

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

**BOARD OF DIRECTORS  
REGULAR MEETING AGENDA  
October 2, 2019**

**5:30 P.M.                      CLOSED SESSION**

**1. CALL TO ORDER**

**A. Adjourn to Closed Session**

**B. CLOSED SESSION**

**1) Conference with Legal Counsel – Existing Litigation**

The District Board will conduct a closed session, pursuant to Government Code section 54956.9(d)(1), to confer with legal counsel regarding litigation to which the District is a party. The title of such litigation is as follows: *Pleasant Valley Recreation & Park District and Service Employees International Union Local 721*; Public Employment Relations Board Case Number Case No. LA-CE-1378-M.

**C. Reconvene into Regular Meeting**

**6:00 P.M.                      REGULAR MEETING                      NEXT RESOLUTION #640**

**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.** Pleasant Valley Recreation & Parks Foundation

**B.** Camarillo Girls Softball Association

**C.** Summer Concert Series

**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 September 4, 2019 and Special Board Meetings of September 9 & 16, 2019**  
Approval receives and files minutes.
- B. **Warrants, Accounts Payable & Payroll**  
Approval of District's disbursements dated on or before September 23, 2019.
- C. **Financial Reports**  
Monthly unaudited financial reports are presented to the Board for information. Approval receives and files the financial reports for August 31, 2019.
- D. **Review and Approval of Surplus Supplies and Equipment List**  
Approval of the list is required prior to the disposition of listed surplus items.
- E. **Consideration and Approval of Regular Board Meeting Dates for 2020**  
Dates for the 2020 Regular Board Meeting calendar year are provided for approval.
- F. **Consideration and Approval of Resolution No. 637, Adopting the Injury and Illness Prevention Program Policy**  
Update of the current IIPP Policy.

8. **PUBLIC HEARING** – A Public Hearing on Ordinance No. 10 which amends Board Member Compensation.

- A. **Second Reading and Adoption of Ordinance No. 10, an Ordinance of the Board of Directors of the Pleasant Valley Recreation and Park District Setting Board Member Compensation**  
The first reading of Ordinance No. 10 was approved at the September 9, 2019 Special Board Meeting.

Suggested Actions: Approve the following:

1. A MOTION to Approve a second reading, by title only, of proposed Ordinance No. 10 and waive further reading of the ordinance and
2. A MOTION to Adopt Ordinance No. 10, revise the first sentence of Section 1 of Resolution No. 583 to increase the amount of the compensation for each Director for each day's attendance at meetings of the Board or for each day's service rendered as a Director by request of the Board to \$105.

9. **NEW ITEMS – DISCUSSION/ACTION**

- A. **Consideration and Approval of the Design and Construction Plans for the Aquatic Center Shower and Dressing Room Design Remodel**  
Leach Mounce Architects have provided design/construction plans for the Aquatic Center Restroom remodel for approval.

Suggested Action: A MOTION to Approve the design and construction plans for the Aquatic Center showers and dressing rooms.

- B. **Consideration and Approval of Resolution No. 638, Adopting a District Social Media Policy**  
The District does not currently have a policy or formalized process by which digital assets (Facebook, Twitter, Instagram) are moderated for content, accuracy, and information sharing.

Suggested Action: A MOTION to Approve Resolution No. 638, Adopting a District Social Media Policy.

**C. Consideration and Approval of Resolution No. 639, Adopting the Updated General Use Policy**

Due to recommended changes from the District Counsel to Ordinance No. 8, District Staff and the Policy Committee have taken the opportunity to review and update the General Use Policy.

Suggested Action: A MOTION to Approve Resolution No. 639, adopting the updated General Use Policy.

**D. Consideration and Approval of the Purchase and Installation of Eighteen LED Lights at the Springville Tennis Courts**

This Capital Improvement Project was identified in the FY 19/20 budget workshop and will be funded from the General Fund, Fund 10 for replacing the metal halide lamps with LED lights.

Suggested Actions: A MOTION to Approve and authorize the General Manager to enter into an agreement with Brite Court Sports Lighting for the purchase of eighteen (18) LED tennis court lights to replace the current 1000w metal halide lighting at the Springville tennis courts.

**E. Consideration and Approval of Request for Proposal for a Grant Writer**

The District intends to identify and select an experienced professional grant writing consultant with a proven track record of researching, developing, writing, preparing and submitting successful grant proposals.

Suggested Actions: A MOTION to Approve the Request for Proposals (RFP) for the grant writer selection process.

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

- A. Chairman Kelley
- 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. Foundation for Pleasant Valley Recreation and Parks
- G. General Manager’s Report

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

**12. 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.