

**PLEASANT VALLEY RECREATION & PARK DISTRICT  
COMMUNITY CENTER, SENIOR CENTER  
1605 E. BURNLEY ST., CAMARILLO, CALIFORNIA**

**BOARD OF DIRECTORS  
REGULAR MEETING AGENDA  
February 5, 2025**

**6:00 P.M.**

**REGULAR MEETING**

**NEXT RESOLUTION #780**

**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. PRESENTATIONS**

**A. District Highlights**

**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.

**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 Meeting of January 9, 2025**

Approval receives and files minutes.

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

District's disbursements dated on or before December 31, 2024.

**C. Financial Reports**

Monthly unaudited financial reports are presented to the Board for information. Approval receives and files the financial reports for December 2024.

**D. Consideration and Adoption of Resolution No. 779 Directing SCI Consulting Group to Prepare the FY 2025-2026 Engineer's Report for the Assessment District**

The purpose of this Engineer's Report is to establish the budget for the services that would be funded by the FY 2025-2026 Assessment.

**E. Consideration and Approval for the General Manager to Issue a Request for Bids (RFB) for a Community Center Fire Alarm System**

Staff is seeking authorization to issue a Request for Bids for professional services to design, procure and install a professional commercial fire alarm system for the Community Center campus.

**F. Review and Approval of Surplus Supplies and Equipment List**

The District adopted a surplus property disposal policy which outlines how the District disposes of surplus equipment and office supplies.

**8. NEW ITEMS – DISCUSSION/ACTION**

**A. Consideration and Approval for Award of Contract for Freedom Park Restroom/Concession Stand Remodel Design**

Awarding the contract for design services for the retrofit or replacement of the restroom/concession stand at Freedom Park west.

Suggested Action(s): A MOTION to

1. Award the contract for the Freedom Park Restroom Remodel Design to BOA Architecture for \$68,200; and
2. Authorize the General Manager to execute the agreement and take all necessary actions to proceed with the project.

**B. Consideration and Approval of \$25,000 for Placer.ai 12 Month Agreement Funding**

Funding of \$25,000 is needed for the remaining 12 months of a 16-month Agreement with Placer.ai location analytics software.

Suggested Action: A MOTION to approve the use of \$25,000 of Professional & Special Services (7100) funds to purchase one year of Placer.ai services.

**9. ORAL COMMUNICATION – INFORMATIONAL ITEMS, which do not require action but relate to District Business, will be reported by members of the Board and staff as follows:**

- A. Chair Dransfeldt
- B. Ventura County/California Special District Association
- C. Santa Monica Mountains Conservancy
- D. Personnel / Finance
- E. Foundation for Pleasant Valley Recreation and Parks
- F. General Manager's Report
- G. Board Members

**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.