

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

**BOARD OF DIRECTORS
REGULAR MEETING AGENDA
October 4, 2023**

6:00 P.M.

REGULAR MEETING

NEXT RESOLUTION #752

- 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 September 6, 2023**
Approval receives and files minutes.
 - B. Warrants, Accounts Payable & Payroll**
District's disbursements dated on or before September 30, 2023.
 - C. Financial Reports**
Monthly unaudited financial reports are presented to the Board for information. Approval receives and files the financial reports for August 2023.
 - D. Consideration and Approval of Regular Board of Director Meeting Dates for 2024**
Scheduling of the regular Board of Director meeting dates for calendar year 2024.
 - E. Consideration and Approval of Bid Proposal Award for Purchase of Top-Dressing Material and Delivery Services at Pleasant Valley Fields Sports Complex**
Awarding the bid to a contractor for the purchase and delivery of top dressing materials for Pleasant Valley Fields Sports Complex.
 - F. Consideration and Adoption of Resolution No. 748 and Resolution No. 749 Approving Updated Bereavement and California Family Rights Act (CFRA) Sections of the Personnel Policy and Procedures Manual to Comply with 2023 Labor Laws**
Updating the Personnel Policy and Procedures Manual to reflect recent passage of California AB 1041 and AB 1949 which both extend employee rights (and, in turn, employer obligations) with respect to employee protected time off under the California Family Rights Act.

7. **NEW ITEMS – DISCUSSION/ACTION**

A. Consideration and Receipt of Evergreen Solutions, LLC Classification and Compensation Report

Evergreen Solutions, LLC will present their summarized findings for the completion of a classification and compensation study for all District positions and a strategized plan for any needed improvements.

Suggested Action: A MOTION to Receive and File the District-wide Classification and Compensation study report by Evergreen Solutions, LLC which includes the consultant's recommendations.

B. Consideration and Approval for District Audit and Energy Interdependency Program Development by SitelogIQ

District Staff are seeking authorization from the Board to enter into a contract with SitelogIQ to conduct an audit of District facilities and parks to prepare and implement a District-wide energy interdependency program.

Suggested Action: A MOTION to Approve and authorize the General Manager to enter into an agreement with SitelogIQ to audit District parks and facilities and develop an energy interdependency program.

C. Consideration and Approval of a Three-Year Agreement between the Pleasant Valley Recreation and Park District and the Community Service Organizations

If approved, terms for the community service organization agreements with the District will be extended until October 2026.

Suggested Actions: A MOTION to Approve the following actions:

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 October 31, 2026.

D. Consideration and Approval of California Public Employees Retirement System (CalPERS) Actuarial Valuation Information Report as of June 2022

An update of actuarial valuation information as of June 2022 and future fiscal repercussions from the pension system the District participates in, the California Public Employees Retirement system.

Suggested Action: A MOTION to Approve and direct Staff to work with the Finance Committee on potential options for reducing future Unfunded Liability Payments and then return to the full Board for further action.

E. Consideration and Approval of Review of Amended Ordinance No. 8, Governing the Use of Parks, Recreation Areas, and Facilities

A final review of amendments to the District's main ordinance, No. 8, Governing the Use of Parks, Recreation Areas, and Facilities.

Suggested Action: A MOTION to Approve and waive a second reading and Adopt the amended Ordinance No. 8 titled – *Ordinance No. 8, Governing the Use of Parks, Recreation Areas, and Facilities*.

F. Consideration and Approval of Resolution No. 750, Adopting the Updated General Use Policy

Staff seeks approval of revisions to the General Use Policy which was last updated in December of 2019 and is made in conjunction with revisions to Ordinance No. 8.

Suggested Action: A MOTION to Approve Resolution No. 750, Approving and Adopting the updated General Use Policy.

G. Consideration and Approval of Resolution No. 751, Approving and Adopting the Updated Salary Schedule Adjusting General Manager Salary Range

On September 6, 2023, the Board approved a 3% salary increase to the General Manager's salary. The current salary schedule needs to be amended to allow for this increase.

Suggested Action: A MOTION to Approve Resolution No. 751, Approving and Adopting the updated salary schedule, adjusting only the General Manager salary range.

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. Ventura County Special District Association/California Special District Association

C. Santa Monica Mountains Conservancy

D. Standing Committees – Finance, Personnel

E. Ad Hoc Committees – Miracle League, 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.