

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

**BOARD OF DIRECTORS
REGULAR MEETING AGENDA
November 1, 2023**

6:00 P.M.

REGULAR MEETING

NEXT RESOLUTION #753

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. AMENDMENTS TO THE AGENDA** - This is the time and place to change the order of the agenda, delete any agenda item(s), or add any emergency agenda item(s).
- 5. PUBLIC COMMENT** - **In accordance with Government Code Section 54954.3, the Board reserves this time to hear from the public.** If you would like to make comments about a matter within the Board’s subject matter jurisdiction but not specifically on this agenda, in accordance with California law, the Board will listen, note the comments, and may bring the comments back up at a later date as an agendized item for discussion. Speakers will be allowed three minutes to address the Board.
- 6. CONSENT AGENDA** – Matters listed under the Consent Agenda are considered routine and shall be acted upon without discussion and by one motion. If discussion is desired, the item will be removed from the Consent Agenda for discussion and voted on as a separate item. If no discussion is desired, then the suggested action is for the Chair to request that a motion be made to approve the Consent Agenda.
 - A. Minutes for Regular Board Meeting of October 4, 2023**
Approval receives and files minutes.
 - B. Warrants, Accounts Payable & Payroll**
District's disbursements dated on or before September 30, 2023.
 - C. Financial Reports**
Monthly unaudited financial reports are presented to the Board for information. Approval receives and files the financial reports for September 2023.
 - D. Review and Approval of Surplus Supplies and Equipment List**
The District adopted a surplus property disposal policy which outlines how the District disposes of surplus equipment and office supplies.
- 7. NEW ITEMS – DISCUSSION/ACTION**
 - A. Consideration and Approval of Bid Proposal Award for Architectural Design Services for Lokker Park**
Staff is seeking approval from the Board to award a contract for Architectural Design Services at Lokker Park, a 7-acre neighborhood park for replacement of the park’s playground equipment and surrounding concrete walkways.

Suggested Action: A MOTION to Approve and Authorize the General Manager to enter into an agreement with Jordan & Bain Landscape Architects, Inc. for Architectural and Design Services for Lokker Park for a total not to exceed \$45,632.

B. Consideration and Approval of Bid Proposal Award for Architectural Design Services for ADA Upgrades/Retrofitting to the Senior Center and Auditorium

District Staff are seeking authorization from the Board to award the bid proposal for architectural design services for ADA accessibility upgrades/retrofits to the Senior Center Restrooms and the Auditorium Stage.

Suggested Action: A MOTION to Approve and Authorize the General Manager to enter into a professional services agreement between the District and Lauterbach & Associates for Architectural Design Services for ADA accessibility upgrades/retrofits to the Senior Center Restrooms and Auditorium Stage.

C. Consideration and Approval of Resolution No. 752 Approving and Adopting the First Quarter Budget Adjustments and Transfers for Fiscal Year 2023-2024

Staff has identified revenue and expenditure line items in the FY 2023-2024 Budget needing formal adjustments or transfers.

Suggested Actions: A MOTION to Approve Resolution No. 752 to approve and adopt the mid-year budget adjustments and transfers for FY 2023-2024.

8. ORAL COMMUNICATION – INFORMATIONAL ITEMS, which do not require action but relate to District Business, will be reported by members of the Board and staff as follows:

- A. Chair Magner**
- B. California Special District Association**
- C. Santa Monica Mountains Conservancy**
- D. Standing Committees – Finance**
- E. Ad Hoc Committees – City of Camarillo**
- F. Foundation for Pleasant Valley Recreation and Parks**
- G. General Manager’s Report**
- H. Board Members**

9. ADJOURNMENT

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

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