate to any item on the open session agenda for a regular board meeting are available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members of the Board. The Board has designated the office of the District, located at 147 Gregory Lane, for the purpose of making those public records available for inspection. The agenda and packet are available at <https://www.pleasanthillrec.com/AgendaCenter>. Other writings distributed to the Board in connection with this meeting are available for public review at this link: <https://www.pleasanthillrec.com/DocumentCenter/Index/201>

The Board will take public comment on each listed agenda item when the item is taken up. Each speaker will be allotted five minutes for comment per item unless a shorter comment period is specified by the Board at the meeting (e.g., if there is an unusually large number of speakers).

1. Call to Order
2. Pledge of Allegiance
3. Roll Call

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.

4. Public Comment

This item on the agenda provides an opportunity for members of the public to comment on any item within the jurisdiction of the Board that is not on the agenda. When an item is not listed on the agenda, State law prohibits Board discussion or action. Board members may only “briefly respond” to statements made and questions posed. For example, State law allows Board members to ask questions for clarification and provide a reference to staff or other resources for factual information. Additionally, the Board may direct staff to report back and/or place a matter on a future agenda for discussion.

5. Report from General Manager (Attachment A)

6. Consent Calendar (Attachment B)

- a. Approve Bills to be Paid Warrants #16022 – 16083 (Exhibit 1)
- b. Approve Resolution 2022-08-11, Approving and Directing the Continued Use of Remote Meetings/Teleconferencing for all Board and Board Subcommittee Meetings Pursuant to the Provisions of Assembly Bill 361 (Exhibit 2)

7. Discussion and Recommendation Regarding Transferring \$1,314,137 in COVID Relief Funds Received from State of California to the Capital Improvement Fund in the 2021/22 Fiscal Year Operating Budget (Attachment C)

8. Verbal Report from Committee Chair and Opportunity to Set Meeting Dates

- a. Land and Facilities Development Committee – August 18, 2022 at 5:00 p.m.
- b. Personnel Committee – August 24, 2022 at 5:00 p.m.
- c. Budget & Finance Committee – TBD
- d. Program Committee – TBD
- e. District/City Liaison Committee – TBD
- f. Ad Hoc Committee for Board Policies – TBD

9. Board Announcements and Requests to Staff

10. Adjourn

Future Board of Directors Meetings:

Thursday, August 25, 2022, 7:00 p.m.

Thursday, September 8, 2022, 7:00 p.m.

Thursday, September 22, 2022. 7:00 p.m.

MEMORANDUM



Date: August 11, 2022
To: Board of Directors
From: Michelle Lacy, General Manager
Re: General Manager's Report for August 11, 2022

CANDIDATE NOMINATIONS DUE BY FRIDAY, AUGUST 12: Nominations for candidates interested in running for the Board of Directors are due to the County by Friday, August 12.

MOVIE IN THE PARK: On August 6 the District held an outdoor movie in the park. Attendees enjoyed the Disney movie Encanto. This free event brought hundreds of people to the park to enjoy an evening of entertainment under the stars.

SPOTLIGHT ARRIVES IN MAILBOXES THIS WEEK: Residents will receive their hard copy of the *Spotlight* this week. This issue is full of fun, amazing activities for the fall and winter season.

TEEN COUNCIL RETURNS THIS FALL: For the first time since the start of the covid pandemic, Teen Council will be back for the 2022-23 school year! The first few weeks of school we will be marketing on campus and through school newsletters. We also are advertising in the Outlook, Spotlight, and kiosk at City Hall with a goal of a 15 student Teen Council. Staff is meeting with the Leadership teacher at College Park High School for recommendations for an Ex-Officio, we hope to have that in place by early September. We are looking forward to hosting an in-person event in late fall, planned by Teen Council with the assistance of Staff.

TINKERS AND THINKERS INNOVATION FAIRE: Mark your calendars for the award-winning hands-on S.T.E.M community event on September 17 in Pleasant Hill Park. Staff is busy working to create an exciting program for our first in-person event in two years!

ATTACHMENT A

STAFF REPORT



Date: August 11, 2022
To: Board of Directors
From: Michelle Lacy, General Manager
Re: Consent Calendar

Consent Calendar items are considered to be routine by the Board of Directors and will be enacted by one motion. By approval of the Consent Calendar the staff recommendation will be adopted. There will be no separate discussion on these items unless a Board Member or a member of the public request removal of the item from the Consent Calendar.

