

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

**BOARD OF DIRECTORS
REGULAR MEETING AGENDA
December 7, 2023**

6:00 P.M.

REGULAR MEETING

NEXT RESOLUTION #756

- 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 any agenda item(s), or add any emergency agenda item(s).
- 5. 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 make comments about a matter within the Board’s subject matter jurisdiction but not specifically on this agenda, in accordance with California law, the Board will listen, note the comments, and may bring the comments back up at a later date as an agenda item for discussion. Speakers will be allowed three minutes to address the Board.
- 6. 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 Regular Board Meeting of November 1, 2023**
Approval receives and files minutes.
 - B. Minutes for Special Board Meeting of November 6, 2023**
Approval receives and files minutes.
 - C. Warrants, Accounts Payable & Payroll**
District's disbursements dated on or before October 31, 2023.
 - D. Financial Reports**
Monthly unaudited financial reports are presented to the Board for information. Approval receives and files the financial reports for October 2023.
- 7. NEW ITEMS – DISCUSSION/ACTION**
 - A. Consideration and Approval of a Three-Year Agreement between the Pleasant Valley Recreation & Park District and the Community Service Organizations**
If approved, terms for the community service organization agreements with the District will be extended until December 31, 2026.

Suggested Actions: A MOTION to

- 1) Approve the updated agreement between the District and Community Service Organizations **AND**

- 2) Renew all Community Service Organizations that have completed their renewal process through December 31, 2026.

B. Consideration and Adoption of Resolution No. 753, Approving the Second Amendment of the SEIU-MOU 2021-2024, and Resolution No. 754 Adopting a New Salary Schedule Effective in December 2023 with Salary Increases for Unrepresented Full-Time, Part-Time Year-Round, and Part-Time Employees and Resolution No. 755 Adopting a New Salary Schedule for New State Minimum Wage as of January 1, 2024

Consultant Evergreen Solutions, Inc. has completed the Class and Compensation Study for the District and has identified a viable implementation plan. Upon discussions with SEIU, the District is proposing a revised 2023-2024 Salary Schedule with an additional update to the Schedule to address the state mandated increase in minimum wage starting in January 2024.

Suggested Actions: A MOTION to Adopt

- 1) Resolution No. 753 to amend the SEIU-MOU 2021-2024, and
- 2) Resolution No. 754 to approve a new Salary Schedule effective December 16, 2023, approving a 1.5% salary increase for all unrepresented, including the General Manager, and represented full-time, part-time year-round, and part-time staff, and
- 3) Resolution No. 755 to adopt a new Salary Schedule effective January 1, 2024, to address the new state minimum wage of \$16 per hour.

C. Consideration and Approval for a Purchase Order and Drawdown for Urgency Repair Costs for Repair of Playground Rubberized Surfacing at the Community Center with Great Western Recreation/Game Time for an Amount Not to Exceed \$65,882.03

The pour-in-place rubberized playground surfacing installed in 2010 has exceeded its useful life span and has become a safety concern due to the volume of delamination. Replacement of the surfacing is needed to ensure the safety of the playground users.

Suggested Action: A MOTION to Approve a purchase order and drawdown of Capital Reserves for emergency repairs completed and payable to Great Western Recreation, for an amount of \$59,892.75 plus an additional 10% contingency for unforeseen repairs and labor, for a total not to exceed \$65,882.03.

D. Consideration and Approval of Converting One Tennis Court at Pitts Ranch Park to a Dual Use Court

The Pickleball Ad Hoc Committee has approved the recommendation to convert the remaining single-use tennis court at Pitts Ranch Park to a multi/dual-use court thus creating four pickleball courts.

Suggested Action: A MOTION to Approve and Authorize the General Manager to convert one (1) tennis court at Pitts Ranch into a dual/multi-use tennis-pickleball court.

E. Consideration and Selection of Chair, Vice-Chair and Secretary for the 2024 Board of Directors

Every December the Board of Directors elects their officers for the next calendar year. New positions become effective immediately after voting and Board approval.

Suggested Actions: Receive nominations and select for Chair, Vice-Chair and Secretary for the 2024 District Board.

8. ORAL COMMUNICATION – INFORMATIONAL ITEMS, which do not require action but relate to District Business, will be reported by members of the Board and staff as follows:

- A. Chair Magner**
- B. California Special District Association**
- C. Santa Monica Mountains Conservancy**
- D. Standing Committees – Finance, Personnel**
- E. Ad Hoc Committees – Pickleball**
- F. Foundation for Pleasant Valley Recreation and Parks**
- G. General Manager’s Report**
- H. Board Members**

9. 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.