

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

**BOARD OF DIRECTORS
REGULAR MEETING AGENDA
June 3, 2026**

5:00 P.M.

REGULAR MEETING

NEXT RESOLUTION #810

1. CALL TO ORDER

A. Recess to Closed Session

B. Closed Session

i. Public Employee Performance Evaluation and Compensation

The District Board will hold a closed session with the District's personnel officer and the General Manager, pursuant to Government Code Sections 54957 and 54957.6(a), to conduct an employee performance evaluation of the General Manager and to discuss the salary, compensation, and fringe benefits provided to the General Manager.

C. Reconvene to Regular Meeting

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 – Summer Programming & Events

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 Special Board Meeting of April 25, 2026 and Regular Board Meeting of May 6, 2026

Approval receives and files minutes.

B. Warrants, Accounts Payable & Payroll

District's disbursements dated on or before April 30, 2026.

C. Financial Reports

Monthly unaudited financial reports are presented to the Board for information. Approval receives and files the financial reports for April 30, 2026.

D. Consideration and Adoption of Approval of Resolution No. 802 Updating Authorized Signatures for Wire Transfers with Ventura County Treasury Pool

The Ventura County Treasury Pool requires the District to annually identify who is authorized to sign and/or may authorize wire transfers for the District.

E. Consideration and Adoption of Resolution No. 803 Requesting that the General District Election to be Held on November 3, 2026, for the Election of Certain Board Members as Required and Adoption of Resolution No. 804 Requesting said Election be Consolidated with Other Elections called to be Held on the Same Day and in the Same Territory

The District elections have always been consolidated with County elections in order to save the District from having to hold its own election at a cost of about \$25,000.

F. Consideration and Approval of a Second Reading for the Adoption of Ordinance No. 16, an Ordinance of the Board of Directors of the Pleasant Valley Recreation and Park District Setting Board Member Compensation

Following Public Resource Code Section 5784.15, Ordinance No. 16 will replace Ordinance No. 14 in its entirety, setting Board member compensation from \$121.50 per meeting to \$127.55 per meeting, both respectively not to exceed five meetings or activities per month.

G. Consideration and Approval to Extend and Amend the Agreement for Use and Maintenance of Recreational Facilities at Freedom Park and Bob Kildee Community Park between the District, Camarillo PONY Baseball Association, and United States Specialty Sports Association for a Term of One Year

A proposed One Year extension to the 2022-2025 Use and Maintenance Agreement with Camarillo PONY Baseball Association and United States Specialty Sports Association.

H. Consideration and Approval to Extend the Side Agreement with Executive Facility Services, Inc. for Custodial Services at Bob Kildee Community, Freedom and Mission Oaks Parks

To streamline contract administration, Staff recommends extending the day porter services contract for tournaments to September 2026 thus allowing a comprehensive Request for Proposal for custodial services upon contract expiration at Pleasant Valley Fields, Bob Kildee Community, Freedom and Mission Oaks Parks.

I. Consideration and Approval to Apply for Proposition 4 California Climate Bond Department of Forestry and Fire Protection Wildfire Prevention Program Grant for Charter Oak Windrow Removal

CalFire is accepting applications for Proposition 4 Wildfire Prevention Grants. The District is seeking \$250,000 in grant funding for the removal of 100 eucalyptus trees in the Charter Oak windrow.

J. Consideration and Approval of Play & Park Structures Healthy Kids Initiative Playground Grant Application for Bob Kildee Community Park Playground Replacement

The playground at Bob Kildee Community Park is slated for replacement in FY 2026-2027. Staff are seeking to apply for \$550,000 in matching funds from Play & Park Structures, a PlayCore company, through their matching grant program, the Healthy Kids Initiative.

K. Consideration and Approval of Request for Bids (RFB) for Construction and Solicitation of Request for Qualifications (RFQ) for Construction Management Services – Freedom Park West Restroom/Snack Bar Project

Approval of going out to bid for construction and project management of the renovation of the West Restrooms/Snack Bar at Freedom Park. Bid and proposal award scheduled for September 2nd Regular Board meeting.

