

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

**BOARD OF DIRECTORS
REGULAR MEETING AGENDA
July 5, 2017**

6:00 P.M.

REGULAR MEETING

NEXT RESOLUTION #579

- 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. Camarillo Community Band
 - C. Part-Time Employee Recognition
 - D. 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 Meeting of May 3, 2017**
Approval receives and files minutes.
 - B. Warrants, Accounts Payable & Payroll**
Approval of District's disbursements dated on or before June 22, 2017.
 - C. Financial Report**
Monthly unaudited financial reports are presented to the Board for information. Approval receives and files the financial reports for May 31, 2017.

D. Consideration and Adoption of Resolution No. 576 Declaring July as Park and Recreation Month

Adoption of the resolution will designate July Park and Recreation Month.

E. Consideration and Approval of Resolution No. 577, Updating Authorized Signatures for Wire Transfers with Ventura County Treasury Pool

Adoption of Resolution No. 577 updates signatures authorized for wire transfers with the Ventura County Treasury Pool.

8. PUBLIC HEARING – A Public Hearing on the District Budget Fiscal Year 2017-2018

A. Consideration and Adoption of Resolution No. 578 for Fiscal Year 2017-2018 Final Budgets

The preliminary budgets were approved by the Board at the June 7, 2017 Board Meeting; approval allows for the adoption of the FY 2017-2018 Operating Budget, Capital Improvement Program and the Assessment District Budget.

Suggested Actions: Conduct the Public Hearing and then consider a MOTION to Adopt Resolution No. 578 FY 2017-2018 Final Budgets.

9. NEW ITEMS-DISCUSSION/ACTION

A. Increase in the District Contribution to Non-Represented Employee Health Benefits

Approval increases the District contribution to 70% of the highest cost HMO Family Plan for full-time non-represented employees.

Suggested Actions: A MOTION to Approve the increase in District contribution to non-represented employee health benefits.

B. Consideration and Approval of the Position Allocation for Fiscal Year 2017-2018

Approval allocates three additional positions of year-round part-time Program Specialist in Recreation, year-round part-time Administrative Analyst in Administration and full time Park Supervisor in Parks.

Suggested Action: A MOTION to Approve the updated Position Allocation for FY 2017-2018.

C. Consideration and Approval of Bid Award for Parking Lot Resurfacing at Bob Kildee Park to United Paving Company

Approval awards the parking lot resurfacing at Bob Kildee Park bid to United Paving Company.

Suggested Actions: A MOTION to award the contract for the parking lot resurfacing at Bob Kildee Park to United Paving Company in the amount of \$166,295.

D. Comparison of California Association for Parks & Recreation Indemnity (CAPRI) General Liability Insurance and Workers Compensation Versus Special District Risk Management Authority (SDRMA) General Liability and Workers Compensation

The District's current insurance coverage was reviewed and compared with an additional quotation for liability and workers compensation insurances.

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

E. Consideration and Approval of an Amendment to the General Manager's Employment Contract

Approval of the amended employment contract allows for a 3% merit increase and a 3% bi-weekly contribution towards deferred compensation for the General Manager.

Suggested Actions: A MOTION to Approve the amended Employment Agreement between the District and Mary Otten to serve as the District's General Manager, along with a 3% merit increase and 3% bi-weekly contribution towards deferred compensation.

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

- A. Chairman Dixon
- 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

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.