

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

**BOARD OF DIRECTORS
REGULAR MEETING AGENDA
May 1, 2019**

5:30 P.M. CLOSED SESSION

1. CALL TO ORDER

A. Adjourn to Closed Session

B. CLOSED SESSION

1) 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 Board Counsel, regarding labor negotiations with the employee organization, SEIU Local 721.

C. Reconvene into Regular Meeting

6:00 P.M. REGULAR MEETING NEXT RESOLUTION #627

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. Eagles**

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 April 3, 2019 and Special Board Meeting of April 15, 2019**
Approval receives and files minutes.

B. Warrants, Accounts Payable & Payroll

Approval of District's disbursements dated on or before April 18, 2019.

C. Financial Report

Monthly unaudited financial reports are presented to the Board for information. Approval receives and files the financial reports for March 31, 2019.

D. Approve Resolution No. 623 to Continue the Local Emergency that Resulted Due to the Hill Fire 2018

The recent Hill Fire 2018 caused damage to Camarillo Grove Park and the state of local emergency declaration needs to remain in effect.

E. Consideration and Adoption of Resolution No. 624, Declaring Intention to Levy Assessments for FY 2019-2020, Preliminarily Approving Engineer's Report, and Providing for Notice of Hearing for the Park Maintenance and Recreation Improvement District for the Pleasant Valley Recreation and Park District

Preliminary approval of the Engineer's Report and setting the hearing date for the improvement district's budget and assessment rate.

8. NEW ITEMS – DISCUSSION/ACTION

A. Consideration and Rejection of all Bids for the Valle Lindo Restrooms Remodel Project

With bids too high, the scope of the project will need to be adjusted before re-advertising for bids.

Suggested Actions: A MOTION to Reject all bids received for the Valle Lindo restrooms remodel project and authorize the General Manager to adjust the scope and re-advertise the project for construction bids.

B. Consideration and Approval for the Purchase of Park Tables for Camarillo Grove Park

The Hill Fire of November 2018 caused significant damage to picnic tables at Camarillo Grove Park.

Suggested Action: A MOTION to authorize and Approve the General Manager to purchase replacement tables for Camarillo Grove Park from Pilot Rock in the amount of \$20,840.20.

C. Approving Resolution No. 625 Fixing the Employer Contribution at an Equal Amount for Employees and Annuitants Under the Public Employees' Medical and Hospital Care Act with Respect to a Recognized Employee Organization

The District will contribute to an annuitant's health benefits up to a maximum of the PEMHCA Minimum per month, plus administrative fees and Contingency Reserve Fund assessments.

Suggested Action: A MOTION to Approve Resolution No. 625, fixing the employer contribution at an equal amount for employees and annuitants under the PEMHCA with respect to a recognized employee organization.

D. Consideration and Direction Regarding Legislative Bill ACA 1

CSDA has requested support of Legislative Bill ACA 1 which will provide additional flexibility to local agencies by reducing the voter-approval threshold to fund critical public infrastructure.

Suggested Action: Provide direction regarding draft letter for ACA 1.

E. Consideration and Approval of Resolution No. 626, Adopting a District Grant Application Policy

A Grant Application Policy is proposed for expediting efficient management of grant application opportunities.

Suggested Action: A MOTION to Approve Resolution No. 626, adopting the proposed District Grant Application Policy.

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

- A. Chairman 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. Foundation for Pleasant Valley Recreation and Parks
- G. 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.



PLEASANT VALLEY RECREATION AND PARK DISTRICT
CO-SPONSORED GROUP
ANNUAL UPDATE

Group: Eagles Soccer Club

Date: April 19, 2019

One representative from your organization must attend the following PVRPD Board Meeting on:
Wednesday, May 1 at 6pm at City of Camarillo Council Chambers

Table with 5 columns: OFFICERS, NAME, ADDRESS, DAY PHONE, CELL PHONE. Rows include President Kathleen Kelley, Registrar Pam Tracy, Treasurer, and VicePresident Robert Drescher.

Number of participants last year: 650

Projected number of participants upcoming year:

Changes Organization has made from previous year: We started a recreational fall and spring league for 5,6,7 year olds.

Comments for the PVRPD Board of Directors: The Eagles are going strong and appreciate all that the PVRPD Board and staff do for us.

Primary Facility (ies) Used? Pleasant Valley Fields, Valle Lindo

What Time are Board Meetings Held? 7:15 PM

Where are Board Meetings Held? PV East Meeting Room

When are new Board Members Elected? March

When are new Board Members Installed? April

Pleasant Valley Recreation and Park District Liaison: Lanny Binney, Recreation Supervisor

Please complete and turn in to Lanny Binney by April 13, 2019

Lanny Binney
1605 E. Burnley Street, Camarillo, CA 93010
Phone: 482-1996 x 108
Fax: 805-482-3468

Form Completed by (print): Kathleen Kelley
Sign: Kathleen Kelley

Date 4/19/2019

**PLEASANT VALLEY RECREATION AND PARK DISTRICT
COMMUNITY SERVICE GROUP - ANNUAL REVIEW
FINANCIAL STATEMENT**

NAME OF ORGANIZATION Eagles Soccer Club

Last Year's Financial Statement
From: 5/1/18-4/30/19

Beginning Balance: \$ 161,856.00
(Include all accounts, i.e. savings and CDs)

Revenue:

Registration: \$ 1,115,730.00
Tournaments: \$ 153,610.00
Fundraisers/Scholarships:
Snack Bar: \$ 12,362.00
Interest: \$ 222.00
Parking: see tournament
Miscellaneous Income:
Total Revenue \$ 1,443,780.00

Expenses:

Admin Expense \$ 55,950.00
Advertising \$ 4,620.00
CPA/Accounting \$ 35,688.00
Equipment \$ 10,956.00
Facility/Field Maint. - PVF \$ 30,000.00
Insurance \$ 2,107.00
Internet (website) \$ 3,213.00
Licensing/Membership \$ 2,559.00
Maintenance (field/facility) \$ 19,675.00
Field Rental/Lights \$ 36,569.00
Paid Staff (trainers) \$ 900,505.00
Professional Services (refs) \$ 19,148.00
Refunds
Rentals (Golf Carts, potties) see tournament exp
School District
Snack Bar Expense \$ 20,078.00
Supplies
Tournament Expenses \$ 94,537.00
Uniforms
Contingency
Total Expense: \$ 1,235,605.00

Ending Balance: \$ 208,175.00

List Savings/CDs/Investments here:

Savings Account \$ 77,422.00
CD Account ___ month
CD Account ___ month
Investment Account
Other Account
Total Other Accounts

Checking + Other \$ 285,597.00

Proposed Budget
From:

Beginning Balance: \$ 285,597.00
(Include all accounts, i.e. savings and CDs)

Revenue:

Registration: \$ 1,115,000.00
Tournaments: \$ 150,610.00
Fundraisers/Scholarships:
Snack Bar: \$ 12,000.00
Interest: \$ 200.00
Parking:
Miscellaneous Income:
Total Revenue \$ 1,563,407.00

Expenses:

Admin Expense \$ 58,000.00
Advertising \$ 5,000.00
Awards
Equipment - Carts/Goals \$ 10,000.00
Facility/Field Maint. - PVF \$ 30,000.00
Insurance \$ 2,500.00
Internet (online registration) \$ 3,500.00
Licensing/Membership \$ 2,500.00
Maintenance (Valle Lindo) \$ 19,675.00
Field Rental/Lights \$ 30,000.00
Paid Staff (trainers) \$ 900,750.00
Professional Services (refs) \$ 20,000.00
Refunds
Rentals
School District
Snack Bar Expense \$ 20,000.00
Supplies
Tournament Entries \$ 95,000.00
Uniforms
Contingency
Total Expense: \$ 1,196,925.00

Ending Balance: \$ 366,482.00

List Savings/CDs/Investments here:

Savings Account \$ 77,422.00
CD Account ___ month
CD Account ___ month
Investment Account
Other Account
Total Other Accounts

Checking + Other \$ 443,904.00

**Pleasant Valley Recreation and Park District
Minutes of Regular Meeting
April 3, 2019**

1. CALL TO ORDER

Call to Order

The regular meeting of the Board of Directors of the Pleasant Valley Recreation and Park District was called to order at 5:30 p.m. by Chairman Kelley.

A. ADJOURNED TO CLOSED SESSION

The Board adjourned to closed session at 5:30 p.m.

B. CLOSED SESSION

1) Conference with Labor Negotiators

Pursuant to Government Code Section 54957.6, the Board conducted a closed session with the District's negotiators, Mary Otten and Eric Storrie regarding labor negotiations with the employee organization, SEIU Local 721.

2) Conference with Real Property Negotiators

Pursuant to Government Code Section 54956.8, the Board conducted a closed session with the District's real property negotiator, General Manager Mary Otten, Eric Storrie and Anthony Miller regarding certain real property, 15 Stearman Street, Camarillo, CA (OUHSD).

C. REGULAR MEETING RECONVENED

The regular meeting of the Pleasant Valley Recreation and Park District was reconvened at 6:03 p.m. with nothing to report from the closed session.

2. PLEDGE OF ALLEGIANCE

Karen Roberts led the pledge.

3. ROLL CALL

Roll Call

Ayes: Malloy, Mishler, Dixon, Magner, Chairman Kelley

Absent:

ALSO PRESENT: General Manager Mary Otten, Administrative Services Manager Leonore Young, Park Services Manager Bob Cerasuolo, Recreation Services Manager Eric Storrie, Administrative Analyst and Clerk of the Board Anthony Miller, Customer Service Representative and Recording Board Secretary Karen Roberts, Administrative Analyst Megan Hamlin, Recreation Supervisors Lanny Binney, Jane Raab and Macy Trueblood; Park Supervisor Nick Marienthal, Recreation Specialist Sarah Knickel, Accounting Specialist Fil Santos, Rosa Castro, Thom Tibor, Bea Herrera, Jeremy Goldberg, Tiffany Lewis, AJ Valenzuela, Danny Carrillo, Angus Simmons, Brian Bosley, Richard Frank and Tim Hedrick.

4. AMENDMENTS TO THE AGENDA

**Motion to
Approve
Agenda**

Chairman Kelley called for a motion. A motion was made by Director Magner and seconded by Director Dixon to approve the agenda as presented.

Voting was as follows:

Ayes: Magner, Dixon, Malloy, Mishler, Chairman Kelley

Noes:

Absent:

Carried

Motion: Carried

5. PRESENTATIONS

A. District Highlights

Recreation Supervisor Macy Trueblood presented the highlights of the District's April activities, programs and special events. Recreation Supervisor Lanny Binney introduced the District's recent hire, Recreation Specialist Sarah Knickel.

B. Pleasant Valley Swim Team

Recreation Supervisor Macy Trueblood introduced Tim Hedrick, Head Coach and General Manager of the Pleasant Valley Swim Team (PVST) who presented the organization's annual update. PVST is celebrating its 50 year partnership with the District and the Aquatic Center. The group is steady with 200 members and encourages the members to become involved as lifeguards/swim instructors at the Aquatic Center.

C. Roadrunners Radio Control Auto Racing Club

Recreation Supervisor Lanny Binney introduced Brian Bosley, president of the Roadrunners Radio Control Auto Racing Club who provided an annual update. The club offers several races throughout the year at the Freedom Park track. Mr. Bosley mentioned that many track users are not members of the club and that the club is applying for non-profit status.

6. PUBLIC COMMENT

Chairman Kelley received seven speaker cards from Clerk of the Board Anthony Miller. Thom Tibor of Camarillo supports a fair contract to protect the District's SEIU represented employees. Mr. Tibor stated that he was shocked that the sticking point of the negotiations was the "at-will" status contention and claimed that the Board was responsible for holding up bargaining as an anti-union attack. Longer negotiations will cost more and put the community in jeopardy.

Bea Herrera works with the local community college and the Oxnard High School District and stated support for the PVRPD union members. Ms. Herrera asked that the Board support their dedicated employees and remove the "at-will" stipulation in the contract.

Jeremy Goldberg is executive director of Central Coast Labor Council which represents over 70,000 members. Mr. Goldberg stated that the District's hold up on negotiations over the "at-will" status is an attack on the employees.

Tiffany Lewis of Camarillo stated that her family has been involved in sports and the local parks for years and that she supports the District workers' right to a fair contract. Ms. Lewis requested that the Board respect their employees and reconsider the "at-will" proposal.

AJ Valenzuela, president of the Ventura County Young Democrats Club, requested that the Board reconsider the “at-will” clause and move forward to pass the tentative agreement.

Danny Carrillo, the regional director of SEIU Local 721, stated that they have filed an unfair labor practice against the District due to its bargaining in bad faith. The “at-will” clause is an attack on employees’ rights. Mr. Carrillo stated that the District is now burning taxpayer dollars on legal fees rather than respecting the workers and being responsible to the public that the District serves. He asked that the Board discuss moving in a more positive direction.

7. CONSENT AGENDA

- A. Minutes for Special Board Meeting of February 26, 2019 and Regular Board Meeting of March 6, 2019
- B. Warrants, Accounts Payable & Payroll thru March 22, 2019
- C. Financial Report
- D. Consideration and Adoption of Resolution No 619 Proclaiming April 2019 as Arbor Month
- E. Consideration and Adoption of Resolution No. 620 Proclaiming May 2019 as Older American’s Month
- F. Review and Approval of Surplus Supplies and Equipment List
- G. Approve Resolution No. 621 to Continue the Local Emergency that Resulted Due to the Hill Fire 2018
- H. Consideration and Approval of the Specifications for the Mel Vincent Park Pre-Fabricated Restroom Facility and Authorization to Initiate the Public Bid Process

Chairman Kelley called for a motion. A motion was made by Director Magner and seconded by Director Mishler to approve the Consent Agenda.

**Motion to
Approve
Consent Agenda**

Voting was as follows:

Ayes: Magner, Mishler, Malloy, Dixon, Chairman Kelley

Noes:

Absent:

Carried

Motion: Carried

8. NEW ITEMS – DISCUSSION/ACTION

A. Clean Power Alliance (CPA) – Default Rate Tier Option Selection

Administrative Services Manager Leonore Young introduced Accounting Specialist Fil Santos who provided options for Clean Power Alliance’s renewable energy rates and the District’s options. Angus Simmons with Camarillo’s Clean Power Alliance Committee was in the audience and provided clarifications and recommendations. Discussion included: need for rate comparisons for each of the District’s 39 accounts, concern for inexperience and uncertainty of city owned power companies, the unique nature of the District’s electrical power consumption with high demand field lights in the evening, current 5 cents per kilowatt hour rate for Pleasant Valley Field lights, CPA’s proposal with

no guarantee of rates, need to opt out now in order to check calculations, AB 117, energy purchase across state lines, CPA's goal to build up reserves, but with any surplus funds going back to the City and not the customer; concern of environmentalists with wind fans covering the desert, reality of global warming and finding a balance between being proactive with clean power and saving money; and the possibility of opting in and/or out with the various accounts due to usage and District needs.

Chairman Kelley called for a motion. A motion was made by Director Mishler and seconded by Director Magner to approve opting out of Clean Power Alliance at this time and remaining with SCE until District staff can run a rate comparison. Director Dixon voted "aye" with the understanding that the motion is as written by staff and including a recommendation that after the rate comparison, the item be brought back to the full Board for discussion to determine if PVRPD should remain a SCE customer or opt in to become a CPA customer.

Motion to Approve Opting Out of CPA Until Staff Runs Rate Comparison

Voting was as follows:

Ayes: Mishler, Magner, Malloy, Dixon, Chairman Kelley

Noes:

Absent:

Carried

Motion: Carried

B. Consideration and Adoption of Resolution No. 622 Approval of Capital Improvements Mid-Year Budget Adjustments for FY 2018-2019

Administrative Services Manager Leonore Young provided mid-year budget adjustments for capital improvements. Discussion included the \$228,538 capital item for the architect firm that will be designing the Senior and Community Recreation Facility. The City will be paying half of that amount and the reimbursement of that half will go back into the capital project budget.

Chairman Kelley called for a motion. A motion was made by Director Magner and seconded by Director Mishler to adopt Resolution No. 622 Approval of Mid-Year Capital Improvements Budget adjustments for FY 2018-2019.

Motion to Adopt Reso 622 Capital Imp. Budget Adjustments

Voting was as follows:

Ayes: Magner, Mishler, Malloy, Dixon, Chairman Kelley

Noes:

Absent:

Carried

Motion: Carried

C. Lump Sum vs Monthly CalPERS Unfunded Liability Payment

Administrative Services Manager Leonore Young presented a recommendation for the District to pay an annual payment rather than monthly payments for the CalPERS unfunded liability for FY 2019-2020. Discussion include the cost savings.

Chairman Kelley called for a motion. A motion was made by Director Magner and seconded by Director Mishler to approve staff to pay CalPERS an annual payment for fiscal year 2019-2020 for the unfunded liability.

Motion to Approve Lump Payment for CalPERS Unfunded Liability

Voting was as follows:

Ayes: Wagner, Mishler, Malloy, Dixon, Chairman Kelley

Noes:

Absent:

Carried

Motion: Carried

D. Nominations for Candidate for CSDA Board of Director, Seat B

Administrative Analyst Megan Hamlin presented the call for nominations for CSDA Board of Directors, Seat B. Director Wagner recommended not nominating anyone from the District because she is already on the CSDA executive board and that current incumbent, Jeff Hodge is a good candidate. Chairman Kelley stated that the direction was to not nominate anyone from the District for the CSDA Board of Directors, Seat B position.

9. INFORMATIONAL ITEMS

- A. Chairman Kelley – Chairman Kelley stated that the parks look great due to District staff and he appreciates everyone’s professionalism. Mr. Kelley suggested that people in the private sector be aware of the Employee Retirement Income Security Act (ERISA) which sets guidelines for benefits that employers do not necessarily have to provide.
- B. Ventura County Special District Association/California Special District Association – Director Wagner stated that VCSDA met April 2 with guest speaker John Krist of the Ventura County Farm Bureau. The June 4th meeting will take place at PVRPD’s Senior Center. CSDA – Director Wagner stated that the group’s agenda is over 500 pages with legislative items like public housing.
- C. Ventura County Consolidated Oversight Board – No meeting.
- D. Santa Monica Mountains Conservancy – Director Mishler reported that there was a meeting in Thousand Oaks.
- E. Standing Committees – Finance – Director Malloy stated that the 2nd half of Camarillo’s property taxes will be coming in the next few weeks and that the District’s cash balance is up and water costs are down from last year. Liaison – Director Dixon reported that the committee met with the architects, LPA, Inc. and that the next meeting is April 11. Director Malloy reported that the Liaison Committee met with the Pleasant Valley School District officials regarding the reworking of MOU’s. Personnel – No meeting. Policy – Nothing to report.
- F. Foundation for Pleasant Valley Recreation and Parks – Director Wagner stated that three upcoming fundraisers are on April 9 at Presto Pasta, May 14 at Cronies and August 17’s 5th Annual Party for the Parks at Camarillo Grove Park. Caught Red Handed will be the entertainment for the event. At the Foundation’s annual meeting, Director Wagner was elected as chairperson, Janet Dixon as vice-chair and Rod Brown as treasurer.
- G. General Manager’s Report – General Manager Mary Otten reported that the first community workshop for the Senior and Community Recreation Facility project will be held on April 23 from 6:30pm to 9pm at the Community Center. Updates within the District are the Springville Dog Park reopening along with the new playground at Nancy Bush Park and the Aquatic Center. The restroom renovation at Valle Lindo

Park and the new picnic pavilion at Pitts Ranch Park will start in May. Camarillo Grove Park will reopen in April, with a partial opening since the turf in the dog park and the playground equipment still need to be replaced. The trails will not open until June.

10. ORAL COMMUNICATIONS

Director Magner stated that the parks are beautiful and that the shaded play structure at Nancy Bush Park has been very well received. Ms. Magner thanked Accounting Specialist Fil Santos on his first Board presentation and thanked Megan Hamlin for her work with the Foundation. Director Mishler stated that Nancy Bush Park looks great and asked when a new District sign will be posted. Mr. Mishler stated that he spoke with the neighbors at Mel Vincent Park who were happy to hear that the new restroom at the park will be closed at night. Director Dixon stated that Nancy Bush Park and the Springville Dog Park have received positive comments. Dr. Dixon thanked Chairman Kelley for allowing speakers at the Board meetings to finish their thoughts when their 3 minutes are up, unlike the City Council's approach. Dr. Dixon commented that the District will have the community elect a (dog) mayor of the dog park but the City may not have an elected mayor. Director Malloy stated that the Aquatic Center had a great opening and that he attended the City's redistricting meeting. He thanked park staff for the installation of the new park equipment and recent renovations.

11. ADJOURNMENT

Chairman Kelley adjourned the meeting at 8:29 p.m.

Respectfully submitted,

Approval,

**Karen Roberts
Recording Secretary**

**Robert Kelley
Chairman**

**Pleasant Valley Recreation and Park District
Administrative Office – Room #7
1605 E. Burnley St., Camarillo, California
Minutes of Special Meeting
April 15, 2019**

1. CALL TO ORDER

Call to Order

A special meeting of the Board of Directors of the Pleasant Valley Recreation and Park District was called to order at 6:00 p.m. by Chairman Kelley.

2. PLEDGE of ALLEGIANCE

3. ROLL CALL

Roll Call

Ayes: Malloy, Mishler, Dixon, Magner, Chairman Kelley

Absent:

Also Present: General Manager Mary Otten, Administrative Services Manager Leonore Young, Park Services Manager Bob Cerasuolo, Recreation Services Manager Eric Storrie, Administrative Analyst and Clerk of the Board Anthony Miller, and Administrative Analyst Megan Hamlin.

4. ADOPTION OF AGENDA

Agenda accepted as presented.

5. OPEN COMMUNICATION/PUBLIC FORUM

No comments.

6. NEW ITEMS-DISCUSSION/ACTION

A. Consideration and Approval of a Request for Proposal for Arneill Ranch Park Renovation Design and Architectural Services (Proposition 68 Parks and Water Bond 2018 Funding)

Administrative Analyst Anthony Miller presented an RFP for Architectural Design services for the redesign of Arneill Ranch Park for consideration to receive grant funding through Prop 68. Chairman Kelley asked if the ½ mile radius restriction imposed by the grant was to limit public input for features that would be considered for the park. Anthony replied that the focus of the program was to develop parks that are responsive to the neighborhoods around them. Director Dixon asked for an explanation as to why a list of features from the District would make a grant application less competitive. Anthony replied that the lists are supposed to be community generated.

Chairman Kelley called for a motion. A motion was made by Director Magner and seconded by Director Mishler to approve the Request for Proposals (RFP) for the Arneill Ranch Park Renovation project.

**Motion to
Approve RFP
for Arneill
Ranch Arch.
Design Services**

Voting was as follows:

Ayes: Magner, Mishler, Dixon, Malloy, Chairman Kelley

Noes:
Absent:

Motion: Carried

Carried

B. Consideration and Direction Regarding a Proposed Tent Structure Located at the Community Center Park

Recreation Services Manager Eric Storrie presented options to the Board for direction regarding purchasing a tent structure to replace programming space that could be lost with the closure of Freedom Gym. Five possible locations were presented at the Community Center site with two different tent sizes. Depending on the location and the tent size, significant site improvements would be needed. Estimates for tent cost alone range from \$38,000 to \$200,000. Smaller tent sizes mean less programming potential and no “back-of-house” area while larger tents provide more capacity in both senses. All tent sizes would require facility upgrades such as leveling, drainage, power, facility signage, and permitting (temporary 180 days needs no fire suppression vs. non-temporary needing fire suppression). Options 1-2-3-5 would require new fencing.

Discussion included: The District could erect the tent for six months without any extra equipment and then take it down but could only do that once on the same site in a year; Staff would consider the least technical option as best; Option 2: parking lot/sidewalk outside auditorium event space, would require substantial site leveling/subfloor construction; Would remove lawn bowling bowl and would need to reroute parking flow; Revenue; Staffing would be a concern as the tent would be outside fencing; Option 3, large tent, half parking half sidewalk in Community center open space 3, site has power and plumbing in the grass; Would need staffing and fencing as well as 2 because outside of community center fencing area; Option 4, small tent, would require lights and benches removed but not require moving the fence; Smaller tent size would only fit a half court and lose BOH storage capability; Would not allow complete programming replacement; Would not require staffing due to location within fence line; Option 5, small tent, same issues as option 2 but would need to remove fencing and would reserve lawn bowling area; Cost range altogether would be between \$85,000 and \$308,000.

Directors Dixon and Mishler both expressed interest in spending the least amount possible for what they see as a temporary programming space. Director Mishler expressed belief the OUHSD would not move that quickly on selling the gym and that the District would have plenty of time to discuss further options before the need for space became pressing. Director Dixon expressed a strong desire for the smaller tent options. Director Mishler also supported the smaller tent options due to flexibility. Directors Malloy, Magner, and Chairman Kelley supported doing further research on the larger tent options due to their greater programming capacity and storage space. Chairman Kelley supported placing it farther into the parking lot to minimize site costs, however General Manager Otten mentioned that this would cause future parking issues. Director Mishler also mentioned that placing the tent further in the lot would also cause staffing and power costs to rise so the savings wouldn't be as great. Recreation Manager Storrie supported the tent durability

and the notion that future programming could be served at other locations if the tent was moved. It could be a revenue opportunity.

Direction from the Board is to research the larger tent size with no direction in regards to the location it should be placed and to present the Board with price scopes and options.

C. Discussion Regarding Joint Use Agreements and Field Space

General Manager Mary Otten presented information regarding the usage of the Los Altos baseball fields by the Miracle League ("ML") and the possible loss of more fields due to redevelopment by PVSD. The presentation outlined agreements with both PVSD and OUHSD and focused on PVSD and the Miracle League. PVSEA recently moved to the Los Altos school site on Temple Avenue, and the school board agreed to partner with ML to use the Temple Pony field for programming. This calls into question the wording of the current agreement and brings up the need to renegotiate.

At a previous liaison meeting between PVRPD and PVSD, it was determined that the ML location should be discussed. Currently, PVRPD pays approximate \$60,000/year for the Los Altos field water and PONY takes care of the baseball field maintenance. Per the PVRPD-PVSD agreement, PVSD is to pay PVRPD \$10,000/year for water (currently in arrears three years). Miracle League is slated to take the Temple Pinto field and the Shetland field in the middle of the site adjacent to the school having been moved already to make room for soccer and running space; the agreement no longer reflects an accurate representation of the site's usage.

Discussion included: Director Malloy introduced a map from the Liaison Committee meeting and an image of the Santa Rosa track picture for general information purposes. Chairman Kelley expressed concern that PVSD would start to tear out outfield grass for the proposed track. General Manager Otten informed the Board that PVSD has stated that they won't be installing anything like out at Santa Rosa but there are no guarantees. Further discussion mentioned: the school is adding students and PONY is also growing so this presents a major problem.

General Manager Otten proceeded to present a series of overlays, (averages of the field dimensions present at Visalia, Orange County, Modesto, Scottsdale, and Balboa Park/SFV) for possible site locations on PVRPD property for the Miracle League.

Woodcreek site: Discussion included: the development of this park and the current fencing situation due to the adjacent school site was very contentious; Part of PVSD's fencing and asphalt lays on PVRPD property; If the field were to be sited here, PVSD would still need to open restrooms and this would displace two major soccer user groups.

Freedom Park site: Discussion included: currently used as the temporary dog park; This site does not have very much rental activity, fits the Miracle Leagues requests for facilities and inclusion with other baseball sites; This site would require that the master plan be changed to remove some of the features planned for that area and would require more

parking. If this site was offered as a potential area for ML, then the pavilion, snack bar, and restrooms would all need to be addressed.

Pitts Ranch Site: Discussion included: displaces the most reservations of all the park sites discussed. Would require grading and there is very limited parking.

Direction from the Board regarding PVSD and Miracle League is for staff to present the Freedom Park site as a potential location for the Miracle League to develop a field.

General Manager Otten presented a summary of OUHSD Measure A and the Adolfo Camarillo High School facilities that are going to be renovated. OUHSD have already asked what facilities PVRPD has available. Discussion included: PVRPD will be charging any rentals based on the prices set on the fee schedule, any kind of exchange for the usage of Freedom Gym would be welcome, and the Board is interested in the specifications for the soccer/football field that will be installed.

7. ORAL COMMUNICATIONS

None.

8. ADJOURNMENT

Chairman Kelley adjourned the meeting at 8:26 p.m.

