

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

**BOARD OF DIRECTORS
REGULAR MEETING AGENDA
April 6, 2022**

Please Note: In keeping in alignment with current orders from the Ventura County Health Officer, face coverings are not required but are welcomed and encouraged 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/89906319811>**
 - Webinar ID: 899 0631 9811**
 - 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.

6:00 P.M.

REGULAR MEETING

NEXT RESOLUTION #705

- 1. PLEDGE OF ALLEGIANCE**
- 2. ROLL CALL**

3. **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).

4. **PRESENTATIONS**

A. **Camarillo Amber's Light Lions Club**

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.

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 Regular Board Meeting of March 2, 2022**

Approval receives and files minutes.

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

District's disbursements dated on or before February 28, 2022.

C. **Financial Reports**

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

D. **Consideration and Adoption of Resolution No. 703 Proclaiming April 2022 as Arbor Month**

This proclamation acknowledges the District's continued efforts in educating the public on the value of trees in the urban environment.

E. **Consideration and Adoption of Resolution No. 704, 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 April 6, 2022 through May 5, 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.

7. **NEW ITEMS – DISCUSSION/ACTION**

A. **Consideration of Managed Information Technology Services Contract with AllConnected, Inc.**

The supportConnect+ recoverConnect service which is what the District currently contracts for with AllConnected, is a co-managed service where a designated District staff member performs as onsite IT help desk support for the District.

Suggested Actions: A MOTION to Approve and authorize the General Manager to enter into a professional services agreement between the District and AllConnected for the supportConnect + recoverConnect Co-Managed Service for a term of three years.

B. Consideration and Approval of the FY 2020-2021 Annual Financial Report as Prepared by Moss, Levy & Hartzheim LLP, CPAs

Staff has been working on the audit since the audit team first met with staff back in May 2021 and again in October 2021.

Suggested Action: A MOTION to Approve the Annual Financial Report for FY 2020-2021 as prepared by Moss, Levy & Hartzheim, LLP, CPAs.

C. Consideration of Professional Service Contract with Internet and VoIP Services Provider

Advantage Telecom continues to be the most cost-effective option for the District and provides quality service.

Suggested Action: A MOTION to Approve the renewal of the current service agreement with Advantage Telecom for a term of three years.

D. Consideration and Approval of Salary Range for Administrative Services Manager

With the imminent retirement of the current Administrative Services Manager, staff conducted a salary survey for the position which will need to be filled.

Suggested Action: A MOTION to Approve the increased salary range for Administrative Services Manager of \$108,326.40 to \$129,991.60 with the understanding that staff will be conducting a broader salary and compensation study during the 2022/2023 fiscal year and the salary schedule may be adjusted further in the future.

8. 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

9. 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.