

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

**BOARD OF DIRECTORS  
REGULAR MEETING AGENDA  
March 3, 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, you may choose one of the following options:**

- 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. Zoom Meeting Information:**

**Meeting Link:** <https://zoom.us/j/99480853445>

**Webinar ID:** 994 8085 3445

**Passcode:** 878031

**Phone Number:** 1-669-900-6833

- 4. Public Comment Options:**
  - a. Email – If you wish to submit a public comment on a specific agenda item, please send your comment via email by 3:00 pm on Wednesday, March 3, 2021 to the Recording Board Secretary at [kroberts@pvprpd.org](mailto:kroberts@pvprpd.org) and reference the specific agenda item. The Recording Board Secretary will distribute copies to all Board members prior to the meeting. Emails received after that time will be sent to the Board members after the meeting, but still be included in the public record.**
  - b. Cell Phone/Computer with Microphone: Click on the Zoom webinar link included above. Enter your name so we may call on you when it is your turn to speak. The Chair will ask if anyone wishes to speak on the item. At that time, raise your hand by clicking the “Raise Hand” button. Follow the instructions below regarding speaking.**
  - c. Phone – If you wish to make a comment by phone during the public comment section of the meeting or on a specific agenda item, please call into the listed phone number above and when prompted, enter the Webinar ID and Passcode. After entering those items, you will be admitted to the meeting and your line will be muted. The Chair will ask if anyone wishes to speak on the item. At that time, raise your hand by dialing \*9. Then, follow the speaking instructions below.**

**Speaking Instructions**

**When it is your turn to speak, the Chair will call your name or the last four digits of the phone number you are calling from. You will have three minutes to address the Board. Please ensure all background noise is muted (TV, radio, etc.) You will be prompted to unmute your microphone/phone. Unmute your device and begin by stating your name. After three minutes has elapsed, your microphone will be muted and the next speaker will be invited to speak.**

**6:00 P.M.**

**REGULAR MEETING**

**NEXT RESOLUTION #669**

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. **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.)**
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 Meeting of January 23, 2021 and Regular Board Meeting of February 4, 2021**  
Approval receives and files minutes.
  - B. **Warrants, Accounts Payable & Payroll**  
District's disbursements dated on or before January 31, 2021.
  - C. **Financial Reports**  
Monthly unaudited financial reports are presented to the Board for information. Approval receives and files the financial reports for January 2021.
  - D. **Consideration and Approval to Nominate a Candidate for the CSDA Board of Directors Seat A**  
CSDA is seeking candidates for the Seat A rotation on their Board of Directors. Currently, Director Magner is the incumbent for Seat A.
7. **NEW ITEMS – DISCUSSION/ACTION**
  - A. **Consideration and Approval of the FY 2019-2020 Annual Financial Report as Prepared by Moss, Levy & Hartzheim LLP, CPA's**  
Staff has been working on the audit since the audit team first met with staff back in May 2020 and again in October 2020.  
  
Suggested Action: A MOTION to Approve the Annual Financial Report for FY 2019-2020 as prepared by Moss, Levy & Hartzheim, LLP, CPA's.
  - B. **Consideration for Setting Dates of Budget Workshops**  
The budget workshops enable the District to accurately set goals, priorities, and spending caps for the fiscal year.

Suggested Action: A MOTION to Approve April 24, 2021 & May 12, 2021 as the dates for the budget workshops.

**C. Unemployment Analysis**

Staff is presenting an estimation of unemployment costs through the end of the FY 2020-2021.

Suggested Action: None

**8. 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 – Pickleball/Tennis

G. Foundation for Pleasant Valley Recreation and Parks

H. General Manager's Report

**9. ORAL COMMUNICATIONS-** Informal items from Board Members or staff not requiring action.

**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.