Respectfully submitted,

Anthony Miller
Clerk of the Board

Approval,

Robert Kelley
Chairman

Pleasant Valley Recreation and Park District
 Finance Report
 March 2019

	Date	Amount	
Accounts Payables:	3/14/2019	\$ 155,793.81	AP- 3/14/2019
	3/28/2019	\$ 63,029.21	AP- 3/28/2019
	Total	\$ 218,823.02	
Payroll (Total Cost):	3/7/2019	\$ 129,626.73	Payroll 3/7/19
	3/21/2019	\$ 125,655.55	Payroll 3/21/19
	Total	\$ 255,282.28	
Outgoing:Online Payments	3/1/2019	\$ 83.21	Sprint
	3/4/2019	\$ 3,406.97	City of Camarillo- Water
	3/5/2019	\$ 31,568.21	03/2019- CALPERS Health Insurance
	3/5/2019	\$ 1,767.08	03/2019 The Hartford Insurance
	3/5/2019	\$ 2,135.35	3/2019- The Guardian
	3/5/2019	\$ 4,270.95	Southern CA Edison
	3/5/2019	\$ 500.40	03/20219- VSP
	3/7/2019	\$ 2,195.91	City of Camarillo- Water
	3/8/2019	\$ 25.80	Culligan Water
	3/8/2019	\$ 13,588.05	CALPERS (Ret.)- PR 03/07/2019
	3/12/2019	\$ 44.75	Culligan Water
	3/14/2019	\$ 2,825.91	WEX (Fuel)
	3/14/2019	\$ 8,082.72	Southern CA Edison
	3/14/2019	\$ 110.76	AFLAC
	3/15/2019	\$ 2,790.97	Southern CA Gas Co.
	3/15/2019	\$ 50.64	Southern CA Edison
	3/22/2019	\$ 13,268.01	CALPERS (Ret.)- PR 03/21/2019
	3/25/2019	\$ 10.61	Time Warner Cable
	3/25/2019	\$ 1,314.87	City of Camarillo- Water
	3/25/2019	\$ 3,220.75	Southern CA Edison
	3/26/2019	\$ 1,687.11	City of Camarillo- Water
	3/26/2019	41.97	John Deere Financial
	3/28/2019	535.68	Souther CA Gas Co.
	Total	\$ 93,526.68	
	Grand Total	\$ 567,631.98	

CASH REPORT

	3/31/2019 Balance	3/31/2018 Balance	
Restricted Funds			
Debt Service - Resrtricted	\$ 249,186.72	\$ 5,837.40	
457 Pension Trust Restricted	\$ 70,177.71	\$ 83,248.52	
Quimby Fee - Restricted	\$ 99,438.33	\$ 188,029.89	
Multi-Bank Securities Restricted	\$ 661,074.59	\$ 633,132.20	
Ventura County Pool - Restricted	\$ 5,140,651.92	\$ 4,556,300.36	
FCDP Checking	\$ 20,934.04	\$ 29,336.30	
Total	\$ 6,241,463.31	\$ 5,495,884.67	
Semi-Restricted Funds			
Assessment	\$ 365,414.22	\$ 334,602.65	
Capital Improvement	\$ 33,999.68	\$ 83,625.26	
Capital - Vehicle Replacement	\$ 50,843.80	\$ 40,843.80	
Capital - Designated Project	\$ 16,397.94	\$ 21,613.44	
LAIF Capital	\$ 2,060,736.18	\$ 2,063,725.55	
Contingency - Dry Period	\$ 271,000.00	\$ 181,000.00	
Contingency - Computer	\$ 10,000.01	\$ 5,000.01	
Contingency - Repair/Oper/Admin	\$ 30,000.00		
Total	\$ 2,527,391.82	\$ 2,730,410.71	
Unrestricted Funds			
Contingency	\$ 765,613.32	\$ 749,516.97	
Cal Trust	\$ 420,589.17	\$ 319,492.73	
General Fund Checking	\$ 551,227.22	\$ 307,689.64	
Total	\$ 1,737,429.71	\$ 1,376,699.34	
Total of all Funds	\$ 10,506,284.84	\$ 9,602,994.72	\$ 903,290.12

	4/23/2019 Balance	4/30/2018 Balance	
Restricted Funds			
Debt Service - Resrtricted	\$ 249,186.72	\$ 636,128.62	
457 Pension Trust Restricted	\$ 428,160.09	\$ 83,265.63	
Quimby Fee - Restricted	\$ 98,955.57	\$ 188,068.52	
Multi-Bank Securities Restricted	\$ 660,764.48	\$ 632,278.39	
Ventura County Pool - Restricted	\$ 5,140,651.92	\$ 5,056,879.54	
FCDP Checking	\$ 20,934.04	\$ 29,446.30	
Total	\$ 6,598,652.82	\$ 6,626,067.00	
Semi-Restricted Funds			
Assessment	\$ 814,459.34	\$ 227,845.05	
Capital Improvement	\$ 33,999.68	\$ 83,642.44	
Capital - Vehicle Replacement	\$ 50,843.80		
Capital - Designated Project	\$ 16,397.94		
LAIF Capital	\$ 2,810,736.18	\$ 2,071,955.79	
Contingency - Dry Period	\$ 271,000.00		
Contingency - Computer	\$ 10,000.01		
Contingency - Repair/Oper/Admin	\$ 30,000.00		
Total	\$ 3,726,436.94	\$ 2,383,443.28	
Unrestricted Funds			
Contingency	\$ 765,613.32	\$ 749,660.98	
Cal Trust	\$ 1,420,589.17	\$ 1,919,429.73	
General Fund Checking	\$ 881,156.19	\$ 452,246.89	
Total	\$ 3,067,358.68	\$ 3,121,337.60	
Total of all Funds	\$ 13,392,448.44	\$ 12,130,847.88	\$ 1,261,600.56

MBS – Multi Bank Securities

MBS - US Treasury Type	December 27 2017	January 11 2018	February 15 2018	March 15 2018	April 7 2018	May 10 2018	June 6 2018	July 11 2018	Aug 9 2018
US 3 Month	1.427%	1.393%	1.558%	1.728%	1.694%	1.842%	1.900%	1.922%	2.003%
US 6 Month	1.488%	1.540%	1.775%	1.893%	1.860%	2.000%	2.067%	2.085%	2.173%
US 1 Year	1.670%	1.715%	1.920%	1.988%	1.954%	2.175%	2.223%	2.260%	2.343%
US 2 Year	1.891%	1.973%	2.176%	2.287%	2.266%	2.526%	2.520%	2.582%	2.649%
US 3 Year	2.000%	2.074%	2.391%	2.425%	2.397%	2.667%	2.650%	2.672%	2.728%
US 5 Year	2.215%	2.329%	2.630%	2.627%	2.584%	2.526%	2.809%	2.752%	2.811%
	Sept 11 2018	Oct 15 2018	Nov 11 2018	Dec 11 2018	Jan 11 2019	Feb 11 2019	March 13 2019	April 9 2019	
US 3 Month	2.095%	2.228%	2.327%	2.344%	2.345%	2.375%	2.388%	2.376%	
US 6 Month	2.255%	2.395%	2.464%	2.475%	2.437%	2.432%	2.445%	2.375%	
US 1 Year	2.435%	2.567%	2.637%	2.595%	2.490%	2.458%	2.435%	2.332%	
US 2 Year	2.744%	2.853%	2.924%	2.754%	2.537%	2.490%	2.463%	2.346%	
US 3 Year	2.820%	2.941%	2.990%	2.751%	2.504%	2.467%	2.433%	2.294%	
US 5 Year	2.869%	3.012%	3.039%	2.726%	2.520%	2.475%	2.522%	2.306%	

Ventura County Pool

Investment Name	December 2017	January 2018	February 2018	March 2018	April 2018	May 2018	June 2018	July 2018	Aug 2018
Ventura County Pool	1.345%	1.42%	1.552%	1.611%	1.781%	1.857%	1.963%	2.072%	2.136%
	September 2018	October 2018	November 2018	December 2018	January 2019	February 2019	March 2019	April 2019	May 2019
Ventura County Pool	2.135%	2.293%	2.433%	2.483%	2.757%	2.669%	2.655%		

• Rates are determined at the end of the month

Local Agency Investment Fund (LAIF)

Investment Name	December 2017	January 2018	February 2018	March 2018	April 2018	May 2018	June 2018	July 2018	Aug 2018
Local Agency Investment Fund (LAIF)	1.239%	1.350%	1.412%	1.524%	1.661%	1.755%	1.854%	1.944%	1.998%
	September 2018	October 2018	November 2018	December 2018	January 2019	February 2019	March 2019	April 2019	May 2019
Local Agency Investment Fund (LAIF)	2.160%	2.144%	2.208%	2.291%	2.355%	2.392%	2.436%		

Cal Trust

Investment Name					January 2019	February 2019	March 2019		
Cal Trust					2.54%	2.52%	2.52%		

Pleasant Valley Recreation & Park District
 FY18-19 Investments Summary
 31-Mar-19

	Purchase Date	Maturity Date	Purchase Price	Market Price	Accrued Interest	Est. Annual Income	Est. Yield	Cur. Market Value	Int. Received Since Inception
MBS Investments:									
Firstbank P R Santurce	2/12/2016	2/12/2020	245,000.00	99.2980	210.43	4,042.50	1.66%	243,280.10	12,448.78
Goldman Sachs BK USA New York CTF Dep A	2/10/2016	2/10/2021	200,000.00	99.3530	523.56	3,900.00	1.96%	198,706.00	11,710.69
Everbank Jacksonville Fla	2/12/2016	2/12/2021	200,000.00	98.6230	437.81	3,400.00	1.72%	197,246.00	10,209.31
MBS Investments Total			645,000.00		11,342.50			639,232.10	34,368.78

	FY15-16 Interest	FY16-17 Interest	FY17-18 Interest	2018-2019 Q1 Interest	2018-2019 Q2 Interest	2018-2019 Q3 Interest	2018-2019 Q4 Interest	2018-2019 YTD Interest	Int. Received Since Inception
MBS Interest Summary									
YTD Dividends and Interest	1,340.13	11,362.53	11,342.53	4,638.94	1,007.86	4,676.79		10,323.59	34,368.78

	Q1 Interest	Q2 Interest	Q3 Interest	Q4 Interest	Current Qtr. Interest Rate	2018-2019 YTD Interest Earned	Ending Balance Per Bank Statement
LAI:							
	\$ 11,589.48	\$ 12,822.64	\$ 15,027.05		2.55%	\$ 39,439.17	2,060,736.18

	Q1 Interest	Q2 Interest	Q3 Interest	Q4 Interest	Current Qtr. Interest Rate	2018-2019 YTD Interest Earned	Ending Balance Per Bank Statement
Ventura County Pool:							
Restricted -0241	\$ 25,038.78	\$ 29,098.42	\$ -		0.00%	\$ 54,137.20	5,140,651.92
Unrestricted -0240	\$ 5,038.33	\$ 1,315.76	\$ -		0.00%	\$ 6,354.09	501,898.13
CALTRUST	\$ -	\$ -	\$ 1,240.47		2.37%	\$ 1,240.47	501,240.47

	Q1 Interest	Q2 Interest	Q3 Interest	Q4 Interest	Current Qtr. Interest Rate	2018-2019 YTD Interest Earned	Ending Balance Per Bank Statement
Pacific Western Bank Accounts							
457 Pension	\$ 45.80	\$ 53.00	\$ 51.89		0.30%	\$ 150.69	70,177.71
Assessment District	\$ 50.87	\$ 60.32	\$ 312.75		0.30%	\$ 423.94	365,414.22
Capital	\$ 54.79	\$ 67.69	\$ 72.37		0.30%	\$ 194.85	101,241.42
Contingency	\$ 476.33	\$ 365.69	\$ 797.09		0.30%	\$ 1,639.11	1,076,613.33
Debt Service	\$ 374.17	\$ 115.44	\$ 237.55		0.30%	\$ 727.16	249,186.72
Quimby	\$ 193.25	\$ 267.37	\$ 232.15		0.45%	\$ 692.77	121,622.83

Total Invested Balance Including MBS 10,326,774.56

	Q1 Interest	Q2 Interest	Q3 Interest	Q4 Interest	2018-2019 YTD Interest Earned
Interest Earnings Summary					
Total Dividends and Interest	47,500.74	45,174.19	22,648.11		\$ 115,323.04

**PLEASANT VALLEY RECREATION AND PARK DISTRICT
STAFF REPORT / AGENDA REPORT**

TO: BOARD OF DIRECTORS

FROM: MARY OTTEN, GENERAL MANAGER
By: Leonore Young, Administrative Services Manager

DATE: May 1, 2019

SUBJECT: FINANCE REPORT MARCH 2019

RECOMMENDATION

It is recommended the Board review and approve the District's Financial Statements for March 2019 regarding Fund 10, Fund 20 and Fund 30.

ANALYSIS OF COMPARATIVE FINANCIAL THROUGH MARCH 31, 2019

Attached you will find the District's Statements of Revenues and Expenditures for the period of July 1, 2018 through March 31, 2019 with a year-to-date comparison for the period of July 1, 2017 through March 31, 2018. The percentage rate used for the 2018-2019 fiscal year budget is 75% for Period 9 of the fiscal year.

REVENUES

Total revenue for the 9th month ending March 31, 2019 for Fund 10 (General Fund) has an overall increase of \$399,582 over prior year; the primary reason for the increase is Tax Apportionment (\$166,417), Rental (\$120,422), Hill Fire Revenue from the insurance company (\$49,355) and Public Fees (\$48,243) and other numerous accounts.

Total revenue for the 9th month ending March 31, 2019 for Fund 20 (Assessment District) is at 70% of budget. The Assessment District is on target for meeting its budget of \$1,109,053 for Assessment revenue and interest earnings for the fiscal year.

Fund 30 (Park Dedication Fee) is at 622% of budget due to the interest earnings on the investments, along with receiving Park Dedication Fees (\$85,533) which is a line item for which the District does not budget. Fund 30 has had no services and supplies expenses for fiscal year 2018-2019.

EXPENDITURES

Personnel Expenditures have increased by \$336,247 for FY 2018-2019 in comparison to personnel expense for the same time period as last year. This increase is primarily due to Full Time Wages (\$100,992), PERS Unfunded Liability (\$86,370), increase in Workers Compensation (\$57,688), increase in Retirement (\$27,570) and an overall increase to various other payroll accounts.

Service and Supply Expenditures for Fund 10 have increased \$10,710 which is in close comparison to the prior fiscal year.

Fund 20 is at 59% in Personnel and 70% in Service and Supplies. Currently, Fund 20 is below budget at 70%.

Fund 30 Services and Supplies has no budget and has limited activity for the month of March 2019.

Capital projects for fiscal year 2018-2019 are currently underway and are at 58% of budget.

Quimby Fees fee projects are at 15% of budget.

FISCAL IMPACT

Overall the District is under the approved budget for Fund 10 by 10% and Fund 20 is below budget by 4.6%. Staff is constantly reviewing ways to make the District run effectively and efficiently while staying within the approved budget.

RECOMMENDATION

It is recommended the Board review and approve the Financial Statements for March 31, 2019 regarding Fund 10, Fund 20 and Fund 30.

ATTACHMENTS

- 1) Financial Statement of Revenues and Expenditures as of March 31, 2019 Fund 10
(3 pages)
- 2) Financial Statement of Revenue and Expenditures as of March 31, 2019 Fund 20
(1 page)
- 3) Financial Statement of Revenue and Expenditures as of March 31, 2019 Fund 30
(1 page)

General Ledger
Fund 10 General Fund
March 2019 75%

Description	Account	Period Amount	One Year Prior Actual	Year to Date	Budget	Budget Remaining	% of Budget Used
Revenue							
Tax Apport Cur Year Secured	5110	\$ -	\$ 3,274,620.96	\$ 3,441,037.54	\$ 6,506,450.00	\$ 3,065,412.46	52.89%
Tax Apport Cur Year Unsec	5120	\$ -	\$ 104,473.45	\$ 115,812.89	\$ -	\$ 115,812.89	0.00%
Tax Apport Prior Year Sec	5130	\$ -	\$ 37,380.77	\$ 33,044.37	\$ -	\$ 33,044.37	0.00%
Tax Apport Prior Year Unsec	5140	\$ -	\$ 4,556.00	\$ 10,361.51	\$ -	\$ 10,361.51	0.00%
Tax Deeded Sales	5150	\$ -	\$ 45.52	\$ 10.03	\$ -	\$ 10.03	0.00%
HOPTR	5230	\$ -	\$ 23,304.76	\$ 22,956.10	\$ -	\$ 22,956.10	0.00%
HOPTR Prior Year	5231	\$ -	\$ 15,982.52	\$ -	\$ -	\$ -	0.00%
Supplemental Assessment Roll	5240	\$ -	\$ 140.99	\$ 19.43	\$ -	\$ 19.43	0.00%
Interest Earnings	5310	\$ 382.21	\$ 8,827.73	\$ 42,236.17	\$ 18,300.00	\$ 23,936.17	230.80%
MBS Interest Earnings	5320	\$ -	\$ 533.67	\$ -	\$ -	\$ -	0.00%
Dividends CAPRI Prior Years	5460	\$ 9,382.00	\$ -	\$ 9,382.00	\$ -	\$ 9,382.00	0.00%
Hill Fire 2018	5465	\$ -	\$ -	\$ 49,333.34	\$ -	\$ 49,333.34	0.00%
Park Patrol Citations	5506	\$ 422.00	\$ 2,528.02	\$ 7,453.85	\$ 4,510.00	\$ 2,943.85	165.27%
Plan Check Fee	5507	\$ -	\$ -	\$ -	\$ 100.00	\$ 100.00	0.00%
Contract ClassesPublic Fees	5510	\$ 15,965.15	\$ 135,658.70	\$ 142,330.01	\$ 232,539.00	\$ 90,208.99	61.21%
Public Fees	5511	\$ 19,784.10	\$ 189,433.61	\$ 237,677.04	\$ 393,842.00	\$ 156,164.96	60.35%
Swim Passses	5513-5529	\$ 845.00	\$ 41,062.75	\$ 34,939.97	\$ 71,695.00	\$ 36,755.03	48.73%
Rental	5530	\$ 25,786.05	\$ 175,206.29	\$ 295,629.19	\$ 417,196.00	\$ 121,566.81	70.86%
Cell Tower Revenue	5535	\$ 7,642.57	\$ 65,886.07	\$ 68,520.19	\$ 83,534.00	\$ 15,013.81	82.03%
Annual Passes	5536	\$ -	\$ -	\$ 122.00	\$ -	\$ 122.00	0.00%
Parking Fees	5540	\$ 270.00	\$ 12,313.40	\$ 10,440.32	\$ 10,470.00	\$ 29.68	99.72%
Indemnity Revenue	5545	\$ -	\$ 11,570.75	\$ -	\$ -	\$ -	0.00%
Dues	5550	\$ 176.00	\$ 1,108.00	\$ 1,155.00	\$ 2,160.00	\$ 1,005.00	53.47%
Activity Guide Revenue	5555	\$ 350.00	\$ 9,934.50	\$ 11,325.75	\$ 16,000.00	\$ 4,674.25	70.79%
Sponsorships	5558	\$ -	\$ -	\$ 500.00	\$ -	\$ 500.00	0.00%
Special Event	5561	\$ -	\$ -	\$ -	\$ 11,000.00	\$ 11,000.00	0.00%
Staffing Cost Recovery	5563	\$ 936.00	\$ 618.00	\$ 7,500.16	\$ 5,000.00	\$ 2,500.16	150.00%
Special Event Permits	5564	\$ 100.00	\$ 300.00	\$ 606.00	\$ 1,000.00	\$ 394.00	60.60%
Donations	5570	\$ 95.00	\$ 83,128.95	\$ 75,594.50	\$ 90,870.00	\$ 15,275.50	83.19%
Grant HCF	5573	\$ -	\$ -	\$ 1.00	\$ -	\$ 1.00	0.00%
Other/Purchase Discount Taken	5575	\$ 4,458.40	\$ 47,718.58	\$ 71,525.02	\$ 64,615.00	\$ 6,910.02	110.69%
Credit Card Processing Fee	5576	\$ 137.02	\$ -	\$ 140.77	\$ -	\$ 140.77	0.00%
Cash Over/Under	5580	\$ 25.00	\$ 80.00	\$ 44.00	\$ -	\$ 44.00	0.00%
Incentive Income	5585	\$ 16.97	\$ 1,896.70	\$ 2,110.66	\$ 1,600.00	\$ 510.66	131.92%
Reimbursement ROPS	5600	\$ -	\$ 294,735.81	\$ 282,734.93	\$ 190,000.00	\$ 92,734.93	148.81%
Reimb Needs Assessment	5605	\$ -	\$ 32,431.00	\$ 516.00	\$ -	\$ 516.00	0.00%
Revenue		\$ 86,773.47	\$ 4,575,477.50	\$ 4,975,059.74	\$ 8,120,881.00	\$ 3,889,379.72	61.26%
YTD Comparison				\$ 399,582.24			
Expense							
Full Time Salaries	6100	\$ 161,261.86	\$ 1,489,065.48	\$ 1,590,057.63	\$ 2,401,820.00	\$ 811,762.37	66.20%
Overtime Salaries	6101	\$ 2,367.91	\$ 13,767.70	\$ 27,564.91	\$ 38,536.00	\$ 10,971.09	71.53%
Car Allowance	6105	\$ 830.74	\$ 7,356.07	\$ 7,898.66	\$ 10,800.00	\$ 2,901.34	73.14%
Cell Phone Allowance	6108	\$ 1,118.00	\$ 10,749.88	\$ 11,483.86	\$ 15,900.00	\$ 4,416.14	72.23%
PartTime Salaries	6110	\$ 28,936.70	\$ 395,618.57	\$ 421,490.48	\$ 726,323.00	\$ 304,832.52	58.03%
Retirement	6120	\$ 27,578.64	\$ 246,194.77	\$ 273,765.50	\$ 440,350.00	\$ 166,584.50	62.17%
457 Pension	6121	\$ 135.22	\$ 7,041.62	\$ 7,041.62	\$ 7,445.00	\$ 403.38	94.58%
Employee Insurance	6130	\$ 18,128.80	\$ 155,295.72	\$ 168,575.47	\$ 350,837.00	\$ 182,261.53	48.05%
Workers Compensation	6140	\$ 12,536.89	\$ 96,994.05	\$ 154,682.94	\$ 212,453.00	\$ 57,770.06	72.81%
Unemployment Insurance	6150	\$ -	\$ -	\$ 5,225.00	\$ 2,200.00	\$ (3,025.00)	237.50%
Loan Pension Obligation	6160	\$ 20,300.83	\$ 178,532.28	\$ 182,707.50	\$ 243,610.00	\$ 60,902.50	75.00%
PERS Unfunded Liability	6170	\$ -	\$ 232,344.00	\$ 318,714.00	\$ 318,714.00	\$ -	100.00%
Personnel		\$ 273,195.59	\$ 2,832,960.14	\$ 3,169,207.57	\$ 4,768,988.00	\$ 1,599,780.43	66.45%
YTD Comparison				\$ 336,247.43			
Telephone	6210	\$ 1,010.85	\$ 7,652.88	\$ 8,790.16	\$ 11,456.00	\$ 2,665.84	76.73%
Internet Services	6220	\$ 1,546.36	\$ 18,070.61	\$ 22,642.79	\$ 54,758.00	\$ 32,115.21	41.35%
Pool Chemicals	6310	\$ 13.71	\$ 4,063.52	\$ 4,071.24	\$ 12,000.00	\$ 7,928.76	33.93%
Janitorial Supplies	6320	\$ 3,557.49	\$ 37,654.09	\$ 38,293.79	\$ 52,200.00	\$ 13,906.21	73.36%
Kitchen Supplies	6330	\$ 53.64	\$ 248.38	\$ 424.49	\$ 1,400.00	\$ 975.51	30.32%
Food Supplies	6340	\$ 93.03	\$ 2,764.50	\$ 5,630.36	\$ 10,575.00	\$ 4,944.64	53.24%
Water Maint & Service	6350	\$ 70.55	\$ 516.70	\$ 778.08	\$ 1,080.00	\$ 301.92	72.04%
Laundry/Wash Service	6360	\$ -	\$ 40.00	\$ 199.50	\$ 380.00	\$ 180.50	52.50%
Medical Supplies	6380	\$ -	\$ -	\$ -	\$ 650.00	\$ 650.00	0.00%
Insurance Liability	6410	\$ -	\$ 97,158.00	\$ 115,144.00	\$ 111,732.00	\$ 3,412.00	103.05%
Equipment Maintenance	6500	\$ -	\$ -	\$ -	\$ 400.00	\$ 400.00	0.00%
Fuel	6510	\$ 3,144.37	\$ 25,005.31	\$ 31,214.60	\$ 43,000.00	\$ 11,785.40	72.59%
Vehicle Maintenance	6520	\$ 3,683.92	\$ 24,154.06	\$ 24,174.50	\$ 35,400.00	\$ 11,225.50	68.29%
Office Equipment Maintenance	6530	\$ -	\$ 400.00	\$ -	\$ 200.00	\$ 200.00	0.00%
Computer Equip Maintenance	6540	\$ -	\$ 1,625.06	\$ -	\$ 2,400.00	\$ 2,400.00	0.00%
Building Repair	6610	\$ 5,690.14	\$ 35,487.16	\$ 75,605.63	\$ 96,200.00	\$ 20,594.37	78.59%
Bldg Equip Maint/Repair	6620	\$ -	\$ 22,916.27	\$ 3,889.09	\$ 22,875.00	\$ 18,985.91	17.00%
Improvements/Maintenance	6630	\$ -	\$ 27,984.90	\$ 19,157.63	\$ 24,000.00	\$ 4,842.37	79.82%

General Ledger
Fund 10 General Fund
March 2019 75%

Description	Account	Period Amount	One Year Prior Actual	Year to Date	Budget	Budget Remaining	% of Budget Used
Hill Fire 2018	6640	\$ -	\$ -	\$ 15,225.14	\$ -	\$ 15,225.14	0.00%
Incidental Costs Assess	6709	\$ -	\$ 3,000.00	\$ -	\$ -	\$ -	0.00%
Grounds Maintenance	6710	\$ 11,734.88	\$ 52,539.27	\$ 56,852.90	\$ 87,980.00	\$ 31,127.10	64.62%
Tree Care Assess	6719	\$ -	\$ 225.00	\$ 13,119.00	\$ 10,000.00	\$ 3,119.00	131.19%
Contracted LS Services	6720	\$ -	\$ 650.94	\$ 832.10	\$ -	\$ 832.10	0.00%
Park Amenities Assess	6722	\$ -	\$ 974.87	\$ -	\$ -	\$ -	0.00%
Park Signage (Branding)	6725	\$ 50.00	\$ 304.00	\$ 485.29	\$ 15,000.00	\$ 14,514.71	3.24%
Contracted Pest Control	6730	\$ 125.00	\$ 675.00	\$ 1,100.00	\$ 2,000.00	\$ 900.00	55.00%
Rubbish & Refuse	6740	\$ 947.39	\$ 47,975.76	\$ 39,413.13	\$ 65,760.00	\$ 26,346.87	59.93%
Vandalism/Theft	6750	\$ -	\$ 453.77	\$ -	\$ 2,000.00	\$ 2,000.00	0.00%
Memberships	6810	\$ 70.00	\$ 12,283.18	\$ 12,424.63	\$ 14,315.00	\$ 1,890.37	86.79%
Office Expense	6900	\$ -	\$ 14.99	\$ -	\$ -	\$ -	0.00%
Office Supplies	6910	\$ 452.59	\$ 15,619.27	\$ 11,786.64	\$ 29,934.00	\$ 18,147.36	39.38%
Postage Expense	6920	\$ 5,017.63	\$ 17,628.48	\$ 11,600.21	\$ 26,900.00	\$ 15,299.79	43.12%
Advertising Expense	6930	\$ 459.00	\$ 7,131.60	\$ 11,503.71	\$ 12,240.00	\$ 736.29	93.98%
Printing Charges	6940	\$ 867.29	\$ 7,854.38	\$ 10,718.92	\$ 14,048.00	\$ 3,329.08	76.30%
ActiveNet Charges	6950	\$ 3,788.36	\$ 36,170.23	\$ 37,040.23	\$ 55,758.00	\$ 18,717.77	66.43%
Approp Redev/Collection Fees	6960	\$ -	\$ 187,031.42	\$ 216,603.87	\$ 399,740.00	\$ 183,136.13	54.19%
Minor Furn Fixture & Equip	6980	\$ 258.44	\$ 1,033.76	\$ 1,110.04	\$ 1,533.00	\$ 422.96	72.41%
Comp Hardware/Software Exp	6990	\$ 105.60	\$ 6,360.63	\$ 8,404.09	\$ 13,264.00	\$ 4,859.91	63.36%
Fingerprint Fees (HR)	7010	\$ 108.00	\$ 823.00	\$ 648.00	\$ 2,440.00	\$ 1,792.00	26.56%
Fire & Safety Insp Fees	7020	\$ -	\$ 1,990.10	\$ 4,052.43	\$ 3,925.00	\$ 127.43	103.25%
Permit & Licensing Fees	7030	\$ -	\$ 6,276.29	\$ 8,537.79	\$ 11,150.00	\$ 2,612.21	76.57%
State License Fee	7040	\$ -	\$ 341.25	\$ 755.00	\$ 400.00	\$ 355.00	188.75%
Professional Services	7100	\$ -	\$ 400.00	\$ 1,400.00	\$ 1,000.00	\$ 400.00	140.00%
Legal Services	7110	\$ -	\$ 35,434.87	\$ 39,329.50	\$ 69,150.00	\$ 29,820.50	56.88%
Typeset and Print Services	7115	\$ -	\$ 26,495.77	\$ 24,745.80	\$ 45,900.00	\$ 21,154.20	53.91%
Instructor Services	7120	\$ 7,452.25	\$ 90,468.68	\$ 93,528.25	\$ 168,426.00	\$ 74,897.75	55.53%
PERS Admin Fees	7125	\$ 79.45	\$ 1,145.23	\$ 642.63	\$ 1,550.00	\$ 907.37	41.46%
Audit Services	7130	\$ -	\$ 8,800.00	\$ 9,960.00	\$ 17,260.00	\$ 7,300.00	57.71%
Medical & Health Svcs (HR)	7140	\$ 230.00	\$ 1,475.00	\$ 1,325.00	\$ 5,500.00	\$ 4,175.00	24.09%
Security Services	7150	\$ 350.00	\$ 5,728.59	\$ 3,772.88	\$ 5,400.00	\$ 1,627.12	69.87%
Entertainment Services	7160	\$ 850.00	\$ 912.53	\$ 2,174.99	\$ 5,000.00	\$ 2,825.01	43.50%
Business Services	7180	\$ 22,012.74	\$ 55,680.78	\$ 84,644.23	\$ 88,600.00	\$ 3,955.77	95.54%
Umpire/Referee Services	7190	\$ -	\$ 860.00	\$ 1,150.00	\$ 2,065.00	\$ 915.00	55.69%
Subscriptions	7210	\$ 88.48	\$ 1,545.40	\$ 662.27	\$ 4,508.00	\$ 3,845.73	14.69%
Rents and Leases	7300	\$ -	\$ 2,413.28	\$ -	\$ -	\$ -	0.00%
Rents & Leases Equip	7310	\$ 716.57	\$ 14,130.94	\$ 24,303.60	\$ 40,210.00	\$ 15,906.40	60.44%
Bldg/Field Leases & Rental	7320	\$ -	\$ 15.00	\$ -	\$ 120.00	\$ 120.00	0.00%
Event Supplies	7410	\$ 16.16	\$ 868.68	\$ 1,006.23	\$ 2,000.00	\$ 993.77	50.31%
Supplies	7420	\$ 2,257.76	\$ 4,480.02	\$ 5,422.96	\$ 5,300.00	\$ 122.96	102.32%
Bingo Supplies	7430	\$ 699.59	\$ 5,651.95	\$ 6,051.35	\$ 8,500.00	\$ 2,448.65	71.19%
Sporting Goods	7440	\$ 110.95	\$ 5,621.94	\$ 2,395.55	\$ 8,586.00	\$ 6,190.45	27.90%
Arts and Craft Supplies	7450	\$ 149.12	\$ 1,711.91	\$ 237.44	\$ 1,940.00	\$ 1,702.56	12.24%
Training Supplies	7460	\$ 447.98	\$ 668.00	\$ 894.98	\$ 2,650.00	\$ 1,755.02	33.77%
Camp Supplies	7470	\$ -	\$ 318.50	\$ 1,143.82	\$ 2,200.00	\$ 1,056.18	51.99%
Small Tools	7500	\$ 555.18	\$ 5,783.93	\$ 5,796.69	\$ 6,100.00	\$ 303.31	95.03%
Safety Supplies	7510	\$ 102.79	\$ 2,028.54	\$ 1,092.07	\$ 4,690.00	\$ 3,597.93	23.29%
Uniform Allowance	7610	\$ 95.26	\$ 6,783.90	\$ 6,953.39	\$ 12,600.00	\$ 5,646.61	55.19%
Safety Clothing	7620	\$ -	\$ 1,644.27	\$ 1,330.47	\$ 6,054.00	\$ 4,723.53	21.98%
Conference&Seminar Staff	7710	\$ 190.00	\$ 11,650.40	\$ 11,285.22	\$ 21,775.00	\$ 10,489.78	51.83%
Conference&Seminar Board	7715	\$ -	\$ 735.00	\$ 355.00	\$ 2,280.00	\$ 1,925.00	15.57%
Conference&Seminar Travel Exp	7720	\$ -	\$ 1,504.63	\$ 8,525.58	\$ 11,643.00	\$ 3,117.42	73.22%
Out of Town Travel Board	7725	\$ -	\$ 1,386.59	\$ 1,418.82	\$ 7,085.00	\$ 5,666.18	20.03%
Private Vehicle Mileage	7730	\$ 565.85	\$ 1,924.38	\$ 2,207.67	\$ 2,503.00	\$ 295.33	88.20%
Transportation Charges	7740	\$ -	\$ 228.01	\$ 150.08	\$ 1,110.00	\$ 959.92	13.52%
Buses/Excursions	7750	\$ -	\$ 3,329.02	\$ 15,927.54	\$ 23,950.00	\$ 8,022.46	66.50%
Tuition/Book Reimbursement	7760	\$ -	\$ -	\$ 925.73	\$ -	\$ 925.73	0.00%
Utilities Gas	7810	\$ 3,326.65	\$ 14,578.99	\$ 17,782.46	\$ 27,488.00	\$ 9,705.54	64.69%
Utilities Water	7820	\$ 10,766.57	\$ 518,416.89	\$ 429,062.05	\$ 816,188.00	\$ 387,125.95	52.57%
Utilities Electric	7830	\$ 15,625.06	\$ 146,882.45	\$ 134,882.51	\$ 237,062.00	\$ 102,179.49	56.90%
Airport Assessment Exp	7840	\$ -	\$ 2,843.00	\$ -	\$ 10,000.00	\$ 10,000.00	0.00%
Awards and Certificates	7910	\$ -	\$ 8,436.41	\$ 8,036.47	\$ 16,940.00	\$ 8,903.53	47.44%
Meals for Staff Training	7920	\$ 561.37	\$ 1,309.90	\$ 2,118.86	\$ 2,810.00	\$ 691.14	75.40%
Employee Morale	7930	\$ -	\$ 595.67	\$ 386.37	\$ 4,250.00	\$ 3,863.63	9.09%
COP Debt PV Fields	7950	\$ 20,202.92	\$ 184,806.81	\$ 181,826.25	\$ 242,435.00	\$ 60,608.75	75.00%
Reserve Vehicle Fleet	7970	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ -	100.00%
Reserve Computer Fleet	7971	\$ -	\$ 50,000.00	\$ 5,000.00	\$ 5,000.00	\$ -	100.00%
Reserve Designated Project	7972	\$ -	\$ 20,000.00	\$ -	\$ -	\$ -	0.00%
Reserve Dry Period	7973	\$ -	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	\$ -	100.00%
Reserve Repair/Oper/Admin	7975	\$ -	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ -	100.00%
Services and Supplies		\$ 130,300.94	\$ 2,092,794.49	\$ 2,082,083.69	\$ 3,326,921.00	\$ 1,293,876.03	62.58%
YTD Comparison				\$ (10,710.80)			
Capital	8400	\$ -	\$ 610.96	\$ -	\$ -	\$ -	0.00%

