

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

**BOARD OF DIRECTORS
REGULAR MEETING AGENDA**

July 5, 2018

5:30 P.M.

CLOSED SESSION

A. Conference with Labor Negotiators - The Board will conduct a closed session, pursuant to Govt. Code Section 54957.6, with the District's negotiators - Mary Otten, Kathryn Drewry, Eric Storrie and Leonore Young regarding labor negotiations with the employee organization, SEIU Local 721.

6:00 P.M.

REGULAR MEETING

NEXT RESOLUTION #597

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.** Part-Time Employee Recognition
- C.** Camarillo Cougars Youth Football/Cheer
- D.** PV Swim Team

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 June 6, 2018

Approval receives and files minutes.

B. Warrants, Accounts Payable & Payroll

Approval of District's disbursements dated on or before June 21, 2018.

C. Financial Report

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

D. Consideration and Adoption of Resolution No. 592 Declaring July as National Park and Recreation Month

Numerous events are planned during July to celebrate the importance of parks and recreation within the community.

E. Consideration and Approval of Resolution No. 595, Updating Authorized Signatures for Wire Transfers with Ventura County Treasury Pool

Approval updates signatures authorized to sign and/or authorize wire transfers with Ventura County Treasury Pool.

F. Review and Approve the Finalized District Response to the Grand Jury Report Titled "Independent Special Districts"

The District is required to submit a response to the findings and recommendations of the Ventura Grand Jury report regarding independent special districts.

8. PUBLIC HEARING – A Public Hearing on the District Budgets Fiscal Year 2018-2019

A. Consideration and Adoption of Resolution No. 596 for Fiscal Year 2018-2019 Operating Budget, Capital Improvement Program, Assessment District and Quimby Expense Budgets

The preliminary budgets were approved by the Board at the June 6, 2018 Board Meeting; approval allows for the adoption of the FY 2018-2019 Operating Budget, Capital Improvement Program, Assessment District and Quimby Expense Budgets.

Suggested Actions: Conduct the Public Hearing and then consider a MOTION to Adopt Resolution No. 596 FY 2018-2019 Final Budgets.

9. NEW ITEMS - DISCUSSION/ACTION

A. Consideration and Approval of Plans for the Springville Retaining Wall Design Renovation Project

Approval of plans allows for a retaining wall to be built at the Springville Dog Park to keep the hillside from sliding and keep dogs off the hillside to prevent further deterioration.

Suggested Action: A MOTION to Approve the plans for the Springville retaining wall renovation project.

B. Adoption of Ordinance No. 9, an Amendment to Section 234 of Ordinance No. 8, Governing the Use of Parks, Recreation Areas and Facilities

The adoption of Ordinance No. 9 will provide for the amendment of Section 234 of Ordinance No. 8 regarding District skate park use regulation.

Suggested Actions: For the Board to review and Adopt Ordinance No. 9, amending Section 234 of Ordinance No. 8 by:

1. The Board Chair requests a MOTION to direct the Secretary to read the complete Ordinance No. 9 title and to waive further reading;
2. After the reading, the Board Chair requests a MOTION to Approve the second reading of and Adopt the District's proposed *Ordinance No. 9, An Ordinance of the Board of Directors of the Pleasant Valley Recreation and Park District Amending Article 2 Section 234 of Ordinance No. 8 (as Amended January 2018) Regulating the Use of the District Skate Park.*

C. Consideration and Approval of Bid Award for District Managed IT Services

Approval allows for managed maintenance of office infrastructure and IT equipment along with assessment of hardware and software needs.

Suggested Action: A MOTION to Approve and authorize the General Manager to enter into a twelve-month agreement with AllConnected Inc. to provide Managed Information Technology (IT) services for an amount not to exceed \$18,140.

D. Review and Approve the Right of Entry Agreement Between the City of Camarillo and Pleasant Valley Recreation and Park District for Adolfo Park

The City of Camarillo intends to construct a new subsurface monitoring well within City-owned right of way, outside and adjacent to Adolfo Park.

Suggested Action: A MOTION to Approve the Right of Entry agreement with the City of Camarillo for Adolfo Park.

E. 2019 Minimum Wage Increase and Updated Job Descriptions

A combination of classifications along with a broader salary range and updated job descriptions will help to minimize the impact of the upcoming minimum wage increase.

Suggested Action: A MOTION to Approve the updated job descriptions and accompanying salary schedule.

F. Consideration and Approval of the Position Allocation for FY 2018-2019

Approval allows for reclassification of several Recreation Department positions along with the addition of two Part Time Year-Round Recreation Specialist positions.

Suggested Action: A MOTION to Approve the updated Position Allocation Report for FY 2018-2019.

G. Consideration and Approval of 2% Cost of Living Adjustment (COLA) for Full-Time and Part-Time Year-Round Non-Represented Employees and the Updated Salary Schedules

The Board requested that staff consider a 2% cost of living adjustment for the non-represented District employees.

Suggested Action: A MOTION to Approve the updated Salary Schedule with a 2% COLA for non-represented full-time and part-time year-round employees.

10. 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

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

12. 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.