

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

**BOARD OF DIRECTORS
REGULAR MEETING AGENDA
March 6, 2019**

5:15 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.

2) Conference with Real Property Negotiators

The Board will conduct a closed session, pursuant to Government Code section 54956.8, to enable the Board to consider negotiations and to give direction to its negotiators regarding certain real property, 15 Stearman Street, Camarillo, CA with OUHSD staff. The District's real property negotiators, General Manager Mary Otten and Eric Storrie will seek direction from the Board regarding the price and terms for this property.

C. Reconvene into Regular Meeting

6:00 P.M. REGULAR MEETING NEXT RESOLUTION #619

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. Cosmos Track Club

C. AYSO

D. Community Volunteer Recognition

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 February 6, 2019

Approval receives and files minutes.

B. Warrants, Accounts Payable & Payroll

Approval of District's disbursements dated on or before February 22, 2019.

C. Financial Report

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

D. Consideration for Setting Dates for Budget Workshops

Staff has proposed April 25th, May 2nd and May 16th, 2019 for the FY 2019-2020 Budget Workshops.

E. Review and Approval of Surplus Supplies and Equipment List

The Board can review the current equipment list provided for the uniform disposal of District owned surplus personal property.

F. Approve Resolution No. 616 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.

G. Revised Position Description – Aquatic Center Assistant Manager

The position description of the Aquatic Center Assistant Manager has been updated.

H. Consideration and Adoption of Resolution No. 617, an Application for the Kate Svitek Memorial Foundation Grant

The deadline for the grant funds request for use at Camarillo Grove Park is March 15, 2019.

I. Consideration and Approval of the Specifications for the Valle Lindo Restrooms Remodel Project and Authorization to Initiate the Public Bid Process

Approval allows the District to begin the public bid process for the Valle Lindo Park restroom remodel.

8. **NEW ITEMS – DISCUSSION/ACTION**

A. Consideration and Approval of Resolution No. 618 to Adopt Tentative Agreement for a Successor Memorandum of Understanding Between District and SEIU Local 721

Updates to the MOU with SEIU Local 721 are presented for approval.

Suggested Action: A MOTION to Approve Resolution No. 618 and thereby adopt the Tentative Agreement for a Successor Memorandum of Understanding reached between the authorized representatives of the District and SEIU Local 721 and ratified by the Parties on February 14, 2019.

B. Cooperative Agreement Between the Pleasant Valley Recreation and Park District and the City of Camarillo Regarding Architectural Design and Cost Refinement for Proposed Plan 2 of the Senior and Community Recreation Facility Needs Study

The Cooperative Agreement outlines the responsibilities of the City as well as the District in the performance of a plan and cost refinement for proposed Plan 2 of the Senior and Community Recreation Facility Needs Study.

Suggested Actions: A MOTION to Approve the Cooperative Agreement between the Pleasant Valley Recreation and Park District (District) and the City of Camarillo (City) regarding the architectural design and cost refinement for proposed Plan 2 of the Senior and Community Recreation Facility Needs Study.

C. Consideration and Approval of Professional Services Agreement Between the Pleasant Valley Recreation and Park District and LPA, Inc.

LPA, Inc. is recommended as the architect firm most qualified to provide design and architectural services in the preparation of four concept plans for the Senior and Community Recreation Facility.

Suggested Actions: A MOTION to Approve and authorize the General Manager to enter into an agreement with LPA, Inc. for a professional services agreement to provide design and architectural services for a Senior and Community Recreation Facility.

D. Consideration and Approval of the FY 2017-2018 Annual Financial Report as Prepared by Moss, Levy & Hartzheim LLP, CPA(s)

The annual financial report from Moss, Levy & Hartzheim LLP, CPAs for FY 2017-2018 is presented for approval.

Suggested Action: A MOTION to Approve the Annual Financial Report for FY 2017-2018 as prepared by Moss, Levy & Hartzheim, LLP, CPAs.

E. Consideration and Approval of Proposed Changes to the Unrepresented Employee Manual

Staff is proposing the relocation of rules and regulations common to all District personnel to a Personnel Policies and Procedures document that will stand alone.

Suggested Action: A MOTION to Approve proposed changes to the current Unrepresented Employee Manual.

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, 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.