General Ledger
Fund 10 General Fund
March 2019 75%

Description	Account	Period Amount	One Year Prior Actual	Year to Date	Budget	Budget Remaining	% of Budget Used
Equip/Facility Replacement	8420	\$ -	\$ 33,358.52	\$ -	\$ 7,000.00	\$ 7,000.00	0.00%
Needs Assessment	8422	\$ -	\$ 84,555.39	\$ 1,032.00	\$ -	\$ 1,032.00	0.00%
Bob Kildee Parking Lot	8423	\$ -	\$ 166,295.00	\$ -	\$ -	\$ -	0.00%
Hardwalls GM/HR Offices	8425	\$ -	\$ 15,528.45	\$ -	\$ -	\$ -	0.00%
Charter Oak Windrow	8426	\$ -	\$ 11,025.00	\$ -	\$ -	\$ -	0.00%
Bob Kildee PournPlay	8429	\$ -	\$ 17,600.00	\$ -	\$ -	\$ -	0.00%
Cam Grve Dog PkArtifical Turf	8430	\$ -	\$ 19,312.93	\$ -	\$ -	\$ -	0.00%
Freedom Pk Baseball Flds Desig	8432	\$ 4,584.05	\$ -	\$ -	\$ -	\$ -	0.00%
Aquatics Tankless Wtr Heaters	8433	\$ -	\$ 21,514.22	\$ -	\$ -	\$ -	0.00%
Auditroium Patio	8434	\$ -	\$ 12,393.08	\$ -	\$ -	\$ -	0.00%
Auditorium Restroom Remodel	8435	\$ 15.52	\$ 6,979.22	\$ 2,786.93	\$ -	\$ 2,786.93	0.00%
Springville Dog Park Wall	8436	\$ 2,462.46	\$ -	\$ 78,292.99	\$ 84,993.00	\$ 6,700.01	92.12%
Mission Oaks Roof	8438	\$ -	\$ 17,866.00	\$ -	\$ -	\$ -	0.00%
Office Design/Carpet/Server	8440	\$ -	\$ 27,913.41	\$ -	\$ -	\$ -	0.00%
Admin Bldg Roofs #6,#7,Admin	8441	\$ -	\$ 133,091.00	\$ -	\$ -	\$ -	0.00%
Pool Plaster/Fiberglass Resurf	8448	\$ 215.47	\$ -	\$ 161,829.73	\$ 161,615.00	\$ 214.73	100.13%
Pool Slide Metal Support	8449	\$ 37,379.55	\$ -	\$ 56,069.33	\$ 56,070.00	\$ 0.67	100.00%
Bob Kildee Restroom Roof	8450	\$ -	\$ -	\$ 15,613.00	\$ 15,613.00	\$ -	100.00%
Freedom RR/Concession Roof	8451	\$ -	\$ -	\$ 23,459.60	\$ 23,460.00	\$ 0.40	100.00%
Charter Oak Tree Windrow	8452	\$ -	\$ -	\$ 6,562.50	\$ 10,000.00	\$ 3,437.50	65.63%
PV Fields Painting Phase I	8453	\$ -	\$ -	\$ -	\$ 15,000.00	\$ 15,000.00	0.00%
Comm Ctr Exterior Restrooms	8454	\$ 1,883.56	\$ -	\$ 18,884.46	\$ 40,000.00	\$ 21,115.54	47.21%
Bob Kildee Irrigation Pump	8455	\$ -	\$ -	\$ -	\$ 10,000.00	\$ 10,000.00	0.00%
Mtr EncosurEncnt,Fhill,Adolf	8456	\$ 11,622.77	\$ -	\$ 18,307.01	\$ 24,000.00	\$ 5,692.99	76.28%
Arneill Rnch Park Picnic Area	8457	\$ -	\$ -	\$ 23,507.52	\$ 25,400.00	\$ 1,892.48	92.55%
Pitts Ranch Park Pavilion	8458	\$ -	\$ -	\$ 44,490.00	\$ 82,030.00	\$ 37,540.00	54.24%
Nancy Bush Slab I	8461	\$ 12,900.00	\$ -	\$ -	\$ -	\$ -	0.00%
Bob Kildee Irrigation Meter	8462	\$ 4,440.15	\$ -	\$ 4,440.15	\$ -	\$ 4,440.15	0.00%
LPA Architects CC/Gym/Sr Ctr	8463	\$ -	\$ -	\$ -	\$ 228,538.00	\$ 228,538.00	0.00%
Capital		\$ 75,503.53	\$ 568,043.18	\$ 455,275.22	\$ 783,719.00	\$ 345,391.40	58.09%

YTD Comparison **\$ (112,767.96)**

Total Expenses	\$ 403,496.53	\$ 4,925,754.63	\$ 5,251,291.26	\$ 8,095,909.00	\$ 2,893,656.46	64.86%
YTD Comparison			\$ 325,536.63			

General Ledger
Fund 20 Assessment District
March 2019 75%

Description	Account	Period Amount	One Year Prior Actual	Year to Date	Budget	Budget Remaining	% of Budget Used
Revenue							
Interest Earnings	5310	\$ 97.60	\$ 864.61	\$ 423.94	\$ 275.00	\$ 148.94	154.16%
Assessment Revenue	5500	\$ -	\$ 607,722.05	\$ 637,847.02	\$ 1,108,778.00	\$ 470,930.98	57.53%
Revenue		\$ 97.60	\$ 608,586.66	\$ 638,270.96	\$ 1,109,053.00	\$ 470,782.04	57.55%
YTD Comparison				\$ 29,684.30			
Expense							
Full Time Salaries	6100	\$ 1,483.36	\$ 49,607.90	\$ 12,946.24	\$ 21,232.00	\$ 8,285.76	60.98%
Car Allowance	6105	\$ -	\$ 555.33	\$ -	\$ -	\$ -	0.00%
Cell Phone Allowance	6108	\$ -	\$ 90.24	\$ -	\$ -	\$ -	0.00%
Retirement	6120	\$ 234.98	\$ 8,564.45	\$ 2,082.28	\$ 3,752.00	\$ 1,669.72	55.50%
Employee Insurance	6130	\$ 241.30	\$ 7,412.79	\$ 1,847.68	\$ 3,707.00	\$ 1,859.32	49.84%
Workers Compensation	6140	\$ 176.10	\$ 4,977.69	\$ 1,459.37	\$ 2,026.00	\$ 566.63	72.03%
Personnel		\$ 2,135.74	\$ 71,208.40	\$ 18,335.57	\$ 30,717.00	\$ 12,381.43	59.69%
YTD Comparison				\$ (52,872.83)			
Services and Supplies							
Incidental Costs Assess	6709	\$ -	\$ 15,426.15	\$ 17,276.34	\$ 31,660.00	\$ 14,383.66	54.57%
Grounds Maintenance	6710	\$ -	\$ -	\$ 6.64	\$ -	\$ 6.64	0.00%
Tree Care Assess	6719	\$ -	\$ 35,985.50	\$ 32,475.00	\$ 30,000.00	\$ 2,475.00	108.25%
Contracted LS Services	6720	\$ 23,950.00	\$ 273,967.10	\$ 315,710.64	\$ 473,568.00	\$ 157,857.36	66.67%
Park Amenities Assess	6722	\$ 8,151.42	\$ 26,907.31	\$ 8,151.42	\$ 20,000.00	\$ 11,848.58	40.76%
ActiveNet Charges	6950	\$ -	\$ 54.00	\$ 78.00	\$ 60.00	\$ 18.00	130.00%
Approp Redev/Collection Fees	6960	\$ -	\$ -	\$ 1,556.06	\$ 7,500.00	\$ 5,943.94	20.75%
COP Debt PV Fields	7950	\$ 42,617.42	\$ 294,644.25	\$ 383,556.75	\$ 511,409.00	\$ 127,852.25	75.00%
Expense		\$ 74,718.84	\$ 646,984.31	\$ 758,810.85	\$ 1,074,197.00	\$ 320,385.43	70.64%
YTD Comparison				\$ 111,826.54			
Total Expenses		\$ 76,854.58	\$ 718,192.71	\$ 777,146.42	\$ 1,104,914.00	\$ 332,766.86	70.34%
YTD Comparison				\$ 58,953.71			

General Ledger
Fund 30 Park Dedication Fee (Quimby)
March 2019 75%

Description	Account	Period Amount	One Year Prior Actual	Year to Date	Budget	Budget Remaining	% of Budget Used
Revenue							
Interest Earnings	5310	\$ 14,598.88	\$ 22,169.51	\$ 51,072.58	\$ 23,600.00	\$ 27,472.58	216.41%
MBS Interest Earnings	5320	\$ 310.11	\$ 14,219.95	\$ 10,323.59	\$ -	\$ 10,323.59	0.00%
Park Dedication Fees	5400	\$ 35,242.00	\$ -	\$ 85,533.16	\$ -	\$ 85,533.16	0.00%
Revenue		\$ 50,150.99	\$ 36,389.46	\$ 146,929.33	\$ 23,600.00	\$ 123,329.33	622.58%
YTD Comparison				\$ 110,539.87			
Expense							
ActiveNet Charges	6950	\$ -	\$ 30.00	\$ -	\$ -	\$ -	0.00%
Services and Supplies		\$ -	\$ 30.00	\$ -	\$ -	\$ -	0.00%
YTD Comparison				\$ (30.00)			
Capital							
Valle Lindo Restroom/Pavilion	8444	\$ 20,550.00	\$ -	\$ 38,760.00	\$ 425,000.00	\$ 386,240.00	9.12%
Nancy Bush Park Playground	8445	\$ -	\$ -	\$ 137,323.94	\$ 250,000.00	\$ 112,676.06	54.93%
Nancy Bush Park Picnic Area	8446	\$ 12,935.02	\$ -	\$ 29,585.62	\$ 45,600.00	\$ 16,014.38	64.88%
Nancy Bush Park Pavilion	8447	\$ -	\$ -	\$ -	\$ 65,000.00	\$ 65,000.00	0.00%
Freedom Baseball Fields	8459	\$ 33,968.05	\$ -	\$ 98,306.43	\$ 1,100,000.00	\$ 1,001,693.57	8.94%
Mel Vincent Park Restrooms	8460	\$ -	\$ -	\$ -	\$ 110,000.00	\$ 110,000.00	0.00%
Expense		\$ 67,453.07	\$ -	\$ 303,975.99	\$ 1,995,600.00	\$ 1,691,624.01	15.23%
YTD Comparison				\$ 303,975.99			

Park Dedication Fees (Quimby)

Date Received	Amount	Developer	Amount Used	Amount Earmarked	Balance	Sunset Date
7/31/2014	\$ 615,709.00	AMLI	\$ 206,462.43	\$ -	\$ 409,246.57	7/31/2019
1/15/2015	\$ 2,250,489.00	Fairfield Camarillo LLC	\$ 98,306.43	\$ -	\$ 2,152,182.57	1/31/2020
8/8/2016	\$ 2,649,209.00	Elacora Mission Oaks	\$ 189,887.74	\$ -	\$ 2,459,321.26	8/8/2021
8/10/2016	\$ 474,353.00	KB Homes	\$ -	\$ -	\$ 474,353.00	8/10/2021
6/7/2018	\$ 21,612.25	Crestview	\$ -	\$ -	\$ 21,612.25	6/7/2023
6/29/2018	\$ 96,391.39	Aldersgate Construction	\$ -	\$ -	\$ 96,391.39	6/29/2023
1/11/2019	\$ 50,291.16	Aldersgate Construction	\$ -	\$ -	\$ 50,291.16	1/11/2024
3/7/2019	\$ 35,242.00	Habitat for Humanity	\$ -	\$ -	\$ 35,242.00	3/7/2024
Total	\$ 6,193,296.80		\$ 494,656.60	\$ -	\$ 5,698,640.20	

**PLEASANT VALLEY RECREATION AND PARK DISTRICT
STAFF REPORT / AGENDA REPORT**

TO: BOARD OF DIRECTORS

FROM: MARY OTTEN, GENERAL MANAGER
By: Leonore Young, Administrative Services Manager

DATE: May 1, 2019

**SUBJECT: APPROVE RESOLUTION NO. 623 TO CONTINUE THE
LOCAL EMERGENCY THAT RESULTED DUE TO THE
HILL FIRE 2018**

SUMMARY

On November 8, 2018 the District sustained significant damage to the Camarillo Grove Park due to a vegetation fire. A Local and Federal Emergency was declared which would allow the District to receive assistance for the necessary replacement and repairs needed at Camarillo Grove Park to return the park to its original status prior to the fire. The following resolutions have been approved to continue the local emergency:

Resolution No. 603	Declare Local Emergency	11/16/2018
Resolution No. 605	Continue Local Emergency	12/06/2018
Resolution No. 609	Continue Local Emergency	01/02/2019
Resolution No. 612	Continue Local Emergency	02/06/2019
Resolution No. 616	Continue Local Emergency	03/06/2019
Resolution No. 621	Continue Local Emergency	04/03/2019

BACKGROUND

On the afternoon of November 8, 2018, a vegetation fire started in Hill Canyon, Thousand Oaks, CA. The fire spread due to high Santa Ana winds and burned into Camarillo Grove Park, a park owned by the Pleasant Valley Recreation and Park District. The park sustained significant damage to the dog park, trees, fencing, and signage. The park trail system of 1.75 miles was also damaged and a play structure was a total loss.

On November 9, 2018, California Parks and Recreation Indemnity (CAPRI) was notified by District staff of the damage that Camarillo Grove Park sustained due to the fire and the necessary paperwork along with photos sent to CAPRI.

On November 16, 2018, the Board of Directors approved Resolution No. 603, declaring a local emergency which would allow Pleasant Valley Recreation and Park District to be eligible for either state or federal funding when it becomes available. The Local Emergency declaration must be reviewed by the Board of Directors at each regular board meeting and each time the emergency can either be declared to be continued or to be terminated.

On December 6, 2018, the Board of Directors approved Resolution No. 605 to continue the local emergency for the replacement/repairs needed at Camarillo Grove Park.

On January 2, 2019, the Board of Directors approved Resolution No. 609 to continue the local emergency for the replacement/repairs needed at Camarillo Grove Park.

On February 6, 2019, the Board of Directors approved Resolution No. 612 to continue the local emergency for the replacement/repairs needed at Camarillo Grove Park.

On March 6, 2019, the Board of Directors approved Resolution No. 616 to continue the local emergency for the replacement/repairs needed at Camarillo Grove Park.

On April 3, 2019, the Board of Directors approved Resolution No. 621 to continue the local emergency for the replacement/repairs needed at Camarillo Grove Park.

ANALYSIS

After staff undertook an assessment of the damage to the park, a call out was posted on social media asking for volunteers to help with the cleanup. Between staff and volunteers, clearing dead/burned trees and vegetation has started, including the placement of sandbags on the trail to help prevent erosion in the event of future rain storms. West Coast Arborist has assessed the trees and a total of 90 to 100 trees need to be trimmed and 22 trees need to be removed.

The General Manager, Park Services Manager and Administrative Services Manager met with CAPRI insurance and McLarens Insurance the week of November 26, 2018 to assess the damage and coverage regarding the claim.

The District has been assigned a disaster recovery number and has begun the process with Federal Emergency Management Agency (FEMA) regarding any cost the District's insurance carrier may not cover.

The debris removal is almost completed at the park and the District is working on replacing fencing, artificial turf, some trees (saplings) along with working on getting the play structure replaced. Staff is meeting weekly with a Cal OES/FEMA representative to review progress of the repairs/replacement.

On March 8, 2019 the District was notified via mail by FEMA that the District's request for Public Assistance for the November 2018 California Wildfires had been approved. District staff along with insurance representatives continue to move forward with the repairs and replacement at the park.

FISCAL IMPACT

No fiscal impact with this action.

RECOMMENDATION

It is recommended the Board approve Resolution No. 623 declaring the continuation of the local emergency that was declared on November 16, 2018 in order to allow staff to start/complete necessary repairs and/or maintenance to Camarillo Grove Park which sustained significant damage during the Hill Fire on November 8, 2018.

ATTACHMENTS

- 1) Resolution No. 623 (2 pages)

RESOLUTION NO. 623

A RESOLUTION OF THE PLEASANT VALLEY RECREATION AND PARK DISTRICT DECLARING THAT LOCAL EMERGENCY (2018 HILL FIRE) CONDITIONS REMAIN AND DIRECTING THAT THE WORK NECESSARY TO MAKE REPAIRS AT CAMARILLO GROVE PARK WITHOUT NOTICE FOR BIDS CONTINUE PURSUANT TO CALIFORNIA PUBLIC CONTRACT CODE SECTION 22050

WHEREAS, at a special meeting of the Board of Directors of the Pleasant Valley Recreation and Park District conducted on Friday, November 16, 2018, the Board of Directors adopted Resolution No. 603 to authorize emergency repairs to Camarillo Grove Park without notice for bids pursuant to California Public Contract Code Sections 1102, 20168, and 22050; and

WHEREAS, the spread of the Hill Fire to Camarillo Grove Park caused destruction which created an emergency which requires immediate repairs to prevent flooding and landslides when the winter rains start and does not permit the District the minimum three-month delay which would result from the District undertaking a competitive solicitation for bids for this repair work; and

WHEREAS, the Board of Directors has heard a report from District staff on the status of the repairs to Camarillo Grove Park, which report justifies why the emergency will not permit the delay which would result from seeking competitive bids and why the immediate repair of the park is necessary to respond to the emergency; and

WHEREAS, pursuant to Public Contract Code section 22050(c), the Board of Directors has reviewed the District's emergency action to determine whether there is a need to continue the emergency repairs without giving notice for bids to award a contract for this repair work.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE PLEASANT VALLEY RECREATION AND PARK DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. The Recitals above are true and correct and hereby incorporated by reference as if fully set forth herein.

Section 2. That the Board of Directors finds, by at least a four-fifths vote, that the facts set forth above and the report from District staff demonstrate that the emergency condition remains and that such emergency condition does not permit the delays which would result from a competitive solicitation for bids as the immediate repair of Camarillo Grove Park remains necessary to respond to the emergency conditions.

Section 3. That the General Manager and Administrative Services Manager are hereby authorized to execute applications and are hereby granted the authority to undertake or order such actions as they deem necessary to cause the needed repairs to Camarillo Grove Park to be made. The General Manager is authorized to execute a contract for the needed work with a qualified contractor for its immediate acceptance and the commencement of performance thereunder.

Section 4. The General Manager shall cause a further report on the status of this emergency work to be agendized at each Board meeting until after the repair work has been completed or this Board finds that the emergency conditions have ceased to be present. [Note: the State of Emergency must be reviewed at regularly scheduled meetings until terminated.]

This resolution was adopted on May 1, 2019.

Ayes:

Noes:

Absent:

Robert Kelley, Chairman, PVRPD Board of Directors

ATTESTED:

Dr. Neal Dixon, Secretary, PVRPD Board of Directors

**PLEASANT VALLEY RECREATION AND PARK DISTRICT
STAFF REPORT / AGENDA REPORT**

TO: BOARD OF DIRECTORS

FROM: MARY OTTEN, GENERAL MANAGER
By: Leonore Young, Administrative Services Manager

DATE: May 1, 2019

SUBJECT: CONSIDERATION AND ADOPTION OF RESOLUTION NO. 624, DECLARING INTENTION TO LEVY ASSESSMENTS FOR FY 2019-2020, PRELIMINARILY APPROVING ENGINEER'S REPORT, AND PROVIDING FOR NOTICE OF HEARING FOR THE PARK MAINTENANCE AND RECREATION IMPROVEMENT DISTRICT FOR THE PLEASANT VALLEY RECREATION AND PARK DISTRICT

SUMMARY

Every fiscal year staff brings a staff report and resolution asking the Board to adopt a resolution to declare the intention to levy an assessment for fiscal year 2019-2020 and for preliminary approval of the engineer's report created by SCI Consulting Group, along with providing notice of a public hearing for the park maintenance and recreation improvement district for Pleasant Valley Recreation and Park District.

BACKGROUND

After receiving a weighted majority of 58.7% of ballots in support of the proposed assessment, the Board of Directors ordered the formation of and levied the first assessment in the year 2001 within the Pleasant Valley Recreation and Park District, Park Maintenance and Recreation Improvement Assessment District (Resolution No. 356).

On February 6, 2019, the Board adopted Resolution No. 611, directing the preparation of an Engineer's Report for the District and initiating the procedures for the continuation of the Assessment District for FY 2019-2020. The next step in levying assessments for the upcoming fiscal year is the adoption of a Resolution of Intent to Levy the Assessments for FY 2019-2020 and setting the place and time for a Public Hearing to consider the assessments.

ANALYSIS

In order to continue to levy the assessments, the Board, on February 6, 2019, directed SCI Consulting Group to prepare an Engineer's Report for FY 2019-2020. This Engineer's Report, which includes the proposed budget for the assessments for FY 2019-2020 and the updated proposed assessments for each parcel in the District, was completed and filed with the District's attorney on April 24, 2019.

The Board has the authority to approve an annual adjustment to the assessment rate by an amount equal to the change in the Los Angeles Consumer Price Index (CPI), not to exceed 3%. The Engineer's Report contains a proposed assessment rate adjustment of 3.00% for FY 2019-2020.

The proposed 3.00% increase was attained through the CPI as of Dec 31, 2018, which was at 3.24%. The additional 0.24% will be banked and used later to make up for any CPI that is less than 3.00% in the future. The increase will reflect a \$41.32 per single-family equivalent benefit unit assessment.

Pending Board approval, a public hearing for the continuation of the assessments will be scheduled for June 5, 2019 at the hour of 6:00 p.m. Notification of the hearing will be given by publishing a notice, at least ten (10) days prior to the date of the hearing specified, in a newspaper circulated in the District. After the public hearing, the Board can, by resolution, levy the assessments for FY 2019-2020.

FISCAL IMPACT

There is no fiscal impact associated with this action.

Preliminary approval of the Engineer's Report and establishment of the hearing date allows for the development of the proposed budget and assessment rate. This information can then be released to District residents for comment at the June 5, 2019 hearing date.

RECOMMENDATION

It is recommended the Board adopt Resolution No. 624, accepting the Engineer's Report including the proposed assessment rate and schedule the public hearing for June 5, 2019.

ATTACHMENT

- 1) Resolution No. 624 (3 pages)
- 2) Preliminary Engineer's Report for FY 2019-2020 (39 pages)
- 3) Assessment Summary (1 page)

RESOLUTION NO. 624

**A RESOLUTION DECLARING INTENTION TO
CONTINUE LEVYING ASSESSMENTS FOR FISCAL YEAR 2019-20,
PRELIMINARILY APPROVING ENGINEER'S REPORT,
AND PROVIDING FOR NOTICE OF HEARING FOR THE
PARK MAINTENANCE AND RECREATION IMPROVEMENT DISTRICT
FOR THE PLEASANT VALLEY RECREATION AND PARK DISTRICT**

WHEREAS, on April 4th, 2001, by its Resolution No. 356, after receiving a weighted majority of 58.7% of ballots in support of the proposed assessment, which included an annual adjustment as described below under Section 5 hereof (the "Authorized Assessment"), the Board of Directors of the Pleasant Valley Recreation and Park District (the "Board") ordered the formation of and levied the first assessment within the Pleasant Valley Recreation and Park District, Park Maintenance and Recreation Improvement Assessment District (the "District") pursuant to the provisions of Article XIID of the California Constitution, and the Landscaping and Lighting Act of 1972 (the "Act"), Part 2 of Division 15 of the California Streets and Highways Code (commencing with Section 22500 thereof); and

WHEREAS, by Resolution No. 611, the Board ordered the preparation of an Engineer's Report for the District for fiscal year 2019-20; and

WHEREAS, pursuant to said Resolution, the Engineer's Report was prepared by SCI Consulting Group, Engineer of Work, in accordance with 22623, *et. seq.*, of the Streets and Highways Code (the "Report") and Article XIID of the California Constitution; and

WHEREAS, said Engineer's Report was filed with the Clerk of the Board of Directors and the Board of Directors has reviewed the Report and wishes to take certain actions relative to said Report.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE PLEASANT VALLEY RECREATION AND PARK DISTRICT, CALIFORNIA, DOES RESOLVE AS FOLLOWS:

SECTION 1. The Report for the "PARK MAINTENANCE AND RECREATION IMPROVEMENT ASSESSMENT DISTRICT", on file with the Clerk of the Board, has been duly considered by the Board of Directors and is hereby deemed sufficient and approved. The Report shall stand as the Engineer's Report for all subsequent proceedings under, and pursuant to, the foregoing resolution.

SECTION 2. It is the intention of this Board to continue to levy and collect assessments within the Assessment District for fiscal year 2019-20. Within the District, the work and improvements (the "Improvements") proposed to be undertaken by the District, are generally described as installation, maintenance and servicing of public facilities, including but not limited to, playing fields, playground equipment, hard court surfaces, irrigation and sprinkler systems, landscaping, turf and track facilities, gymnasiums, swimming pools, landscaping, sprinkler systems, park grounds, park facilities, landscape corridors, and trails, as applicable, for property

owned or maintained by the Pleasant Valley Recreation and Park District. Maintenance means the furnishing of services and materials for the ordinary and usual maintenance, operation and servicing of said improvements, including repair, removal, or replacement of all or part of any improvement; providing for the life, growth, health and beauty of landscaping; and cleaning, sandblasting and painting of walls and other improvements to remove or cover graffiti. Servicing means the furnishing of electric current or energy for the operation or lighting of any improvements, and water for irrigation of any landscaping or the maintenance of any other Improvements.

SECTION 3. The District consists of the lots and parcels shown on the boundary map of the District on file with the Clerk of the Board, and reference is hereby made to such map for further particulars.

SECTION 4. Reference is hereby made to the Engineer's Report for a full and detailed description of the Improvements, the boundaries of the District and the proposed assessments upon assessable lots and parcels of land within the District. The Engineer's Report identifies all parcels which will have a special benefit conferred upon them and upon which an assessment will be imposed.

SECTION 5. The Authorized Assessment is subject to an annual adjustment tied to the Consumer Price Index-U for the Los Angeles Area, as published by United States Department of Labor, Bureau of Labor Statistics, as of December of each succeeding year (the "CPI"), with a maximum annual adjustment not to exceed 3%. Any change in the CPI in excess of 3% shall be cumulatively reserved as the "Unused CPI" and shall be used to increase the maximum authorized assessment rate in years in which the CPI is less than 3%. The maximum authorized assessment rate is equal to the maximum assessment rate in the first fiscal year the assessment was levied adjusted annually by the minimum of 1) 3% or 2) the change in the CPI plus any Unused CPI as described above.

The change in the CPI from December 2017 to December 2018 was 3.24%. Therefore, the maximum authorized assessment rate for fiscal year 2019-20 is increased by 3.00% which equates to \$41.32 per single family equivalent benefit unit. Single family equivalent values for different property types, such as commercial and industrial land uses are described in the Engineer's Report. The estimate of cost and budget in the Engineer's Report proposes assessments for fiscal year 2019-20 at the rate of \$41.32.

SECTION 6. Notice is hereby given that on June 5, 2019, at the hour of 6:00 o'clock p.m. at the City of Camarillo, City Hall Council Chambers 601 Carmen Dr., Camarillo, California the Board of Directors will hold a public hearing to consider the ordering of the Improvements and the continuation of the proposed assessments.

SECTION 7. Prior to the conclusion of the hearing, any interested person may file a written protest with the Clerk of the Board, or, having previously filed a protest, may file a written withdrawal of that protest. A written protest shall state all grounds of objection. A protest by a property owner shall contain a description sufficient to identify the property owned by such owner. Such protest or withdrawal of protest should be mailed to Pleasant Valley Recreation and

Park District, 1605 East Burnley Street, Camarillo, CA 93010.

SECTION 8. The Clerk of the Board shall cause a notice of the hearing to be given by publishing a copy of this resolution once, at least ten (10) days prior to the date of the hearing above specified, in a newspaper circulated in the Pleasant Valley Recreation and Park District.

PASSED AND ADOPTED this 1st day of May, 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ROBERT KELLEY, CHAIRMAN
PLEASANT VALLEY RECREATION AND PARK DISTRICT

ATTESTED:

NEAL DIXON, SECRETARY
PLEASANT VALLEY RECREATION AND PARK DISTRICT



**PLEASANT VALLEY RECREATION AND PARK DISTRICT
PARK MAINTENANCE AND RECREATION IMPROVEMENT DISTRICT**

ENGINEER'S REPORT

FISCAL YEAR 2019-20

APRIL 2019

PURSUANT TO THE LANDSCAPING AND LIGHTING ACT OF 1972
AND ARTICLE XIII D OF THE CALIFORNIA CONSTITUTION

ENGINEER OF WORK:
SCI Consulting Group
4745 MANGELS BOULEVARD
FAIRFIELD, CALIFORNIA 94534
PHONE 707.430.4300
FAX 707.430.4319
www.sci-cg.com

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INTRODUCTION

OVERVIEW

The Pleasant Valley Recreation and Park District (the "Park District") currently provides park facilities and recreational programs for its service area of 26,400 parcels. The Park District currently owns, operates and maintains 28 neighborhood, community, and regional parks which are distributed throughout the Park District. (For locations of the Park District's facilities, see the Diagram following in this Report.)

