

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

**BOARD OF DIRECTORS  
REGULAR MEETING AGENDA  
March 2, 2022**

**Please Note: In keeping in alignment with current orders from the Ventura County Health Officer, face coverings are required to be worn by unvaccinated individuals and strongly recommended for fully vaccinated individuals in indoor public settings and businesses. PVRPD thanks you for your cooperation and understanding.**

**This meeting will take place both in person and remotely in accordance with Government Code section 54953(e) *et seq.* (AB 361). Members of the public can observe and participate in the meeting as follows:**

- 1. Attend in person or 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://us06web.zoom.us/j/82998616119>**
  - Webinar ID: 829 9861 6119**
  - Phone Number: 1-669-900-6833**
  - a. 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.
  - b. 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 Committee. **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.

**5:30 P.M.**

**CLOSED SESSION**

- 1. CALL TO ORDER**
  - A. Recess to Closed Session**
  - B. Closed Session**

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

The Board will conduct a closed session, pursuant to Government Code sections 54956.9(d)(2) and (d)(3), to consider the claim of Andrew Peralta. The claim is available for inspection pursuant to Government Code sec. 54957.

**C. Reconvene into Regular Meeting**

**6:00 P.M.**

**REGULAR MEETING**

**NEXT RESOLUTION #703**

**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 February 3, 2022 and Special Board Meeting of February 5, 2022**

Approval receives and files minutes.

**B. Warrants, Accounts Payable & Payroll**

District's disbursements dated on or before January 31, 2022.

**C. Financial Reports**

Monthly unaudited financial reports are presented to the Board for information. Approval receives and files the financial reports for January 2022.

**D. Review and Approval of Surplus Supplies and Equipment List**

The Board can review the current equipment list provided for the uniform disposal of District owned surplus personal property.

**E. Consideration and Adoption of Resolution No. 701, A Resolution of the Board of Directors of the Pleasant Valley Recreation and Park District Proclaiming a Local Emergency Persists and Re-Authorizing the Use of Remote Teleconference Meeting Procedures by the Board of Directors and all Standing Committees of the District for the 30-Day Period Beginning March 6, 2022 through April 4, 2022 Pursuant to the Ralph M. Brown Act as Amended by Assembly Bill No. 361**

A new resolution will need to be adopted every 30 days in order to proclaim a local emergency persists and re-authorize the use of remote teleconference meeting procedures.

**F. Consideration and Approval of the Purchase of Fleet Vehicle**

The Ford F-150 will replace a 2005 Ford F-150 pick-up which has nearly 200,000 miles and is more than fifteen years old.

**G. Consideration and Approval of Request for Proposals for 2022 Summer Concert Series Sound and Lighting**

The District is looking for qualified firms that have professional equipment and expertise in the field to submit a request for proposals (RFP) for the 2022 Summer Concert Series.

**8. NEW ITEMS – DISCUSSION/ACTION**

**A. Consideration and Approval of Budget Transfer and Adoption of Resolution No. 702 Approving the Mid-Year Budget Adjustments for FY 2021-2022**

Budget revisions during the fiscal year are consistent with accounting practices and recommended by the District's auditors.

Suggested Actions: A MOTION to:

- 1) Approve a budget transfer of \$19,500 Camps/Classes/Community Partnerships to Recreation Administration (\$5,100) and Senior Programs Public Fees to Senior Programs Bingo (\$14,400) **AND**
- 2) Adopt Resolution No. 702 to Approve Mid-Year Budget Adjustments for FY 2021-2022.

**B. Somis Ranch Farmworker Housing Project Annexation Update**

On February 17, 2022, the District received the Certificate of Completion formally completing the annexation for the proposed area.

Suggested Action: Informational item only.

**C. Consideration and Approval of a Six-Week Turf Maintenance & Rest Closure at Springville Dog Park**

Closing the park for a six-week period in the beginning of the peak growing season will allow staff to perform the necessary turf maintenance practices and give adequate rest to rejuvenate the turf.

Suggested Action: A MOTION to Approve and authorize the closure of the Springville Dog Park for turf maintenance and approve a temporary dog park located at Freedom Park.

**D. Consideration and Approval of Request for Proposals for a Public Consulting Firm to Assist District with Evaluation of Voter Opinion Surveys and Polling Services**

At the February 10, 2022 District and City Liaison Committee meeting, it was decided the next steps would be to conduct a voter survey and to work with a financial planner to evaluate funding options for the Senior/Community Recreation Facility project.

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.

**E. Consideration and Approval to Authorize General Manager to Enter into an Analysis Agreement with Utility Cost Management LLC**

Utility Cost Management LLC, an endorsed affiliate of CSDA, has approached Pleasant Valley Recreation & Park District to provide an analysis of the District's electric utility costs through the study of data, rates, and regulations with the goal outcome of reducing the District utility costs.

Suggested Action: A MOTION to Approve and authorize the General Manager to enter into a preliminary analysis agreement with Utility Cost Management LLC.

**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 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. Ad Hoc Committees –City of Camarillo Liaison, Miracle League, Pickleball/Tennis
- G. Foundation for Pleasant Valley Recreation and Parks
- H. General Manager’s Report
- I. 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.