CONSENT CALENDAR FOR AUGUST 11, 2022

- a. Approve Bills to be Paid Warrants #16022 – 16083 (Exhibit 1)
- b. Approve Resolution 2022-08-11, Approving and Directing the Continued Use of Remote Meetings/Teleconferencing for all Board and Board Subcommittee Meetings Pursuant to the Provisions of Assembly Bill 361 (Exhibit 2)

Accounts Payable

Check Register Totals Only

User: Jsmith
 Printed: 8/4/2022 - 1:38 PM
 Batch: 00002.08.2022 - WARRANT081122



Check	Date	Vendor No	Vendor Name	Amount	Voucher
16022	08/11/2022	ACCB	ACC BUSINESS	1,220.30	0
16023	08/11/2022	AmFid	AMERICAN FIDELITY	2,112.45	0
16024	08/11/2022	AmFidAs	AMERICAN FIDELITY ASSURANC	463.56	0
16025	08/11/2022	SCHODRIV	BAY AREA DRIVING SCHOOL	808.50	0
16026	08/11/2022	BillAce	BILL'S ACE HARDWARE	53.88	0
16027	08/11/2022	BMX Free	BMX FREESTYLE TEAM, LLC	1,525.00	0
16028	08/11/2022	STEMLAB	BRICKS4KIDZ	3,000.00	0
16029	08/11/2022	BUCKWILD	BUCK WILD BREWING	110.00	0
16030	08/11/2022	CaDoj	CALIFORNIA DOJ	128.00	0
16031	08/11/2022	CaSt	CALIFORNIA STATE DISBURSEMI	305.00	0
16032	08/11/2022	CARBRAFA	RAFAEL CARBUNGCO	4,347.00	0
16033	08/11/2022	CenCon	CENTRAL CONTRA COSTA SANIT	26,318.28	0
16034	08/11/2022	CINTAS	CINTAS	348.60	0
16035	08/11/2022	Cole	COLE SUPPLY CO., INC.	1,065.89	0
16036	08/11/2022	ConSoft	CONCORD SOFTBALL UMPIRES	4,597.50	0
16037	08/11/2022	CCWD	CONTRA COSTA WATER DISTRICT	1,258.07	0
16038	08/11/2022	CookWor	COOKING ROUND THE WORLD	4,350.00	0
16039	08/11/2022	CCC	COUNTY OF CONTRA COSTA	145.04	0
16040	08/11/2022	CalSta	COURT- ORDERED DEBT COLLEC	165.05	0
16041	08/11/2022	CPRS Ren	CPRS	145.00	0
16042	08/11/2022	DANAND	ANDREI DANET	245.00	0
16043	08/11/2022	EBMUD	EAST BAY MUD	1,714.30	0
16044	08/11/2022	Ewing	EWING IRRIGATION	2,041.72	0
16045	08/11/2022	FranTx	FRANCHISE TAX BOARD	107.31	0
16046	08/11/2022	FuenWil	WILLIAM FUENTES	1,468.80	0
16047	08/11/2022	FUNKMODE	FUNKMODE, INC	250.00	0
16048	08/11/2022	GasAnd	ANDREA GASPARI	1,935.00	0
16049	08/11/2022	GenPlum	GENERAL PLUMBING SUPPLY	86.36	0
16050	08/11/2022	GhosBre	GHOST TOWN BREWING	290.60	0
16051	08/11/2022	GUERTHEL	THELMA GUERRA	750.00	0
16052	08/11/2022	HerrRya	RYAN HERRIMAN	571.10	0
16053	08/11/2022	HOLMBASE	HOLMBASE	1,654.51	0
16054	08/11/2022	HONEYBUC	HONEY BUCKET	441.50	0
16055	08/11/2022	KaisFou	KAISER FOUNDATION HEALTH P.	38,478.83	0
16056	08/11/2022	LanErn	ERNIE LANZARIN	1,000.00	0
16057	08/11/2022	LemoAri	ARISTA LEMOS	884.80	0
16058	08/11/2022	LINCAQU	LINCOLN AQUATICS	915.33	0
16059	08/11/2022	MadSci	MAD SCIENCE OF MT DIABLO	3,000.00	0
16060	08/11/2022	MASABDU	ABDALLAH MASARWEH	315.00	0
16061	08/11/2022	MDUSD2	MDUSD M & O DEPARTMENT	14,667.48	0
16062	08/11/2022	Mity-Lit	Mity-Lite	6,046.05	0
16063	08/11/2022	MDUSD	MT DIABLO UNIFIED SCHOOL DI:	112.00	0
16064	08/11/2022	OrteJua	JUAN ORTELLADO	280.00	0
16065	08/11/2022	PG&E	PG&E	11.93	0
16066	08/11/2022	QualTre	QUALITY TREE CARE/JOSEPH M/	6,400.00	0
16067	08/11/2022	ROTATOR	ROTATOR TAPROOM	340.00	0
16068	08/11/2022	ScotMad	MADELINE SCOTT-BROWN	871.99	0
16069	08/11/2022	SEMSJAIM	JAIMEE SEMSKY	3,360.00	0
16070	08/11/2022	ShuteMi	SHUTE, MIHALY & WEINBERGER	2,904.30	0
16071	08/11/2022	SITEONE	SITEONE LANDSCAPE	365.67	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
16072	08/11/2022	SMITHRAC	RACHEL SMITH	250.00	0
16073	08/11/2022	Spanish	SPANISH 4 CHILDREN	1,890.00	0
16074	08/11/2022	The Icee	THE ICEE COMPANY	558.69	0
16075	08/11/2022	TomlChr	CHRISTIE TOMLINSON	4,320.00	0
16076	08/11/2022	TRUGREEN	TRUGREEN	3,549.00	0
16077	08/11/2022	TURFSTAR	TURF STAR INC	572.99	0
16078	08/11/2022	USBank	U.S. BANK	4,991.36	0
16079	08/11/2022	UnivSol	UNIVAR SOLUTIONS USA, INC.	862.59	0
16080	08/11/2022	USBankP	US BANK CORPORATE PAYMENT	103,603.22	0
16081	08/11/2022	VALCROBE	ROBERT E VALCALDA	140.00	0
16082	08/11/2022	Valic	VALIC	4,258.30	0
16083	08/11/2022	YounRem	YOUNG REMBRANDTS	1,248.00	0
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Check Total:				270,220.85	
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Accounts Payable

