

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

**BOARD OF DIRECTORS
REGULAR MEETING AGENDA
September 7, 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/88238813468>**
 - Webinar ID: 882 3881 3468**
 - 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.

6:00 P.M. REGULAR MEETING NEXT RESOLUTION #722

- 1. CALL TO ORDER/PLEDGE OF ALLEGIANCE**
- 2. 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. **End of Summer Highlights**
 - B. **Community Band**
 - C. **Tierra Linda Water Well Project Update (Camarosa)**
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 July 6, 2022**
Approval receives and files minutes.
 - B. **Warrants, Accounts Payable & Payroll**
District's disbursements dated on or before June 30 & July 31, 2022.
 - C. **Financial Reports**
Monthly unaudited financial reports are presented to the Board for information. Approval receives and files the financial reports for June and July 2022.
 - D. **Consideration and Approval of Bid Specifications for Tennis Court Resurfacing at Mission Oaks Park**
One of the capital improvement projects approved in the FY 2022-23 budget was the resurfacing of the Mission Oaks tennis courts.
 - E. **Approval of the Purchase of a Toro Dingo Utility Tractor**
After analyzing the usage frequency of each piece of equipment for District projects, it was determined that it was cost effective for the District to purchase the proposed utility tractor.
 - F. **Consideration and Approval of Bid Specifications for the Senior Center Roof Project**
The Senior Center roof was last replaced during the addition in 1982 and is showing wear.
 - G. **Consideration and Approval of Request for Proposals for one New Fleet Vehicle**
A 2017 Ford Escape with more than 180,000 miles needs to be replaced.
 - H. **Consideration and Adoption of Resolution No. 718 Accepting all of Volume 1 and the Pleasant Valley Recreation and Park District Portion of Volume 2 within the Ventura County Multi-Jurisdictional Hazard Mitigation Plan 2022**
Once the plan is adopted, the District will be eligible to apply for hazard mitigation project funding from the suite of grant programs under FEMA's Hazard Mitigation Assistance (HMA) program.
 - I. **Consideration and Approval to Accept the Williams Homes and Somis Farm Workers Project Quimby Funds**
These funds have been received and placed into Fund 30.

J. Consideration and Adoption of Resolution No. 719 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 September 7th, 2022 through October 6th, 2022 Pursuant to the Ralph M. Brown Act as Amended by Assembly Bill No. 361

Adoption of Resolution No. 719 will allow continuation of the use of teleconference meeting procedures for another 30-day period.

K. Park Impact Fee Annual Report

Park impact fees provide upfront financing for the expansion of public facilities needed to serve a new development.

L. Consideration and Approval to Replace Resolution No. 104 and Approve Updated Employer-Employee Relations Resolution No. 720

Staff reached an agreement with SEIU Local 721 on an updated Employer-Employee Relations resolution which is presented.

7. NEW ITEMS – DISCUSSION/ACTION

A. Consideration and Approval of Final Designs and Amended and Restated Construction Agreement with Miracle League of the 805 for a Miracle League Field at Freedom Park

Per direction given by the Miracle League Ad Hoc Committee on July 26, 2022, staff has worked with legal counsel to amend the contract to reflect new guidelines and procedures for this contract.

Suggested Actions: A MOTION to Approve both the proposed designs and the amended and restated Construction Agreement with Miracle League of the 805.

B. Consideration and Approval of Disc Golf Pilot Program

A pilot program for Disc Golf has been designed and next steps are needed.

Suggested Actions: A MOTION to Approve one of the options below or provide direction and the next steps:

Option 1: Implement a pilot Disc Golf Course at Heritage Park for 9 months to allow the District to evaluate the park and 9-hole course layout. Every 3 months, District staff will report back to the Board of Directors on the status of the Pilot Program and seek direction. At the end of 9 months, District staff will present a final report and seek direction on the future of a Disc Golf course.

OR

Option 2: Implement Option 1 with less than 9-hole baskets

OR

Option 3: Other direction

C. Consideration and Approval of the Design Plans for the Freedom Park Dog Park

As the District continues to improve its facilities and expand on its parks, Freedom Park was brought up for consideration as a location for a possible lighted dog park.

Suggested Action: A MOTION to Approve one of the below designs for the new Freedom Dog Park:

Option A: Small dog park, agility space and large dog park design

OR

Option B: One large area with a portion to consist of agility space

OR

Option C: Other suggestions

D. Approval of Bid Award of Contract for Classification and Compensation Study

It is considered a best practice to conduct an agency-wide class and compensation study every five to seven years.

Suggested Action: A MOTION to Approve and authorize the District General Manager to enter into a new agreement with Evergreen Solutions, LLC for a Classification and Compensation Study not to exceed \$35,000.

E. Consideration and Approval of Resolution No. 721 Adopting A District Special Event Policy

Currently, staff rely on existing processes to reserve, manage, and report on internal and contracted (external) special events.

Suggested Action: A MOTION to Approve Resolution No. 721 adopting the Special Event Policy.

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.