

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

**BOARD OF DIRECTORS  
REGULAR MEETING AGENDA  
May 6, 2020**

**This meeting will be conducted pursuant to the provisions of the Governor's Executive Orders N-25-20 and N-29-20 and the order of the Ventura County Public Health Officer issued March 20, 2020 (Stay Well at Home)**

**In order to minimize the spread of COVID-19, the Council Chambers will not be open to the public. To observe and/or participate in the Board meeting from the comfort of your home or other Stay Well at Home-compliant location:**

- 1. You may observe the PVPRD Board meeting via live broadcast on the Local Government Channels – Spectrum Channel 10 and Frontier Channel 29.**
- 2. Public Comment options:**
  - a. Email – If you wish to make a comment on a specific agenda item, please submit your comment via email by 4:00 pm on Wednesday, May 6, 2020 to the Recording Board Secretary at [kroberts@pvrpd.org](mailto:kroberts@pvrpd.org). The Recording Board Secretary will print your email, distribute copies to all Board members prior to the meeting and the Chair will read the emailed comments aloud.**
  - b. Phone – You may call the PVRPD office at 805-482-1996, ext. #101 by 4:00 pm on Wednesday, May 6, 2020 and provide your name, your phone number and your item of interest. Board staff will call you on May 6 during the time for general Public Comments which is usually around 6:05pm or at the appropriate time for a comment pertaining to a specific agenda item to allow you to state your comments.**

**6:00 P.M.**

**REGULAR MEETING**

**NEXT RESOLUTION #652**

- 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. 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 agenda item for discussion. Speakers will be allowed three minutes to address the Board. (Please note the options available to provide public comment listed above for this meeting.)**

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 Special Board Meeting of March 20, 2020 and Regular Board Meeting of April 1, 2020**

Approval receives and files minutes.

B. **Warrants, Accounts Payable & Payroll**

District's disbursements dated on or before March 31, 2020.

C. **Financial Reports**

Monthly unaudited financial reports are presented to the Board for information. Approval receives and files the financial reports for March 2020.

D. **Consideration and Approval of the District's Lactation Policy**

Implementation of this policy would follow current state regulations.

E. **Consideration and Adoption of Resolution No. 649 Requesting that the General District Election to be Held on November 3, 2020 be Consolidated with Other Elections Called to be Held on the Same Day and in the Same Territory**

District elections have always been consolidated with County elections in order to save the District from having to hold its own election.

F. **Consideration and Adoption of Resolution No. 650, Stating that in the Event of a Tie Vote, the Winner in the Board Member Elections will be Determined by Drawing Lots**

This resolution would establish drawing lots as the method by which a tied District Board seat election would be resolved.

G. **Consideration and Adoption of Resolution No. 651, Declaring Intention to Levy Assessments for FY 2020-2021, Preliminarily Approving the Engineer's Report, and Authorizing the Issuance of a Notice for the Public Hearing for the Proposed FY 2020-21 Assessments for the Park Maintenance and Recreation Improvement District for the Pleasant Valley Recreation and Park District**

Preliminary approval of the Engineer's Report and setting the hearing date for the improvement district's budget and assessment rate.

7. **NEW ITEMS – DISCUSSION/ACTION**

A. **Consideration and Approval of Updated Job Descriptions and Salary Changes**

The Pleasant Valley Recreation and Park District performs a yearly review of the District's job descriptions.

Suggested Action: A MOTION to Approve the changes to the proposed job descriptions and the adjusted salary schedule.

B. **Financing Options for New Marquee at the Community Center**

Further options for financing the procurement of the LED display and marquee signage at the Community Center are provided for consideration.

Suggested Actions: Provide staff with guidance on the preferred method and timeline of procurement upon reviewing the financing options of the new marquee located at Community Center Park.

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

- A. Chair Magner
- 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, Long Range Planning, Personnel and Policy
- F. Ad Hoc Committees – Miracle League, Nexus Study
- G. Foundation for Pleasant Valley Recreation and Parks
- H. General Manager’s Report

**9. ORAL COMMUNICATIONS-** Informal items from Board Members or staff not requiring action.

**10. 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.