Computer Check Proof List by Vendor

User: Jsmith
 Printed: 08/04/2022 - 12:55PM
 Batch: 00002.08.2022 - WARRANT081122



Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: ACCB 221951741	ACC BUSINESS ETHERNET ACCESS	1,220.30	08/11/2022	Check Sequence: 1 100-1100-65365	ACH Enabled: False
	Check Total:	1,220.30			
Vendor: AmFid 07/2022	AMERICAN FIDELITY AF FLEX/DAYCARE #65883	556.24	07/18/2022	Check Sequence: 2 100-0000-21345	ACH Enabled: False PR Batch 00002.07.2022 American Fidelit
07/2022	AMERICAN FIDELITY 125/DAYCARE	464.57	08/02/2022	100-0000-21345	PR Batch 00003.07.2022 American Fidelit
07/2022	AF FLEX/DAYCARE #65883	499.99	07/18/2022	100-0000-21345	PR Batch 00002.07.2022 American Fidelit
07/2022	AMERICAN FIDELITY 125/DAYCARE	91.66	08/02/2022	100-0000-21345	PR Batch 00003.07.2022 American Fidelit
07/2022	AMERICAN FIDELITY 125/DAYCARE	499.99	08/02/2022	100-0000-21345	PR Batch 00003.07.2022 American Fidelit
	Check Total:	2,112.45			
Vendor: AmFidAs 07/2022	AMERICAN FIDELITY ASSURANCE LIFE/DIS/ACC/CANCER #65883	96.32	07/18/2022	Check Sequence: 3 100-0000-21360	ACH Enabled: False PR Batch 00002.07.2022 AF Life at
07/2022	AF LIFE/DIS/ACC/CANCER	12.00	08/02/2022	100-0000-21360	PR Batch 00003.07.2022 AF Can at
07/2022	AF LIFE/DIS/ACC/CANCER	34.79	08/02/2022	100-0000-21360	PR Batch 00003.07.2022 AF Can pt
07/2022	LIFE/DIS/ACC/CANCER #65883	12.00	07/18/2022	100-0000-21360	PR Batch 00002.07.2022 AF Can at
07/2022	AF LIFE/DIS/ACC/CANCER	88.67	08/02/2022	100-0000-21360	PR Batch 00003.07.2022 AF Disability at
07/2022	LIFE/DIS/ACC/CANCER #65883	34.79	07/18/2022	100-0000-21360	PR Batch 00002.07.2022 AF Can pt
07/2022	LIFE/DIS/ACC/CANCER #65883	88.67	07/18/2022	100-0000-21360	PR Batch 00002.07.2022 AF Disability at
07/2022	AF LIFE/DIS/ACC/CANCER	96.32	08/02/2022	100-0000-21360	PR Batch 00003.07.2022 AF Life at
	Check Total:	463.56			
Vendor: SCHODRI 5100.901	BAY AREA DRIVING SCHOOL DRIVERS ED JUNE	231.00	08/11/2022	Check Sequence: 4 100-1255-75640	ACH Enabled: False
5100.902	DRIVERS ED JULY	577.50	08/11/2022	100-1255-75640	
	Check Total:	808.50			
Vendor: BillAce 581361	BILL'S ACE HARDWARE SUPPLIES	53.88	08/11/2022	Check Sequence: 5 100-1300-75520	ACH Enabled: False

