

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

**BOARD OF DIRECTORS  
REGULAR MEETING AGENDA  
July 3, 2019**

**5:00 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 #635**

**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/National Park & Recreation Month

**B.** Part-Time Volunteer Recognition

**C.** Camarillo Cougars Youth Football/Cheer

**6. PUBLIC COMMENT - In accordance with Government Code Section 54954.3, the Board reserves this time to hear from the public.** If you would like to speak about an item on the agenda, we would prefer you complete a Speaker Card, give it to the Clerk of the Board, and wait until it comes up. If you would like to make comments about other areas not on this agenda, in accordance with California law, we will listen, note them, and bring them back up at a later date for discussion. Speakers will be allowed three minutes to address the Board.

**7. CONSENT AGENDA** – Matters listed under the Consent Agenda are considered routine and shall be acted upon without discussion and by one motion. If discussion is desired the item will be removed from the Consent Agenda for discussion and voted on as a separate item. If no discussion is desired, then the suggested action is for the Chair to request that a motion be made to approve the Consent Agenda.

**A. Minutes for Regular Board Meeting of June 5, 2019**

Approval receives and files minutes.

- B. Warrants, Accounts Payable & Payroll**  
Approval of District's disbursements dated on or before June 24, 2019.
- C. Financial Report**  
Monthly unaudited financial reports are presented to the Board for information. Approval receives and files the financial reports for May 31, 2019.
- D. Consideration and Adoption of Resolution No. 631 Declaring July as National Park and Recreation Month**  
Numerous events are planned during July to celebrate the importance of parks and recreation within the community.
- E. Consideration and Approval of Resolution No. 632, Updating Authorized Signatures for Wire Transfers with Ventura County Treasury Pool**  
Approval updates signatures authorized to sign and/or authorize wire transfers with Ventura County Treasury Pool.
- F. Consideration and Approval of Updated Job Descriptions**  
Every fiscal year staff performs a yearly review of the job descriptions.
- G. Consideration and Approval of the Position Allocation for FY 2019-2020**  
Approval allows for a change of one part-time year-round Recreation Specialist position to a full-time position and the replacement of a part-time year-round CSR to a full-time Administrative Analyst in the Parks Department.
- H. Consideration and Approval of Three-Year Agreement Between the Pleasant Valley Recreation and Park District and Freedom Park BMX Raceway, Inc. for the Operation of the BMX Track**  
The proposed length of the Agreement is three (3) years beginning September 2019 and expiring August 2022.
- I. Review and Approve the Finalized District Response to the Grand Jury 2018-2019 Final Report: Youth Sports and Public Liability**  
The District has responded to the findings and recommendations of the Grand Jury's April 17, 2019 report.

## 8. PUBLIC HEARINGS

Public Hearing on Expenditure of Quimby Fees - Aquatic Center Restroom Renovations

- A. Consideration and Adoption of Resolution No. 633 Finding that it is Reasonably Foreseeable that Inhabitants of the Fairfield LLC Subdivision at 341 Mike Loza Dr. Camarillo, CA 93012 will be Served by the Renovation and Expansion of the Pleasant Valley Aquatic Center Restroom Facilities**

The Aquatic Center restrooms and showers need to be completely renovated. Staff has determined that the "reasonably foreseeable" standard in practice offers solid ground for a finding by the District Board.

Suggested Actions: Conduct the Public Hearing and then consider a MOTION to Adopt Resolution No. 633, finding that it is reasonably foreseeable that inhabitants of Fairfield LLC's subdivision at 341 Mike Loza Drive will be served by the renovation and expansion of the restroom facilities at the Pleasant Valley Aquatic Center and therefore directs staff to expend said subdivision's Quimby fees for said project.

Public Hearing on the District Budgets FY 2019-2020

- B. Consideration and Adoption of Resolution No. 634 For Fiscal Year 2019-2020 Budgets for the General Fund, the Assessment District and Quimby Expenses**

The preliminary budgets were approved by the Board at the June 5, 2019 Board Meeting. Approval allows for the adoption of the FY 2019-2020 General Fund, Assessment District and Quimby budgets.

Suggested Actions: Conduct the Public Hearing and then consider a MOTION to Adopt Resolution No. 634 FY 2019-2020 Final Budgets.

**9. NEW ITEMS – DISCUSSION/ACTION**

**A. Draft Design Concept for Arneill Ranch Park Renovation (Proposition 68 Parks and Water Bond 2018 Funding)**

Withers & Sandgren are providing architectural service to entail community outreach and have prepared a draft design concept for the renovation of Arneill Ranch Park.

Suggested Action: Provide staff and the architectural firm of Withers & Sandgren direction for the final plans for the Arneill Ranch Park Renovation project.

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

During the budget workshops in April and May of 2019, the Board requested that staff propose a 2% cost of living adjustment for the non-represented District employees.

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

**C. Consideration and Renewal of Professional Service Contract with Advantage Telecom**  
Advantage Telecom has provided the District with internet and Voice-over-IP (VoIP) services for the past three years and staff is seeking a current contract extension for an additional three years.

Suggested Action: A MOTION to Approve the renewal of the current service agreement with Advantage Telecom for a term of three years.

**D. Consideration and Renewal of Managed Information Technology Services Contract with AllConnected, Inc.**

AllConnected, Inc. was hired by the District in July of 2018 for a twelve-month initial contract period. Staff is now seeking to update and extend the contract with AllConnected, Inc. for an additional three years.

Suggested Action: A MOTION to Approve the extension of a three-year agreement with AllConnected, Inc. for Managed Information Technology Services.

**E. California Special District Association (CSDA) Board of Directors Election, (Seat B) Coastal Network**

The California Special Districts Association (CSDA) is seeking Special District Board Members or their General Managers for the CSDA Board of Director Seat B 2020-2022 term.

Suggested Action: Provide direction regarding which candidate to vote for CSDA Board of Directors, Seat B.

**10. 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

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

**12. ADJOURNMENT**

**Notes:** The Board of Directors reserves the right to modify the order in which agenda items are heard. Written materials related to these agenda items are available for public inspection in the Office of the Clerk of the Board located at 1605 E. Burnley Street, Camarillo during regular business hours beginning the Friday preceding the Wednesday Board meeting.

**Announcement:** Public Comment: Members of the public may address the Board on any agenda item before or during consideration of the item. [Government Code section 54954.3] Should you need special assistance (i.e. a disability-related modification or accommodations) to participate in the Board meeting or other District activities (including receipt of an agenda in an appropriate alternative format), as outlined in the Americans With Disabilities Act, or require further information, please contact the General Manager at 482-1996, extension 114. Please notify the General Manager 48 hours in advance to provide sufficient time to make a disability-related modification or reasonable accommodation.