

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

**BOARD OF DIRECTORS
REGULAR MEETING AGENDA
February 5, 2020**

5:30 P.M. CLOSED SESSION

1. CALL TO ORDER

A. Recess to Closed Session

B. CLOSED SESSION

1) Conference with Legal Counsel – Existing Litigation

The District Board will conduct a closed session, pursuant to Government Code section 54956.9(d)(1), to confer with legal counsel regarding litigation to which the District is a party. The title of such litigation is as follows: *Pleasant Valley Recreation & Park District and Service Employees International Union Local 721*; Public Employment Relations Board Case Number Case No. LA-CE-1378-M.

C. Reconvene into Regular Meeting

6:00 P.M. REGULAR MEETING NEXT RESOLUTION #645

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. Christmas Recap

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 Regular Board Meeting of January 2, 2020

Approval receives and files minutes.

B. Warrants, Accounts Payable & Payroll

District's disbursements dated on or before December 31, 2019.

C. Financial Reports

Monthly unaudited financial reports are presented to the Board for information. Approval receives and files the financial reports for December 2019.

D. Consideration and Adoption of Resolution No. 642 Directing SCI Consulting Group to Prepare the FY 2020-2021 Engineer's Report for the Assessment District

The purpose of this Engineer's Report is to help the District establish the budget for the services that would be funded by the FY 2020-2021 assessments.

E. Adoption of Resolution No. 643 New Records Retention and Destruction Policy

Approval of Resolution No. 643 will update an updated retention schedule which more closely corresponds to the types of records the District creates and the workflow of District staff.

8. NEW ITEMS – DISCUSSION/ACTION

A. Consideration and Approval of the FY 2018-2019 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 District's financial position for the year ending June 30, 2019 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 2018-2019 as prepared by Moss, Levy & Hartzheim, LLP, CPAs.

B. Freedom Gym Options

The current owner of Freedom Gym, Erick Kuskie has expressed interest in wanting to work with the District regarding maintaining current levels of programming.

Suggested Actions: A MOTION to Approve and authorize the General Manager to negotiate and enter into a Memorandum of Understanding with Mr. Kuskie for use of Freedom Gym.

C. Consideration and Adoption of Resolution No. 644 Approval of Mid-Year Budget Adjustments for FY 2019-2020

Half-way through the fiscal year, staff reviews the budget line items to determine if any adjustments need to take place in order to bring the budget more in line with what the projected revenue or expense will be at June 30, 2020.

Suggested Action: A MOTION to Adopt Resolution No. 644 to Approve Mid-Year Budget Adjustments for FY 2019-2020.

D. Consideration of Design Options for New Marquee at the Community Center

This project will replace the marquee signage at the entrance to the District Administrative Office and Community Center with a new digital LED display.

Suggested Actions: A MOTION to Approve the staff recommended bids of:

- 1) **Daktronics, Inc.** through Sourcwell Cooperative Purchasing for the *Single-Sided LED Galaxy® Outdoor Electronic Message Center* at **\$17,749.00 and**
- 2) **Custom Signs, Inc.** for the *Single-Sided Cabinet, District Signage, and Installation services* at **\$17,642.07** for a total project cost not to exceed \$44,000.

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

- A. Chair Magner
- B. Ventura County Special District Association/California Special District Association
- C. Ventura County Consolidated Oversight Board
- D. Santa Monica Mountains Conservancy
- E. Standing Committees – Finance, Liaison, Long Range Planning, Personnel and Policy
- F. Ad Hoc Committees – Journey; Ran Rancho
- G. Foundation for Pleasant Valley Recreation and Parks
- H. 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.