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	53.88			
Vendor: BMX Free 34	BMX FREESTYLE TEAM, LLC BMX ASSEMBLY FOR KIDSTOP	1,525.00	08/11/2022	Check Sequence: 6 100-1270-75250	ACH Enabled: False
	Check Total:	1,525.00			
Vendor: STEMLAB 6046.903	BRICKS4KIDZ POCKET BRICK MONSTERS	3,000.00	08/11/2022	Check Sequence: 7 100-1260-75645	ACH Enabled: False
	Check Total:	3,000.00			
Vendor: BUCKWIL E-2184	BUCK WILD BREWING BLUES & BREWS FESTIVAL	110.00	08/11/2022	Check Sequence: 8 100-1265-75160	ACH Enabled: False
	Check Total:	110.00			
Vendor: CaDoj 07/2022 07/2022	CALIFORNIA DOJ FINGERPRINTS FINGERPRINTS	64.00 64.00	08/11/2022 08/11/2022	Check Sequence: 9 100-1220-75515 100-1260-75645	ACH Enabled: False
	Check Total:	128.00			
Vendor: CaSt 08/04/22 080422	CALIFORNIA STATE DISBURSEMENT SARAH L SMITH #200000002020995 #060009 ALAN J SABINE #0139010539-01 #0600099	105.00 200.00	08/02/2022 08/02/2022	Check Sequence: 10 100-0000-21390 100-0000-21390	ACH Enabled: False PR Batch 00003.07.2022 Garn Child Supp PR Batch 00003.07.2022 Garn Child Supp
	Check Total:	305.00			
Vendor: CARBRAE 07/2022	RAFAEL CARBUNGCO TENNIS CAMP 7/18 - 7/22 2022	4,347.00	08/11/2022	Check Sequence: 11 100-1250-75640	ACH Enabled: False
	Check Total:	4,347.00			
Vendor: CenCon 307002 307002 307002 307002 307002	CENTRAL CONTRA COSTA SANITARY DIS RECYCLED WATER 04/01-06/01/2022 RECYCLED WATER 04/01-06/01/2022 RECYCLED WATER 04/01-06/01/2022 RECYCLED WATER 04/01-06/01/2022 RECYCLED WATER 04/01-06/01/2022	5,644.40 0.10 4,174.60 15,968.60 530.58	08/11/2022 08/11/2022 08/11/2022 08/11/2022 08/11/2022	Check Sequence: 12 100-1300-65710 100-1300-65710 100-1300-65710 100-1300-65710 100-1300-65710	ACH Enabled: False
	Check Total:	26,318.28			
Vendor: CINTAS	CINTAS			Check Sequence: 13	ACH Enabled: False