The Park District's facilities are summarized as follows:

DISTRICT PARKS

- ❖ **ADOLFO PARK**, (3.0 acres), 3601 N. Adolfo.
- ❖ **ARNEILL RANCH PARK**, (5.0 acres), 1301 Sweetwater.
- ❖ **BIRCHVIEW PARK**, (0.7 acres), 5564 Laurel Ridge Lane, Birchview/Laurel Ridge.
- ❖ **CALLEGUAS CREEK PARK**, (3.0 acres), 675 Avenida Valencia.
- ❖ **CAMARILLO OAK GROVE PARK**, (24.55 acres), 6968 Camarillo Springs Road.
- ❖ **CARMENITA PARK**, (1.0 acres), 1506 Sevilla.
- ❖ **CHARTER OAK PARK**, (5.7 acres), 2500 Charter Oak Drive.
- ❖ **COMMUNITY CENTER PARK**, (12.9 acres), 1605 E. Burnley Street, Carmen/Burnley.
- ❖ **DOS CAMINOS PARK**, (4.4 acres), 2198 N. Ponderosa Road, Las Posas/Ponderosa.
- ❖ **ENCANTO PARK**, (3.0 acres), 5300 Encanto.
- ❖ **FOOTHILL PARK**, (2.3 acres), 1501 Cranbrook Street.
- ❖ **FREEDOM PARK**, (33.9 acres), 275 E. Pleasant Valley Road, Skyway/Eubanks.
- ❖ **HERITAGE PARK**, (9.0 acres), 1630 Heritage Trail, Joshua Trail/Heritage Trail.
- ❖ **LAS POSAS EQUESTRIAN PARK**, (2.0 acres), 2084 Via Veneto, El Tuaca/Via Veneto.
- ❖ **LAURELWOOD PARK**, (1.5 acres), 2127 Dexter, Mobil/Dexter.
- ❖ **LOKKER PARK**, (7.0 acres), 848 Vista Coto Verde, Calle Higuera/Avenida Sultura.
- ❖ **MEL VINCENT PARK**, (5.0 ACRES), 668 CALISTOGA ROAD.
- ❖ **MISSION OAKS PARK**, (20.2 acres), 5501 Mission Oaks Boulevard, Mission Oaks/Oak Canyon.
- ❖ **NANCY BUSH PARK**, (3.4 acres), 1150 Bradford.

- ❖ **PITTS RANCH PARK**, (10.0 acres), 1400 Flynn Road.
- ❖ **BOB KILDEE COMMUNITY PARK**, (13.0 acres), 1030 Temple Avenue, Ponderosa/Temple.
- ❖ **QUITO PARK**, (5.0 acres), 7073 Quito Court, Calle Dia/Quito.
- ❖ **SPRINGVILLE PARK**, (5.0 acres), 801 Via Zamora.
- ❖ **TRAILSIDE PARK**, (0.5 acres), 5462 Cherry Ridge Drive, Willow View/Maple View.
- ❖ **VALLE LINDO PARK**, (10.0 acres), 889 Aileen Street, Valle Lindo/Aileen.
- ❖ **PLEASANT VALLEY FIELDS**, (55.0 acres), 3777 Village at the Park Drive.
- ❖ **WOODCREEK PARK**, (5.0 acres), 1200 Woodcreek Road, Lynwood/Woodcreek.
- ❖ **WOODSIDE PARK**, (5.0 acres), 247 Japonica Avenue, Ridgeview/Japonica.

ASSESSMENT PROCESS

In 2001, due to the combination of limited revenues, a growing community and expanding park acreage, the Park District projected that it would not be able to adequately maintain its current and future parks and recreation facilities. Therefore, the Board proposed the establishment of an assessment district to provide adequate revenues for park maintenance services as well as for expanding and improving park facilities to meet the growing demand placed on the parks.

In February and March 2001 the Board conducted an assessment ballot proceeding pursuant to the requirements of Article XIID of the California Constitution ("The Taxpayer's Right to Vote on Taxes Act") and the Landscaping and Lighting Act of 1972. During this ballot proceeding, property owners in the District were provided with a notice and ballot for the proposed parks assessment ("the Parks Maintenance and Recreation Improvement District" or the "Improvement District"). A 45-day period was provided for balloting and a public hearing was conducted on March 21st, 2001. At the public hearing, all ballots returned within the 45-day balloting period were tabulated. It was determined at the public hearing that the assessment ballots submitted in opposition to the proposed assessments did not exceed the assessment ballots submitted in favor of the assessments (with each ballot weighted by the proportional financial obligation of the property for which ballot was submitted). The final balloting result was 58.7% weighted support in favor of the benefit assessments for the Pleasant Valley Recreation and Park District's Park Maintenance and Recreation Improvement District.

As a result, the Board gained the authority to approve the levy of the assessments for the fiscal year 2001-02 and to continue to levy them in future years. The authority granted by the ballot proceeding includes an annual adjustment in the assessment levies equal to the annual change in the Consumer Price Index for the Los Angeles Area, not to exceed 3%.

ENGINEER'S REPORT AND CONTINUATION OF ASSESSMENTS

In each subsequent year for which the assessments will be continued, the Board must direct the preparation of an Engineer's Report, budgets and proposed assessments for the upcoming fiscal year. After the Engineer's Report is completed, the Board may preliminarily approve the Engineer's Report and proposed assessments and establish the date for a public hearing on the continuation of the assessments. This Report was prepared pursuant to the direction of the Board adopted on February 6, 2019.

This Engineer's Report ("Report") was prepared to establish the budget for the continued improvements and services ("Improvements") that would be funded by the proposed 2019-20 assessments, determine the benefits received by property from the improvements and services within the Park District and the method of assessment apportionment to lots and parcels within the Park District. This Report and the proposed assessments have been made pursuant to the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the *California Streets and Highways Code* (the "Act") and Article XIID of the California Constitution (the "Article").

If the Board preliminarily approves this Engineer's Report and the continuation of the assessments by resolution, a notice of public hearing must be published in a local paper at least 10 days prior to the date of the public hearing. The resolution preliminarily approving the Engineer's Report and establishing the date for a public hearing is used for this notice.

Following the minimum 10-day time period after publishing the notice, a public hearing is held for the purpose of allowing public testimony about the proposed continuation of the assessments. This hearing is currently scheduled for June 5, 2019. At this hearing, the Board would consider approval of a resolution confirming the continuation of the assessments for fiscal year 2019-20. If the assessments are so confirmed and approved, the levies would be submitted to the County Auditor/Controller by August 2019 for inclusion on the property tax roll for fiscal year 2019-20.

LEGISLATIVE ANALYSIS

PROPOSITION 218

This assessment is formed consistent with Proposition 218, The Right to Vote on Taxes Act, which was approved by the voters of California on November 6, 1996, and is now codified as Articles XIIC and XIID of the California Constitution. Proposition 218 provides for benefit assessments to be levied to fund the cost of providing services, improvements, as well as maintenance and operation expenses to a public improvement which benefits the assessed property.

Proposition 218 describes a number of important requirements, including property-owner balloting, for the imposition, increase and extension of assessments, and these requirements are satisfied by the process used to establish this assessment.

SILICON VALLEY TAXPAYERS ASSOCIATION, INC. V SANTA CLARA COUNTY OPEN SPACE AUTHORITY

In July of 2008, the California Supreme Court issued its ruling on the Silicon Valley Taxpayers Association, Inc. v. Santa Clara County Open Space Authority ("SVTA vs. SCCOSA"). This ruling is the most significant legal document in further legally clarifying Proposition 218. Several of the most important elements of the ruling included further emphasis that:

- Benefit assessments are for special, not general, benefit
- The services and/or improvements funded by assessments must be clearly specified and identified
- Special benefits are directly received by and provide a direct advantage to property in the assessment district
- The assessments must be proportional to the special benefits conferred

This Engineer's Report is consistent with the SVTA vs. SCCOSA decision and with the requirements of Article 13C and 13D of the California Constitution because the improvements to be funded are clearly defined; the benefiting properties in the Improvement District enjoys close and unique proximity, access and views to the improvements; the improvements serve as an extension of usable land area for benefiting properties in the Improvement District and such special benefits provide a direct advantage to property in the Improvement District that is not enjoyed by the public at large or other property; and the assessments are proportional to the special benefits conferred.

DAHMS V. DOWNTOWN POMONA PROPERTY

On June 8, 2009, the 4th Court of Appeal amended its original opinion upholding a benefit assessment for property in the downtown area of the City of Pomona. On July 22, 2009, the California Supreme Court denied review. On this date, Dahms became good law and binding precedent for assessments. In Dahms the Court upheld an assessment that was 100% special benefit (i.e. 0% general benefit) on the rationale that the services and improvements funded by the assessments were directly provided to property in the assessment district. The Court also upheld discounts and exemptions from the assessment for certain properties.

BONANDER V. TOWN OF TIBURON

On December 31, 2009, the 1st District Court of Appeal overturned a benefit assessment approved by property owners to pay for placing overhead utility lines underground in an area of the Town of Tiburon. The Court invalidated the assessments on the grounds that the assessments had been apportioned to assessed property based in part on relative costs within sub-areas of the assessment district instead of proportional special benefits.

BEUTZ V. COUNTY OF RIVERSIDE

On May 26, 2010 the 4th District Court of Appeal issued a decision on the Steven Beutz v. County of Riverside ("Beutz") appeal. This decision overturned an assessment for park

maintenance in Wildomar, California, primarily because the general benefits associated with improvements and services were not explicitly calculated, quantified and separated from the special benefits.

GOLDEN HILL NEIGHBORHOOD ASSOCIATION V. CITY OF SAN DIEGO

On September 22, 2011, the San Diego Court of Appeal issued a decision on the Golden Hill Neighborhood Association v. City of San Diego appeal. This decision overturned an assessment for street and landscaping maintenance in the Greater Golden Hill neighborhood of San Diego, California. The court described two primary reasons for its decision. First, like in *Beutz*, the court found the general benefits associated with services were not explicitly calculated, quantified and separated from the special benefits. Second, the court found that the City had failed to record the basis for the assessment on its own parcels.

COMPLIANCE WITH CURRENT LAW

This Engineer's Report is consistent with the requirements of Article XIIC and XIID of the California Constitution and with the *SVTA* decision because the improvements to be funded are clearly defined; the improvements are directly available to and will directly benefit property in the Improvement District; and the improvements provide a direct advantage to property in the Improvement District that would not be received in absence of the assessments.

This Engineer's Report is consistent with *Beutz*, *Dahms* and *Greater Golden Hill* because the improvements will directly benefit property in the Improvement District and the general benefits have been explicitly calculated and quantified and excluded from the assessments. The Engineer's Report is consistent with *Bonander* because the assessments have been apportioned based on the overall cost of the improvements and proportional special benefit to each property.

PLANS & SPECIFICATIONS

The Pleasant Valley Recreation and Park District maintains park facilities in locations throughout its boundaries.

The work and improvements (the "Improvements") proposed to be undertaken by the Pleasant Valley Recreation and Park District's Park Maintenance and Recreation Improvement District (the "Improvement District") and the cost thereof paid from the levy of the annual assessment provide special benefit to Assessor Parcels within the Improvement District as defined in the Method of Assessment herein. In addition to the definitions provided by the Landscaping and Lighting Act of 1972, (the "Act") the work and improvements are generally described as follows:

Installation, maintenance and servicing of public recreational facilities and improvements, including, but not limited to, turf and play areas, playground equipment, hard court surfaces, ground cover, shrubs and trees, irrigation and sprinkler systems, landscaping, park grounds and facilities, drainage systems, lighting, fencing, entry monuments, basketball courts, tennis courts, gymnasiums, senior centers, running tracks, swimming pools, landscape corridors, trails, other recreational facilities, security patrols to protect the Improvements, graffiti removal and repainting, and labor, materials, supplies, utilities and equipment, as applicable, at each of the locations owned, operated or maintained by the Pleasant Valley Recreation and Park District. Any plans and specifications for these improvements have been filed with the General Manager of the Pleasant Valley Recreation and Park District and are incorporated herein by reference.

As applied herein, "Installation" means the construction of recreational improvements, including, but not limited to, land preparation (such as grading, leveling, cutting and filling) sod, landscaping, irrigation systems, sidewalks and drainage, lights, playground equipment, play courts, recreational facilities and public restrooms.

"Maintenance" means the furnishing of services and materials for the ordinary and usual maintenance, operation and servicing of any improvement, including repair, removal or replacement of all or any part of any improvement; providing for the life, growth, health, and beauty of landscaping, including cultivation, irrigation, trimming, spraying, fertilizing, or treating for disease or injury; the removal of trimmings, rubbish, debris, and other solid waste, and the cleaning, sandblasting, and painting of walls and other improvements to remove or cover graffiti.

"Servicing" means the furnishing of electric current, or energy, gas or other illuminating agent for any public lighting facilities or for the lighting or operation of any other improvements; or water for the irrigation of any landscaping, the operation of any fountains, or the maintenance of any other improvements.

Incidental expenses include all of the following: (a) The costs of preparation of the report, including plans, specifications, estimates, diagram, and assessment; (b) the costs of printing, advertising, and the giving of published, posted, and mailed notices; (c) compensation payable to the County for collection of assessments; (d) compensation of any engineer or attorney employed to render services in proceedings pursuant to this part; (e) any other expenses incidental to the construction, installation, or maintenance and servicing of the Improvements; (f) any expenses incidental to the issuance of bonds or notes pursuant to Streets & Highways Code Section 22662.5; and (g) costs associated with any elections held for the approval of a new or increased assessment. (Streets & Highways Code §22526).

The assessment proceeds will be exclusively used for Improvements within the Improvement District plus Incidental expenses. Reference is made to the Summary of District's Improvement Plans section in the following section of this Report and the more detailed budgets and improvement plans of the Park District, which are on file with the Pleasant Valley Recreation and Park District.

FISCAL YEAR 2019-20 ESTIMATE OF COST AND BUDGET

INTRODUCTION

Following are the proposed Improvements, and resulting level of improved parks and recreation facilities, for the Improvement District. As previously noted, the baseline level of service included a declining level of parks and recreation facilities due to shortages of funds for the Park District. Improvements funded by the assessments are over and above the previously declining baseline level of service. The formula below describes the relationship between the final level of improvements, the existing baseline level of service, and the enhanced level of improvements to be funded by the proposed assessment.

Final Level of Improvements	=	Baseline Level of Improvements	+	Enhanced Level of Improvements
--	---	---	---	---

SUMMARY OF DISTRICT'S IMPROVEMENT PLANS

Projects have been chosen throughout the Park District in order to ensure that all properties in the narrowly drawn Park District boundaries will receive improved access to better maintained and improved parks in their area. A detailed project improvement plan has been developed and is available for review at the Park District offices.

TABLE 1 - ESTIMATE OF COST, FY 2019-20

	Total Budget															
Installation, Maintenance & Servicing Costs																
Capital Improvements	\$857,434															
Equipment and Facility Replacement	\$64,000															
Services and Supplies	\$2,168,167															
Maintenance and Operations of Improvements ¹	\$2,099,918															
Subtotal - Installation, Maintenance and Servicing	\$5,189,519															
Administrative Costs:																
Assessment Administration and County Charges	\$21,966															
Allowance for Uncollectible Assessments	\$14,380															
Subtotals - Incidentals	\$36,346															
Total for Installation, Maintenance, Servicing and Administration	\$5,225,865															
Total Benefit of Improvements	\$5,225,865															
Single Family Equivalent Units (SFE)	27,842															
Benefit Received per SFE Unit	\$187.70															
Less:																
District Contribution for General Benefits ²	(\$1,306,466.25)															
District Contribution for Special Benefits	(\$2,775,856.75)															
Beginning Fund Balance (July 1, 19)	(\$669,959)															
Contribution to Reserve Fund/Improvement Fund/Contingency ³	\$676,851															
	(\$4,075,431)															
Net Cost of Installation, Maintenance and Servicing (Net Amount to be Assessed)	\$1,150,434															
Budget Allocation to Property Total Assessment Budget*	\$1,150,434															
	<table border="1"> <thead> <tr> <th></th> <th style="text-align: right;">Unadjusted SFE</th> <th style="text-align: right;">Adjusted SFE</th> </tr> </thead> <tbody> <tr> <td>Single Family Equivalent Benefit Units - Zone A</td> <td style="text-align: right;">26,809.81</td> <td style="text-align: right;">26,809.81</td> </tr> <tr> <td>Single Family Equivalent Benefit Units - Zone B</td> <td style="text-align: right;">495.24</td> <td style="text-align: right;">123.81</td> </tr> <tr> <td>Single Family Equivalent Benefit Units - Zone C</td> <td style="text-align: right;">1,816.89</td> <td style="text-align: right;">908.45</td> </tr> <tr> <td>Adjusted SFE Units</td> <td></td> <td style="text-align: right;">27,842.07</td> </tr> </tbody> </table>		Unadjusted SFE	Adjusted SFE	Single Family Equivalent Benefit Units - Zone A	26,809.81	26,809.81	Single Family Equivalent Benefit Units - Zone B	495.24	123.81	Single Family Equivalent Benefit Units - Zone C	1,816.89	908.45	Adjusted SFE Units		27,842.07
	Unadjusted SFE	Adjusted SFE														
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Adjusted SFE Units		27,842.07														
Assessment per Single Family Equivalent Unit	\$41.32															

* All assessments are rounded to lower even penny. Therefore, the budget amount may slightly differ from the assessment rate

Notes to Estimate of Cost:

1. The item, Maintenance and Operation of Improvements provides funding for enhanced maintenance of all parks and recreation facilities on a daily basis, seven days per week. Improvements include mowing turf, trimming and caring for landscaping, fertilization and aeration of grounds and playfields, routine maintenance and safety inspections, painting, replacing/repairing broken or damaged equipment, trash removal and cleanup, irrigation and irrigation system maintenance, and other services as needed.
2. As determined in the following section, at least 25% of the cost of Improvements must be funded from sources other than the assessments to cover any general benefits from the Improvements. Therefore, out of the total cost of Improvements of \$5,225,865, the District must contribute at least \$1,306,466 from sources other than the assessments. The District will contribute much more than this amount, which more than covers any general benefits from the Improvements.
3. This amount is the projected ending fund balance as of June 30, 2020. The Fund Balance shown includes operating reserves and the Capital Improvement Reserve Fund.
4. The Act stipulates that proceeds from the assessments must be deposited into a special fund that has been set up for the revenues and expenditures of the Improvement District. Moreover, funds raised by the assessment shall be used only for the purposes stated within this Report. Any balance remaining at the end of the fiscal year, July 1, must be carried over to the next fiscal year. The funds shown under contribution to Reserve Fund / Improvement Fund / Contingency are primarily being accumulated for future capital improvement and capital renovation needs.

METHOD OF APPORTIONMENT

METHOD OF APPORTIONMENT

This section of the Engineer's Report explains the special and general benefits to be derived from the Improvements to park facilities and District maintained property throughout the Park District, and the methodology used to apportion the total assessment to properties within the Improvement District.

The Improvement District consists of all Assessor Parcels within the boundaries of the Pleasant Valley Recreation and Park District. The method used for apportioning the assessment is based upon the proportional special benefits conferred to the properties over and above the general benefits conferred to real property in the Improvement District or to the public at large. Special benefit is calculated for each parcel in the Improvement District using the following process:

1. Identification of all benefit factors derived from the Improvements
2. Identification of the direct advantages (special benefits) received by property in the Improvement District
3. Calculation of the proportion of these benefits that are general
4. Determination of the relative special benefit within different areas within the Improvement District
5. Determination of the relative special benefit per property type
6. Calculation of the specific assessment for each individual parcel based upon special vs. general benefit; location, property type, property characteristics, improvements on property and other supporting attributes

DISCUSSION OF BENEFIT

In summary, the assessments can only be levied based on the special benefit to property. Any and all general benefit must be funded from another source. This special benefit is received by property over and above any general benefits from the Improvements. With reference to the requirements for assessments, Section 22573 of the Landscaping and Lighting Act of 1972 states:

"The net amount to be assessed upon lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the improvements."

"The determination of whether or not a lot or parcel will benefit from the improvements shall be made pursuant to the Improvement Act of 1911 (Division 7 (commencing with Section 5000)) [of the Streets and Highways Code, State of California]."

Proposition 218, as codified in Article XIII D of the California Constitution, has confirmed that assessments must be based on the special benefit to property:

"No assessment shall be imposed on any parcel which exceeds the reasonable cost of the proportional special benefit conferred on that parcel."

Since assessments are levied on the basis of special benefit, they are not a tax and are not governed by Article XIII A of the California Constitution.

The SVTA v. SCCOSA decision also clarifies that a special benefit is a service or improvement that provides a direct advantage to a parcel, in contrast to a general benefit which provides indirect or derivative advantages. The SVTA v. SCCOSA decision also provides specific guidance that park improvements are a direct advantage and special benefit to property that is proximate to a park that is improved by an assessment:

the characterization of a benefit may depend on whether the parcel receives a direct advantage from the improvement (e.g. proximity to a park) or receives an indirect, derivative advantage resulting from the overall public benefits of the improvement (e.g. general enhancement of the district's property values).

Finally, Proposition 218 twice uses the phrase "over and above" general benefits in describing special benefit. (Art. XIII D, sections 2(i) & 4(f).) The SVTA v. SCCOSA decision further clarifies that special benefits must provide a direct advantage to benefiting property and that examples of a special benefit include proximity to a park, expanded or improved access to open space or views of open space.

BENEFIT FACTORS

The special benefits from the Improvements are listed below:

EXTENSION OF A PROPERTY'S OUTDOOR AREAS AND GREEN SPACES FOR PROPERTIES WITHIN CLOSE PROXIMITY TO THE IMPROVEMENTS

In large part because it is cost prohibitive to provide large open land areas on property in the Improvement District, the residential, commercial and other benefiting properties in the Improvement District do not have large outdoor areas and green spaces. The parks in the Improvement District provide these larger outdoor areas that serve as an effective extension of the land area for proximate properties because the Improvements are uniquely proximate and accessible to property in close proximity to the Improvements. The Improvements, therefore, provide an important, valuable and desirable extension of usable land area for the direct advantage and special benefit of properties with good and close proximity to the Improvements.

According to the industry-standard guidelines established by the National Park and Recreation Association (the "NPRA"), neighborhood parks in urban areas have a service

area radius of generally one-half mile and community parks have a service area radius of approximately two miles. The service radii for neighborhood parks and neighborhood green spaces were specifically established to give all properties within this service radii close proximity and easy access to such public land areas. Since proximate and accessible parks serve as an extension of the usable land area for property in the service radii and since the service radii was specifically designed to provide close proximity and access, the parcels within this service area clearly receive a direct advantage and special benefit from the Improvements - and this advantage is not received by other properties or the public at large.

Moreover, almost every neighborhood park in the Improvement District does not provide a restroom or parking lot. Such public amenities were specifically excluded from neighborhood parks because neighborhood parks are designed to be an extension of usable land area specifically for properties in close proximity, and not the public at large or other non-proximate property. The occupants of proximate property do not need to drive to their local park and do not need restroom facilities because they can easily reach their local neighborhood park and can use their own restroom facilities as needed. This is further tangible evidence of the effective extension of land area provided by the Improvements to proximate parcels in the Improvement District and the unique direct advantage the parcels within the Improvement District receive from the Improvements.

An analysis of the service radii for the Improvements finds that all properties in the Improvement District enjoy the distinct and direct advantage of being close and proximate to parks within the Improvement District. As noted in the following section, several Zones of Benefit have been specifically drawn within the Improvement District to further recognize the unique levels of proximity and special benefits to properties in the Improvement District. The benefiting properties in the Improvement District therefore uniquely and specially benefit from the Improvements and several unique areas of special benefits have been narrowly drawn.

PROXIMITY TO IMPROVED PARKS AND RECREATIONAL FACILITIES

Only the specific properties within close proximity to the Improvements are included in the Improvement District. Therefore, property in the Improvement District enjoys unique and valuable proximity and access to the Improvements that the public at large and property outside the Improvement District do not share.

In absence of the assessments, the Improvements would not be provided and the parks and recreation areas in the Improvement District would be degraded due to insufficient funding for maintenance, upkeep and repair. Therefore, the assessments provide Improvements that are over and above what otherwise would be provided. Improvements that are over and above what otherwise would be provided do not by themselves translate into special benefits but when combined with the unique proximity and access enjoyed by parcels in the Improvement District, they provide a direct advantage and special benefit to property in the Improvement District.

ACCESS TO IMPROVED PARKS, OPEN SPACE AND RECREATIONAL AREAS

Since the parcels in the Improvement District are nearly the only parcels that enjoy close access to the Improvements, they directly benefit from the unique close access to improved parks, open space and recreation areas that are provided by the Assessments. This is a direct advantage and special benefit to property in the Improvement District.

IMPROVED VIEWS

The Park District, by maintaining the landscaping at its park, recreation and open space facilities provides improved views to properties with direct line-of-sight as well as other local properties which benefit from improved views when is the Improvements are accessed or passed. Therefore, the improved and protected views provided by the Assessments are another direct and tangible advantage that is uniquely conferred upon property in the Improvement District.

BENEFIT FINDING

In summary, real property located within the boundaries of the Improvement District distinctly and directly benefits from closer proximity, access and views of improved parks, recreation facilities, open space, landscaped corridors, greenbelts, trail systems and other public resources funded by the Assessments. The Improvements are specifically designed to serve local properties in the Improvement District, not other properties or the public at large. The public at large and other properties outside the Improvement District receive only limited benefits from the Improvements because they do not have proximity, good access or views of the Improvements. These are special benefits to property in the Improvement District in much the same way that sewer and water facilities, sidewalks and paved streets enhance the utility and desirability of property and make them more functional to use, safer and easier to access.

GENERAL VERSUS SPECIAL BENEFIT

Article XIIC of the California Constitution requires any local agency proposing to increase or impose a benefit assessment to “separate the general benefits from the special benefits conferred on a parcel.” The rationale for separating special and general benefits is to ensure that property owners subject to the benefit assessment are not paying for general benefits. The assessment can fund special benefits but cannot fund general benefits. Accordingly, a separate estimate of the special and general benefit is given in this section.

In other words:

Total Benefit	=	General Benefit	+	Special Benefit
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There is no widely-accepted or statutory formula for general benefit. General benefits are benefits from improvements or services that are not special in nature, are not “particular

and distinct” and are not “over and above” benefits received by other properties. SVTA vs. SCCOSA provides some clarification by indicating that general benefits provide “an indirect, derivative advantage” and are not necessarily proximate to the improvements.

In this report, the general benefit is conservatively estimated and described, and then budgeted so that it is funded by sources other than the assessment.

The starting point for evaluating general and special benefits is the current, baseline level of service. The assessment will fund Improvements “over and above” this general, baseline level and the general benefits estimated in this section are over and above the baseline.

A formula to estimate the general benefit is listed below:

General Benefit	=	Benefit to real property outside of improvement district	+	Benefit to real property inside of improvement district	+	Benefit to public at large
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Special benefit, on the other hand, is defined in the state constitution as “a particular and distinct benefit over and above general benefits conferred on real property located in the district or to the public at large.” The SVTA v. SCCOSA decision indicates that a special benefit is conferred to a property if it “receives a direct advantage from the improvement (e.g., proximity to a park).” In this assessment, as noted, properties in the Improvement District have close and unique proximity, views and access to the Improvements and uniquely improved desirability from the Improvements. Other properties and the public at large do not receive significant benefits because they do not have proximity, access or views of the Improvements. Therefore, the overwhelming proportion of the benefits conferred to property is special, and is only minimally received by property outside the Improvement District or the public at large.

In the 2009 Dahms case, the court upheld an assessment that was 100% special benefit on the rationale that the services funded by the assessments were directly provided within the assessment district. It is also important to note that the improvements and services funded by the assessments in Pomona are similar to the improvements and services funded by the Assessments described in this Engineer’s Report and the Court found these improvements and services to be 100% special benefit. Also similar to the assessments in Pomona, the Assessments described in this Engineer’s Report fund improvements and services directly provided within the Assessment District and every benefiting property in the Assessment District enjoys proximity and access to the Improvements. Therefore, Dahms establishes a basis for minimal or zero general benefits from the Assessments. However, in this Report, the general benefit is more conservatively estimated and described, and then budgeted so that it is funded by sources other than the Assessment.

CALCULATING GENERAL BENEFIT

In this section, the general benefit is conservatively estimated and described, and then budgeted so that it is funded by sources other than the assessment.

BENEFIT TO PROPERTY OUTSIDE THE IMPROVEMENT DISTRICT

Properties within the Improvement District receive almost all of the special benefits from the Improvements because properties in the Improvement District enjoy unique close proximity and access to the Improvements that is not enjoyed by other properties or the public at large. However, certain properties within the proximity/access radius of the Improvements, but outside of the boundaries of the Improvement District, may receive some benefit from the Improvements. Since this benefit is conferred to properties outside the Improvement District boundaries, it contributes to the overall general benefit calculation and will not be funded by the Assessments.

The properties outside the Improvement District and within the proximity radii for neighborhood parks in the Improvement District receive benefits from the Improvements. Since these properties are not assessed for their benefits because they are outside of the area that can be assessed by the District, this is form of general benefit to the public at large and other property. A 50% reduction factor is applied to these properties because they are geographically on only one side of the Improvements and are over twice the average distance from the Improvements compared to properties in the Assessment District. The general benefit to property outside of the Improvement District is calculated as follows with the parcel and data analysis performed by SCI Consulting Group.

Assumptions:

3,616 parcels outside the district but within either 0.5 miles of a neighborhood park or 2.0 miles of a community park within the Improvement District.

25,370 parcels in the Improvement District.

50% relative benefit compared to property within the Improvement District.

Calculation of General Benefit to Property Outside the Improvement District

$$(3,616 / (25,370 + 3,615)) * 0.5 = 6.2\%$$

Although it can reasonably be argued that Improvements inside, but near the Park District boundaries are offset by similar park and recreational improvements provided outside, but near the Park District's boundaries, we use the more conservative approach of finding that 6.2% of the Improvements may be of general benefit to property outside the Improvement District.

BENEFIT TO PROPERTY *INSIDE* THE DISTRICT THAT IS *INDIRECT AND DERIVATIVE*

The “indirect and derivative” benefit to property within the Improvement District is particularly difficult to calculate. A solid argument can be presented that all benefit within the Improvement District is special, because the Improvements are clearly “over and above” and “particular and distinct” when compared with the baseline level of service and the unique proximity, access and views of the Improvements enjoyed by benefiting properties in the Improvement District.

