

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

**BOARD OF DIRECTORS
REGULAR MEETING AGENDA**

February 3, 2022

Please Note: Under current orders from the Ventura County Health Officer, all individuals, (whether vaccinated or unvaccinated) are required to wear a face covering at all times 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/83762966668>

Webinar ID: 837 6296 6668

Passcode: 404003

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.

5:00 P.M. CLOSED SESSION

1. CALL TO ORDER

A. Recess to Closed Session

B. Closed Session

1) Conference with Labor Negotiations

The Board will conduct a closed session, pursuant to Govt. Code Section 54957.6, with the District's negotiators, Mary Otten, Kathryn Drewry, and Board Counsel, regarding labor negotiations with the employee organization, SEIU Local 721.

2) Public Employee Performance Evaluation and Compensation

The District Board will hold a closed session with the District's personnel officer and the General Manager, pursuant to Government Code Sections 54957 and 54957.6(a), to conduct an employee performance evaluation of the General Manager and to discuss the salary, compensation and fringe benefits provided to the General Manager.

C. Reconvene into Regular Meeting

6:00 P.M.

REGULAR MEETING

NEXT RESOLUTION #701

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. Capital Projects Update

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 January 5, 2022

Approval receives and files minutes.

B. Warrants, Accounts Payable & Payroll

District's disbursements dated on or before December 31, 2021.

C. Financial Reports

Monthly unaudited financial reports are presented to the Board for information. Approval receives and files the financial reports for December 2021.

D. Consideration and Adoption of Resolution No. 698 Directing SCI Consulting Group to Prepare the FY 2022-2023 Engineer's Report for the Assessment District

The purpose of this Engineer's Report is to help the District establish the budget for the services that would be funded by the FY 2022-2023 assessments.

E. Consideration and Approval of Internet and VoIP Services Provider Request for Proposals

This RFP seeks to secure a service provider who can match or exceed the District's current internet and VoIP systems in a fiscally responsible way.

F. Amend and Restate Memorandum of Understanding Between the Pleasant Valley Recreation and Park District and the Boys & Girls Club of Camarillo Regarding the Construction and Use of a Trash Enclosure at Bob Kildee Park

BGCC is expanding their indoor facilities to accommodate increased usage at the center and the City of Camarillo has placed additional conditions as part of this expansion project.

G. Consideration and Adoption of Resolution No. 699, 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 February 4, 2022 through March 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.

8. NEW ITEMS – DISCUSSION/ACTION

A. Consideration and Approval of Resolution No. 700 to Accept, Adopt and Implement Tentative Agreement for a Successor Memorandum of Understanding Between District and SEIU Local 721 and Adjusting Employee Compensation and Benefits as Outlined

Representatives from the District and the Service Employees International Union Local 721 representing District employees reached a tentative agreement on January 12, 2022.

Suggested Actions: A MOTION to Approve Resolution No. 700, accepting, adopting and implementing the Tentative Agreement that was reached between the labor negotiation representatives from the Pleasant Valley Recreation and Park District (“District”) and the Service Employees International Union Local 721 representing District employees (“SEIU Local 721” or “Union”).

B. Consideration to Approve Letter to Send to the City of Camarillo for kidSTREAM to Submit a Conditional Use Permit Application

The City acknowledges that the proposed use of the kidSTREAM property on Ponderosa Drive as a museum is consistent with the current General Plan and zoning ordinances subject to approval of a Conditional Use Permit by the City Planning Commission.

Suggested Action: A MOTION to Approve and authorize the General Manager to submit a letter to the City of Camarillo authorizing kidSTREAM to submit a Conditional Use Permit application.

C. Consideration and Approval of Request for Bids for a Prefabricated Building to Replace the Garage Structure for a Nature Education Classroom at Camarillo Grove Park

Bid proposals are being requested for the build and placement of a prefabricated building to serve as a Nature Education Classroom at Camarillo Grove Park.

Suggested Action: A MOTION to Approve the request for bids for building and delivering a prefabricated building at Camarillo Grove Park to serve as a Nature Education Classroom.

D. Consideration of Proposed Cell Towers at Bob Kildee and Freedom Parks

The District has been approached by Eukon Group with proposals to install two new cell phone towers at Bob Kildee and Freedom Parks.

Suggested Action: A MOTION to Approve the General Manager to sign the Letters of Authorization for the proposed antennae and related telecommunication equipment located at Freedom Park and Bob Kildee Park.

E. Consideration For Setting Dates Of Budget Workshops

In preparation of the upcoming fiscal year budget, staff and the Board of Directors hold budget workshops to review revenue and expenses for the upcoming fiscal year.

Suggested Action: A MOTION to Approve April 30, 2022 & May 12, 2022 as the dates for the FY 2022-2023 budget workshops.

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 Thursday 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.