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
4121583164	UNIFORMS	57.82	08/11/2022	100-1300-55380	
4122902629	UNIFORMS	57.82	08/11/2022	100-1300-55380	
4123581835	UNIFORMS	57.82	08/11/2022	100-1300-55380	
4124956923	SERVICE	57.82	08/11/2022	100-1300-55380	
4125612523	SERVICE	57.82	08/11/2022	100-1300-55380	
4126291519	SERVICE	59.50	08/11/2022	100-1300-55380	
	Check Total:	348.60			
Vendor: Cole	COLE SUPPLY CO., INC.			Check Sequence: 14	ACH Enabled: False
533143	SUPPLIES	21.22	08/11/2022	100-1300-75515	
534916	SUPPLIES	774.91	08/11/2022	100-1300-75515	
536837	SUPPLIES	269.76	08/11/2022	100-1300-75515	
	Check Total:	1,065.89			
Vendor: ConSoft	CONCORD SOFTBALL UMPIRES			Check Sequence: 15	ACH Enabled: False
07/2022	CONTRACT OFFICIALS/JULY 2022	4,597.50	08/11/2022	100-1250-75622	
	Check Total:	4,597.50			
Vendor: CCWD	CONTRA COSTA WATER DISTRICT			Check Sequence: 16	ACH Enabled: False
A461031	SHERMAN DRIVE	954.57	08/11/2022	100-1300-65710	
A461056	PINEWOOD	303.50	08/11/2022	100-1300-65710	
	Check Total:	1,258.07			
Vendor: CookWor	COOKING ROUND THE WORLD			Check Sequence: 17	ACH Enabled: False
6082.906	ISLAND COOKING	1,650.00	08/11/2022	100-1260-75645	
6082.908	STAR WARS	2,700.00	08/11/2022	100-1260-75645	
	Check Total:	4,350.00			
Vendor: CCC	COUNTY OF CONTRA COSTA			Check Sequence: 18	ACH Enabled: False
14791	DATA PROCESSING SERVICES/JUNE 2022	145.04	08/11/2022	100-1100-73310	
	Check Total:	145.04			
Vendor: CalSta	COURT- ORDERED DEBT COLLECTIONS			Check Sequence: 19	ACH Enabled: False
080422	JAMES L BEASLEY CD-9210-20608	165.05	08/02/2022	100-0000-21390	PR Batch 00003.07.2022 Garnishment FTI
	Check Total:	165.05			
Vendor: CPRS Ren	CPRS			Check Sequence: 20	ACH Enabled: False
135241	MEMBER RENEWAL A. AKERS	145.00	08/11/2022	100-1300-73335	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	145.00			
Vendor: DANAND 07/2022	ANDREI DANET CONTRACT OFFICIALS/SOCCER/7 GAMES	245.00	08/11/2022	Check Sequence: 21 100-1250-75622	ACH Enabled: False
	Check Total:	245.00			
Vendor: EBMUD 072522	EAST BAY MUD BROOKWOOD	1,714.30	08/11/2022	Check Sequence: 22 100-1300-65710	ACH Enabled: False
	Check Total:	1,714.30			
Vendor: Ewing 17249331 17249396 17277628 17287414 17364523 17367455	EWING IRRIGATION SUPPLIES SUPPLIES SUPPLIES SUPPLIES SUPPLIES SUPPLIES	70.07 12.15 20.22 1,714.19 217.20 7.89	08/11/2022 08/11/2022 08/11/2022 08/11/2022 08/11/2022 08/11/2022	Check Sequence: 23 100-1300-75511 100-1300-75511 100-1300-75511 100-1300-75511 100-1300-75511 100-1300-75511	ACH Enabled: False
	Check Total:	2,041.72			
Vendor: FranTx 08/04/2022 080422	FRANCHISE TAX BOARD NICOLE WATSON REBECCA SEIDENSPINNER	67.31 40.00	08/02/2022 08/02/2022	Check Sequence: 24 100-0000-21390 100-0000-21390	ACH Enabled: False PR Batch 00003.07.2022 Garn Franchise T PR Batch 00003.07.2022 Garn Franchise T
	Check Total:	107.31			
Vendor: FuenWil 6095.904 6095.905 6095.906 6095.923 6095.924	WILLIAM FUENTES KARATE BEGINNERS KARATE BEGINNERS KARATE BEGINNERS KARATE INTERMEDIATE KARATE INTERMEDIATE	345.60 460.80 460.80 86.40 115.20	08/11/2022 08/11/2022 08/11/2022 08/11/2022 08/11/2022	Check Sequence: 25 100-1260-75645 100-1260-75645 100-1260-75645 100-1260-75645 100-1260-75645	ACH Enabled: False
	Check Total:	1,468.80			
Vendor: FUNKMOI 07122022	FUNKMODE, INC KIDSTOP DANCE CLASS	250.00	08/11/2022	Check Sequence: 26 100-1270-75250	ACH Enabled: False
	Check Total:	250.00			
Vendor: GasAnd 6633.903	ANDREA GASPARI MUSICAL THEATER CAMP	1,935.00	08/11/2022	Check Sequence: 27 100-1260-75640	ACH Enabled: False

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	1,935.00			
Vendor: GenPlum	GENERAL PLUMBING SUPPLY			Check Sequence: 28	ACH Enabled: False
S5701634.001	SUPPLIES	49.61	08/11/2022	100-1300-75511	
S5707405.001	SUPPLIES	36.75	08/11/2022	100-1300-75520	
	Check Total:	86.36			
Vendor: GhosBre	GHOST TOWN BREWING			Check Sequence: 29	ACH Enabled: False
E-40151	BLEWS & BREWS	290.60	08/11/2022	100-1265-75160	
	Check Total:	290.60			
Vendor: GUERTHE	THELMA GUERRA			Check Sequence: 30	ACH Enabled: False
43168845	REFUND RENTAL DEPOSIT	750.00	08/11/2022	100-0000-20000	
	Check Total:	750.00			
Vendor: HerrRya	RYAN HERRIMAN			Check Sequence: 31	ACH Enabled: False
2022	9 MONTHS CELLPHONE	315.00	08/11/2022	100-1350-65365	
2022	9 MONTHS MILEAGE	256.10	08/11/2022	100-1350-60350	
	Check Total:	571.10			
Vendor: HOLMBA!	HOLMBA			Check Sequence: 32	ACH Enabled: False
6929	T-SHIRTS	1,654.51	08/11/2022	100-1270-75250	
	Check Total:	1,654.51			
Vendor: HONEYBU	HONEY BUCKET			Check Sequence: 33	ACH Enabled: False
055282796	ADA UNIT	220.75	08/11/2022	100-1300-75520	
0552910604	SERVICE 7/21-8/17/WITHERS AVE.	220.75	08/11/2022	100-1300-75520	
	Check Total:	441.50			
Vendor: KaisFou	KAISER FOUNDATION HEALTH PLAN			Check Sequence: 34	ACH Enabled: False
09/2022	KAISER #7671	928.26	07/18/2022	100-0000-21300	PR Batch 00002.07.2022 AF Kaiser
09/2022	KAISER #7671	1,893.18	08/02/2022	100-0000-21300	PR Batch 00003.07.2022 AF Kaiser
09/2022	KAISER #7671	176.32	07/18/2022	100-0000-21300	PR Batch 00002.07.2022 Kaiser Employee
09/2022	KAISER #7671	30,882.66	08/02/2022	100-0000-21300	PR Batch 00003.07.2022 Kaiser Employer
09/2022	KAISER #7671	176.32	08/02/2022	100-0000-21300	PR Batch 00003.07.2022 Kaiser Employee
09/2022	KAISER #7671	4,422.09	08/02/2022	100-0000-21300	PR Batch 00003.07.2022 Kaiser Employee