Nevertheless, the SVTA vs. SCCOSA decision indicates there may be general benefit “conferred on real property located in the district”. A measure of the general benefits to property within the Assessment area is the percentage of land area within the Improvement District that is publicly owned and used for regional purposes such as major roads, rail lines and other regional facilities because such properties used for regional purposes could provide indirect benefits to the public at large. Approximately 2.0% of the land area in the Improvement District is used for such regional purposes, so this is a measure of the general benefits to property within the Improvement District.

BENEFIT TO THE PUBLIC AT LARGE

The general benefit to the public at large can be estimated by the proportionate amount of time that the Park District’s parks and recreational facilities are used and enjoyed by individuals who are not residents, employees, customers or property owners in the Park District¹. A survey of park and recreation facility usage conducted by SCI Consulting Group found that less than 5% of the Park District’s facility usage is by those who do not live or work within District boundaries.² When people outside the Improvement District use parks, they diminish the availability of parks for people within the Improvement District. Therefore, another 5% of general benefits are allocated for people within the Improvement District. Combining these two measures of general benefits, we find that 10% of the benefits from the Improvements are general benefits to the public at large.

TOTAL GENERAL BENEFITS

Using a sum of these three measures of general benefit, we find that approximately 18.2% of the benefits conferred by the Improvements may be general in nature and should be funded by sources other than the assessment.

¹ . When District facilities are used by those individuals, the facilities are not providing benefit to property within the Park District. Use under these circumstances is a measure of general benefit. For example, a non-resident who is drawn to utilize the Park District facilities and shops at local businesses while in the area would provide special benefit to business properties as a result of his or her use of the Improvements. Conversely, one who uses Park District facilities but does not reside, work, shop or own property within the Park District boundaries does not provide special benefits to any property and is considered to be a measure of the general benefits.

² . A total of 200 park users were surveyed on different days and times during the months of November and December 2000. Nine respondents (4.5%) indicated that they did not reside or work within the Park District.

General Benefit Calculation

6.2%	(Outside the Assessment District)
+ 2.0%	(Inside the district – indirect and derivative)
+ 10.0%	(Public at Large)
= 18.2%	(Total General Benefit)

Although this analysis finds that 18.2% of the assessment may provide general benefits, the Assessment Engineer establishes a requirement for a minimum contribution from sources other than the assessments of 25%. This minimum contribution above the measure of general benefits will serve to provide additional coverage for any other general benefits.

The Park District's total budget for maintenance and improvement of its parks and recreational facilities is \$5,225,865. Of this total budget amount, the Park District will contribute \$4,082,323 from sources other than the assessments for park maintenance and operation. This contribution by the Park District equates to approximately 78% of the total budget for maintenance and improvements and constitutes far more than the amount attributable to the general benefits from the Improvements.

ZONES OF BENEFIT

The Pleasant Valley Recreation and Park District's parks and recreation facilities are generally concentrated in the areas encompassing the City of Camarillo. The outlying, generally more rural areas of the Park District have limited park and recreation facilities and properties in these areas (collectively "area") are generally less proximate to the Improvements. Therefore, this area receives relatively lesser special benefits from the assessments than properties located within the City of Camarillo. This area of lesser benefit is defined to include all parcels within District boundaries that are located outside of the City limits, excluding the upper northwest section of the unincorporated areas of the Park District, generally known as the Heights and Spanish Hills³. This area is hereinafter referred to as Zone of Benefit B or Zone B and is depicted on the Assessment Diagram included with this Report. All parcels within the City of Camarillo or within the unincorporated areas described as the Heights or Spanish Hills are classified into Zone of Benefit A or Zone A.

Relative proximity and access to the Park District's facilities is a measure of the level of special benefit conferred by the assessments. Parcels in Zone B are approximately four times farther removed from the Park District's facilities as those within Zone A; therefore

³ . The area of Heights and Spanish Hills is generally located in the northwest unincorporated section of the Park District. The Las Posas Equestrian Park and Springville Park is located within this area. In addition, this area has similar proximity to the Park District's parks and facilities as do other parcels within the City of Camarillo.

these properties are determined to receive 1/4 (25%) the level of benefit as those within Zone A.

Leisure Village and The Springs are two retirement communities generally located on the eastern side of the City of Camarillo. Both communities provide their own recreational facilities and programs to their residents, and the Park District does not own or maintain facilities within the two communities. Consequently, the recreational facilities and services offered by Leisure Village and The Springs offset some of the benefits provided by the Park District's facilities, so these properties receive lower levels of special benefit. Although the residents and employees of Leisure Village and The Springs use facilities within each community, they also can and do utilize the Park District's facilities and programs, such as the Senior Center, Community Center, and Pleasant Valley pool.

A survey of property owners conducted by Godbe Research and Analysis in August 2000, found that property owners in these communities utilized Park District facilities generally approximately at one-half the frequency of property owners outside these communities. Using relative frequency of use as a measure of benefit, the Engineer has determined that a benefit of 1/2 the level of benefit as those within Zone A is appropriate. Therefore, properties in Leisure Village and The Springs are classified into Zone of Benefit C or Zone C and are determined to receive a benefit of 1/2 (50%) the level of benefit as those within Zone A.

The summary of parcels and assessments by Zone of Benefit is listed in the following table.

TABLE 2 - SUMMARY OF PARCELS AND ASSESSMENTS BY ZONE OF BENEFIT

	<i>Zone of Benefit</i>			<i>Total</i>
	<i>A</i>	<i>B</i>	<i>C</i>	
Total Parcels	23,289	774	2,398	26,461
SFE Units (Unadjusted for Benefit Weighting)	26,809.81	495.24	1,816.89	29,121.94
Benefit Adjustment Factor	100%	25%	50%	
Assessment Rate per SFE	\$41.32	\$10.33	\$20.66	
Total Assessment	\$1,107,781.35	\$5,115.83	\$37,536.95	\$1,150,434.13

The Zones of Benefit are shown on the Assessment Diagram and are listed for each parcel on the Assessment Roll.

Assessed properties within the Improvement District are within the industry-accepted proximity/service area for parks and recreation facilities. As noted, these proximity radii were specifically established to only encompass properties with good proximity and access to local parks and in effect make local parks within the proximity radii an extension of

usable land area for the properties in the area. Since all parcels in the Improvement District have good access and proximity to the Improvements and the benefits to relatively closer proximity are offset by other factors, additional proximity is not considered to be a factor in determining benefit within each Zone of Benefit. In other words, the boundaries of the Improvement District and the Zones of Benefit have been narrowly drawn to include only properties that have good proximity and access and will specially benefit from the Improvements.

The SVTA vs. SCCOSA, 44 Cal.4th 431, 456, decision indicates:

In a well-drawn district — limited to only parcels receiving special benefits from the improvement — every parcel within that district receives a shared special benefit. Under section 2, subdivision (i), these benefits can be construed as being general benefits since they are not “particular and distinct” and are not “over and above” the benefits received by other properties “located in the district.”

We do not believe that the voters intended to invalidate an assessment district that is narrowly drawn to include only properties directly benefiting from an improvement. Indeed, the ballot materials reflect otherwise. Thus, if an assessment district is narrowly drawn, the fact that a benefit is conferred throughout the district does not make it general rather than special. In that circumstance, the characterization of a benefit may depend on whether the parcel receives a direct advantage from the improvement (e.g., proximity to park) or receives an indirect, derivative advantage resulting from the overall public benefits of the improvement (e.g., general enhancement of the district’s property values).

In the Improvement District, the advantage that each parcel receives from the Improvements is direct, and the boundaries are narrowly drawn to include only parcels that benefit from the assessment. Therefore, the even spread of assessment throughout each narrowly drawn Zone of Benefit is indeed consistent with the SVTA vs. SCCOSA decision and satisfies the “direct relationship to the ‘locality of the improvement.’” standard.

METHOD OF ASSESSMENT AND PROPORTIONALITY

As previously discussed, the assessments provide specific Improvements that confer direct and tangible special benefits to properties in the Improvement District. These benefits can partially be measured by the occupants on property in the Improvement District because such parcel population density is a measure of the relative benefit a parcel receives from the Improvements. Therefore, the apportionment of benefit is partially based the population density of parcels.

It should be noted that many other types of “traditional” assessments also use parcel population densities to apportion the assessments. For example, the assessments for sewer systems, roads and water systems are typically allocated based on the population

density of the parcels assessed. Moreover, assessments have a long history of use in California and are in large part based on the principle that benefits from a service or improvement funded by assessments that is enjoyed by tenants and other non-property owners ultimately is conferred directly to the underlying property.⁴

The next step in apportioning assessments is to determine the relative special benefit for each property. This process involves determining the relative benefit received by each property in relation to a single family home, or, in other words, on the basis of Single Family Equivalents (SFE). This SFE methodology is commonly used to distribute assessments in proportion to estimated special benefit and is generally recognized as providing the basis for a fair and appropriate distribution of assessments. For the purposes of this Engineer's Report, all properties are designated a SFE value, which is each property's relative benefit in relation to a single family home on one parcel. In this case, the "benchmark" property is the single family detached dwelling which is one Single Family Equivalent or one SFE.

In the process of determining the appropriate method of assessment, the Engineer considered various alternatives. For example, an assessment only for all residential improved property was considered but was determined to be inappropriate because commercial, industrial and other properties also receive direct benefits from the Improvements.

Moreover, a fixed or flat assessment for all properties of similar type was deemed to be inappropriate because larger properties receive a higher degree of benefit than other similarly used properties that are significantly smaller. (For two properties used for commercial purposes, there is clearly a higher benefit provided to the larger property in comparison to a smaller commercial property because the larger property generally supports a larger building and has higher numbers of employees, customers and guests that would benefit from proximity and improved access to well maintained and improved parks and recreational facilities. So the potential population of employees or residents is a measure of the special benefits received by the property.) Larger parcels, therefore, receive an increased benefit from the assessments.

Finally, the special benefits derived from the assessments are conferred on property and are not based on a specific property owner's use of the improvements, or a specific property owner's occupancy of property or the property owner's demographic status such

⁴ For example, in *Federal Construction Co. v. Ensign* (1922) 59 Cal.App. 200 at 211, the appellate court determined that a sewer system specially benefited property even though the direct benefit was to the people who used the sewers: "Practically every inhabitant of a city either is the owner of the land on which he resides or on which he pursues his vocation, or he is the tenant of the owner, or is the agent or servant of such owner or of such tenant. And since it is the inhabitants who make by far the greater use of a city's sewer system, it is to them, as lot owners or as tenants, or as the servants or agents of such lot owners or tenants, that the advantages of actual use will redound. But this advantage of use means that, in the final analysis, it is the lot owners themselves who will be especially benefited in a financial sense."

as age or number of dependents. However, it is ultimately people who value the special benefits described above and use and enjoy the Park District's park and recreational facilities. In other words, the benefits derived to property are related to the average number of people who could potentially live on, work at, or otherwise could use a property, not how the property is currently used by the present owner. Therefore, the number of people who could or potentially live on, work at or otherwise use a property is one indicator of the relative level of benefit received by a property.

In conclusion, the Assessment Engineer determined that the appropriate method of assessment apportionment should be based on the type and use of property, the relative size of the property, its relative population and usage potential, its location and its proximity to parks and recreational facilities. Furthermore, the proportional special benefit derived by each identified parcel is apportioned based upon the following:

1. The entirety of the capital cost of the Improvements;
2. The maintenance and operation expenses of the Improvements;
3. And the cost of the property-related service being provided.

This method is further described below.

Pursuant to the Landscape and Lighting Act of 1972 and Article XIID of the Constitution of the State of California, all parcels that have special benefit conferred upon them as a result of the Improvements shall be identified and the proportionate special benefit derived by each identified parcel shall be determined in relationship to the entire cost of the Improvements. Only parcels that receive direct special benefit are assessed, and each parcel is assessed in proportion to the estimated benefit received.

Each parcel's benefit is determined by the difference between the general and special benefits being conferred on the properties by the Improvements; and the proportion of the special benefit conferred on the various land uses within the Assessment District. This method is further depicted below.

EQUATION 1 – SPECIAL BENEFIT APPORTIONMENT FACTORS

Special Benefit $\approx \Sigma$	(Special Benefit apportionment factors including use property type, size, location, and proximity to Improvements)
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The next step in apportioning assessments is to determine the relative special benefit for each property. This process involves determining the relative benefit received by each property in relation to a "benchmark" property, a single family detached dwelling on one parcel (one "Single Family Equivalent Unit" or "SFE"). This SFE methodology is commonly used to distribute assessments in proportion to estimated special benefits and is generally recognized as providing the basis for a fair and appropriate distribution of assessments. In this Engineer's Report, all properties are assigned an SFE value, which is each property's

relative special benefit in relation to a single family home on one parcel (the benchmark parcel). The formula for this special benefit assignment is as follows.

EQUATION 2 – RELATIVE SPECIAL BENEFIT (SFE)

$$\text{Relative Special Benefit} \approx \frac{\text{Special Benefit for a Specific Parcel}}{\text{Special Benefit for the Benchmark Parcel}}$$

Finally, to apportion the cost of Improvements to each parcel the total cost of the Improvements funded by the Assessments is divided by the total SFE benefit units assigned to all parcels. The resulting rate per SFE unit is then multiplied by the SFE units assigned to a parcel to determine the proportional assessment for each parcel.

EQUATION 3 – ASSESSMENT APPORTIONMENT

$$\text{Assessment for Parcel} = \frac{\text{Entire Cost of Improvements}}{\text{Total SFE Benefit Units}} * (\text{SFE Benefit Units for Parcel})$$

METHOD OF APPORTIONMENT

RESIDENTIAL PROPERTIES

Certain residential properties in the Improvement District that contain a single residential dwelling unit are assigned one Single Family Equivalent or 1.0 SFE. Traditional houses, zero-lot line houses and townhomes are included in this category.

Properties with more than one residential unit are designated as multi-family residential properties. These properties benefit from the improvements in proportion to the number of dwelling units that occupy each property and the average number of people who reside in multi-family residential units versus the average number of people who reside in a single family home. The population density factors for the Pleasant Valley Recreation and Park District, as depicted below, provide the basis for determining the SFE factors for residential properties. Using the total population in a certain property type in the area of the Park District from the 1990 Census and dividing it by the total number of such households, finds that approximately 3.32 persons occupy each single family residence, whereas an average of 2.16 persons occupy each multi-family residence. Using the ratio of one SFE for each single-family residence, which equates to one SFE for every 3.32 persons, 0.65 SFE would equate to one multi-family unit or 0.65 SFE for every 2.16 residents. Likewise, each condominium unit receives 0.71 SFE and each mobile home receives 0.51 SFE.

TABLE 3 - RESIDENTIAL DENSITY AND ASSESSMENT FACTORS

	<i>Total Population</i>	<i>Occupied Households</i>	<i>Persons per Household</i>	<i>SFE Factor</i>
Single Family Residential	34,333	10,343	3.32	1.00
Condominium	9,464	4,030	2.35	0.71
Multi-Family Residential	5,633	2,602	2.16	0.65
Mobile Home on Separate Lot	1,712	1,014	1.69	0.51

Source: 1990 Census, city of Camarillo (the most recent data available when the Improvement District was established).

The single family equivalency factor of 0.65 per dwelling unit for multifamily residential properties applies to such properties with 20 or fewer units. Properties in excess of 20 units typically offer on-site recreational amenities and other facilities that tend to offset some of the benefits provided by the improvements. Therefore the benefit for properties in excess of 20 units is determined to be 0.65 SFE per unit for the first 20 units and 0.10 SFE per each additional unit in excess of 20 dwelling units.

COMMERCIAL/INDUSTRIAL PROPERTIES

SFE values for commercial and industrial land uses are based on the equivalence of special benefit on a land area basis between single family residential property and the average commercial/industrial property. The SFE values for various commercial and industrial land uses are further defined by using average employee densities because the special benefit factors described previously can be measured by the average number of people who work at commercial/industrial properties.

In order to determine employee density factors, the findings from the San Diego Association of Governments Traffic Generators Study (the "SANDAG Study") are used because these findings were approved by the State Legislature as being a good representation of the average number of employees per acre of land area for commercial and industrial properties. As determined by the SANDAG Study, the average number of employees per acre for commercial and industrial property is 24.

In comparison, the average number of people residing in a single family home in the area is 3.32. Since the average lot size for a single family home in the Park District is approximately 0.27 acres, the average number of residents per acre of residential property is 12.30.

The employee density per acre is generally 2 times the population density of single family residential property per acre (24 employees per acre / 12.3 residents per acre). Therefore, the average employee density can be used as the basis for allocating benefit to commercial or industrial property since a commercial/industrial property with 2 employees receives generally similar special benefit to a residential property with 1 resident. This factor of equivalence of benefit between 1 resident to 2 employees is the basis for

allocating commercial/industrial benefit. Table 4 shows the average employees per acre of land area or portion thereof for commercial and industrial properties and lists the relative SFE factors per quarter acre for properties in each land use category.

Commercial and industrial properties in excess of 5 acres generally involve uses that are more land intensive relative to building areas and number of employees (lower coverage ratios). As a result, the benefit factors for commercial and industrial property land area in excess of 5 acres is determined to be the SFE rate per quarter acre for the first 5 acres and the relevant SFE rate per each additional acre over 5 acres.

Institutional properties that are used for residential, commercial or industrial purposes are also assessed at the appropriate residential, commercial or industrial rate.

TABLE 4 - COMMERCIAL/INDUSTRIAL DENSITY AND ASSESSMENT FACTORS

<i>Type of Commercial/Industrial Land Use</i>	<i>Average Employees Per Acre ¹</i>	<i>SFE Units per 1/4 Acre ²</i>
Commercial	24	1.00
Office	68	2.83
Shopping Center	24	1.00
Industrial	24	1.00
Self Storage or Parking Lot	1	0.04

1. Source: San Diego Association of Governments Traffic Generators Study.

2. The SFE factors for commercial and industrial parcels are applied by the quarter acre of land area or portion thereof. (Therefore, the minimum assessment for any assessable parcel in these categories is the SFE Units listed herein.)

VACANT PROPERTIES

The benefit to vacant properties is determined to be proportional to the corresponding benefits for similar type developed properties; however, at a lower rate due to the lack of improvements on the property. A measure of the benefits accruing to the underlying land is the average value of land in relation to improvements for developed property. An analysis of the Fiscal Year 2000-01 assessed valuation data from the County of Ventura, found that 35% of the assessed value of improved properties is classified as the land value. It is reasonable to assume, therefore, that approximately 35% of the benefits are related to the underlying land and 65% are related to the improvements and the day to day use of the property. Using this ratio, the SFE factor for vacant parcels is 0.35 per parcel.

As properties are approved for development, their value increases. Likewise, the special benefits received by vacant property increases as the property is approved for development, or becomes closer to being improved. When property is approved for development with a final map, the property has passed the final significant hurdle to development and can shortly undergo construction. Since the property is nearing the point

of development, its special benefits increase. In addition, these properties are generally sold soon after completion of improvements, so the properties receive the additional benefit of desirability from prospective buyers due to the special benefits provided by proximity to improved parks and recreational facilities of the Park District. It is therefore determined that property with final map approval receives 50% of the relative benefit to improved property of similar use-type.

OTHER PROPERTIES

Article XIID provides that publicly owned properties must be assessed unless there is clear and convincing evidence that those properties receive no special benefit from the assessment.

All properties that are specially benefited are assessed. Other publicly owned property that is used for business purposes similar to private residential, commercial, industrial or institutional uses is benefited and assessed at the same rate as such privately owned property.

Miscellaneous, small and other parcels such as roads, right-of-way parcels, and common areas typically do not generate significant numbers of employees, residents, customers or guests and have limited economic value. These miscellaneous parcels receive minimal benefit from the Improvements and are assessed an SFE benefit factor of 0.

DURATION OF ASSESSMENT

As noted previously, the Board gained the authority to approve the levy of the assessments for the fiscal year 2001-02 and to continue to levy them in future years. It is proposed that the Assessment be levied for fiscal year 2019-20 and continued every year thereafter, so long as the parks and recreational areas need to be improved and maintained. Pleasant Valley Recreation and Park District requires funding from the Assessments for its Improvements in the Improvement District. The Assessment can continue to be levied annually after the Pleasant Valley Recreation and Park District Board of Directors approves an annually updated Engineer's Report, budget for the Assessment, Improvements to be provided, and other specifics of the Assessment. In addition, the District Board of Directors must hold an annual public hearing to continue the Assessment.

APPEALS AND INTERPRETATION

Any property owner who feels that the assessment levied on the subject property is in error as a result of incorrect information being used to apply the foregoing method of assessment, may file a written appeal with the General Manager or her or his designee. Any such appeal is limited to correction of an assessment during the then current or, if before July 1, the upcoming fiscal year. Upon the filing of any such appeal, the General Manager or his or her designee will promptly review the appeal and any information provided by the property owner. If the General Manager or her or his designee finds that the assessment should be modified, the appropriate changes shall be made to the assessment roll. If any such changes are approved after the assessment roll has been

filed with the County for collection, the General Manager or his or her designee is authorized to refund to the property owner the amount of any approved reduction. Any dispute over the decision of the General Manager or her or his designee, shall be referred to the Board of the Pleasant Valley Recreation and Park District and the decision of the Board of the Pleasant Valley Recreation and Park District shall be final.

ASSESSMENT

WHEREAS, on February 6, 2019 the Pleasant Valley Recreation and Park District Board of Directors adopted its Resolution Designating Engineer of Work, and Directing Preparation of the Engineer's Report for the Pleasant Valley Recreation and Park District, County of Ventura, California;

WHEREAS, said Resolution directed the undersigned Engineer of Work to prepare and file a report presenting an estimate of costs, a diagram for the Improvement District and an assessment of the estimated costs of the improvements upon all assessable parcels within the Improvement District, to which Resolution and the description of the Improvements therein contained, reference is hereby made for further particulars;

NOW, THEREFORE, the undersigned, by virtue of the power vested in me under said Act and the order of the Board of said Pleasant Valley Recreation and Park District, hereby make the following assessment to cover the portion of the estimated cost of the improvements, and the costs and expenses incidental thereto to be paid by the Improvement District.

The amount to be paid for the Improvements and the expense incidental thereto, to be paid by the Improvement District for the fiscal year 2019-20 is generally as follows:

TABLE 5 - SUMMARY COST ESTIMATE

	<i>F.Y. 2019-20</i>
	<u><i>Budget</i></u>
Parks Maintenance	\$4,332,085
Parks Improvements	\$857,434
Contingency and Reserve	\$676,851
Incidental Expenses	\$36,346
TOTAL BUDGET	<u>\$5,902,716</u>
Less:	
Beginning Fund Balance (July 1, 19)	(\$669,959)
Park District Contribution	<u>(\$4,082,323)</u>
NET AMOUNT TO ASSESSMENTS	<u>\$1,150,434</u>

As required by the Act, an Assessment Diagram is hereto attached and made a part hereof showing the exterior boundaries of the Improvement District. The distinctive number of each parcel or lot of land in the said Improvement District is its Assessor Parcel Number appearing on the Assessment Roll.

I do hereby assess and apportion said net amount of the cost and expenses of said improvements, including the costs and expenses incident thereto, upon the parcels and lots of land within said Improvement District, in accordance with the special benefits to be

received by each parcel or lot, from the improvements, and more particularly set forth in the Cost Estimate and Method of Assessment hereto attached and by reference made a part hereof.

The assessment is subject to an annual adjustment tied to the Consumer Price Index-U for the Los Angeles Area as of December of each succeeding year (the "CPI"), with a maximum annual adjustment not to exceed 3%. Any change in the CPI in excess of 3% shall be cumulatively reserved as the "Unused CPI" and shall be used to increase the maximum authorized assessment rate in years in which the CPI is less than 3%. The maximum authorized assessment rate is equal to the maximum assessment rate in the first fiscal year the assessment was levied adjusted annually by the minimum of 1) 3% or 2) the change in the CPI plus any Unused CPI as described above.

The change in the CPI from December 2017 to December 2018 was 3.24%. Therefore, the maximum authorized assessment rate for fiscal year 2019-20 is increased by 3.00% which equates to \$41.32 per single family equivalent benefit unit. The estimate of cost and budget in this Engineer's Report proposes assessments for fiscal year 2019-20 at the rate of \$41.32. The assessment ballot proceeding conducted in 2001 authorized an annual adjustment in the assessment levies equal to the annual change in the CPI, not to exceed 3%. The maximum authorized assessment rate for fiscal year 2019-20 is within the limits of the authorized CPI increase.

The assessment is made upon the parcels or lots of land within the Improvement District in proportion to the special benefits to be received by the parcels or lots of land, from said improvements.

Each parcel or lot of land is described in the Assessment Roll by reference to its parcel number as shown on the Assessor's Maps of the County of Ventura for the fiscal year 2019-20. For a more particular description of the property, reference is hereby made to the deeds and maps on file and of record in the office of the County Recorder of said County.

I hereby place opposite the Assessor Parcel Number for each parcel or lot within the Assessment Roll, the amount of the assessment for the fiscal year 2019-20 for each parcel or lot of land within the Improvement District.

Dated: April 17, 2019

Engineer of Work



A handwritten signature in black ink, appearing to read "John W. Bliss".

By _____
John Bliss, License No. C52091

ASSESSMENT DIAGRAM

The Improvement District includes all properties within the boundaries of the Pleasant Valley Recreation and Park District. The boundaries of the Improvement District are displayed on the following Assessment Diagram. The lines and dimensions of each lot or parcel within the Improvement District are those lines and dimensions as shown on the maps of the Assessor of the County of Ventura, for fiscal year 2019-20, and are incorporated herein by reference, and made a part of this Diagram and this Report.

(This page intentionally left blank.)

FILED IN THE OFFICE OF THE GENERAL MANAGER OF THE PLEASANT VALLEY RECREATION AND PARK DISTRICT, COUNTY OF VENTURA, CALIFORNIA, THIS ____ DAY OF ____ 2019.

GENERAL MANAGER _____

RECORDED IN THE OFFICE OF THE GENERAL MANAGER OF THE PLEASANT VALLEY RECREATION AND PARK DISTRICT, COUNTY OF VENTURA, CALIFORNIA, THIS ____ DAY OF ____ 2019.

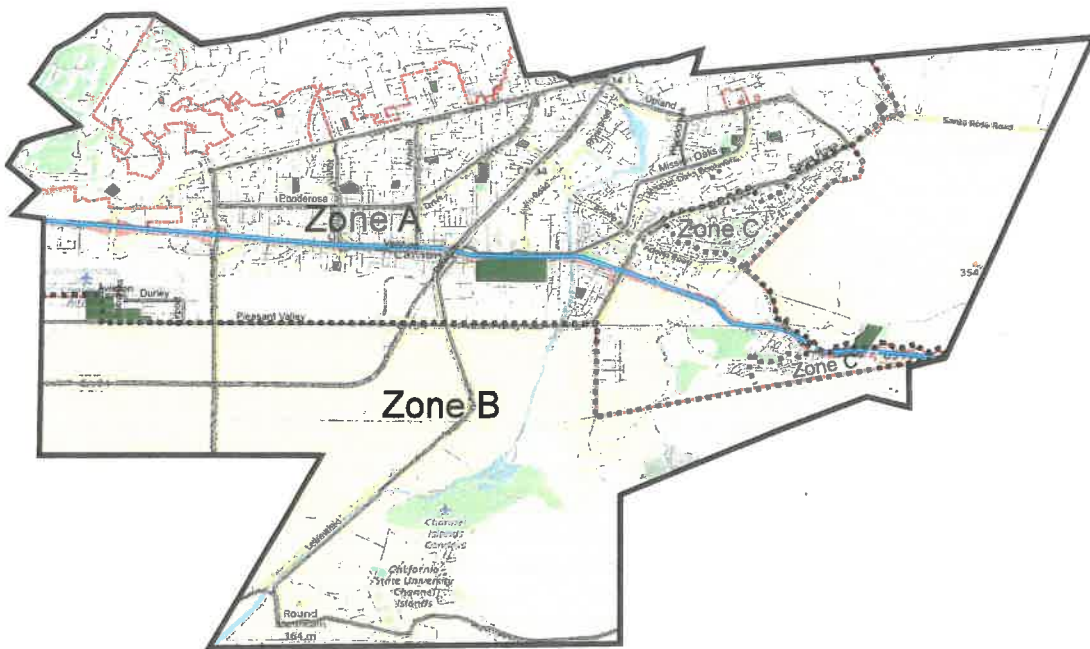
GENERAL MANAGER _____

AN ASSESSMENT WAS CONFIRMED AND LEVIED BY THE BOARD OF DIRECTORS OF THE PLEASANT VALLEY RECREATION AND PARK DISTRICT ON THE LOTS, PIECES AND PARCELS OF LAND ON THIS ASSESSMENT DIAGRAM ON THE ____ DAY OF ____ 2019 FOR FISCAL YEAR 2019-20 AND SAID ASSESSMENT DIAGRAM AND THE ASSESSMENT ROLL FOR SAID FISCAL YEAR WERE FILED IN THE OFFICE OF THE COUNTY AUDITOR OF THE COUNTY OF VENTURA ON THE ____ DAY OF ____ 2018. REFERENCE IS HEREBY MADE TO SAID RECORDED ASSESSMENT ROLL FOR THE EXACT AMOUNT OF EACH ASSESSMENT LEVIED AGAINST EACH PARCEL OF LAND.

GENERAL MANAGER _____

FILED THIS ____ DAY OF ____ 2019, AT THE HOUR OF ____ O'CLOCK ____ M. IN THE OFFICE OF THE COUNTY AUDITOR OF THE COUNTY OF VENTURA, STATE OF CALIFORNIA, AT THE REQUEST OF THE BOARD OF DIRECTORS OF THE PLEASANT VALLEY RECREATION AND PARK DISTRICT.

COUNTY AUDITOR, COUNTY OF VENTURA



Legend

- Interstate
- Major Road
- Local Road
- Parks
- District Boundary Line
- City boundaries
- Zone of Benefit Boundary

W N E S

Note:
 REFERENCE IS HEREBY MADE TO THE MAPS AND DEEDS OF RECORD IN THE OFFICE OF THE ASSESSOR OF THE COUNTY OF VENTURA FOR A DETAILED DESCRIPTION OF THE LINES AND DIMENSIONS OF ANY PARCELS SHOWN HEREIN. THOSE MAPS SHALL GOVERN FOR ALL DETAILS CONCERNING THE LINES AND DIMENSIONS OF SUCH PARCELS. EACH PARCEL IS IDENTIFIED IN SAID MAPS BY ITS DISTINCTIVE ASSESSOR'S PARCEL NUMBER.

SCI Consulting Group
 4745 Mangels Blvd
 Fairfield, Ca 94534
 707-430-4300

**Pleasant Valley Recreation and Park District
 Park Maintenance and Recreation Improvement District
 Assessment Diagram**

APPENDIX A - 2019-20 ASSESSMENT ROLL

Each lot or parcel listed on the Assessment Roll is shown and illustrated on the latest County Assessor records and these records are, by reference made part of this report. These records shall govern for all details concerning the description of the lots or parcels.

