

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

**BOARD OF DIRECTORS
REGULAR MEETING AGENDA
November 3, 2022**

Please Note: In keeping in alignment with current orders from the Ventura County Health Officer, face coverings are not required but are welcomed and encouraged in indoor public settings and businesses. PVRPD thanks you for your cooperation and understanding.

This meeting will take place both in person and remotely in accordance with Government Code section 54953(e) *et seq.* (AB 361). Members of the public can observe and participate in the meeting as follows:

- 1. Attend in person or you may observe the PVPRD Board meeting via live broadcast on the Local Government Channels – Spectrum Channel 10 and Frontier Channel 29.**
- 2. The meeting will also be live streamed on YouTube at:
<https://www.youtube.com/channel/UCCjEyMW3h472YEO9gI3Qgig>**
- 3. Zoom Meeting Information:**
 - Meeting Link: <https://us06web.zoom.us/j/89202167880>**
 - Webinar ID: 892 0216 7880**
 - Phone Number: 1-669-900-6833**
 - a. Cell Phone/Computer with Microphone: Click on the Zoom webinar link included above. Enter your name so we may call on you when it is your turn to speak. The Chair will ask if anyone wishes to speak on the item. At that time, raise your hand by clicking the “Raise Hand” button. Follow the instructions below regarding speaking.
 - b. Phone – If you wish to make a comment by phone during the public comment section of the meeting or on a specific agenda item, please call into the listed phone number above and when prompted, enter the Webinar ID and Passcode. After entering those items, you will be admitted to the meeting and your line will be muted. The Chair will ask if anyone wishes to speak on the item. At that time, raise your hand by dialing *9. Then, follow the speaking instructions below.

Speaking Instructions

When it is your turn to speak, the Chair will call your name or the last four digits of the phone number you are calling from. You will have three minutes to address the Committee. **Please ensure all background noise is muted (TV, radio, etc.)** You will be prompted to unmute your microphone/phone. Unmute your device and begin by stating your name. After three minutes has elapsed your microphone will be muted, and the next speaker will be invited to speak.

5:00 P.M.

CLOSED SESSION

1. CALL TO ORDER

A. Recess to Closed Session

B. Closed Session

1) Public Employee Performance Evaluation and Compensation

The District Board will hold a closed session with the District’s personnel officer and the General Manager, pursuant to Government Code Sections 54957 and 54957.6(a), to discuss the salary, compensation and fringe benefits provided to the General Manager.

C. Reconvene into Regular Meeting

6:00 P.M.

REGULAR MEETING

NEXT RESOLUTION #726

2. PLEDGE OF ALLEGIANCE/ROLL CALL

3. 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).

4. PRESENTATIONS

A. District Highlights

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 October 5, 2022

Approval receives and files minutes.

B. Warrants, Accounts Payable & Payroll

District's disbursements dated on or before September 30, 2022.

C. Financial Reports

Monthly unaudited financial reports are presented to the Board for information. Approval receives and files the financial reports for September 2022.

D. Consideration and Adoption of Resolution No. 725 Proclaiming a Local Emergency Persists and Re-Authorizing the Use of Remote Teleconference Meeting Procedures by the Board of Directors and All Standing Committees of the District for the 30-Day Period Beginning November 5th, 2022 through December 4th, 2022 Pursuant to the Ralph M. Brown Act as Amended by Assembly Bill No. 361

Adoption of Resolution No. 725 will allow continuation of the use of teleconference meeting procedures for another 30-day period.

E. Consideration and Approval of the Request for Bid Proposals for the Construction of a Miracle League Field at Freedom Park

Jordan, Gilbert & Bain Landscape Architects Inc. have completed the design and estimate for the construction of the Field and have provided a construction bid package for Board approval.

F. Consideration and Approval of the RFP and Bid Specifications for the Lead and Asbestos Abatement at the Freedom Park Pickleball Complex

The District needs to address the lead based paint as well as the asbestos within the facility and remediate as part of the overall project before demolition can occur.

G. Consideration and Approval of Proposed Cell Tower at Springville Park

The proposed site of the AT&T cell tower is located on the northern hillside of the park among the trees close to the parking lot.

H. Consideration and Review of the District's Conflict of Interest Code

Every even year, the District is required to review the Conflict of Interest Code and make changes if necessary.

I. Approval of a Second Reading for the Adoption of Ordinance No. 13, an Ordinance of the Board of Directors of the Pleasant Valley Recreation and Park District Setting Board Member Compensation

Approval of this second reading will allow for the adoption of Ordinance No. 13, an ordinance that sets board member compensation.

7. NEW ITEMS – DISCUSSION/ACTION

A. Consideration and Approval for Shared Parking Agreement at Bob Kildee Parking Lot on the Eston Street Side with Kidstream

As part of the City requirements for this kidSTREAM project to continue to move forward, both the District and kidSTREAM will need to enter into a shared parking agreement as well as parking expansion to meet parking requirements.

Suggested Actions: A MOTION to Approve the proposed non-exclusive parking agreement with kidSTREAM.

B. Consideration and Approval of a Sports Turf Policy

A Sports Turf Policy will provide direction and guidance for Staff to accomplish a primary District goal of delivering safe athletic fields that are maintained at the highest standards possible for all users including participants, officials, and spectators.

Suggested Action: A MOTION to Approve and adopt the proposed District Sports Turf Policy.

C. California Public Employees Retirement System (CalPERS) Actuarial Valuation Information Report For Fiscal Year 2022-2023

CalPERS Valuation Reports are presented as informational items only.

Suggested Actions: Provide direction for 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.

D. Consideration and Approval of Bid Award for the Senior Center Roof Replacement Project

After reviewing each bid, staff is recommending Falcon Roofing for this project as the low bidder.

Suggested Action: A MOTION to Approve and authorize the General Manager to enter into an agreement between the District and Falcon Roofing for the removal and installation of a new roof on the Senior Center, not to exceed \$146,852.

E. Consideration of Switching Retirement Contributions for Part Time Employees from District Run 457 to Social Security

Staff recommends switching contributions from the 457 retirement plan for part time employees to the Federal Social Security program.

Suggested Actions: A MOTION to Approve:

Option #1: Switch part-time employee retirement enrollment from the District run 457 to Social Security for all new unrepresented employees and current employees who choose to opt into Social Security

or

Option #2: All part-time staff would remain on the District run 457.

F. Consideration and Approval of Bid Award for the Resurfacing of the Tennis Courts at Mission Oaks Park

The Mission Oaks Tennis Courts resurfacing project was approved through the budgeting process and was allocated \$130,000 as these courts haven't been resurfaced since 2006.

Suggested Actions: A MOTION to Approve and authorize the General Manager to enter into an agreement between the District and Pacific Tennis Courts for the resurfacing of the six tennis courts located at Mission Oaks Park with a not to exceed budget of \$94,600.

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 Kelley
- 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 – City of Camarillo Liaison, Miracle League, Pickleball/Tennis
- G. Foundation for Pleasant Valley Recreation and Parks
- H. General Manager's Report
- I. 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.