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	38,478.83			
Vendor: LanErn 062022	ERNIE LANZARIN SERP AGREEMENT	1,000.00	08/11/2022	Check Sequence: 35 100-1100-55255	ACH Enabled: False
	Check Total:	1,000.00			
Vendor: LemoAri WINTER 2022	ARISTA LEMOS KIDS WARRIOR FITNESS	884.80	08/11/2022	Check Sequence: 36 100-1260-75640	ACH Enabled: False
	Check Total:	884.80			
Vendor: LINCAQU D8786768 D8786787	LINCOLN AQUATICS SUPPLIES SUPPLIES	94.61 820.72	08/11/2022 08/11/2022	Check Sequence: 37 100-1280-75530 100-1100-75680	ACH Enabled: False
	Check Total:	915.33			
Vendor: MadSci 6067.903	MAD SCIENCE OF MT DIABLO MAD SCIENCE CAMPS	3,000.00	08/11/2022	Check Sequence: 38 100-1260-75645	ACH Enabled: False
	Check Total:	3,000.00			
Vendor: MASABDI 07/2022	ABDALLAH MASARWEH CONTRACT OFFICIALS/SOCCER/9 GAMES	315.00	08/11/2022	Check Sequence: 39 100-1250-75622	ACH Enabled: False
	Check Total:	315.00			
Vendor: MDUSD2 9808047 9808047	MDUSD M & O DEPARTMENT DOLFINS SUMMER PRACTICE/PERMIT #65 DOLFINS SUMMER PRACTICE/PERMIT #65	6,565.80 8,101.68	08/11/2022 08/11/2022	Check Sequence: 40 100-1280-73410 100-1280-73410	ACH Enabled: False
	Check Total:	14,667.48			
Vendor: Mity-Lit 00149998	Mity-Lite GAZEBO CHAIRS	6,046.05	08/11/2022	Check Sequence: 41 970-0000-14003	ACH Enabled: False
	Check Total:	6,046.05			
Vendor: MDUSD AR355322	MT DIABLO UNIFIED SCHOOL DISTRICT 22/23 ANNUAL LAND LEASE FEE/07/2022 U	112.00	08/11/2022	Check Sequence: 42 100-1270-65700	ACH Enabled: False
	Check Total:	112.00			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: OrteJua 07/2022	JUAN ORTELLADO CONTRACT OFFICIALS/SOCCER/8 GAMES	280.00	08/11/2022	Check Sequence: 43 100-1250-75622	ACH Enabled: False
	Check Total:	280.00			
Vendor: PG&E 080822	PG&E PLEASANT OAKS PARK #8241332070-4	11.93	08/11/2022	Check Sequence: 44 100-1300-65701	ACH Enabled: False
	Check Total:	11.93			
Vendor: QualTre 1547947 1548009 1548036	QUALITY TREE CARE/JOSEPH MATTOS RAISE CANOPY PRUNING AND REMOVAL REMOVAL OF BROKEN BRANCHES	2,400.00 3,400.00 600.00	08/11/2022 08/11/2022 08/11/2022	Check Sequence: 45 100-1300-75550 100-1300-75550 100-1300-75550	ACH Enabled: False
	Check Total:	6,400.00			
Vendor: ROTATOR 1122	ROTATOR TAPROOM BLUES & BREWS	340.00	08/11/2022	Check Sequence: 46 100-1265-75160	ACH Enabled: False
	Check Total:	340.00			
Vendor: ScotMad 072622 072822	MADELINE SCOTT-BROWN MILEAGE GOLFLAND	1.99 870.00	08/11/2022 08/11/2022	Check Sequence: 47 100-1260-60350 100-1260-75660	ACH Enabled: False
	Check Total:	871.99			
Vendor: SEMSJAIN 6043.907 6043.908	JAIMEE SEMSKY FAIRYTALE MAGIC MUSICAL THEATRE CAMP	1,560.00 1,800.00	08/11/2022 08/11/2022	Check Sequence: 48 100-1260-75645 100-1260-75645	ACH Enabled: False
	Check Total:	3,360.00			
Vendor: ShuteMi 277616	SHUTE, MIHALY & WEINBERGER LLP GENERAL COUNSEL	2,904.30	08/11/2022	Check Sequence: 49 100-1100-70000	ACH Enabled: False
	Check Total:	2,904.30			
Vendor: SITEONE 116533943-001 117505779-001 117740757-001 118620916-001 120740493-001	SITEONE LANDSCAPE SUPPLIES SUPPLIES SUPPLIES SUPPLIES SUPPLIES	40.26 35.20 289.84 5.33 -4.96	08/11/2022 08/11/2022 08/11/2022 08/11/2022 08/11/2022	Check Sequence: 50 100-1300-75511 100-1300-75511 100-1300-75511 100-1300-75511 100-1300-75511	ACH Enabled: False

