

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

**BOARD OF DIRECTORS
REGULAR MEETING AGENDA
June 2, 2021**

In order to minimize the spread of COVID-19, attendees will be required to wear masks and maintain 6' social distancing. Seating inside the City Council Chambers will be limited and available on a first-come-first seated basis.

5:00 P.M. CLOSED SESSION

1. CALL TO ORDER

A. Recess to Closed Session

B. Closed Session

1) Conference with Legal Counsel – Litigation

The District Board will conduct a closed session, pursuant to Government Code section 54956.9(d)(2), to confer with legal counsel; there is a significant exposure to litigation in one case.

C. Reconvene into Regular Meeting

6:00 P.M. REGULAR MEETING NEXT RESOLUTION #681

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 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.

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 Meetings of April 24 and May 12, 2021 and Regular Board Meeting of May 5, 2021

Approval receives and files minutes.

B. Warrants, Accounts Payable & Payroll

District's disbursements dated on or before April 30, 2021.

C. Financial Reports

Monthly unaudited financial reports are presented to the Board for information. Approval receives and files the financial reports for April 2021.

D. Review and Approval of Surplus Supplies and Equipment List

The Board can review the current equipment list provided for the uniform disposal of District owned surplus personal property.

E. Consideration and Adoption of Updated Surplus District Property Disposal Policy

The update explicitly states that District items deemed as a “No-Value Item” may be disposed of without Board approval.

F. Consideration and Approval of Resolution No. 674 Updating Authorized Signatures for Wire Transfers with Ventura County Treasury Pool

Approval of the resolution updates the signatures as to who is authorized to sign and/or authorize wire transfers for the District from the Ventura County Treasury Pool.

G. Consideration and Adoption of Resolution No. 675 Allocating Fees from RPD-177, KB Homes Springville Subdivision at 333 Townsite Promenade for Projects at the Camarillo Community Center and the Dos Caminos Park Classroom

Facility improvements at the Camarillo Community Center and facility expansion and ADA improvements at the Dos Caminos Park Classroom meet the requirements for the expenditure of these Quimby funds.

H. Consideration and Adoption of Resolution No. 676 Allocating Fees from RPD-194 the Mission Oaks Townhomes Subdivision (Teso Robles) at the Southwest Corner of Verdugo Way at Camino Ruiz for Projects such as the Proposed Pickleball Facility at Freedom Park, the Camarillo Nature Center, and the Completion of Projects within the Freedom Park Master Plan

Each of these proposed projects would expand capacity through various infrastructure improvements and the development of new recreation features that would serve the entire community.

I. Approval of Resolution No. 677 Authorizing an Energy Conservation Assistance Act Loan Application

Approval of this resolution authorizes the District to apply for an energy efficiency loan from the California Energy Commission to implement energy efficiency measures.

J. Review and Approval of Resolution No. 678 Adopting Board Bylaws and Rules of Procedure

Proposed updates regarding elections and procedures & order were recommendations from the Policy Committee.

K. Review and Approval of Resolution No. 679 Setting Compensation, Reimbursement of Board Member Expenses, Providing for Ethics Training and Related Matters

Primary changes to the resolution are the inclusion of language which defers dollar amount compensation rates to the “most recent ordinance” governing Director compensation for five authorized meetings.

7. PUBLIC HEARINGS

A. Consideration and Adoption of Resolution No. 680, Approving Engineer’s Report, Confirming Diagram and Assessment, and Ordering Levy of Assessments for FY 2021-2022 for the Park Maintenance and Recreation Improvement District for the Pleasant Valley Recreation and Park District

The budget for the services and improvements that would be funded by the proposed assessments was developed by staff in cooperation with SCI Consulting Group.

Suggested Actions: A MOTION to Adopt Resolution No. 680 accepting the Engineer’s Report and ordering the levy of assessment at \$43.52.

B. Introduction of Ordinance No. 12 Setting District Board Member Compensation

Any increases in compensation for Directors must be approved by an ordinance of the Board and the increase may not exceed the amount permitted by State law since the last increase.

Suggested Actions: Review and introduce Ordinance No. 12 by:

1. Making a MOTION to read the complete Ordinance No. 12 title – *Ordinance No. 12, An Ordinance of The Board of Directors of The Pleasant Valley Recreation and Park District Setting Board Member Compensation* and to waive further reading;
- AND**
2. Making a MOTION to APPROVE the introduction and first reading of the District’s *Ordinance No. 12, An Ordinance of The Board of Directors of The Pleasant Valley Recreation and Park District Setting Board Member Compensation*.

8. NEW ITEMS – DISCUSSION/ACTION

A. Monka Soccer Academy FC Community Service Organization Request

Steve Monka, President of the Monka Soccer Academy FC, sent a completed Community Service Organization application to the Pleasant Valley Recreation & Park District asking for the Board of Directors consideration.

Suggested Action: Provide direction on the Monka Soccer Academy FC Community Service Organization request.

B. Consideration and Approval of Preliminary Fiscal Year 2021-2022 Budgets for the General Fund, The Assessment District Fund And Quimby Fee Fund

Approval of the Preliminary FY 2021-2022 Budget will allow staff to proceed with the development of the Final 2021-2022 Budgets for review and adoption at the July 7, 2021 Board meeting.

Suggested Action: A MOTION to Approve Preliminary Fiscal Year 2021-2022 Budgets.

C. Consideration and Selection of District Recreation Management System Vendor

After substantial research and thorough review by a broad group of staff, the SmartRec RMS platform by Amilia Enterprises Inc. is being recommended for selection.

Suggested Action: A MOTION to Approve and authorize the General Manager to enter a three-year agreement with Amilia Enterprises for the implementation and use of the SmartRec Recreation Management System.

D. Proposed Board of Directors Decorum and Norms Policy for Elected Officials

This policy is set forth to clarify what can be a successful procedure or best practices for conduct of civic affairs.

Suggested Actions: A MOTION to Approve and consider the adoption of the Board of Directors Decorum and Norms Policy or direct staff to bring back any revisions for formal Board approval at a later board meeting.

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. 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
- I. 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.