

**PLEASANT VALLEY RECREATION & PARK DISTRICT  
CITY OF CAMARILLO, CITY HALL COUNCIL CHAMBERS  
601 CARMEN DR., CAMARILLO, CALIFORNIA**

**BOARD OF DIRECTORS  
REGULAR MEETING AGENDA  
March 7, 2018**

**6:00 P.M.**

**REGULAR MEETING**

**NEXT RESOLUTION #588**

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

**4. AMENDMENTS TO THE AGENDA** - This is the time and place to change the order of the agenda, delete, or add any agenda item(s) and to remove any consent agenda items for discussion.

**5. PRESENTATIONS**

**A.** District Highlights

**B.** Camarillo Cosmos Youth Track Club

**6. PUBLIC COMMENT** - In accordance with Government Code Section 54954.3, the Board reserves this time to hear from the public. If you would like to speak about an item on the agenda, we would prefer you complete a Speaker Card, give it to the Clerk of the Board, and wait until it comes up. If you would like to make comments about other areas not on this agenda, in accordance with California law, we will listen, note them, and bring them back up at a later date for discussion. Speakers will be allowed three minutes to address the Board.

**7. CONSENT AGENDA** – Matters listed under the Consent Agenda are considered routine and shall be acted upon without discussion and by one motion. If discussion is desired the item will be removed from the Consent Agenda for discussion and voted on as a separate item. If no discussion is desired, then the suggested action is for the Chair to request that a motion be made to approve the Consent Agenda.

**A. Minutes for Special Meeting of January 29, 2018 and Regular Meeting of February 7, 2018**

Approval receives and files minutes.

**B. Warrants, Accounts Payable & Payroll**

Approval of District's disbursements dated on or before February 15, 2018.

**C. Financial Report**

Monthly unaudited financial reports are presented to the Board for information. Approval receives and files the financial reports for January 31, 2018.

**D. Consideration for Setting Dates for Budget Workshops**

Approval sets budget workshop dates.

**E. Consideration and Approval of Contract Extension for the Park Maintenance and Recreation Improvement District**

Approval extends the contract for the Engineer of Work and Levy Administration for the Park Maintenance and Recreation Improvement District of SCI Consulting Group for five years.

**F. Consideration and Adoption of Resolution No. 586 Requesting that the General District Election to be Held on November 6, 2018 be Consolidated with Other Elections Called to be Held on the Same Day and in the Same Territory**

Approval consolidates the General District Election with any other elections held on the same date in the same area.

**G. Consideration and Adoption of Resolution No. 587, Indicating, in the Event of a Tie, the Winner in the Board Member Elections will be Determined by Lot**

Approval precludes a special election in the event of a tie between candidates.

**8. NEW ITEMS - DISCUSSION/ACTION**

**A. Consideration and Approval of Bid Specifications for Tennis Court Resurfacing and Court Conversion at Bob Kildee Park**

Due to the increase of pickleball players in the community, PVRPD is considering the conversion of some tennis courts at Bob Kildee Park.

Suggested Action: A MOTION to Approve the bid specifications for tennis court resurfacing and pickleball court conversion at Bob Kildee Park and direct staff to solicit proposals for the approved bid specifications.

**B. Consideration and Approval of the FY 2016-2017 Annual Financial Report as Prepared by Moss, Levy & Hartzheim LLP, CPA(s)**

The annual financial report from Moss, Levy & Hartzheim LLP, CPAs for FY 2016-2017 is presented for approval.

Suggested Action: A MOTION to Approve the Annual Financial Report for FY 2016-2017 as prepared by Moss, Levy & Hartzheim, LLP, CPAs.

**C. Consideration and Approval of Managed Information Technology Services Request for Proposal**

The current IT services contract with ACT USA was not updated to reflect the major upgrade to office infrastructure the District implemented in 2017.

Suggested Actions: A MOTION to Approve the Request for Proposals (RFP) for managed Information Technology (IT) Services.

**9. INFORMATIONAL ITEMS, which do not require action, will be reported by members of the Board and staff:**

- A. Chairman Malloy
- B. Ventura County Special District Association/California Special District Association
- C. Santa Monica Mountains Conservancy
- D. Standing Committees – Finance, Liaison, Personnel and Policy
- E. Foundation for Pleasant Valley Recreation and Parks
- F. General Manager’s Report

**10. ORAL COMMUNICATIONS-** Informal items from Board Members or staff not requiring action.

**11. ADJOURNMENT**

**Notes:** The Board of Directors reserves the right to modify the order in which agenda items are heard. Written materials related to these agenda items are available for public inspection in the Office of the Clerk of the Board located at 1605 E. Burnley Street, Camarillo during regular business hours beginning the Friday preceding the Wednesday Board meeting.

**Announcement:** Public Comment: Members of the public may address the Board on any agenda item before or during consideration of the item. [Government Code section 54954.3] Should you need special assistance (i.e. a disability-related modification or accommodations) to participate in the Board meeting or other District activities (including receipt of an agenda in an appropriate alternative format), as outlined in the Americans With Disabilities Act, or require further information, please contact the General Manager at 482-1996, extension 114. Please notify the General Manager 48 hours in advance to provide sufficient time to make a disability-related modification or reasonable accommodation.