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	365.67			
Vendor: SMITHRA 080522	RACHEL SMITH MERMAID DAY	250.00	08/11/2022	Check Sequence: 51 100-1280-75620	ACH Enabled: False
	Check Total:	250.00			
Vendor: Spanish 6632.905	SPANISH 4 CHILDREN GOING ON A BEAR HUNT	1,890.00	08/11/2022	Check Sequence: 52 100-1260-75645	ACH Enabled: False
	Check Total:	1,890.00			
Vendor: The Icee 6672625 RJ	THE ICEE COMPANY SUPPLIES	558.69	08/11/2022	Check Sequence: 53 100-1255-75620	ACH Enabled: False
	Check Total:	558.69			
Vendor: TomlChr 6089.903 6089.904	CHRISTIE TOMLINSON MOANA DANCE CAMP FROZEN DANCE CAMP	2,160.00 2,160.00	08/11/2022 08/11/2022	Check Sequence: 54 100-1260-75645 100-1260-75645	ACH Enabled: False
	Check Total:	4,320.00			
Vendor: TRUGREE 160673575 160673677	TRUGREEN TURF TURF	1,412.25 2,136.75	08/11/2022 08/11/2022	Check Sequence: 55 100-1300-75520 100-1300-75520	ACH Enabled: False
	Check Total:	3,549.00			
Vendor: TURFSTA 7229420-00	TURF STAR INC TURF	572.99	08/11/2022	Check Sequence: 56 100-1300-75510	ACH Enabled: False
	Check Total:	572.99			
Vendor: USBank 073122 073122	U.S. BANK PARS #6746022400 PARS #6746022400	3,327.57 1,663.79	08/02/2022 08/02/2022	Check Sequence: 57 100-0000-21330 100-0000-21335	ACH Enabled: False PR Batch 00003.07.2022 Pars Employee PR Batch 00003.07.2022 Pars Employer
	Check Total:	4,991.36			
Vendor: UnivSol 50410979	UNIVAR SOLUTIONS USA, INC. POOL CHEMICALS	862.59	08/11/2022	Check Sequence: 58 100-1280-75525	ACH Enabled: False
	Check Total:	862.59			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: USBankP 072222	US BANK CORPORATE PAYMENT CAL CARD 07/22/2022	103,603.22	08/11/2022	Check Sequence: 59 100-0000-20000	ACH Enabled: False
	Check Total:	103,603.22			
Vendor: VALCROB 07/2022	ROBERT E VALCALDA CONTRACT OFFICIALS/SOCCER/4 GAMES	140.00	08/11/2022	Check Sequence: 60 100-1250-75622	ACH Enabled: False
	Check Total:	140.00			
Vendor: Valic 07/2022	VALIC VALIC #43476	249.60	07/18/2022	Check Sequence: 61 100-0000-21340	ACH Enabled: False PR Batch 00002.07.2022 Valic Deferred C
07/2022	VALIC #43476	1,879.55	08/02/2022	100-0000-21340	PR Batch 00003.07.2022 Valic Deferred C
07/2022	VALIC #43476	1,879.55	07/18/2022	100-0000-21340	PR Batch 00002.07.2022 Valic Deferred C
07/2022	VALIC #43476	249.60	08/02/2022	100-0000-21340	PR Batch 00003.07.2022 Valic Deferred C
	Check Total:	4,258.30			
Vendor: YounRem 6050.906	YOUNG REMBRANDTS SUMMER DRAWING WORKSHOPS	1,248.00	08/11/2022	Check Sequence: 62 100-1260-75645	ACH Enabled: False
	Check Total:	1,248.00			
	Total for Check Run:	270,220.85			
	Total of Number of Checks:	62			



Board of Directors RESOLUTION

Pleasant Hill Recreation & Park District
County of Contra Costa, State of California
Board of Directors

IN THE MATTER OF **RESOLUTION 2022-08-11**
Approving the Continued Use of Teleconferencing/Remote Meetings Pursuant to the Provisions of Assembly Bill 361

