

**PLEASANT VALLEY RECREATION & PARK DISTRICT
COMMUNITY CENTER ADMINISTRATIVE BUILDING, ROOM #6
1605 E. BURNLEY ST., CAMARILLO, CALIFORNIA**

**BOARD OF DIRECTORS
REGULAR MEETING AGENDA
November 6, 2024**

6:00 P.M.

REGULAR MEETING

NEXT RESOLUTION #779

- 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. PRESENTATIONS**
 - A. District Highlights**
- 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 Regular Board Meeting of October 2, 2024**
Approval receives and files minutes.
 - B. Warrants, Accounts Payable & Payroll**
District's disbursements dated on or before September 30, 2024.
 - C. Financial Reports**
Monthly unaudited financial reports are presented to the Board for information. Approval receives and files the financial reports for September 2024.
 - D. Consideration and Approval of Surplus Property**
Surplus Property of a 1989 1-Ton Toyota pickup and a 2017 Ford Escape vehicle.
 - E. Consideration and Approval of Regular Board of Director Meeting Dates for 2025**
Scheduling of the regular Board of Director meeting dates for calendar year 2025.
 - F. Consideration and Approval of 2025 Part-Time Salary Schedule with Minimum Wage Impact**
Approval of the Part-Time Salary Schedule reflecting the minimum wage increase to \$16.50 per hour, per CA Senate Bill 3 passed in 2016.
 - G. Consideration and Approval of Updated CSDA Bylaws**
The California Special Districts Association is updating their bylaws for the first time since 2021 with largely administrative, membership classifications and procedural changes.

H. Consideration and Approval of Request for Proposals for the Freedom Park Restroom Remodel Design

The Quimby Fund (Fund 30) Budget allocates \$500,000 towards the redesign and renovation of the restrooms and concessions stand on the west side of Freedom Park. This Request for Proposals is soliciting professional services to assess, and redesign or replace the comfort station.

8. NEW ITEMS – DISCUSSION/ACTION

A. Consideration and Approval of the California Public Employees' Retirement System (CALPERS) Actuarial Valuation Information Report as of June 2023

The California Public Employees Retirement System (CalPERS) offers a defined benefit retirement plan. Each year an Actuarial Valuation Report is provided to agencies to assist with budgeting retirement benefits.

Suggested Action: A MOTION to direct Staff to continue to work with the Finance Committee on options for reducing future Unfunded Liability Payments and present any options to the full Board for further action.

B. Consideration and Approval for a New Five-Year Landscape Maintenance Contract with ShowScapes, Inc.

A Request for Proposals was sent out on September 5, 2024, for landscape maintenance services at 25 of the District's 28 parks. ShowScapes, Inc. is the recommended bidder.

Suggested Action: A MOTION to authorize and approve the General Manager to enter into a five-year professional services agreement with ShowScapes, Inc. for landscape maintenance at twenty-five of the District's park sites.

C. Consideration and Selection of Playground Equipment and Approval of Bid Award for Playground Installation at Calleguas Creek Park

The FY 2024-2025 Capital Improvement Projects Budget allocated \$400,000 for the replacement of playgrounds, and Calleguas Creek Park has been identified as a priority replacement.

Suggested Actions: A MOTION for the Board to approve the following action items:

1. Approve the General Manager to enter into an agreement with Playcore, Inc. dba Play & Park Structures Inc. for the purchase of playground equipment at Calleguas Creek Park for an amount not to exceed either Option #1 or Option #2; **and**
2. Approve the bid from R.E. Schultz for demolition, site preparation, and installation in the amount of either Option #1 or Option #2 and authorize the General Manager to execute the contract with R.E. Schultz to commence the project.

D. Consideration and Selection of Playground Equipment and Approval of Bid Award for Playground Installation at Quito Park

The FY 2024-2025 Capital Improvement Projects Budget allocated \$400,000 for the replacement of playgrounds, and Quito Park has been identified as a priority replacement.

Suggested Actions: A MOTION for the Board to approve the following action items:

1. Approve the General Manager to enter into an agreement with Playcore, Inc. dba Play & Park Structures Inc. for the purchase of playground equipment at Quito Park for an amount not to exceed either Option #1 or Option #2; **and**

2. Approve the bid from R.E. Schultz for demolition, site preparation, and installation in the amount of either Option #1 or Option #2 and authorize the General Manager to execute the contract with R.E. Schultz to commence the project.

E. Consideration, Selection and Vote for a LAFCo Special District Regular Member

The four-year term of the Ventura County arm of the Local Agency Formation Commissions (LAFCo) special district regular member Mary Anne Rooney will expire on December 31, 2024, therefore, needing a replacement member. The District can vote for one of four candidates.

Suggested Action: A MOTION to approve to select and vote for a Ventura Local Agency Formation Commission (LAFCo) special district regular member.

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. Chair Malloy
- 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

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.