

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

**BOARD OF DIRECTORS
REGULAR MEETING AGENDA
April 7, 2021**

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, you may choose one of the following options:

- 1. You may observe the PVPRD Board meeting via live broadcast on the Local Government Channels – Spectrum Channel 10 and Frontier Channel 29.**
- 2. The meeting will also be live streamed on YouTube at:
<https://www.youtube.com/channel/UCCjEyMW3h472YEO9gI3Qgig>**
- 3. Zoom Meeting Information:**

Meeting Link: <https://zoom.us/j/91830555064>

Webinar ID: 918 3055 5064

Passcode: 313914

Phone Number: 1-669-900-6833

- 4. Public Comment Options:**
 - a. Email – If you wish to submit a public comment on a specific agenda item, please send your comment via email by 3:00 pm on Wednesday, April 7, 2021 to the Recording Board Secretary at kroberts@pvprpd.org and reference the specific agenda item. The Recording Board Secretary will distribute copies to all Board members prior to the meeting. Emails received after that time will be sent to the Board members after the meeting, but still be included in the public record.**
 - b. Cell Phone/Computer with Microphone: Click on the Zoom webinar link included above. Enter your name so we may call on you when it is your turn to speak. The Chair will ask if anyone wishes to speak on the item. At that time, raise your hand by clicking the “Raise Hand” button. Follow the instructions below regarding speaking.**
 - c. Phone – If you wish to make a comment by phone during the public comment section of the meeting or on a specific agenda item, please call into the listed phone number above and when prompted, enter the Webinar ID and Passcode. After entering those items, you will be admitted to the meeting and your line will be muted. The Chair will ask if anyone wishes to speak on the item. At that time, raise your hand by dialing *9. Then, follow the speaking instructions below.**

Speaking Instructions

When it is your turn to speak, the Chair will call your name or the last four digits of the phone number you are calling from. You will have three minutes to address the Board. Please ensure all background noise is muted (TV, radio, etc.) You will be prompted to unmute your microphone/phone. Unmute your device and begin by stating your name. After three minutes has elapsed, your microphone will be muted and the next speaker will be invited to speak.

6:00 P.M.

REGULAR MEETING

NEXT RESOLUTION #671

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 any agenda item(s), or add any emergency agenda item(s).
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 Regular Board Meeting of March 3, 2021 and Special Board Meeting of March 24, 2021**
Approval receives and files minutes.
 - B. **Warrants, Accounts Payable & Payroll**
District's disbursements dated on or before February 28, 2021.
 - C. **Financial Reports**
Monthly unaudited financial reports are presented to the Board for information. Approval receives and files the financial reports for February 2021.
 - D. **Consideration and Adoption of Resolution No. 669 Proclaiming April 2021 as Arbor Month**
This proclamation acknowledges the District's continued efforts in educating the public on the value of trees in the urban environment.
 - E. **Review and Approval of Surplus Supplies and Equipment List**
Approval will allow for the disposal of surplus personal property owned by the District.
 - F. **Consideration and Approval of the Request for Bid Proposals for the Remodeling of the Community Center Kitchen**
The RFP needs to be approved before staff can solicit contractor bids for the renovation of the Community Center Kitchen.
 - G. **Approve Resolution No. 670 to Adopt the District's Updated Injury and Illness Prevention Program Policy and Rescind Resolution No. 637**
The Injury and Illness Prevention Policy (IIPP) has been updated by staff to contain the required CAL/OHSA COVID-19 Prevention Program.

7. NEW ITEMS – DISCUSSION/ACTION

A. Consideration and Approval of Converting One Tennis Court at Pitts Ranch Park and Springville to a Dual Use Court and Provide Staff Further Direction

With pickleball becoming more popular, recommendations for short-term solutions are addressed.

Suggested Actions: A MOTION to approve and authorize the General Manager to convert one (1) tennis court at Pitts Ranch and one (1) tennis court at Springville Park into a dual/multi-use court and to provide direction on mid-term and/or long-term solutions.

B. Consideration and Approval of the Purchase of a Carrier 7.5-Ton Rooftop High Efficiency Gas Heating and Air Conditioning Unit and Economizer for Room 6

The cost of repairs to the current HVAC for Room #6 warrants addressing the purchase of a new unit.

Suggested Actions: A MOTION to Approve:

- 1) The purchase and installation of a Carrier 7.5-Ton 208-230 volts 3-phase Commercial Duty High Efficiency Gas Heating and Air Conditioning Unit with Aire Serv
AND
- 2) A budget adjustment in the amount of \$11,965 to the Capital Budget in Fund 10.

C. Review and Provide Direction for the Updated 2021-2026 Five-Year Strategic Plan

Once the Board reviews and makes any additional revisions to this Draft Strategic Plan, staff will return with a final version to include timelines for the action steps for the Board's approval.

Suggested Actions: Provide additional input and/or direction for the Draft 2021 – 2026 Strategic Plan prior to final approval.

8. 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. 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 – Pickleball/Tennis
- 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.