WHEREAS, in response to the COVID-19 pandemic, the Governor adopted a series of Executive Orders allowing the legislative bodies of local governments to meet remotely via teleconference so long as other provisions of the Brown Act were followed; and

WHEREAS, on September 15, 2021, the Governor signed into law as an urgency measure, AB 361, which allows for the continued use of remote meetings by local legislative bodies subject to certain conditions, which must be reconsidered every 30 days; and

WHEREAS, the Board has considered the current state of health guidance related to public meetings in Contra Costa County and finds it necessary to continue with remote meetings to promote public health and safety.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Pleasant Hill Recreation and Park District that the Board approves and directs the continued use of teleconferencing for public meetings based on the following findings required by Government Code Section 549539(e), as amended by AB361:

1. The entire State of California remains under a proclaimed state of emergency as declared by the Governor of the State of California related to the COVID-19 pandemic.
2. State and local officials have imposed or recommended measures to promote social distancing. For example, the Health Officer for Contra Costa County has published and regularly updated "Recommendations for Safely Holding Public Meetings." Those recommendations "strongly recommend" on-line meetings.
3. The Health Officer has also suggested holding any in-person meetings outdoors. The Health Officer has further recommended that social distancing should be used at any in-person meetings, including six feet of spacing between all in attendance.
4. The state of emergency continues to directly impact the ability to meet safely in person. Given the constraints of the District's available meeting spaces, social distancing would be difficult for indoor in-person meetings and could severely limit space for members of the public to attend. As such, the District Board and its subcommittees will continue to hold all regular and most special meetings virtually.

5. Special meetings of the Board and its subcommittees may be held outdoors to the extent they occur during mild weather and daylight hours. Special meetings should only be scheduled outdoors if they do not involve technology that would not be well suited to an outdoor meeting (e.g., audio/video recording, computer presentations). Providing a virtual attendance option for special meetings held outdoors is not feasible due to background noise and technological constraints. Regular meetings will not be held outdoors because they begin at 7 pm (so might be impacted by darkness) and often involve technology that would not be well suited to an outdoor meeting.
6. The District has developed and will follow this written safety protocol for any in-person special meetings:
 - Meet outdoors
 - Require social distancing (i.e., six feet of separation between all attendees)
 - Ensure meeting location is fully accessible to the public
 - Request all attendees perform a symptom check and reinforce the message to not go out in public if you are not feeling well.
 - Provide a voluntary attendance sheet with names and contact information to assist in contact tracing of any cases linked to a public meeting.
7. The Board anticipates this resolution will appear on its consent calendar for review and ratification or update at most regular Board meetings for as long as the Governor's proclaimed state of emergency related to the COVID-19 pandemic remains in effect and the Board desires to continue remote public meetings.
8. This determination by the Board applies to the Board and its Subcommittees.

PASSED AND ADOPTED this 11th day of August 2022 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Bobby Glover, 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 August 11, 2022.

Michelle Lacy, Clerk of the Board

STAFF REPORT



Date: August 11, 2022
To: Board of Directors
From: Michelle Lacy, General Manager
Re: Discussion and Recommendation Regarding Transferring \$1,314,137 in COVID Relief Funds Received from State of California to the Capital Improvement Fund in the 2021/22 Fiscal Year Operating Budget

BACKGROUND:

In January 2022, the Pleasant Hill Recreation and Park District (District) received \$1,314,137 in COVID Relief Funds from the State of California (State). These funds were provided as part of a \$100 million relief package for Special Districts that had been left out of previous Federal and State relief funds for local government. The funds were partial compensation for the loss of revenue and additional expenses incurred by the District due to the pandemic from March 2020 – September 2021 when applications were due to the State. The District's application to the State was for over \$4,000,000 in revenue loss and additional expenditures. The funds were distributed by proportionate share of all requesting agencies and there were more requests than funds available, but the District did receive \$1,314,137 in funding. These funds can be used however the District chooses to use them and have no additional requirements for use by the State.

DISCUSSION

Upon receiving the funds in January 2022, staff was unable to predict if the funds were going to be required to assist the District in meeting its budget. At this time staff is beginning to finalize the 2021/22 Operating Budget and these funds will not be needed to meet the District's operating budget goals. Staff recommends that the Board consider designating these funds to the Capital Improvement Program (CIP) Fund for future use on Capital Projects.

During the 2020/21 budget year the District did not have a surplus and needed to move funds from the CIP Fund to the Operating Budget to cover the costs of the CIP projects in an amount of \$1,385,836. This was unusual because in recent years the District had been able to cover costs of CIP projects in its operating budget and transfer additional funds.

Designating the COVID Relief funds for transfer to the CIP Fund will allow the District to build its CIP Fund for larger projects and attending to maintenance issues for aging facilities.

If the Board affirms staff recommendation, then staff will return with a resolution and approval of the 2022/23 CIP at the August 26, 2022, regular board meeting.