**Pleasant Valley RPD
Park Maintenance and Recreation Improvement District Assessment Summary**

FISCAL YEAR	MAX RATE	RATE LEVIED	ACTUAL INCREASE USED	ACTUAL CPI CHANGE		ASSESSMENT	TOTAL
				UNUSED CPI	UNUSED CPI		
2001-02 Rate	\$27.00	\$27.00				\$674,157	
2002-03 Rate	\$27.57	\$27.56	2001 CPI	2.10%	2.07%	\$685,696	-0.03%
2003-04 Rate	\$28.40	\$28.40	2002 CPI	3.00%	3.73%	\$717,023	0.73%
2004-05 Rate	\$29.12	\$29.10	2003 CPI	2.53%	1.80%	\$735,585	-0.70%
2005-06 Rate	\$29.99	\$29.10	2004 CPI	3.00%	4.39%	\$751,297	1.39%
2006-07 Rate	\$30.89	\$30.88	2005 CPI	3.00%	4.46%	\$810,017	1.46%
2007-08 Rate	\$31.82	\$31.80	2006 CPI	3.00%	3.29%	\$852,747	0.29%
2008-09 Rate	\$32.77	\$32.76	2007 CPI	3.00%	4.16%	\$882,629	1.16%
2009-10 Rate	\$33.75	\$33.74	2008 CPI	3.00%	0.11%	\$906,918	-2.89%
2010-11 Rate	\$34.76	\$34.76	2009 CPI	3.00%	1.83%	\$942,344	-1.17%
2011-12 Rate	\$35.30	\$35.30	2010 CPI	1.58%	1.34%	\$960,711	-0.24%
2012-13 Rate	\$36.06	\$36.06	2011 CPI	2.17%	2.17%	\$981,609	0.00%
2013-14 Rate	\$36.76	\$36.76	2012 CPI	1.93%	1.93%	\$999,880	0.00%
2014-15 Rate	\$37.18	\$37.18	2013 CPI	1.14%	1.14%	\$1,011,822	0.00%
2015-16 Rate	\$37.44	\$37.44	2014 CPI	0.72%	0.72%	\$1,025,179	0.00%
2016-17 Rate	\$38.20	\$38.20	2015 CPI	2.03%	2.03%	\$1,051,630	0.00%
2017-18 Rate	\$38.95	\$38.95	2016 CPI	1.96%	1.96%	\$1,074,595	0.00%
2018-19 Rate	\$40.12	\$40.12	2017 CPI	3.00%	3.60%	\$1,114,369	0.60%
2019-20 Rate	\$41.32		2018 CPI	3.00%	3.24%	\$1,150,444	0.24%

Unused CPI Balance 0.84%

**PLEASANT VALLEY RECREATION AND PARK DISTRICT
STAFF REPORT / AGENDA REPORT**

TO: BOARD OF DIRECTORS

**FROM: MARY OTTEN, GENERAL MANAGER
By: Bob Cerasuolo, Park Services Manager**

DATE: May 1, 2019

**SUBJECT: CONSIDERATION AND REJECTION OF ALL BIDS
FOR THE VALLE LINDO RESTROOMS REMODEL
PROJECT**

SUMMARY

The District Board appropriated Quimby funds in the amount of \$425,000 to design and remodel the existing restrooms at Valle Lindo Park. As part of the required modifications, Leach Mounce Architects designed plans to retrofit the existing building to include separate men's and women's restrooms with ADA compliance and the attached pavilion.

BACKGROUND

On October 3, 2018 the Board approved the Request for Proposals (RFP) for the architectural design of the Valle Lindo restroom remodel. At the December 6, 2018 Board meeting, staff asked the Board to approve the selected architect to design and draw new construction plans for the Valle Lindo restrooms.

On February 6, 2019 the architectural plans were presented to the District Board. The Board approved the design concepts with the ability to either accommodate a second urinal or install a trough to accommodate multiple users due to the usage at Valle Lindo Park. Leach Mounce Architects redesigned the door entry while adding the trough and maintaining the ADA requirements for the men's restroom.

On March 6, 2019 the Board approved the bid specifications for the remodeling of the restrooms at Valle Lindo Park. The design plans will consist of a women's restroom with three (3) toilets stalls, a sink and a changing table; the men's restroom will have one (1) toilet, one (1) trough, a sink and a changing table and both will meet ADA requirements. The exterior of the building will be sand blasted to bring back the original look of the block walls.

ANALYSIS

Staff held a mandatory job walk on March 21, 2019. Seven contractors attended the job walk, six (6) general contractors and one (1) electrical contractor. All bids were due at 2:00 pm on April 10, 2019. We received three (3) bids for this project. The bids ranged from \$364,000 to \$400,000.

Vendor	Bid Amount
G2K Construction	\$364,000
United Construction	\$367,800
Kiwitt General Construction	\$400,000

The engineers' estimate for this project was Two Hundred Sixty-Two Thousand dollars. (\$262,000). The lowest bid received was over \$100,000 over the engineer's estimate which equates to close to Nine Hundred dollars (\$900) a square foot. The architect as well as staff have identified a few components of the project that could be redesigned or further clarified in an attempt to reduce the cost of construction which could include removal of tile work, changing specifications for pavilion and clarifying stucco repair. These updates could result in a construction bid closer to the engineer's estimate.

FISCAL IMPACT

Funding for this project will come from the FY 2018-2019 Quimby Funds. The District's Quimby Funds currently has sufficient funds of five million, six hundred ninety-eight thousand, six hundred-forty dollars (\$5,698,640) to pay for this project.

RECOMMENDATION

It is recommended the Board of Directors reject all bids received on the Valle Lindo restrooms remodel project and authorize the General Manager to adjust the scope and re-advertise the project for construction bids.

**PLEASANT VALLEY RECREATION AND PARK DISTRICT
STAFF REPORT / AGENDA REPORT**

TO: BOARD OF DIRECTORS

FROM: MARY OTTEN, GENERAL MANAGER
By: Nick Marienthal, Park Supervisor

DATE: May 1, 2019

**SUBJECT: CONSIDERATION AND APPROVAL FOR THE
PURCHASE OF PARK TABLES FOR CAMARILLO
GROVE PARK**

SUMMARY

The east end of Ventura County was affected by both the Hill Fire as well as the Woolsey Fire. Pleasant Valley Recreation and Park District was directly affected by the Hill Fire which started near Hill Canyon and traveled south and west at which point it entered Camarillo Grove Park. The Hill Fire raced through the park causing approximately \$800,000 in damages. The District lost trees, fences, picnic tables, synthetic turf, irrigation, vegetation, retaining walls as well as a playground.

BACKGROUND

On November 8, 2018 the District sustained significant damage to Camarillo Grove Park due to a vegetation fire (Hill Fire). Several trees were burned and over 700 linear feet of fence burned along with the trail system, the playground, artificial turf, and most of the picnic tables in picnic areas #4 & #5 and the creek bed sustained damage. A Local and Federal Emergency was declared which would allow the District to apply for FEMA funds for the necessary replacement and repairs needed at Camarillo Grove Park. Several amenities were destroyed and removed and at this time staff is working with the District's insurance carriers of CAPRI and McLarens as well as FEMA to replace these items in order to restore the park back to its original state.

The park had been closed for over five (5) months due to the severity of the fire. During the first three-and-half-months, staff worked with the insurance company to remove debris and to ensure the park would be safe for patrons to enter. Over the course of the past one-and-half-months, staff and the insurance company have been diligently working to replace amenities which were lost during the fire.

Currently, the following items have been restored: fencing (along perimeter), synthetic turf, 20 plus trees, and restrooms repainted. A few of the outstanding items remaining are the playground, benches, and tables along with the trail system to include retaining walls and stairs.

ANALYSIS

As part of the debris removal, the District's insurance company removed 27 tables and 5 benches. The picnic areas or pavilions which were affected were areas #4 and #5 as well as the dry creek bed area. Staff was able to remove the mud and debris along the creek bed and will now be able to place tables back on the various concrete pads.

District staff has received two bids for the replacement tables, with prices ranging from \$20,840 to \$30,123. Pilot Rock came in at \$20,840.20 for 27 tables which was the low bid. CAPRI will be paying for the replacement tables however, the Board would need to approve the expenditure as it is above the limits set for the General Manager.

Camarillo Grove Park			
Supplier	Equipment	Price	Delivery Date
Pilot Rock	27 tables	\$20,840.20	6 to 8 weeks
Great Western Play Equipment	27 tables	\$30,123	6 to 8 weeks

In order to help expedite the replacement of equipment, staff has been working with both the insurance companies as well as the District’s vendors.

FISCAL IMPACT

The fiscal impact would be \$20,840.20 however, the District’s insurance company has paid the District \$73,000 toward the damages caused by the Hill Fire. Of the \$73,000 paid to the District, \$37,884 has been expensed to replace or repair the damages caused by the fire. A current balance of \$35,116 is available to cover the cost of the benches.

RECOMMENDATION

It is recommended that the Board authorize and approve the General Manager to purchase replacement tables for Camarillo Grove Park from Pilot Rock in the amount of \$20,840.20.

ATTACHMENTS

- 1) Pilot Rock Quote (2 pages)
- 2) Game Time Quote (5 pages)

PRICE QUOTATION

RJThomas Mfg. Co., Inc.

P. O. Box 946 • Cherokee, IA 51012
712-225-5115 • 800-762-5002 • FAX: 712-225-5796

Web:
www.pilotrock.com

Pilot Rock

PARK • STREET • CAMP
SITE PRODUCTS

E-mail:
customerservice@rjthomas.com

117133

TO: Pleasant Valley Rec & Park Dist
Att: Brandon Lopez
1605 E Burnley St

Pleasant Valley Rec & Park Dist
Mntc Yard Att: Brandon Lopez
380 Skyway Dr
tel: 805-444-2340
Camarillo

QUOTATION DATE: March 25, 2019

QUOTATION NO: 62681

Camarillo CA 93010

CA 93010

QUOTATION BY: 13

Brandon Lopez,

TEL: 805-482-5396

blopez@pvrrpd.org

FAX:

QTY	MODEL NO.	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
25	XT/G-BAL	TABLE XT 2-3/8OD 8' GLV FRMS ALUM 2X10	708.90	17,722.50
2	XT/G-6AL/E	TABLE XT 2-3/8OD 6"WHLCHR ACC GLV EXT 2' @ 1 END ALUM 2x10	679.15	1,358.30
1	FREIGHT	TO ZIP CODE 93010 FOB CHEROKEE, IA 51012 WITH LIFTGATE SERVICE	1,760.00	1,760.00

(Sales tax NOT INCLUDED unless otherwise stated.) (All models/units shipped knocked down - assembly required.)

NOTE: All quotations and agreements are contingent upon strikes, accidents, fires, availability of materials and all other causes beyond our control. Prices are based on costs and conditions existing on the date of quotation and are subject to change by the Seller before final acceptance.

Typographical and stenographic errors subject to correction. Purchaser assumes liability for patent and copyright infringement when goods are made to Purchaser's specifications. When quotation specifies material to be furnished by the Purchaser, ample allowances must be made for reasonable spoilage and material must be of suitable quality to facilitate efficient production.

Conditions not specifically stated herein shall be governed by established trade customs. Terms inconsistent with those stated which may appear on Purchaser's formal order will not be binding on the Seller.

SHIPPING WITHIN 45 DAYS ARO
SHIPPED KNOCKED DOWN
SOME ASSEMBLY IS REQUIRED
WITH LIFTGATE SERVICE

CUSTOMER TO UNLOAD FREIGHT FROM TRUCK. SOME ASSEMBLY REQUIRED.

PRICES FIRM 30 DAYS. PAYMENT TERMS: NET 30 DAYS
ALL MAJOR CREDIT CARDS ACCEPTED

Quotation Total

20,840.80

BY



Form EXF-1001 Rev 5/08

WARRANTY & ORDERING INFORMATION

PRODUCT WARRANTY

TERM	PRODUCT	OTHER INFORMATION	REQUIREMENTS	EXCLUSIONS
LIFETIME	Picnic Table Frames: UT, UTH, XT, XTH, WUT, WUTH, WXT, WXTH	Original Owner Only	All products must: 1) be assembled and installed according to manufacturer's specifications and instructions. 2) be properly maintained 3) not have been altered by the addition or deletion of parts, or modified in any other manner.	Vandalism. Damage caused by incorrect assembly, installation, application (use), or negligence. Natural or manmade disasters. Cosmetic changes due to weathering - including paint fading, discoloration of wood, or color fading or spotting of coated steel and recycled plastic products caused by exposure to natural elements or chemicals. Scratches, dents, or marring caused by normal use and public exposure. Seasons checks, twisting, or splintering of wood caused by climatic differences or lack of proper maintenance. Loss or damage in transit while product is responsibility of carrier. High heat paint subject to overly built fires. Steel warpage caused by fires of excessive size or duration Premature rust-through of grill boxes due to improper cleaning or maintenance. Premature rusting or discoloring caused by corrosive environment or while in ocean transit. Damage caused by animals or wildlife.
ONE YEAR	Powder Coat, Enamel, & High Heat Paints; Lumber; Trash & Recycling Lids & Liners; Plaques; Decals; Resin Fill; Umbrellas; Pet Waste Stations; FSW Swivel Grate	No Warranty on Lumber shipped outside the United States. Water Repellant recommended on Lumber.		
FOUR YEARS	Thermo-Plastic Coating	Limited and Prorated Warranty on coating material against defects when subjected to normal use and proper maintenance.		
FIVE YEARS	Picnic Table Frames (those not included in Lifetime Warranty), Park Bench Frames, Steel and Aluminum Bench and Table seat/top Structures, Recycled Plastic Components, Bike Racks, TRH and TRQ Frames, Steel Trash Receptacle and Planter Structures, Pedestal Mounts, Tissue Holders, all Grills, Hot Coal Bin, Utility Tables, Steel Campfire Rings, Lantern Holders, Table Mover	Recycled Plastic warranty applies only to components that have been cut, drilled, or routed by the manufacturer. This warranty does NOT cover plastic purchased in raw stock form by customer and cut, drilled, or routed by customer for custom application. Recycled Plastic and Thermo-Plastic coated components include a UV stabilizer to retard effects of natural exposure. We cannot warrant "fading" or surface "contamination" due to extreme variations in levels of exposure and in the definition of "fading".		
FIFTY YEARS	Recycled Plastic	Material decomposition only.		
Warranty claims must be filed within the warranty period and must include a copy of the invoice or the purchase order.				
Except as specifically stated herein, all warranties (expressed or implied) are hereby excluded. This Warranty excludes any liability, consequential damages, or related costs.				

ORDERING INFORMATION

Write Purchase Orders and Payments to: R. J. Thomas Mfg. Co., Inc. R. J. Thomas Mfg. Co., Inc. is a small business.

GSA Contracts are available for federal accounts. Contact Customer Service for Contract information.

PRICE: All prices are F.O.B. Cherokee, Iowa. Prices subject to change without notice. Quantity discounts and freight allowance available.

TERMS: Net due 30 days from date of invoice to those with established credit. First time orders and others: prepayment in full before shipment. Finance charges after 30 days. Payment by credit card is accepted using:



FREIGHT: Prepaid and added to the invoice, or third-party billed. Weights listed are approximate and do not include packaging. Shipment will be made by the quickest, most economical and practical means possible. Call for freight estimate. Most products are shipped unassembled to minimize shipping costs. Detailed assembly instructions are included with fasteners.

LEAD TIMES: We encourage you to order as early as possible. Our usual lead times run four weeks. Busy season lead times can reach to six to eight weeks. When you order early we can better arrange delivery to meet your needs.

SPECIFICATIONS: Specifications were in effect when printing this catalog. Since product improvements are always being made, we reserve the right to change designs, specifications and discontinue products without notice. Where changes have been made, revised products will be shipped unless specific arrangements have been made to the contrary.

ADDITIONAL INFORMATION: Contact us if you require additional information on product specifications, assembly, or installation. Spec Bulletins are available on our web site.

MODIFICATIONS: If a desired combination of features, materials, options, or accessories is not covered in this catalog, contact us and we will advise as to availability and price.

RETURN POLICY: No returns are accepted without prior approval. Call Customer Service for a Return Authorization (RA) number. Requests must be made within thirty days of receipt of product. No returns will be accepted after thirty days. Products must be returned in original packaging, must not be used or damaged, and must be in resalable condition. Returns may be subject to a restocking charge. Return freight must be prepaid.

ORDER CANCELLATION: Orders may be cancelled prior to shipment. Conditions will vary. Orders with custom plaques/engraving, etc. cannot be cancelled once we receive final design approval. Orders cancelled after shipment are subject to return freight charges and restocking fees.



Great Western Recreation
 975 S. Hwy 89-91
 Logan, UT 84321
 435-245-5055
 www.gwpark.com

QUOTE
 #98087

03/25/2019

Pleasant Valley Rec and Park Tables

Pleasant Valley Recreation & Park District
 Attn: Brandon Lopez
 1605 E Burnley Street
 Camarillo, CA 93010
 Phone: 805-444-2340
 blopez@pvrrpd.org

Project #: P71430
 Ship To Zip: 93010

Quantity	Part #	Description	Unit Price	Amount
2	1308	Game Time - H.D. Accessible Picnic Table W/ Alum	\$1,008.00	\$2,016.00
25	599	Game Time - Std Aluminum Picnic Table, 8'	\$958.00	\$23,950.00

Shipping to Site Address:
 1605 E Burnley St
 Camarillo CA 93010

SubTotal: \$25,966.00
 Discount: (\$778.98)
 Tax: \$1,826.06
 Freight: \$3,216.00
Total Amount: \$30,229.08

*Freight charges are based on listed zip code and are subject to change, if shipping information changes.

Customer is responsible for offloading.

No sitework, surfacing, or installation is included.

TAX RATE WILL CHANGE APRIL 1, 2019. ANY ORDERS SHIPPED AFTER APRIL 1, 2019 WILL BE SUBJECT TO NEW TAX RATE. CUSTOMER WILL BE RESPONSIBLE FOR DIFFERENCE

Contract: USC

***Note: If you are issuing a P.O. or CONTRACT please make it payable to GameTime C/O Great Western. Checks should also be made payable to GameTime C/O Great Western Recreation**

Payment Options:

Credit Orders - Complete a GameTime Credit Application in order to receive approved credit. Allow 7-10 business days for processing time. An order deposit may be required.

Credit Card Orders - Visa, Mastercard, or American Express. Your credit card will be charged by GameTime.

Cash on Delivery(COD) - Checks made out to GameTime C/O Great Western

This quotation is subject to policies in the current GameTime Playground Catalog and the following terms and conditions. Our quotation is based on shipment of all items at one time to a single destination, unless noted, and changes are subject to price adjustment. Purchases in excess of \$1,000.00 to be supported by your written purchase order made out to GameTime, C/O Great Western.

Specifications: Specifications were current at the time of publication. GameTime has an ongoing policy of product improvement and therefore reserves the right to improve specifications or discontinue products without notice.



Pleasant Valley Rec and Park Tables

QUOTE
#98087

03/25/2019

Terms of Sale: To governmental agencies and tax supported institutions, and those with approved credit, payment is due with 30 days from the date of invoice. A 1.5% per month finance charge will be imposed on all past due accounts. We also accept payment by VISA, Mastercard, or American Express. All other orders will require a 50% deposit at the time of order entry. The balance will be due with a certified check upon receipt of shipment (C.O.D).

Prices: Prices are F.O.B factory and do not include freight charges. All prices listed were current at the time of publication and quoted in U.S. funds. Prices are subject to change without notice. Current prices will apply at the time of shipment. Due to the abnormally high cost of fuel and its impact on many of the materials used in our industry, quotations are valid for 30 days only and prices may be subject to material and fuel surcharges at the time of shipment.

Freight Charges: Freight charges are determined and collected by the carrier unless GameTime is requested and agrees to prepay and add these costs to the invoice.

Taxes: If applicable, taxes will be added to the invoice except when a tax exempt certificate is provided with the purchase order at the time of order entry. Taxes will be applicable at the time of invoice.

Minimum Order: Our minimum order is \$50 (USD). Any order less than \$5,000 requires cash with order or payment by major credit card.

Order Cancellation: Once accepted, orders can be canceled only with the consent of GameTime, and on terms which will indemnify GameTime against loss. Canceled orders will be subject to a restocking fee. Equipment "built-to-order" is non-cancelable.

Domestic Shipments: Unless specifically given routing instructions on the purchase order, shipment will be made via the carrier we consider to be the most economical and practical in reaching the final destination. All domestic shipments are governed by ICC Regulations.

Delays in Transit: GameTime is not responsible for delays in transit and such delays shall not alter our invoicing terms. If your order does not reach you within a reasonable time after being advised that shipment went forward from our plant. GameTime will be glad to assist in the tracking process

Loss or Damage in Transit: GameTime is not responsible for loss or damage in transit. When we release the material to the carrier, a bill of lading is signed which states that the shipment was received from us complete and in good condition. A copy of this bill of lading is forwarded to you with the shipment and should be checked carefully with the materials you receive. Any shortage discrepancy or damage must be noted on the delivery receipt and signed by the carrier's representative. Failure to note exceptions on the delivery receipt may impair your right to recovery from the carrier.

Weights: All published weights are estimated and include appropriate packing materials. Actual weights may vary slightly.

Submittals: GameTime design proposal reflects the spirit and intent of the project plans and specifications. While some variations may exist between our quotation and the project design, the differences do not materially affect the intended use. GameTime designs and specifications are unique and not intended to be identical in all respects to other manufacturers. When requested we shall submit for review and approval by the owner's representative detailed drawings depicting the equipment to be furnished accompanied by specifications describing materials. Once approved, these drawings and specifications shall constitute the final documents for the project and shall take precedence over all other requirements.

Exclusions: Unless specifically included, this quotation excludes all site work and landscaping; removal of existing equipment; acceptance of equipment and off-loading; storage of goods prior to installation; equipment assembly and installation; safety surfacing; borders and drainage provisions. Unless specifically included, this quotation also excludes drawings and permits. This quotation also excludes impact testing and independent audits unless specifically included



Pleasant Valley Rec and Park Tables

QUOTE #98087

03/25/2019

***ORDERS CANNOT BE PROCESSED WITHOUT COLOR OPTIONS. PLEASE CIRCLE YOUR COLOR CHOICE BELOW.

Color Palette Name: (Circle One)

- *Submarine *Jovial *Shine *Patriotic *Jellybean *Carnival *Papaya *Wisteria
*Deep Sea *Emerald *Bayou *Riverbank *Malibu *Rainforest *Atlantic

Enter Desired Custom Colors:

Uprights (Metal): Circle One

- *Yellow *Butterscotch *Orange *Red *Burgundy *Royal Purple *Periwinkle *Sky Blue *Blue *Spring Green
*Light Green *Green *Dark Green *Brown *Beige *Bronze *Black *Starlight *Metallic *Champagne *White

Accents/Arches (Metal): Circle One

- *Yellow *Butterscotch *Orange *Red *Burgundy *Royal Purple *Periwinkle *Sky Blue *Blue *Spring Green
*Light Green *Green *Dark Green *Brown *Beige *Bronze *Black *Starlight *Metallic *Champagne *White

Decks: Circle One

- *Gray *Red *Blue *Brown

Plastics: Circle One

- *Yellow *Orange *Red *Royal Purple *Periwinkle *Sky Blue *Blue *Dark Blue *Spring Green *Light Green *Green
*Brown *Beige *Champagne

Tubes (Plastic): Circle One

- *Yellow *Orange *Red *Royal Purple *Periwinkle *Sky Blue *Blue *Dark Blue *Spring Green *Light Green *Green
*Brown *Beige *Champagne

Rock Plastics: Circle One

- *Sandstone *Deep Granite *Red Rock (RockScape Only)

Metal Roofs: Circle One

- *Yellow *Butterscotch *Orange *Red *Burgundy *Royal Purple *Periwinkle *Sky Blue *Blue *Spring Green *Light
Green *Green *Dark Green *Brown *Beige *Bronze *Black *Starlight *Metallic *Champagne *White

Handgrips: Circle One

- *Red *Green *Blue *Beige

HDPE: Circle One

- *Yellow *Orange *Red *Purple *Sky Blue *Blue *Spring Green *Green *Beige *Black *Dolphin Gray

2 Color HDPE: Circle One

- *Red/White *Sky Blue/White *Blue/Beige *Spring Green/White *Green/White *Green/Beige *Beige/Green *Black/White
*Dolphin Gray/Black

Order cannot be processed without colors. Please list your colors choices in the spaces provided below.

Item #1:

Product Name _____

Color Choice _____

Item #2:

Product Name _____

Color Choice _____

Item #3:

Product Name _____

Color Choice _____

Item #4:

Product Name _____

Color Choice _____



Pleasant Valley Rec and Park Tables

QUOTE
#98087

03/25/2019

CUSTOMER ORDER ENTRY INFORMATION REQUIRED:

To Order:

Bill To: _____	Ship To: _____
Company: _____	Contact: _____
Billing Contact: _____	Address: _____
Address: _____	City, State, Zip: _____
City, State, Zip: _____	Tel: _____
Tel: _____	Email: _____
Email: _____	

SITE:

Address: _____
City, State, Zip: _____

*TO ENSURE WE HAVE ALL THE CORRECT INFORMATION, PLEASE COMPLETELY FILL OUT THE ORDER INFORMATION ABOVE!!

To Verify the information above is correct and colors are correct, please sign:

Customer Signature _____ Title _____

Please complete the acceptance portion of this quotation and provide color selections, purchase order copy and other key information requested. Acceptance of this proposal indicates your agreement to the terms and conditions stated herein.

Customer Signaure _____ Title _____



Pleasant Valley Rec and Park Tables

QUOTE #98087

03/25/2019

TRANSPORTATION INFORMATION:

FP# _____

PO# _____

Address: _____

1. Name of Person meeting/unloading truck. _____

2. Email to send confirmation of this information to _____

3. Cell phone carrier of person meeting truck, AT&T ect. (This is used for Status Updates) which will be sent to the person cell phone.

* Cell _____

* Cellular Carrier _____

4. What type of location are we delivering to? Business with dock _____ Without dock _____

Park/Playground _____ School _____ Warehouse _____ Government Facility _____

5. What type of equipment will you be using to unload truck? Forklift with forks _____ Length of fors _____

Lull _____ Man power only (by hand) _____ Other _____

6. What date range are you expecting delivery? _____

Once we have this information, we will send info to our Carrier and someone from the Carrier will contact the person you've provided and a scheduled delievery date will be arranged.

If for any reason you need to change any of this information please call and email so adjustments can be made.



**PLEASANT VALLEY RECREATION AND PARK DISTRICT
STAFF REPORT / AGENDA REPORT**

TO: BOARD OF DIRECTORS

FROM: MARY OTTEN, GENERAL MANAGER
By: Leonore Young, Administrative Services Manager

DATE: May 1, 2019

SUBJECT: APPROVING RESOLUTION NO. 625 FIXING THE EMPLOYER CONTRIBUTION AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION

SUMMARY

Resolution No. 625, if approved by the Board, would correct inadvertent errors in prior resolutions adopted by the District in 2013 concerning the health care contributions made by the District.

BACKGROUND

The District began contracting with CalPERS for health benefits in 1997, following the adoption of Resolution Nos. 334 and 335. By contracting with CalPERS for health, the District became subject to the requirements of state law governing CalPERS health benefits, the Public Employees' Medical and Hospital Care Act (commonly referred to as "PEMHCA").

PEMHCA requires that agencies pay at least a minimum amount of health contributions each month for their participating active membership. This amount is known as the "PEMHCA minimum," and increases slightly each year as determined by CalPERS based on the health component of the consumer price index. For example, in 2018 the PEMHCA minimum amount was \$133 per month; in 2019, the minimum amount is \$136 per month.

PEMHCA also generally requires that agencies make equal health care contributions for active employees and retirees. This is commonly referred to as the "equal contribution rule." One important exception to the equal contribution rule is that agencies, when starting their CalPERS health contract, may contribute as little as \$1 per month for retirees during the first year of the contract. Afterwards, this initial unequal minimum contribution for retirees must be increased by 5% of the PEMHCA minimum amount for each year. Accordingly, after approximately 20 years, the PEMHCA contributions for active employees and retirees should be equal.

When the District contracted with CalPERS for health benefits in 1997, it elected to contribute the PEMHCA minimum amount and also to apply the unequal contribution method for active employees and retirees in the miscellaneous group and General Manager II group. (See Resolution No. 334.) Thus, in 1997, the District's employer health contribution was \$16.00 per month for active employees and \$1.00 per month for retirees. These amounts were the lowest amounts that an agency could contribute and participate in the health program at the time. Each year, the required monthly contribution amount increased for both active employees and retirees as

FISCAL IMPACT

By approving the new resolution, there would be no fiscal impact as the PEMHCA minimum contribution of \$136 per month per employee and annuitant is already budgeted in the fiscal year 2018-2019 budget.

RECOMMENDATION

It is recommended the Board of Directors approve Resolution No. 625, fixing the employee contribution at an equal amount for employees and annuitants under the PEMHCA with respect to a recognized employee organization.

ATTACHMENTS

- 1) Resolution #334 (2 pages)
- 2) Resolution #335 (2 pages)
- 3) CalPERS Circular Letter #600-034-13 (4 pages)
- 4) Staff Report – November 6, 2013 (2 pages)
- 5) Resolution #512 (2 pages)
- 6) Staff Report – December 11, 2013 (1 page)
- 7) Resolution #516 (1 page)
- 8) Resolution #625(1 page)

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**PLEASANT VALLEY RECREATION AND PARK DISTRICT
RESOLUTION NO. 334**

**RESOLUTION ELECTING TO BE SUBJECT TO
PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT
ONLY WITH RESPECT TO MEMBERS OF A SPECIFIC EMPLOYEE ORGANIZATION
AND
FIXING THE EMPLOYER'S CONTRIBUTION FOR EMPLOYEES AND
THE EMPLOYER'S CONTRIBUTION FOR ANNUITANTS AT DIFFERENT AMOUNTS**

- WHEREAS,** Government Code Section 22850.3 provides that a contracting agency may elect upon proper application to participate under the Public Employees' Medical and Hospital Care Act with respect to a recognized employee organization only; and
- WHEREAS,** Government Code Section 22857 provides that a contracting agency may fix the amount of the employer's contribution for employees and the employer's contribution for annuitants at different amounts provided that the monthly contribution for annuitants shall be annually increased by an amount not less than 5 percent of the monthly contribution for employees, until such time as the amounts are equal; and
- WHEREAS,** Pleasant Valley Recreation and Park District, hereinafter referred to as Public Agency is a local agency contracting with the Public Employees' Retirement System; and
- WHEREAS,** The Public Agency desires to obtain for the members of miscellaneous group and General Manager 2, who are employees and annuitants of the agency, the benefit of the Act and to accept the liabilities and obligations of an employer under the Act and Regulations; now, therefore, be it
- RESOLVED,** That the Public Agency elect, and it does hereby elect, to be subject to the provisions of the Act; and be it further
- RESOLVED,** That the employer's contribution for each employee shall be the amount necessary to pay the full cost of his enrollment, including the enrollment of his family members in a health benefits plan up to a maximum of \$16.00 per month; and be it further

RESOLVED, That the employer's contribution for each annuitant shall be the amount necessary to pay the cost of his enrollment, including the enrollment of his family members, in a health benefits plan up to a maximum of \$1.00 per month; and be it further

RESOLVED, That the employer's contribution for each annuitant shall be increased annually by 5% percent of the monthly contribution for employees, until such time as the contributions are equal; and that the contributions for employees and annuitants shall be in addition to those amounts contributed by the Public Agency for administrative fees and to the Contingency Reserve Fund; and be it further

RESOLVED, That the executive body appoint and direct, and it does hereby appoint and direct, the General Manager 2, to file with the Board of Administration of the Public Employees' Retirement System a verified copy of this Resolution, and to perform on behalf of said Public Agency all functions required of it under the Act and Regulations of the Board of Administration; and be it further

RESOLVED, That coverage under the Act be effective on January 1, 1997.

