

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

**BOARD OF DIRECTORS
REGULAR MEETING AGENDA
February 7, 2018**

6:00 P.M.

REGULAR MEETING

NEXT RESOLUTION #586

- 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, or add any agenda item(s) and to remove any consent agenda items for discussion.
- 5. PRESENTATIONS**
 - A.** District Highlights
 - B.** American Youth Soccer Organization (AYSO)
 - C.** Roadrunners Radio Control Auto Racing Club
 - D.** Pleasant Valley Co-op Preschool
- 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 Meeting of January 3, 2018**
Approval receives and files minutes.
 - B. Warrants, Accounts Payable & Payroll**
Approval of District's disbursements dated on or before January 18, 2018.
 - C. Financial Report**
Monthly unaudited financial reports are presented to the Board for information. Approval receives and files the financial reports for December 31, 2017.

D. Consideration and Adoption of Resolution No. 584 Directing SCI Consulting Group to Prepare the FY 2018-2019 Engineer's Report for the Assessment District

The Engineer's Report is prepared annually to establish the budget for the services that would be funded by the proposed fiscal year.

E. Creation and Implementation of Fund 30 - Informational Item Only

For transparency purposes, Fund 30 will be created solely for the purpose to record Quimby Fees along with Quimby Investments and interest earned from the Quimby Fee.

F. Consideration and Adoption of Resolution No. 585 Approving a Written Request for LAFCo to Appoint a Special District Representative to the Countywide Oversight Board

A resolution will record the District's request for LAFCo to appoint a representative.

8. NEW ITEMS - DISCUSSION/ACTION

A. Consideration and Approval of Mid-Year Budget Revisions

The budget at mid-year is reviewed and analyzed by staff and the General Manager before going to the Board for any budget adjustment approvals.

Suggested Action: A MOTION to Approve the mid-year budget revisions to the FY 2017–2018 Budget.

B. Approval and Award of the Contract Agreement Between the District and Natural Green Landscape Inc. for Landscape Maintenance Services

The RFP and bid specifications developed for this landscape maintenance contract allow the District the option to reduce services at any of the site(s) identified to maintain adherence to the budget.

Suggested Action: A MOTION to Approve the contract between the District and Natural Green Landscape Inc. for landscape maintenance services.

C. Approval and Award of the Contract Agreement Between the District and Brightview Landscape Inc. for Landscape Maintenance and Janitorial Services for Pleasant Valley Fields Sports Complex

Staff reviewed Brightview's proposal and determined that Brightview Landscape Services Inc, met the criteria to be re-considered as the contractor for maintenance at Pleasant Valley Fields.

Suggested Action: A MOTION to Approve and award the contract agreement between the District and Brightview Landscape Services Inc. for landscape maintenance and janitorial services at Pleasant Valley Fields Sports Complex.

D. Consideration and Approval of Water Conservation Agreement Between the District and Camarillo Village Homes, LLC

Implementation of the recommendations will result in an estimated water savings to the District of more than the approximate 40 AFY needed as the Water Demand Offset Amount required for the development.

Suggested Action: A MOTION to Approve the agreement with Camarillo Village Homes, LLC to incorporate a Water Conservation Project.

E. Comparison of California Association for Parks & Recreation Indemnity (CAPRI) versus Special District Risk Management Authority (SDRMA) Training Opportunities

Staff had been directed to seek additional information about training opportunities offered thru both CAPRI and SDRMA to compare as part of the overall cost comparison.

Suggested Actions: A MOTION to Approve the continuation of coverage with California Association for Parks & Recreation Indemnity (CAPRI).

F. Consideration and Approval of Bid Specifications for Wood Replacement for Bob Kildee Pavilion

The wooden pavilion covering at Bob Kildee Park's Picnic Area #1 is original and in need of repair.

Suggested Actions: A MOTION to Approve the bid specifications for the wood replacement work needed at the Bob Kildee pavilion and direct staff to solicit proposals.

G. Capital Improvement Projects

A PowerPoint presentation of an update to the District's Capital Improvement Projects will be presented.

Suggested Actions: None

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

- A. Chairman Malloy
- B. Ventura County Special District Association/California Special District Association
- C. Santa Monica Mountains Conservancy
- D. Standing Committees – Personnel, Finance and Liaison
- E. Foundation for Pleasant Valley Recreation and Parks
- F. 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.