

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

**BOARD OF DIRECTORS
REGULAR MEETING AGENDA
January 4, 2017**

6:00 P.M.

REGULAR MEETING

NEXT RESOLUTION #569

- 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. Pleasant Valley Cooperative Pre-school
 - C. Foundation Update
- 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 December 1, 2016**
Approval receives and files minutes.
 - B. Warrants, Accounts Payable & Payroll**
Approval of District's disbursements dated on or before December 28, 2016.
 - C. Financial Report**
Monthly unaudited financial reports are presented to the Board for information. Approval receives and files the financial reports for November 30, 2016.

D. Bid Approval for New Ranger Vehicle

Approval authorizes General Manager to enter an agreement for the purchase of a new 2017 Ford Escape.

8. NEW ITEMS-DISCUSSION/ACTION

A. Salary Schedule and Job Descriptions

In response to Senate Bill 3, staff has prepared an update to the District Salary Schedule and Job Descriptions.

Suggested Actions: A MOTION to Approve the updated salary schedule and job descriptions

B. Cell Phone Tower Update

As a response to the termination of a cell phone tower lease at Mission Oaks Park, staff has prepared a report of current cell phone tower leases for Board review and discussion.

Suggested Actions: No action required.

C. Multi-Bank Securities (MBS) Investment Rollover

Review and consider the reinvesting of the certificate of deposit that will reach maturity on February 15, 2017.

Suggested Action: A MOTION to Approve reinvesting the certificate of deposit for 1 year.

D. Camarillo Grove Parking Lot Bid Specifications

Consideration and approval of bid specifications for parking lot repairs at Camarillo Grove Park.

Suggested Actions: A MOTION to Approve the Bid Specifications for Camarillo Grove Park.

E. Specifications for the Purchase of a New Park Vehicle

The specifications for a new vehicle for Park Staff are included for review and approval.

Suggested Actions: A MOTION to Approve the attached specifications for the purchase of a new fleet vehicle.

F. Board Committee Assignments

Board Chairman Neal Dixon will present Board Committee assignments.

Suggested Actions: No action required.

G. Board Goal Setting Discussion

Discuss format and potential dates for the annual Board goal setting workshop.

Suggested Actions: No action required.

9. 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 and Finance
- 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.