Adopted at a regular meeting of the Board of Directors at Camarillo, California this 4th day of December, 1996.

Signed: Paul E. Rochester
Chairman

Attest: John C. Williamson
Clerk of the Board

FILED DECEMBER 5, 1996
EFFECTIVE DATE, JANUARY 1, 1997
APPROVED: Kee Jones

PLEASANT VALLEY RECREATION AND PARK DISTRICT
RESOLUTION NO. 335

RESOLUTION ELECTING TO BE SUBJECT TO
PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT
ONLY WITH RESPECT TO MEMBERS OF A SPECIFIC EMPLOYEE ORGANIZATION

AND

FIXING THE EMPLOYER'S CONTRIBUTION AT AN AMOUNT AT OR GREATER
THAN THAT PRESCRIBED BY SECTION 22825 OF THE GOVERNMENT CODE

- WHEREAS, Government Code Section 22850.3 provides that a contracting agency may elect upon proper application to participate under the Public Employees' Medical and Hospital Care Act with respect to a recognized employee organization only; and
- WHEREAS, Pleasant Valley Recreation and Park District, hereinafter referred to as Public Agency is a local agency contracting with the Public Employees' Retirement System; and
- WHEREAS, The Public Agency desires to obtain for the members of General Manager I, who are employees and annuitants of the agency, the benefit of the Act and to accept the liabilities and obligations of an employer under the Act and Regulations; now, therefore, be it
- RESOLVED, That the Public Agency elect, and it does hereby elect, to be subject to the provisions of the Act; and be it further
- RESOLVED, That the employer's contribution for each employee or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of spouse, in a health benefits plan or plans up to a maximum of cost of highest HMO plan per month plus administrative fees and Contingency Reserve Fund assessments; and be it further
- RESOLVED, That the executive body appoint and direct, and it does hereby appoint and direct, the General Manager 2, to file with the Board of Administration of the Public Employees' Retirement System a verified copy of this Resolution, and to perform on behalf of said Public Agency all functions required of it under the Act and Regulations of the Board of Administration; and be it further

RESOLVED, That coverage under the Act be effective on
January 1, 1997.

Adopted at a regular meeting of the Board of Directors at Camarillo, California this 4th day of December, 1996.

Signed: Paul E. Rochester
Chairman

Attest: John C. Williamson
Clerk of the Board



California Public Employees' Retirement System
P.O. Box 942715
Sacramento, CA 94229-2715
(888) CalPERS (or 888-225-7377)
TTY: (877) 249-7442
www.calpers.ca.gov

Reference No.:
Circular Letter No.: 600-034-13
Distribution:
Special:

Circular Letter

June 24, 2013

TO: ALL PEMHCA CONTRACTING AGENCY HEALTH BENEFITS OFFICERS AND ASSISTANT HEALTH BENEFITS OFFICERS

SUBJECT: CALPERS CONTRACTING AGENCY ADMINISTRATIVE FEE FOR FISCAL YEAR 2013-14, RESOLUTION CHANGE PROCESS, TERMINATION PROCESS AND BILLING CUT-OFF DATES

Administrative Fee For Fiscal Year 2013-14

Effective July 1, 2013, the CalPERS Board of Administration set the Public Employees' Medical and Hospital Care Act (PEMHCA) administrative fee to 0.33 percent. The administrative fee is calculated on total active and total retired health premiums each month.

NOTE: The new administrative fee becomes law upon passage of the State of California budget for the Fiscal Year 2013-14. If the budget is not passed until after the release of this Circular Letter, the new administrative fee and a retroactive adjustment will be reflected in a future health premium statement in a line item under the description "Administrative Costs."

Contracting Agency Resolution Change Process

Contracting agencies that need to change employer health benefit contributions for January 1, 2014, must submit resolution(s) approved by their governing board, **no later than November 30, 2013, at 5:00 p.m.** Contribution changes are effective the first of the second month following receipt by CalPERS; therefore, resolutions filed with CalPERS after November 30th will not be processed for an effective date of January 1, 2014.

Contracting Agency Termination Process

Contracting agencies may elect to terminate their participation in PEMHCA by filing a resolution passed by a majority vote of their governing body. The resolution must be filed no later than 60 days after the CalPERS Board approves the health premiums for the 2014 contract year. The resolution electing to terminate must be filed with:

Customer Account Services Division
Health Contract Services
P.O. Box 942714
Sacramento, CA 94229-2714

Continued on next page

**Contracting
Agency
Termination
Process (cont.)**

The deadline for receipt of the resolution at CalPERS is **Monday, August 19, 2013, at 5:00 p.m.** and is irrevocable after the filing of the resolution. Terminations are effective on January 1, 2014. Terminated agencies may not re-enter PEMHCA for five years from the termination date.

**2013/2014
Health Billing
Cut-Off Dates**

Attachment 1 provides the Health Billing Cut-Off Dates for billing months August 2013 through January 2014 for contracting school districts and public agencies.

All employers must key and submit transactions by 11:59 p.m. on the cut-off date for each billing month. If a school district or public agency keys and submits a transaction after the cut-off date, the transaction will appear on a subsequent month's statement. Employers must verify all transactions within my|CalPERS to ensure that they have been accurately uploaded.

**How Payments
Are Applied**

CalPERS wants to ensure your payments are applied accurately and timely. Please send a copy of the Remittance Slip with the monthly payment, as billed using Electronic Fund Transfer (EFT) or mail, and indicate on it to which Receivable ID your payments are applied.

Underpayments: If an employer does not pay the full amount provided under *Total Payment Due By*, the payment received will be applied to the current receivable only and not to any past due amounts. The *Total Payment Due By* includes the amounts associated with the current *Receivable ID*, any past due *Receivable ID(s)* and any assessed interest and penalties from prior delinquent month(s).

Overpayments: If an employer overpays the *Total Payment Due By* amount and there is not a past due *Receivable ID*, the current *Receivable ID* will be paid and closed, and the remaining credit will be applied to a future *Receivable ID*.

**Key Points In
Reconciling**

Contracting school districts and public agencies are strongly encouraged to reconcile their monthly statements to ensure all enrollments are accurately reflected for active and retired employees. Reconciliation ensures employers are accurately billed, only eligible members are receiving benefits, and provides CalPERS the ability to negotiate lower health care costs. Below are helpful reminders for a successful reconciliation.

- Submit approved resolutions for contract changes timely
 - Report health enrollment transactions accurately and timely to ensure transactions will be reflected on the statement (retain
-

Continued on next page

**Key Points In
Reconciling
(cont.)**

Health Benefits Plan Enrollment [HBD-12] and Declaration of Health Coverage [HBD-12A] forms on file for all employees)

- Confirm health enrollment changes by utilizing the Monthly Employer Billing Roster in my|CalPERS
- Reconcile the monthly statement to the Monthly Employer Billing Roster to ensure coverage of eligible members only and the accuracy of their retirement system and medical group enrollment
- Timely key permanent separation and retirement dates of members or deletion of dependents in my|CalPERS to receive the allowed maximum refund (6 months) of health premiums (refer to Circular Letter #600-215-05 at www.calpers.ca.gov)
- Pay timely the full amount of each statement including assessed interest and penalties; any adjustments will be credited on a subsequent statement
- Payments must be received by the 10th day of each month
- Update the **Health PA Billing** contact type in my|CalPERS and select "Primary" and "Main" to ensure delivery of the monthly statement to the appropriate staff
- Refer to the Monthly Billing Summary Page in my|CalPERS for information regarding the Public Agency Billing function

**Retroactive
Health
Premium
Adjustments**

Circular Letter 600-215-05, *Limiting Retroactive Reimbursement Liability for Health Premiums*, describes CalPERS policy of reimbursing employers for up to six months for a retroactive health premium adjustment. Determining the six months period is based upon when the transaction that results in a retroactive health premium adjustment is input into my|CalPERS,

When an employer inputs the transaction into my|CalPERS by the cut-off date, the health enrollment change would be captured in time to be reflected on the bill for the next coverage month. The six month retroactive adjustment period would be calculated starting from the current month. Example: The employer inputs the transaction on April 7. The six month retroactive adjustment period will begin with April and the employer will be reimbursed for April, March, February, January, December and November.

If the transaction is input into my|CalPERS on April 20, the employer will have been billed for May coverage, which is due and payable by May 10. my|CalPERS will calculate the six months beginning with May and reimburse the employer for May, April, March, February, January, and December.

Attachment 2 provides the important cut-off dates for PERS, non-PERS and STRS active members and dependents, PERS retirees and STRS retirees.

Continued on next page

**Late Payment
Interest**

A late payment occurs when an agency fails to pay a receivable in full by the 10th of the month for which it is due. Interest will automatically be assessed on any receivable past due on a daily basis at an annual rate of 10 percent until the receivable is paid in full. The interest assessment will terminate on the date CalPERS Fiscal Division receives payment in full for the balance due (initial statement amount and any assessed interest).

Questions

We look forward to continuing our relationship with you in 2014. If you have any questions regarding the information provided in this Circular Letter, please contact our Employer Contact Center at **888 CalPERS** (or **888-225-7377**).

KAREN DeFRANK, Chief
Customer Account Services Division

Enclosures:

2013/2014 Health Billing Cut-Off Dates for Contracting School Districts and Public Agencies (PDF, 18 KB)

2013/2014 Cut-Off Dates Used in Calculating Six-Month Retroactive Health Premium Adjustments (PDF, 38 KB)

**PLEASANT VALLEY RECREATION AND PARK DISTRICT
STAFF REPORT / AGENDA REPORT**

TO: BOARD OF DIRECTORS

FROM: DARYL WAGAR, GENERAL MANAGER
By: Mark Carlson, Administrative Services Manager

DATE: November 6, 2013

**SUBJECT: CONSIDERATION AND ADOPTION OF RESOLUTION
NO. 512 FIXING THE DISTRICT'S (EMPLOYER)
HEALTH CONTRIBUTION FOR EMPLOYEES**

RECOMMENDATION

It is recommended that the Board adopt Resolution No. 512 fixing the District's (employer) contribution for employees' CalPERS health plans for the years 2014, 2015, and 2016.

BACKGROUND

As the result of Board action, employees initiated in 2013 a contribution of 5% towards their health benefits plan which includes family members. Subsequently, at the June 5, 2013 Regular Board Meeting, the Board took action to increase the amount of employee contributions towards their health benefits plan. The increments and timelines are as follows:

- 1) On January 1, 2014 employees are to contribute 25% towards the highest HMO health plan to include family members.
- 2) On January 1, 2015 employees are to contribute 37.5% towards the highest HMO health plan to include family members.
- 3) On January 1, 2016 employees are to contribute 50% towards the highest HMO health plan to include family members.

CalPERS Circular Letter 600-034-13 directs staff to submit a resolution approved by the Board of Directors with the change in employer health benefit contributions to be effective for January 1, 2014 no later than November 30, 2013.

ANALYSIS

Approval of this resolution will effectively update officials at CalPERS as to the District's new employer contributions toward health care benefits. Additionally, this will bring the District into compliance with CalPERS regulations.

FISCAL IMPACT

There is no direct financial benefit associated with this approval of this resolution. However, implementation of the previously-approved contribution rate will result in a cost savings of \$39,000 for FY 2013-2014. As such, future years will demonstrate a cost savings that will range from \$102,375 to \$175,500.

RECOMMENDATION

It is recommended that the Board adopt Resolution No. 512 fixing the District's (employer) contribution for the employees CalPERS health plans for the years 2014, 2015, and 2016.

ATTACHMENTS

- 1) Resolution No. 512 (2 pages)

RESOLUTION NO. 512

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE PLEASANT VALLEY RECREATION AND PARK DISTRICT
FIXING THE EMPLOYER'S HEALTH CONTRIBUTION FOR EMPLOYEES**

WHEREAS, Government Code Section 22850.3 provides that a contracting agency may elect upon proper application to participate under the public Employee's Medical and Hospital Care Act with respect to a recognized employee organization only; and

WHEREAS, Government Code Section 22857 provides that a contracting agency may fix the amount of the employer's contribution for employees; and

WHEREAS, Pleasant Valley Recreation and Park District (PVRPD) is a local agency contracting with the California Public Employees Retirement System (CalPERS); and

WHEREAS, Pleasant Valley Recreation and Park District has Resolution No. 334 and No. 335 on file with CalPERS; and

WHEREAS, the Pleasant Valley Recreation and Park District desires to obtain for the members of miscellaneous group, General Manager I, and General Manager II, who are employees of the Agency, the benefit of the Act and to accept the liabilities and obligations of an employer under the Act and Regulations;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That Pleasant Valley Recreation and Park District elects, and it does hereby elect, to be subject to the provisions of the Act; and be it further
2. That on January 1, 2014 the employer's contribution for each employee shall be the amount necessary to pay seventy-five percent (75%) of the employee's enrollment cost of the highest HMO plan, including the enrollment of the employee's family members in a health benefits plan; and be it further
3. That on January 1, 2015 the employer's contribution for each employee shall be the amount necessary to pay sixty-two and one-half percent (62.5%) of the employee's enrollment cost of the highest HMO plan, including the enrollment of the employee's family members in a health benefits plan; and be it further
4. That on January 1, 2016 the employer's contribution for each employee shall be the amount necessary to pay fifty percent (50%) of the employee's enrollment cost of the highest HMO, including the enrollment of the employee's family members in a health benefits plan; and be it further

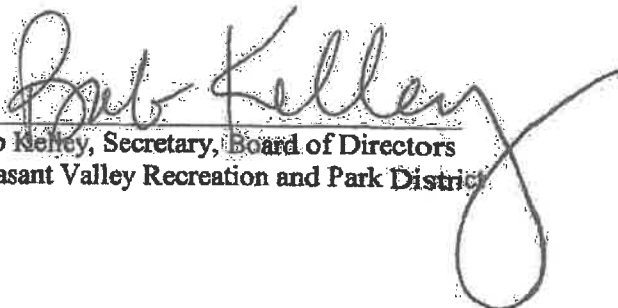
5. That the Board of Directors appoint and direct, and it does hereby appoint and direct, the General Manager to file with the CalPERS Board of Administration a verified copy of this Resolution, and to perform on behalf of the Pleasant Valley Recreation and Park District all functions required of it under the Act and Regulations of the CalPERS Board of Administration.

PASSED AND ADOPTED by the Board of Directors of Pleasant Valley Recreation and Park District this 6th day of November, 2013, by the following vote:

AYES: Dir Malloy, Dir Moushaker, Dir Dixon, Dir Kelley, Dir Malloy
NAYS: 0
ABSENT: 0


Mark Malloy, Chairman, Board of Directors
Pleasant Valley Recreation and Park District

ATTESTED:


Bob Kelley, Secretary, Board of Directors
Pleasant Valley Recreation and Park District

**PLEASANT VALLEY RECREATION AND PARK DISTRICT
STAFF REPORT / AGENDA REPORT**

TO: BOARD OF DIRECTORS

FROM: DAN LABRADO, GENERAL MANAGER
By: Mark Carlson, Administrative Services Manager

DATE: December 11, 2013

**SUBJECT: CONSIDERATION AND ADOPTION OF RESOLUTION
NO. 516 FIXING THE DISTRICT'S (EMPLOYER)
HEALTH CONTRIBUTION FOR EMPLOYEES**

RECOMMENDATION

It is recommended that the Board adopt Resolution No. 516 fixing the District's (employer) contribution for employees' CalPERS health plans for the calendar year of 2014.

BACKGROUND

CalPERS Circular Letter 600-034-13 directs staff to submit a resolution approved by the Board of Directors with the change in employer health benefit contributions to be effective for January 1, 2014 no later than November 30, 2013. The letter did not specify a certain way to do it.

At the November 2, 2013 Board Meeting, staff presented Resolution No. 512 that would have set the employee health contribution amounts for 2014, 2015, and 2016. The resolution was sent to CalPERS per Circular Letter 600-034-13 requirement.

On December 9, 2013 staff received a call from CalPERS that an incorrect resolution format was used and that a new resolution in the CalPERS format was needed to be in compliance. CalPERS sent the correct format and staff is submitting it for approval.

ANALYSIS

Approval of this resolution will effectively update officials at CalPERS as to the District's new employer contributions toward health care benefits. Additionally, this will bring the District into compliance with CalPERS regulations. Since Board action covered the years of 2014, 2015, and 2016, new resolutions will be required during the month of November for the future compliance.

FISCAL IMPACT

There is no direct financial benefit associated with the approval of this resolution. However, implementation of the previously-approved contribution rate will result in a cost savings of \$39,000 for FY 2013-2014.

RECOMMENDATION

It is recommended that the Board adopt Resolution No. 516 fixing the District's (employer) contribution for employees' CalPERS health plans for the calendar year of 2014.

ATTACHMENTS

- 1) Resolution No. 516 (1 page)

001
unequal

RESOLUTION FIXING THE EMPLOYER'S CONTRIBUTION UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT

WHEREAS, (1) Government Code Section 22892(a) provides that a local agency contracting under the Public Employees' Medical and Hospital Care Act shall fix the amount of the employer's contribution at an amount not less than the amount required under Section 22892(b) of the Act, and

WHEREAS, (2) Government Code Section 22892(c) provides that a contracting agency may fix the amount of the employer's contribution for employees and the employer's contribution for annuitants at different amounts, provided that the monthly contribution for annuitants is annually increased to equal an amount not less than the number of years the contracting agency has been subject to this subdivision multiplied by 5 percent of the current monthly contribution for employees, until such time as the amounts are equal; and

FILED
CAMARILLO
20 DEC 14 AM 7:26
DDC -

WHEREAS, (3) Pleasant Valley Recreation and Park District, hereinafter referred to as Public Agency is local agency contracting under the Act for participation by members of the miscellaneous group and General Manager 2 now, therefore be it

RESOLVED, (a) That the employer's contribution for each employee shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of his/her family members in a health benefits plan up to a maximum of \$1,072.04 per month, plus administrative fees and Contingency Reserve Fund Assessments; and be it further

RESOLVED, (b) That Pleasant Valley Recreation and Park District has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above.

Adopted at a special meeting of the Board of Directors at Camarillo, California this 11th day of December 2013.

Signed:

Walter Kelly
Chairman, Board of Directors

Attest:

Ronette Kelly
Secretary, Board of Directors

FILED:
EFFECTIVE DATE:
APPROVED: _____
Public Agency Coordinator

FILED: 12/19/2013
EFFECTIVE DATE: 02/01/2014
APPROVED: _____
Public Agency Coordinator

RESOLUTION NO. 625
FIXING THE EMPLOYER CONTRIBUTION AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS
UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT
WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION

- WHEREAS, (1) Pleasant Valley Recreation and Park District is a contracting agency under Government Code Section 22920 and subject to the Public Employees' Medical and Hospital Care Act (the "Act") for participation by members of (001 Miscellaneous/General Manager 2) and
- WHEREAS, (2) Government Code Section 22892(a) provides that a contracting agency subject to Act shall fix the amount of the employer contribution by resolution; and
- WHEREAS, (3) Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by Section 22892(b) of the Act; and
- RESOLVED, (a) That the employer contribution for each employee or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of the PEMHCA Minimum per month, plus administrative fees and Contingency Reserve Fund assessments; and be it further
- RESOLVED, (b) Pleasant Valley Recreation and Park District has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further
- RESOLVED, (c) That the participation of the employees and annuitants of Pleasant Valley Recreation and Park District shall be subject to determination of its status as an "agency or instrumentality of the state or political subdivision of a State" that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that Pleasant Valley Recreation and Park District would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer.
- RESOLVED, (d) That the executive body appoint and direct, and it does hereby appoint and direct, General Manager to file with the Board a verified copy of this resolution, and to perform on behalf of Pleasant Valley Recreation and Park District all functions required of it under the Act.

Adopted at a regular board meeting of the Pleasant Valley Recreation and Park District at 1605 E. Burnley, Camarillo, CA., this 1st day of May, 2019.

Signed: _____
Robert Kelley, Board Chair

Attest: _____
Neal Dixon, Board Secretary

**PLEASANT VALLEY RECREATION AND PARK DISTRICT
STAFF REPORT / AGENDA REPORT**

TO: BOARD OF DIRECTORS

FROM: MARY OTTEN, GENERAL MANAGER

DATE: May 1, 2019

**SUBJECT: CONSIDERATION AND DIRECTION REGARDING
LEGISLATIVE BILL ACA 1**

SUMMARY

Currently, the Policy Committee is reviewing a Legislative Advocacy Policy which will come before the District Board. However, at this time CSDA has requested support of Legislative Bill ACA 1. ACA 1, authored by Assembly Member Aguiar-Curry, provides additional flexibility to local agencies by reducing the voter-approval threshold from two-thirds to 55 percent for cities, counties and special districts to fund critical public infrastructure and affordable housing.

District staff seeks guidance and direction from the Board of Directors for ACA 1 legislation.

BACKGROUND

Currently, the California Constitution requires a two-thirds vote at the local level for both General Obligation (G.O.) bonds and special taxes, regardless of how the city, county, or special district proposes to use the funds. However, a major discrepancy exists between state and local governments when seeking voter approval for such investments. When the state seeks voter approval for a statewide measure – such as past voter approvals of measures to extend a park bond – it required a simple majority, but when a city, county or special district seeks voter approval for a similar investment, they face a stringent two-thirds vote threshold.

The law, however, is different for school construction. Nearly 20 years ago, the state's voters agreed (Prop. 29 of 2000) that the two-thirds threshold was too strict for investments in school construction and lowered that threshold to 55 percent. The school bond funds the construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of schools, or the acquisition or lease of real property. That model has worked well over the past two decades.

ANALYSIS

ACA 1 creates a new constitutional vote threshold of 55 percent for both G.O. bonds and special taxes, when proposed specifically for the construction, reconstruction, rehabilitation, or replacement of public infrastructure or affordable housing, or the acquisition or lease of real property for those purposes. The bill also specifies requirements for voter protection, public notice, and financial accountability.

ACA 1 defines “public infrastructure” to include but is not limited to projects that provide the following:

- Water or protection of water quality, sanitary sewer, treatment of wastewater or reduction of pollution from storm water runoff
- Protection of property impacts of sea level rise
- Open space, parks and recreation facilities
- Improvements to transit and streets and highways
- Flood control
- Broadband internet access services expansion in underserved areas
- Local hospital construction
- Public safety buildings or facilities and equipment
- Public library facilities

Under ACA 1, voters would still need to overwhelmingly (with 55 percent of the vote) support a bond or special tax in order for it to be approved. ACA 1 will level the playing field and create parity between school districts and special districts, cities, and counties, so that all local governments have a viable financing tool to address community needs.

Cities, counties, and special districts face numerous challenges in securing funding for important local public infrastructure projects. ACA 1 would provide viable financing options while providing robust public accountability. If ACA 1 passes both houses of the Legislature with two-thirds of the vote, it would then be placed on a statewide ballot in 2020 for voter approval.

FISCAL IMPACT

There is no fiscal impact.

RECOMMENDATION

It is recommended the Board consider and provide direction regarding the draft letter for ACA 1.

ATTACHMENT

- 1) ACA 1 Fact Sheet (2 pages)
- 2) ACA 1 (13 pages)
- 3) Draft Coalition Letter ACA 1(1 page)



SUMMARY

ACA 1 will lower the necessary voter threshold from a two-thirds supermajority to 55 percent to approve local general obligation (GO) bonds and special taxes for affordable housing and public infrastructure projects.

ACA 1 is targeted to the urgent needs of local communities. This measure gives local governments a more realistic financing option to fund an increase in the supply of affordable housing, and to address the numerous local public infrastructure challenges cities, counties, and special districts are facing.

BACKGROUND

The California Constitution requires a two-thirds vote at the local level for both GO bonds and special taxes, regardless of what the city, county, or special district proposes to use the funds for.

However, local school districts must only achieve 55 percent voter approval for school bonds to fund the construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of schools, or the acquisition or lease of real property vote (Proposition 39, 2000).

From 2001 to 2013, over 2,200 local revenue measures have been placed before voters concerning school, city, county, or special district taxes or bonds. Majority vote tax measures have proven to be much more likely to pass, while just half of two-thirds vote measures succeeded. School bonds with a 55 percent have been the most successful, with four out of every five passing. In contrast, just half of two-thirds vote measures succeeded. A 55 percent voter threshold for special taxes would have made a dramatic difference. Nearly 80 percent of all two-thirds supermajority measures garnered more than 55 percent of “yes” votes.

1) AFFORDABLE HOUSING NEED

According to the Department of Housing & Community Development (HCD), in the last 10 years California has built an average of 80,000 homes per year, while the need to keep up with the housing need is approximately 180,000 homes per year. There is a shortfall of over one million rental homes affordable to extremely low and very low-income households.

2) LACK OF FUNDING FOR PUBLIC INFRASTRUCTURE

Cities, counties, and special districts face numerous challenges in securing funding for important local public infrastructure projects, including:

Water. Much of the state’s water supply, wastewater, and flood control infrastructure is aging. Rebuilding typically requires costly upgrades to meet increasingly high standards for water quality and infrastructure safety. In the last few decades, new mandates on managing stormwater runoff and climate change have added increased costs and heightened levels of management complexity. The water sector has historically relied heavily on locally generated revenues, which means that Proposition 13 (1978), Proposition 218 (1996), and Proposition 26 (2010), have made it increasingly difficult for local agencies to raise funds.

Parks and Recreation. According to the Statewide Comprehensive Outdoor Plan of 2015, 62 percent of Californians live in areas with less than 3 acres of parkland per 1,000 residents (the recognized standard for adequate parks). Additionally, 9 million people do not have a park within a half mile of their home.

Other Local Needs. Our local governments across the state know best what specific priorities matter most in their communities. For some, funding the costs of a new library or other public building is a means to create local engagement and encourage learning. For others, funding the expansion of broadband is a concern that can seem financially impossible. Strained public safety and emergency response resources in many regions could also benefit from much needed investment. Plus, with discussions underway in Washington D.C. about a possible federal infrastructure initiative, the ability to provide matching-dollars for federal grants is critical to being competitive for new grants.

3) IMPACT OF TWO-THIRDS VOTER REQUIREMENT

The California Constitution limits the opportunity for communities to decide to tax themselves to provide funding for local projects that meet goals and laws approved by the majority. One-third of local voters have the power to overrule fiscal decisions.

THIS BILL:

ACA 1 will lower the constitutional vote threshold to 55 percent for both GO bonds and special taxes, when proposed specifically for the construction, reconstruction, rehabilitation, or replacement of public infrastructure or affordable housing, or the acquisition or lease of real property for those purposes. The bill will also specify requirements for voter protection, public notice, and financial accountability.

In practice, local officials propose a local bond or special tax, and then the voters in that community decide whether they support the idea or not. The voters would still need to overwhelmingly (with 55 percent of the vote) support a bond or special tax in order for it to be approved. ACA 1 will level the playing field and create parity between school districts and cities, counties, and special districts, so that all local governments have a viable financing tool to address community needs.

ACA 1 defines “public infrastructure” to include:

- Projects to provide water or protect water quality, sanitary sewer, treat wastewater or reduce pollution from storm water runoff;
- Protect property from impacts of sea level rise;
- Public buildings, including fire and police facilities;
- Parks, open space and recreation facilities;
- Improvements to transit and streets and highways;
- Flood control;
- Broadband expansion in underserved areas; and,
- Local hospital construction.

ACA 1 defines “affordable housing” to include:

- Housing developments, or portions of housing development, that provide workforce housing affordable to households earning up to 150% of countywide median income; and,
- Housing developments or portions of housing developments, that provide housing affordable to lower, low, or very low-income households, as those terms are defined in state law.

This bill proposes an amendment to the California Constitution, which means that if passed by the Legislature, the proposal would then go to the ballot for voter approval during the next statewide election.

CONTACTS:

Angela Pontes, Assemblymember Aguiar-Curry
angela.pontes@asm.ca.gov

Debbie Michel, Assembly Local Government
debbie.michel@asm.ca.gov

AMENDED IN ASSEMBLY MARCH 18, 2019

CALIFORNIA LEGISLATURE—2019–20 REGULAR SESSION

Assembly Constitutional Amendment

No. 1

Introduced by Assembly Member Aguiar-Curry

(Principal coauthor: Assembly Member Chiu)

(Principal coauthor: Senator Wiener)

(Coauthors: Assembly Members ~~Chiu~~, Berman, Bloom, Bonta, Burke, Cooper, Daly, Eggman, Frazier, Eduardo Garcia, Gipson, Gloria, Gonzalez, Grayson, Holden, Jones-Sawyer, Kalra, Levine, Low, McCarty, Mullin, Nazarian, Quirk, Luz Rivas, Robert Rivas, Blanca Rubio, Santiago, and ~~Ting~~ Mark Stone, Ting, Weber, Wicks, Wood, and Chu)

(Coauthors: Senators Beall, Hill, and Skinner)

December 3, 2018

Assembly Constitutional Amendment No. 1—A resolution to propose to the people of the State of California an amendment to the Constitution of the State, by amending Sections 1 and 4 of Article XIII A thereof, by amending Section 2 of, and by adding Section 2.5 to, Article XIII C thereof, by amending Section 3 of Article XIII D thereof, and by amending Section 18 of Article XVI thereof, relating to local finance.

LEGISLATIVE COUNSEL'S DIGEST

ACA 1, as amended, Aguiar-Curry. Local government financing: affordable housing and public infrastructure: voter approval.

(1) The California Constitution prohibits the ad valorem tax rate on real property from exceeding 1% of the full cash value of the property, subject to certain exceptions.

This measure would create an additional exception to the 1% limit that would authorize a city, county, ~~or city and county~~ city and county,

or special district to levy an ad valorem tax to service bonded indebtedness incurred to fund the construction, reconstruction, rehabilitation, or replacement of public ~~infrastructure~~ or infrastructure, affordable housing, or permanent supportive housing, or the acquisition or lease of real property for those purposes, if the proposition proposing that tax is approved by 55% of the voters of the city, county, or city and county, as applicable, and the proposition includes specified accountability requirements. The measure would specify that these provisions apply to any city, county, city and county, or special district measure imposing an ad valorem tax to pay the interest and redemption charges on bonded indebtedness for these purposes that is submitted at the same election as this measure.

(2) The California Constitution conditions the imposition of a special tax by a local government upon the approval of $\frac{2}{3}$ of the voters of the local government voting on that tax, and prohibits these entities from imposing an ad valorem tax on real property or a transactions or sales tax on the sale of real property.

