

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

**BOARD OF DIRECTORS
REGULAR MEETING AGENDA
March 1, 2023**

5:00 P.M.

REGULAR MEETING

NEXT RESOLUTION #733

1. CALL TO ORDER

A. Recess to Closed Session

B. Closed Session

1) Conference with Legal Counsel – Anticipated Litigation

The Board of Directors will conduct a closed session, pursuant to Government Code sections 54956.9(d)(2) and (d)(3), because there is a significant exposure to litigation in two cases.

C. Reconvene into Regular Meeting

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. PRESENTATIONS

A. Nature Center Classroom Update

B. Capital Projects Update

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 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.

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 Board Meeting of January 28, 2023 and Regular Board Meeting of February 1, 2023

Approval receives and files minutes.

B. Warrants, Accounts Payable & Payroll

District's disbursements dated on or before January 31, 2023.

C. Financial Reports

Monthly unaudited financial reports are presented to the Board for information. Approval receives and files the financial reports for January 2023.

D. Consideration and Approval of Water Conservation Agreement Between the District and Barry60 LP

Approval of the agreement would incorporate water savings projects at Lokker Park and the Community Center Park.

E. Consideration and Approval to Authorize the General Manager to Sign an Agreement with the City of Camarillo to Produce the Summer Concert Series

District and City staff have negotiated an agreement to start in 2023 to produce the 2023, 2024 and 2025 Summer Concert Series at Constitution Park.

F. Consideration and Approval of Request for Proposals for 2023 Summer Concert Series Sound and Lighting

The District is looking for qualified firms that have professional equipment and expertise in the field to submit a request for proposals (RFP) for the 2023-2025 Summer Concert Series with the potential of two (2) 1-year extensions.

G. Consideration and Approval of Agreement for Installation of Dish Cell Tower at Mission Oaks Park

The DISH antenna is to be attached to an existing sports field light pole and utilize an existing enclosure at Mission Oaks Park.

H. Consideration and Approval of Updated Travel Policy

The intent of this Policy is to assure that any and all District funds expended for District business are properly used for the benefit of the District and are properly accounted for by the District.

I. Consideration and Approval of a Two-Year Agreement Between Pleasant Valley Recreation and Park District and the Roadrunner Radio-Control Club at Freedom Park

The proposed length of the Agreement is two (2) years beginning March 2023 and expiring February 28, 2025.

J. Ratification of Urgency Purchase of 2023 Ford Maverick

The Board had previously authorized \$35,000 to purchase the vehicle, but the scarcity of inventory over the last several months led to the decision to purchase the Maverick as an Urgency Purchase.

8. NEW ITEMS – DISCUSSION/ACTION

A. Consideration and Approval of the FY 2021-2022 Annual Financial Report as Prepared by Moss, Levy & Hartzheim LLP, CPAs

The opinion of the auditor reflects that the District's financial statements present fairly, in all material respects, the respective financial position for the year ending June 30, 2022, in conformity with accounting principles generally accepted in the United States of America.

Suggested Action: A MOTION to Approve the Annual Financial Report for FY 2021-2022 as prepared by Moss, Levy & Hartzheim, LLP, CPAs.

B. Las Posas Equestrian Park Trails Update

Board direction is requested for next steps regarding the Las Posas Equestrian Park trails.

Suggested Action: Provide staff direction.

C. Consideration And Approval of Resolution No. 731 Approving and Adopting the Mid-Year Budget Adjustments and Transfers for Fiscal Year 2022-2023

Budget revisions during the fiscal year are consistent with accounting practices and recommended by the District's auditors.

Suggested Action: A MOTION to Approve Resolution No. 731, Approving and Adopting the Mid-Year Budget Adjustments and Transfers for FY 2022-2023.

D. Consideration and Approval of Bid Awards for the Freedom Park Dog Park Fencing and Electrical

Several bids came in for the installations of both the fencing and the electrical for an enclosed lighted dog park at Freedom Park.

Suggested Actions: A MOTION to Authorize and Approve the General Manager to enter into the following agreements:

1. with Quality Fence Company for the fencing for a not to exceed amount of \$49,343.
- AND**
2. with L.A. Electricom for the electrical for a not to exceed amount of \$100,924.

E. Consideration and Approval of Resolution No. 732 Authorizing the General Manager to Apply for Santa Monica Mountain Conservancy Grant Funds of \$100,000 for the Purchase of the “Cactus Hill” Property (APN #160-0-050-415)

Utilizing funds from the Santa Monica Mountains Conservancy, the Mountains Recreation & Conservation Authority is willing to officially participate on behalf of the District in the public auction in order to purchase the property.

Suggested Action: A MOTION to Approve Resolution No. 732 authorizing the General Manager to apply for general Grant Funding to the Santa Monica Mountains Conservancy for a maximum of \$100,000 for the property acquisition of APN #160-0-050-415.

9. 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. Ventura County Special District Association/California Special District Association
- C. Santa Monica Mountains Conservancy
- D. Standing Committees – Finance, Long Range Planning, Policy
- E. Ad Hoc Committees – Miracle League
- F. Foundation for Pleasant Valley Recreation and Parks
- G. General Manager’s Report
- H. Board Members

10. 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.