

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

**BOARD OF DIRECTORS  
REGULAR MEETING AGENDA  
January 6, 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:**

- 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. Public Comment options:**
  - a. Email – If you wish to make a comment on a specific agenda item, please submit your comment via email by 3:00 pm on Wednesday, January 6, 2021 to the Recording Board Secretary at [kroberts@pvrrpd.org](mailto:kroberts@pvrrpd.org). The Recording Board Secretary will print your email, distribute copies to all Board members prior to the meeting and the Chairman will read the emailed comments aloud.**
  - b. Phone – You may call the PVRRPD office at 805-482-1996, ext. #101 by 3:00 pm on Wednesday, January 6, 2021 and provide your name, your phone number and your item of interest. Board staff will call you on January 6 during the time for general Public Comments which is usually around 6:05 pm or at the appropriate time for a comment pertaining to a specific agenda item to allow you to state your comments.**
- c. Phone - You can call in and simply listen to the meeting or you have the opportunity to make a public comment through the open line which can be accessed by dialing the following numbers:**

**Dial-in: 1-415-655-0001  
Access code: 126 920 9317#**

**6:00 P.M.**

**REGULAR MEETING**

**NEXT RESOLUTION #665**

- 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. Holiday Events Recap**

**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 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.)**

**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 Board Meetings of December 3, 2020 and Special Board Meeting of December 4, 2020**

Approval receives and files minutes.

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

District's disbursements dated on or before November 30, 2020.

**C. Financial Reports**

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

**8. NEW ITEMS – DISCUSSION/ACTION**

**A. Consideration and Approval of Bid Award for the Landscape Maintenance at Pleasant Valley Fields Sports Complex**

Four bids were received for landscape maintenance and janitorial services at Pleasant Valley Fields Sports Complex.

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.

**B. Maturity of the 2016 Five-Year Certificates of Deposit (CD)**

Investment options are provided for two certificates of deposit that are maturing in February 2021.

Suggested Action: A MOTION to Approve one of the following investment options:

1. Reinvest with Multi-Bank Securities, Inc (MBS). MBS could liquidate the bonds if the District needed the funds in an emergency. The funds would be available three business days after the sale of the CD's.
2. Move the funds to Pacific Western Bank with an interest rate of 0.04%. Funds in this account are liquid and can be used immediately if needed for Quimby projects.
3. Move the funds to Ventura County Pool with an interest rate of 0.69%. Funds in this account are liquid and can be used immediately if needed for Quimby projects.

**C. Consideration of Resolution No. 664, Accepting Quimby Fees for Residential Planned Development RPD-205/TT-6017/CUP-405/CZ-330 To Mitigate Impacts**

A City planned subdivision project on Barry Street in Camarillo is eligible for Quimby fees to offset the potential impact of the new residents on the park system.

Suggested Action: A MOTION to Approve Resolution No. 664, accepting a Quimby fee in the amount of \$313,508 in-lieu of parkland in conjunction with the City's potential approval of the proposed development at 2800 Barry Street.

**D. Updated Job Description and Salary Schedule for Part Time Restricted Mechanic**

The current employee in this position is leaving employment with the District and there is a need to recruit for a part time mechanic position.

Suggested Action: A MOTION to Approve the job description and salary schedule for Part Time Restricted Mechanic.

**E. Consideration of New Date for February 2021 Regular Board Meeting**

The City has informed the District that the City Hall Council Chambers will not be available for the District's regularly scheduled board meeting on February 3, 2021.

Suggested Action: Discuss and either vote to change the February meeting date or direct staff to prepare a different location for February 3, 2021.

**F. Board Goal Setting Discussion**

Discussion is needed for the planning of the 2021 Board Goal Setting Workshop.

Suggested Action: Provide staff direction.

**G. Board Committee Assignments**

Chairman Malloy will present the Board Committee assignments for 2021.

Suggested Action: 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. 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, Pickleball
- G. Foundation for Pleasant Valley Recreation and Parks
- H. 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.