L. Consideration and Approval of One Permanent Easement for Southern California Edison at Ran Rancho Park

An easement is needed at the new Ran Rancho Park for Southern California Edison to install a transformer to supply power to the park.

8. PUBLIC HEARING

A. Consideration and Adoption of Resolution No. 805, Approving Engineer's Report, Confirming Diagram and Assessment, and Ordering Levy of Assessments for FY 2026-2027 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 Action: A MOTION to adopt Resolution No. 805, Approving the Engineer's Report, confirming the diagram and assessment, and ordering the \$50.46 levy of assessment for Fiscal Year 2026-2027 for the Park Maintenance and Recreation Improvement District for the Pleasant Valley Recreation and Park District.

9. NEW ITEMS – DISCUSSION/ACTION

A. Consideration and Approval of Preliminary Fiscal Year 2026-2027 Budget for the General Fund, Debt Service Fund, Assessment District Fund, Quimby Fee Fund, Park Impact Fee Fund, and Capital Projects Fund

Every year staff brings a budget before the Board of Directors requesting approval for the next fiscal year's budget. This is the preliminary FY 2026-2027 Budget.

Suggested Action(s): A MOTION to approve the Preliminary Fiscal Year 2026-2027 Budget with a final approval scheduled for the July 1, 2026, Regular Board meeting through a public hearing.

B. Consideration and Approval of Update to 2022 Fee Study and Cost Recovery Analysis for FY 2027-2029, and Adoption of Resolution No. 806 to Update the Master Fee Schedule Effective July 1, 2026

Staff have conducted an internal update to the 2022 Fee and Cost Recovery Study. An implementation plan for an annual 5% increase for FY 2027-2029 is recommended.

Suggested Action: A MOTION to:

1. Adopt Resolution No. 806 – Approving an Update to the Master Fee Schedule to Include Additional Facility Rental Fees;

AND

2. Approve a three-year implementation plan for the District Master Fee Schedule for FY's 2027-2029 consisting of a 5%-5%-5% annual increase of fees and charges.

C. Consideration and Approval to Make an Additional Discretionary Payment to Reduce the District's CalPERS Unfunded Liability Using Fiscal Year 2026 Personnel Savings

There is an expectation of excess revenue in the FY 2026 budget and an option for this excess revenue is to make an additional payment of the District's Unfunded Accrued Liability (UAL) for the 2.5% @ 55 plan.

Suggested Action: A MOTION to direct Staff to make a CalPERS Additional Discretionary Payment of \$400,000 using Fiscal Year 2026 Personnel Savings.

D. Consideration and Approval of Resolution No. 807 Adopting the Board Bylaws and Rules of Procedure

Resolution No. 678 established Board Bylaws and Rules of Procedure in 2021. The Policy Committee completed a review and has proposed updates.

Suggested Action: A MOTION to adopt Resolution No. 807, approving the update to the Board Bylaws and Rules of Procedure for the Conduct of Board Business.

E. Consideration and Approval of Resolution No. 808 Adopting Reserve Policy Revisions and Approval of Resolution No. 809 Dedicating Additional Reserves

The Reserve Policy was last reviewed in 2021. After a review by the Finance Committee, revisions to the policy are recommended.

Suggested Action: A MOTION to adopt:

1. Resolution No. 808, a Resolution of the Board of Directors for the Pleasant Valley Recreation and Park District Adopting an Updated District Reserve Policy;

AND

2. Resolution No. 809, a Resolution of the Board of Directors for the Pleasant Valley Recreation and Park District Dedicating Reserves into the Operating Fund Reserve.

10. 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 Kelley**
- B. Ventura County/California Special District Association**
- C. Santa Monica Mountains Conservancy**
- D. Standing Committees: Finance**
- E. Foundation for Pleasant Valley Recreation and Parks**
- F. General Manager’s Report**
- G. Board Members**

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 (805) 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.