

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

**BOARD OF DIRECTORS
REGULAR MEETING AGENDA
January 2, 2020**

6:00 P.M.

REGULAR MEETING

NEXT RESOLUTION #642

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. Christmas Recap
- B. Capital Improvement Update
- C. New Employee Introductions

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 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.

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 December 5, 2019

Approval receives and files minutes.

B. Warrants, Accounts Payable & Payroll

Approval of District's disbursements dated on or before November 30, 2019.

C. Financial Reports

Monthly unaudited financial reports are presented to the Board for information. Approval receives and files the financial reports for November 2019.

D. Second Reading and Adoption of Ordinance No. 11, an Ordinance of the Board of Directors of the Pleasant Valley Recreation and Park District Regarding the Charging of Parking Fees on District Lands

Approval will authorize the second reading, to adopt, proposed Ordinance No. 11, regarding the Charging of Parking Fees on District Lands.

E. Consideration and Approval to Reject All Bids for Grant Writer

Grants could be an integral part of the funding for the Senior and Community Recreation Facility, however, only one bid was submitted, and the recommendation is to reject all bids at this time.

8. NEW ITEMS – DISCUSSION/ACTION

A. Consideration of Granting of Easement for Shared Parking at Bob Kildee Park with the Boys and Girls Club of Camarillo

The District and the Boys & Girls Club of Camarillo have had a mutual use parking and driveway license agreement since September 1, 1973.

Suggested Action: A MOTION to Approve the proposed agreement with the Boys and Girls Club of Camarillo for a non-exclusive shared parking easement.

B. Request for Proposal for a Public Consulting Firm to Assist District with Evaluation of Voter Opinion Surveys and Polling Services

At the October 24, 2019 Special Board Meeting, the Board authorized staff to take the next step to retain a consulting firm which has assisted other public agencies with the decision on whether or not to place an item on the ballot.

Suggested Action: A MOTION to Approve and authorize the General Manager to issue a Request for Proposals seeking a consulting firm to assist the District with the evaluation of voter opinion surveys and polling services.

C. Request for Proposals for a Public Consulting Firm to Perform a Nexus Study for the Purpose of Establishing Developer Impact Fees

The District and the City have had discussions regarding establishing park impact fees in response to the increase in non-subdivided in-fill residential development projects not eligible for Quimby fees.

Suggested Actions: A MOTION to Approve and authorize the General Manager to issue a Request for Proposals for a public consulting firm to perform a nexus study for the purpose of establishing developer impact fees.

D. Consideration and Approval of Bid Award for the Aquatic Center Shower and Dressing Room Remodel

The District Board has set aside Quimby funds in the amount of \$500,000 to design and remodel the existing showers, restrooms and dressing rooms and to install energy efficient heaters at the Aquatic Center.

Suggested Actions: A MOTION to:

1. Approve and award the bid to SBS Construction for \$576,817 plus 10% contingency for a project cost not to exceed \$634,499 or
2. Reject all bids received and re-advertise the project for construction bids or
3. Reject all bids received and wait to rebid the project to coincide with the Aquatic Center annual closure in September.

E. Maturity of the 2016 Four-Year Certificate of Deposit (CD)

As in past years as the bond becomes due, the District Board has the option to either take the funds or roll the funds into another bond.

Suggested Action: A MOTION to Approve that the Board cash in the 2016 certificate of deposit (CD) and re-invest the funds into the Ventura County Pool Restricted Funds account per the Finance Committee.

F. Consideration and Adoption of Resolution No. 641 Allocating Quimby Fees from the Fairfield LLC Subdivision at 341 Mike Loza Dr. Camarillo, CA 93012 for Projects at Pleasant Valley Fields, the Camarillo Community Center, Camarillo Grove Nature Center and within the Freedom Park Master Plan

Staff is recommending that the Board approve this resolution which authorizes the expenditure of these fees on the projects in this report for as long as there is fee revenue available from this development.

Suggested Actions: A MOTION to Adopt Resolution No. 641, allocating fees from the Fairfield LLC subdivision at 341 Mike Loza Dr. Camarillo, CA 93012 for projects at Pleasant Valley Fields, the Camarillo Community Center, Camarillo Grove Nature Center and within the Freedom Park Master Plan.

G. Committee Assignments

The Chair will provide a list of Board committee assignments for 2020.

H. Goal Setting Workshop Dates

Dates will be discussed for the 2020 Board Goal Workshop.

9. INFORMATIONAL ITEMS, which do not require action, will be reported by members of the Board and staff:

- A. Chairperson Magner
- 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 – Journey; Ran Rancho
- 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.