This measure would authorize a local government to impose, extend, or increase a sales and use tax or transactions and use tax imposed in accordance with specified law or a parcel tax, as defined, for the purposes of funding the construction, rehabilitation, or replacement of public ~~infrastructure~~ or infrastructure, affordable housing, or permanent supportive housing if the proposition proposing that tax is approved by 55% of its voters voting on the proposition and the proposition includes specified accountability requirements. This measure would also make conforming changes to related provisions. *The measure would specify that these provisions apply to any local measure imposing, extending, or increasing a sales and use tax, transactions and use tax, or parcel tax for these purposes that is submitted at the same election as this measure.*

(3) The California Constitution prohibits specified local government agencies from incurring any indebtedness exceeding in any year the income and revenue provided in that year, without the assent of $\frac{2}{3}$ of the voters and subject to other conditions. In the case of a school district, community college district, or county office of education, the California Constitution permits a proposition for the incurrence of indebtedness in the form of general obligation bonds for the construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities, or the acquisition or lease of real property for school facilities, to be adopted

upon the approval of 55% of the voters of the district or county, as appropriate, voting on the proposition at an election.

This measure would *expressly prohibit a special district, other than a board of education or school district, from incurring any indebtedness or liability exceeding any applicable statutory limit, as prescribed by the statutes governing the special district. The measure would also similarly lower to 55% the voter approval threshold for a require the approval of 55% of the voters of the city, county, or city and county city and county, or special district, as applicable, to incur bonded indebtedness, exceeding in any year the income and revenue provided in that year, that is in the form of general obligation bonds issued to fund the construction, reconstruction, rehabilitation, or replacement of public infrastructure or infrastructure, affordable housing housing, or permanent supportive housing projects, if the proposition proposing that bond includes specified accountability requirements. The measure would specify that this 55% threshold applies to any proposition for the incurrence of indebtedness by a city, county, city and county, or special district for these purposes that is submitted at the same election as this measure.*

Vote: $\frac{2}{3}$. Appropriation: no. Fiscal committee: no.
State-mandated local program: no.

1 *Resolved by the Assembly, the Senate concurring, That the*
2 *Legislature of the State of California at its ~~2017-18~~ 2019-20*
3 *Regular Session commencing on the ~~fifth~~ third day of December*
4 *~~2016~~, 2018, two-thirds of the membership of each house*
5 *concurring, hereby proposes to the people of the State of California,*
6 *that the Constitution of the State be amended as follows:*

7 *First—That Section 1 of Article XIII A thereof is amended to*
8 *read:*

9 *SECTION 1. (a) The maximum amount of any ad valorem*
10 *tax on real property shall not exceed 1 percent of the full cash*
11 *value of that property. The 1 percent tax shall be collected by the*
12 *counties and apportioned according to law to the districts within*
13 *the counties.*

14 *(b) The limitation provided for in subdivision (a) shall not apply*
15 *to ad valorem taxes or special assessments to pay the interest and*
16 *redemption charges on any of the following:*

17 *(1) Indebtedness approved by the voters before July 1, 1978.*

1 (2) Bonded indebtedness to fund the acquisition or improvement
2 of real property approved on or after July 1, 1978, by two-thirds
3 of the votes cast by the voters voting on the proposition.

4 (3) Bonded indebtedness incurred by a school district,
5 community college district, or county office of education for the
6 construction, reconstruction, rehabilitation, or replacement of
7 school facilities, including the furnishing and equipping of school
8 facilities, or the acquisition or lease of real property for school
9 facilities, approved by 55 percent of the voters of the district or
10 county, as appropriate, voting on the proposition on or after
11 November 8, 2000. This paragraph shall apply only if the
12 proposition approved by the voters and resulting in the bonded
13 indebtedness includes all of the following accountability
14 requirements:

15 (A) A requirement that the proceeds from the sale of the bonds
16 be used only for the purposes specified in this paragraph, and not
17 for any other purpose, including teacher and administrator salaries
18 and other school operating expenses.

19 (B) A list of the specific school facilities projects to be funded
20 and certification that the school district board, community college
21 board, or county office of education has evaluated safety, class
22 size reduction, and information technology needs in developing
23 that list.

24 (C) A requirement that the school district board, community
25 college board, or county office of education conduct an annual,
26 independent performance audit to ensure that the funds have been
27 expended only on the specific projects listed.

28 (D) A requirement that the school district board, community
29 college board, or county office of education conduct an annual,
30 independent financial audit of the proceeds from the sale of the
31 bonds until all of those proceeds have been expended for the school
32 facilities projects.

33 (4) (A) Bonded indebtedness incurred by a city, county, ~~or city~~
34 ~~and county~~ *city and county, or special district* for the construction,
35 reconstruction, rehabilitation, or replacement of public
36 ~~infrastructure or infrastructure~~, affordable housing, *or permanent*
37 *supportive housing for persons at risk of chronic homelessness,*
38 *including persons with mental illness,* or the acquisition or lease
39 of real property for public ~~infrastructure or infrastructure~~,
40 affordable housing, *or permanent supportive housing for persons*

1 *at risk of chronic homelessness, including persons with mental*
2 *illness, approved by 55 percent of the voters of the city, county,*
3 *or city and county city and county, or special district, as*
4 *appropriate, voting on the proposition on or after the effective date*
5 *of the measure adding this paragraph. This paragraph shall apply*
6 *only if the proposition approved by the voters and resulting in the*
7 *bonded indebtedness includes all of the following accountability*
8 *requirements:*

9 (i) A requirement that the proceeds from the sale of the bonds
10 be used only for the purposes specified in this paragraph, and not
11 for any other purpose, including city, county, ~~or city and county~~
12 *city and county, or special district* employee salaries and other
13 operating expenses.

14 (ii) A list of the specific projects to be funded, and a certification
15 that the city, county, ~~or city and county~~ *city and county, or special*
16 *district* has evaluated alternative funding sources.

17 (iii) A requirement that the city, county, ~~or city and county~~ *city*
18 *and county, or special district* conduct an annual, independent
19 performance audit to ensure that the funds have been expended
20 only on the specific projects listed.

21 (iv) A requirement that the city, county, ~~or city and county~~ *city*
22 *and county, or special district* conduct an annual, independent
23 financial audit of the proceeds from the sale of the bonds until all
24 of those proceeds have been expended for the public infrastructure
25 or affordable housing projects, as applicable.

26 (v) A requirement that the city, county, ~~or city and county~~ *city*
27 *and county, or special district* post the audits required by clauses
28 (iii) and (iv) in a manner that is easily accessible to the public.

29 (vi) A requirement that the city, county, ~~or city and county~~ *city*
30 *and county, or special district* appoint a citizens' oversight
31 committee to ensure that bond proceeds are expended only for the
32 purposes described in the measure approved by the voters.

33 (B) For purposes of this paragraph, ~~"affordable paragraph:~~

34 (i) "Affordable housing" shall include housing developments,
35 or portions of housing developments, that provide workforce
36 housing affordable to households earning up to 150 percent of
37 countywide median income, and housing developments, or portions
38 of housing developments, that provide housing affordable to lower,
39 low-, or very low income households, as those terms are defined
40 in state law.

1 (ii) “At risk of chronic homelessness” includes, but is not limited
 2 to, persons who are at high risk of long-term or intermittent
 3 homelessness, including persons with mental illness exiting
 4 institutionalized settings, including, but not limited to, jail and
 5 mental health facilities, who were homeless prior to admission,
 6 transition age youth experiencing homelessness or with significant
 7 barriers to housing stability, and others, as defined in program
 8 guidelines.

9 (iii) “Permanent supportive housing” means housing with no
 10 limit on length of stay, that is occupied by the target population,
 11 and that is linked to onsite or offsite services that assist residents
 12 in retaining the housing, improving their health status, and
 13 maximizing their ability to live and, when possible, work in the
 14 community. “Permanent supportive housing” includes associated
 15 facilities, if those facilities are used to provide services to housing
 16 residents.

17 ~~(C) For purposes of this paragraph, “public~~

18 (iv) “Public infrastructure” shall include, but is not limited to,
 19 projects that provide any of the following:

20 (i)

21 (I) Water or protect water quality.

22 (ii)

23 (II) Sanitary sewer.

24 (iii)

25 (III) Treatment of wastewater or reduction of pollution from
 26 stormwater runoff.

27 (iv)

28 (IV) Protection of property from impacts of sea level rise.

29 ~~(v) Parks.~~

30 (V) Parks and recreation facilities.

31 ~~(vi)~~

32 (VI) Open space and recreation facilities. *space.*

33 ~~(vii)~~

34 (VII) Improvements to transit and streets and highways.

35 ~~(viii)~~

36 (VIII) Flood control.

37 ~~(ix)~~

38 (IX) Broadband-Internet internet access service expansion in
 39 underserved areas.

40 ~~(x)~~

1 (X) Local hospital construction.

2 (XI) Public safety buildings or facilities, equipment related to
3 fire suppression, emergency response equipment, or interoperable
4 communications equipment for direct and exclusive use by fire,
5 emergency response, police or sheriff personnel.

6 (XII) Public library facilities.

7 (v) "Special district" has the same meaning as provided in
8 subdivision (c) of Section 1 of Article XIII C and specifically
9 includes a transit district, except that "special district" does not
10 include a school district, redevelopment agency, or successor
11 agency to a dissolved redevelopment agency.

12 (C) This paragraph shall apply to any city, county, city and
13 county, or special district measure imposing an ad valorem tax to
14 pay the interest and redemption charges on bonded indebtedness
15 for those purposes described in this paragraph that is submitted
16 at the same election as the measure adding this paragraph.

17 (c) (1) Notwithstanding any other provisions of law or of this
18 Constitution, a school district, community college district, or
19 county office of education may levy a ~~55 percent~~ 55-percent vote
20 ad valorem tax pursuant to paragraph (3) of subdivision (b).

21 (2) Notwithstanding any other provisions of law or this
22 Constitution, a city, county, ~~or city and county~~ city and county, or
23 special district may levy a ~~55 percent~~ 55-percent vote ad valorem
24 tax pursuant to paragraph (4) of subdivision (b).

25 ~~Second—That Section 4 of Article XIII A thereof is amended~~
26 ~~to read:~~

27 ~~SEC. 4. Except as provided by Section 2.5 of Article XIII C,~~
28 ~~a city, county, or special district, by a two-thirds vote of its voters~~
29 ~~voting on the proposition, may impose a special tax within that~~
30 ~~city, county, or special district, except an ad valorem tax on real~~
31 ~~property or a transactions tax or sales tax on the sale of real~~
32 ~~property within that city, county, or special district.~~

33 ~~Second—That Section 4 of Article XIII A thereof is amended to~~
34 ~~read:~~

35 ~~Section 4.~~

36 ~~SEC. 4. Cities, Counties and special districts, Except as~~
37 ~~provided by Section 2.5 of Article XIII C, a city, county, or special~~
38 ~~district, by a two-thirds vote of the qualified electors of such~~
39 ~~district, its voters voting on the proposition, may impose special~~
40 ~~taxes on such district, a special tax within that city, county, or~~

1 *special district, except an ad valorem—taxes tax on real property*
2 *or a—transaction transactions tax or sales tax on the sale of real*
3 *property within—such—City, County that city, county, or special*
4 *district.*

5 Third—That Section 2 of Article XIII C thereof is amended to
6 read:

7 SEC. 2. Notwithstanding any other provision of this
8 Constitution:

9 (a) Any tax imposed by a local government is either a general
10 tax or a special tax. A special district or agency, including a school
11 district, has no authority to levy a general tax.

12 (b) A local government may not impose, extend, or increase
13 any general tax unless and until that tax is submitted to the
14 electorate and approved by a majority vote. A general tax is not
15 deemed to have been increased if it is imposed at a rate not higher
16 than the maximum rate so approved. The election required by this
17 subdivision shall be consolidated with a regularly scheduled general
18 election for members of the governing body of the local
19 government, except in cases of emergency declared by a unanimous
20 vote of the governing body.

21 (c) Any general tax imposed, extended, or increased, without
22 voter approval, by any local government on or after January 1,
23 1995, and before the effective date of this article, may continue to
24 be imposed only if that general tax is approved by a majority vote
25 of the voters voting in an election on the issue of the imposition,
26 which election shall be held no later than November 6, 1996, and
27 in compliance with subdivision (b).

28 (d) Except as provided by Section 2.5, a local government may
29 not impose, extend, or increase any special tax unless and until
30 that tax is submitted to the electorate and approved by a two-thirds
31 vote. A special tax is not deemed to have been increased if it is
32 imposed at a rate not higher than the maximum rate so approved.

33 Fourth—That Section 2.5 is added to Article XIII C thereof, to
34 read:

35 SEC. 2.5. (a) The imposition, extension, or increase of a sales
36 and use tax imposed in accordance with the Bradley-Burns Uniform
37 Local Sales and Use Tax Law (Part 1.5 (commencing with Section
38 7200) of Division 2 of the Revenue and Taxation Code) or a
39 successor law, a transactions and use tax imposed in accordance
40 with the Transactions and Use Tax Law (Part 1.6 (commencing

1 with Section 7251) of Division 2 of the Revenue and Taxation
2 Code) or a successor law, or a parcel tax imposed by a local
3 government for the purpose of funding the construction,
4 reconstruction, rehabilitation, or replacement of public
5 ~~infrastructure or infrastructure~~, affordable housing, *or permanent*
6 *supportive housing for persons at risk of chronic homelessness,*
7 *including persons with mental illness,* or the acquisition or lease
8 of real property for public ~~infrastructure or infrastructure~~,
9 affordable housing, *or permanent supportive housing for persons*
10 *at risk of chronic homelessness, including persons with mental*
11 *illness,* is subject to approval by 55 percent of the voters in the
12 local government voting on the proposition, if both of the following
13 conditions are met:

14 (1) The proposition is approved by a majority vote of the
15 membership of the governing board of the local government.

16 (2) The proposition contains all of the following accountability
17 requirements:

18 (A) A requirement that the proceeds of the tax only be used for
19 the purposes specified in the proposition, and not for any other
20 purpose, including general employee salaries and other operating
21 expenses of the local government.

22 (B) A list of the specific projects that are to be funded by the
23 tax, and a certification that the local government has evaluated
24 alternative funding sources.

25 (C) A requirement that the local government conduct an annual,
26 independent performance audit to ensure that the proceeds of the
27 special tax have been expended only on the specific projects listed
28 in the proposition.

29 (D) A requirement that the local government conduct an annual,
30 independent financial audit of the proceeds from the tax during
31 the lifetime of that tax.

32 (E) A requirement that the local government post the audits
33 required by subparagraphs (C) and (D) in a manner that is easily
34 accessible to the public.

35 (F) A requirement that the local government appoint a citizens'
36 oversight committee to ensure the proceeds of the special tax are
37 expended only for the purposes described in the measure approved
38 by the voters.

39 (b) For purposes of this section, the following terms have the
40 following meanings:

1 (1) “Affordable housing” shall include housing developments,
2 or portions of housing developments, that provide workforce
3 housing affordable to households earning up to 150 percent of
4 countywide median income, and housing developments, or portions
5 of housing developments, that provide housing affordable to lower,
6 low-, or very low income households, as those terms are defined
7 in state law.

8 (2) *“At risk of chronic homelessness” includes, but is not limited*
9 *to, persons who are at high risk of long-term or intermittent*
10 *homelessness, including persons with mental illness exiting*
11 *institutionalized settings, including, but not limited to, jail and*
12 *mental health facilities, who were homeless prior to admission,*
13 *transition age youth experiencing homelessness or with significant*
14 *barriers to housing stability, and others, as defined in program*
15 *guidelines.*

16 ~~(2)~~

17 (3) “Parcel tax” means a special tax imposed upon a parcel of
18 real property at a rate that is determined without regard to that
19 property’s value and that applies uniformly to all taxpayers or all
20 real property within the jurisdiction of the local government.
21 “Parcel tax” does not include a tax imposed on a particular class
22 of property or taxpayers.

23 (4) *“Permanent supportive housing” means housing with no*
24 *limit on length of stay, that is occupied by the target population,*
25 *and that is linked to onsite or offsite services that assist residents*
26 *in retaining the housing, improving their health status, and*
27 *maximizing their ability to live and, when possible, work in the*
28 *community. “Permanent supportive housing” includes associated*
29 *facilities, if those facilities are used to provide services to housing*
30 *residents.*

31 ~~(3)~~

32 (5) “Public infrastructure” shall include, but is not limited to,
33 the projects that provide any of the following:

34 (A) Water or protect water quality.

35 (B) Sanitary sewer.

36 (C) Treatment of wastewater or reduction of pollution from
37 stormwater runoff.

38 (D) Protection of property from impacts of sea level rise.

39 ~~(E) Parks.~~

40 (E) Parks and recreation facilities.

- 1 (F) ~~Open-space and recreation facilities.~~ *space.*
- 2 (G) Improvements to transit and streets and highways.
- 3 (H) Flood control.
- 4 (I) ~~Broadband-Internet~~ *internet* access service expansion in
- 5 underserved areas.
- 6 (J) Local hospital construction.
- 7 (K) *Public safety buildings or facilities, equipment related to*
- 8 *fire suppression, emergency response equipment, or interoperable*
- 9 *communications equipment for direct and exclusive use by fire,*
- 10 *emergency response, policy or sheriff personnel.*
- 11 (L) *Public library facilities.*

12 (c) *This section shall apply to any local measure imposing,*

13 *extending, or increasing a sales and use tax imposed pursuant to*

14 *the Bradley-Burns Uniform Local Sales and Use Tax Law, a*

15 *transactions and use tax imposed in accordance with the*

16 *Transactions and Use Tax Law, or a parcel tax imposed by a local*

17 *government for those purposes described in subdivision (a) that*

18 *is submitted at the same election as the measure adding this*

19 *section.*

20 Fifth—That Section 3 of Article XIII D thereof is amended to

21 read:

22 SEC. 3. (a) An agency shall not assess a tax, assessment, fee,

23 or charge upon any parcel of property or upon any person as an

24 incident of property ownership except:

25 (1) The ad valorem property tax imposed pursuant to Article

26 XIII and Article XIII A.

27 (2) Any special tax receiving a two-thirds vote pursuant to

28 Section 4 of Article XIII A or *receiving a 55-percent approval*

29 *pursuant to Section 2.5 of Article XIII C.*

30 (3) Assessments as provided by this article.

31 (4) Fees or charges for property-related services as provided by

32 this article.

33 (b) For purposes of this article, fees for the provision of electrical

34 or gas service are not deemed charges or fees imposed as an

35 incident of property ownership.

36 Sixth—That Section 18 of Article XVI thereof is amended to

37 read:

38 SEC. 18. (a) A county, city, town, township, board of

39 education, or school district, shall not incur any indebtedness or

40 liability in any manner or for any purpose exceeding in any year

1 the income and revenue provided for that year, without the assent
2 of two-thirds of the voters of the public entity voting at an election
3 to be held for that purpose, except that with respect to any such
4 public entity ~~which~~ *that* is authorized to incur indebtedness for
5 public school purposes, any proposition for the incurrence of
6 indebtedness in the form of general obligation bonds for the
7 purpose of repairing, ~~reconstructing~~ *reconstructing*, or replacing
8 public school buildings determined, in the manner prescribed by
9 law, to be structurally unsafe for school use, shall be adopted upon
10 the approval of a majority of the voters of the public entity voting
11 on the proposition at ~~such~~ *the* election; nor unless before or at the
12 time of incurring such indebtedness provision shall be made for
13 the collection of an annual tax sufficient to pay the interest on such
14 indebtedness as it falls due, and to provide for a sinking fund for
15 the payment of the principal thereof, on or before maturity, which
16 shall not exceed forty years from the time of contracting the
17 indebtedness. *A special district, other than a board of education
18 or school district, shall not incur any indebtedness or liability
19 exceeding any applicable statutory limit, as prescribed by the
20 statutes governing the special district as they currently read or
21 may thereafter be amended by the Legislature.*

22 (b) (1) Notwithstanding subdivision (a), any proposition for
23 the incurrence of indebtedness in the form of general obligation
24 bonds for the purposes described in paragraph (3) or (4) of
25 subdivision (b) of Section 1 of Article XIII A shall be adopted
26 upon the approval of 55 percent of the voters of the school district,
27 community college district, county office of education, city, county,
28 ~~or city and county,~~ *city and county, or other special district,* as
29 appropriate, voting on the proposition at an election. This
30 subdivision shall apply to a proposition for the incurrence of
31 indebtedness in the form of general obligation bonds for the
32 purposes specified in this subdivision only if the proposition meets
33 all of the accountability requirements of paragraph (3) or (4) of
34 subdivision (b), as appropriate, of Section 1 of Article XIII A.

35 (2) *The amendments made to this subdivision by the measure
36 adding this paragraph shall apply to any proposition for the
37 incurrence of indebtedness in the form of general obligation bonds
38 pursuant to this subdivision for the purposes described in
39 paragraph (4) of subdivision (b) of Section 1 of Article XIII A that*

1 *is submitted at the same election as the measure adding this*
2 *paragraph.*

3 (c) When two or more propositions for incurring any
4 indebtedness or liability are submitted at the same election, the
5 votes cast for and against each proposition shall be counted
6 separately, and if two-thirds or a majority or 55 percent of the
7 voters, as the case may be, voting on any one of those propositions,
8 vote in favor thereof, the proposition shall be deemed adopted.

9

10

REVISIONS:

11

Heading—Lines 5 and 9.

12

13

O



Pleasant Valley Recreation and Park District

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BOARD OF DIRECTORS

ROBERT KELLEY
ELAINE MAGNER
NEAL DIXON
MIKE MISHLER
MARK MALLOY

GENERAL MANAGER

MARY OTTEN

May 1, 2019

The Honorable Cecilia Aguiar-Curry
California State Assembly
State Capitol Building, Room 5144
Sacramento, CA 95814

Re: ACA 1 (Aguiar-Curry) – Local Government Financing – SUPPORT

Dear Assembly Member Aguiar-Curry,

On behalf of the Pleasant Valley Recreation and Park District, I am writing to support ACA 1 (Aguiar-Curry), which will create a new voter approved mechanism with a vote threshold of 55% to approve local general obligation (G.O.) bonds and special taxes for certain affordable housing and public infrastructure projects. Pleasant Valley Recreation and Park District provides services through its 27 park locations, 13 facilities, 4,000 programs and numerous community-wide events throughout the year serving over 400,000 constituents annually.

ACA 1 targets the urgent needs of local communities. This measure gives local governments a more realistic financing option to fund an increase in the supply of affordable housing, and to address the numerous local public infrastructure challenges cities, counties, and special districts are facing. The California Constitution currently requires a two-thirds vote at the local level for both G.O. bonds and special taxes, regardless of the purpose a city, county, or special district is seeking those funds.

ACA 1 will provide mechanisms for cities, counties, and special districts to have a viable financing tool to help address important community needs for affordable housing and public infrastructure. Local voters would still need to overwhelmingly support a bond or special tax (with 55%) in order for it to be approved, thus protecting voters' control over how their tax dollars are spent. The bill also provides specific requirements for voter protection, public notice, and financial accountability.

If approved by the Legislature, ACA 1 would then have to achieve voter approval during a statewide election. This would further solidify the fact that voters support this change. Californians want to have an impact on their communities, because they know best what their families and neighbors need. For these reasons, Pleasant Valley Recreation and Park District is pleased to support Assembly Constitutional Amendment 1. Please feel free to contact me if you have any questions.

Sincerely,

Mary Otten
Pleasant Valley Recreation and Park District
General Manager

cc: Assembly Member Jacqui Irwin
Senator Hannah-Beth Jackson
Anthony Tannehill, Legislative Representative, California Special Districts Association
advocacy@csda.net

**PLEASANT VALLEY RECREATION AND PARK DISTRICT
STAFF REPORT / AGENDA REPORT**

TO: BOARD OF DIRECTORS

FROM: MARY OTTEN, GENERAL MANAGER
By: Anthony Miller, Administrative Analyst

DATE: May 1, 2019

**SUBJECT: CONSIDERATION AND APPROVAL OF RESOLUTION
NO. 626, ADOPTING A DISTRICT GRANT APPLICATION
POLICY**

SUMMARY

The District Board has been placed in the position of needing to turn down grant funding requests due to their unrelated nature to existing District priorities and programs. As a response, current District practice for approving grant requests involves presenting every application to the Board for review. This process, while providing great Board oversight, restricts the ability of staff to apply for funding on short notice if and when grant funding opportunities are discovered with limited application windows. The Grant Application Policy establishes that the General Manager may review and sign off on grant applications prior to Board review and will be required to report on any action taken outside of regular board meetings.

BACKGROUND

On past occasions, the District Board has been placed in the uncomfortable situation of needing to turn down requests to apply for grant funding by staff due to their unrelated nature to District programming and needs. Current practice dictates that all grant applications are sent to the Board prior to submittal for approval regardless of their urgency.

ANALYSIS

Due to the nature of the District's recreational programming, the District is eligible for a large number of both private and public grant programs. However, due to the volume of programs and limited staff bandwidth, not all relevant grant opportunities are discovered with time to submit an application and obtain Board approval. The proposed Grant Application Policy establishes guidelines that if followed, would permit the General Manager to sign off on grant applications that meet the following standards:

1. The grant being applied for supports current district programming and priorities as established in the District budget;
2. The grant, if received, would not require a budget adjustment to provide matching funds;
3. The grant application is for an amount less than \$15,000.00.

The approval of this policy would encourage and allow District staff a greater degree of flexibility when grant opportunities are discovered that require a quick turnaround and would permit the General Manager to directly approve grant applications in line with the District budget. Any grant application approved outside of a regularly scheduled Board meeting will be reported to the Board

at the first available meeting. This policy does not preclude the General Manager from seeking Board approval for applications under \$15,000 and requires Board approval for applications that require any budget adjustments or implementation of new programming. This policy also preserves the District Board's right to review larger applications and to determine District priorities through the budget process. The Grant Application Policy was reviewed by the Long-Range Planning Committee on April 18, 2019 and staff was directed to bring the Policy to the Board for approval.

FISCAL IMPACT

There is no direct impact to the budget.

RECOMMENDATION

It is recommended the Board of Directors review and approve Resolution No. 626, adopting the proposed District Grant Application Policy.

ATTACHMENTS

- 1) Resolution No. 626 (1 page)
- 2) Grant Application Policy (2 pages)

RESOLUTION NO. 626

A RESOLUTION OF THE PLEASANT VALLEY RECREATION AND PARK DISTRICT ADOPTING A GRANT APPLICATION POLICY

WHEREAS, the Board of Directors of the Pleasant Valley Recreation and Park District recognize the limited revenue opportunities available to the District; and

WHEREAS, applications for grant funding may not be discovered consistently and with enough notice to convene a regular or special meeting of the District's Board of Directors; and

WHEREAS, the District's Board of Directors sets programming and facility priorities and through the approval of the District's budget; and

WHEREAS, the District's Long-Range Planning Committee has reviewed the proposed Grant Application Policy and has referred it to the Board of Directors for approval.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE PLEASANT VALLEY RECREATION AND PARK DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

1. That the Board of Directors finds that the facts set forth above and the report from District staff demonstrate that the Grant Application Policy does not unduly restrict the Board of Directors' ability to review grant applications and direct staff to pursue grant funding.
2. That the General Manager is hereby authorized to execute applications submitted by staff in accordance with the hereby adopted Grant Application Policy.
3. That the General Manager shall report to the District Board of Directors all applications submitted in accordance with the Grant Application Policy and shall not authorize applications in excess of \$14,999 without prior Board of Directors' approval.

This resolution was adopted on May 1, 2019.

Ayes:

Noes:

Absent:

Robert Kelley, Chairman, PVRPD Board of Directors

ATTESTED:

Dr. Neal Dixon, Secretary, PVRPD Board of Directors



PLEASANT VALLEY RECREATION AND PARK DISTRICT

GRANT APPLICATION POLICY Board Approved _____ 2019

PURPOSE

The purpose of this policy is to simplify the process by which Pleasant Valley Recreation and Park District [District] staff apply for grant funding below a designated amount. This policy seeks to expedite applications for grant funding that supports existing District programming and projects. The process laid out within this policy will provide District staff discretion to pursue grant funding in-line with the District's interests while not encumbering additional funds outside of those already designated as matched for grant purposes. This policy is intended to be manageable, consistent, and tailored to the specific needs of the District.

POLICY GOALS

- Expedite the application process for Staff to apply for grant funding below \$15,000.00.
- Inform the Board of Directors of non-traditional funding efforts being pursued by staff to support District programming.
- Promote active searching for funding opportunities previously unknown to the District.

POLICY PRINCIPLES

The Board of Directors recognizes the need to pursue alternative forms of funding to support District programming and facilities. It is the policy of the District to proactively monitor and evaluate grant funding opportunities that align with existing District programming and facilities and by the specific direction of the Board of Directors.

This policy provides the District General Manager the flexibility to approve grant applications in a timely manner while allowing the Board of Directors to continue to review requests for larger requests for funding and to provide funding priority guidance. The Board of Directors through the budget process shall set programming and facility priorities and by extension staff is authorized to apply for grant funding under \$15,000.00 without Board approval.

Whenever an applicable grant funding opportunity exceeds \$14,999.99 or does not pertain to existing budgeted priorities, the matter shall be brought before the Board of Directors at a regularly scheduled Board meeting for formal direction from the Board of Directors.

Generally, District staff will not request grant funding for matters that are not pertinent to the District's local government services.

GRANT APPLICATION POLICY PROCEDURES

It is the policy of the District to proactively monitor and evaluate grant funding opportunities that align with existing District programming and facilities and by the specific direction of the Board of Directors. This process involves interaction with private sector entities as well as local, state, and federal government entities regarding identifying non-traditional revenue sources. Accordingly, involvement and participation in regional, state, and national organizations is encouraged and supported by the District.

Discovering grant funding opportunities is a function of the General Manager or designated staff. The Grant Application Policy Procedures are the process by which staff will obtain authorization and apply for grant funds



PLEASANT VALLEY
RECREATION AND PARK DISTRICT

GRANT APPLICATION POLICY
Board Approved _____ 2019

in a timely and consistent manner. The General Manager, or other designee, will act on grant funding requests utilizing the following procedures:

1. A request may be brought to the General Manager if any of the following criteria are met:
 - a. The proposed funding is judged by staff to align with existing District programming or facility uses and improvements
 - b. The application for funding does not require a budget adjustment measure to provide matching funds
 - c. The funding request is below \$15,000.00.
2. The General Manager shall review staff requests for grant funding when brought to their attention.
3. The General Manager will either approve or deny authorization to apply for funding after conducting a review of programming or facilities affected by the grant application and determining if the grant funding aligns with existing District priorities as set by existing programs and budgeted projects.
4. If the matter aligns with the approved priorities, and the request is under the approved amount as defined by this policy, District staff shall be authorized to complete a grant application for that individual request. The General Manager shall sign all applications to authorize their submittal.
5. All applications for grant funding approved through this policy shall be communicated to the Board of Directors at the next regularly scheduled Board meeting. When appropriate, the General Manager or other designee will submit a report (either written or verbal) summarizing activity on grant applications to the Board of Directors.

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

- A. Chairman 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. Foundation for Pleasant Valley Recreation and Parks
- G. General Manager's Report