

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

**BOARD OF DIRECTORS  
REGULAR MEETING AGENDA  
May 4, 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/86388815550>**
  - Webinar ID: 863 8881 5550**
  - 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 #710**

- 1. CALL TO ORDER/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. **Senior Volunteer Recognition**
  - B. **Introduction – Recreation Specialist Nicholas Castro**
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 agendized 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 April 6, 2022 and Special Board Meeting of April 12, 2022**

Approval receives and files minutes.
  - B. **Warrants, Accounts Payable & Payroll**

District's disbursements dated on or before March 31, 2022.
  - C. **Financial Reports**

Monthly unaudited financial reports are presented to the Board for information. Approval receives and files the financial reports for March 2022.
  - D. **Consideration and Adoption of Resolution No. 705 Proclaiming May 2022 as Older Americans Month**

This proclamation is in recognition of the older adult population within the District.
  - E. **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.
  - F. **Consideration and Adoption of Resolution No. 706, Declaring Intention to Levy Assessments for FY 2022-2023, Preliminarily Approving the Engineer's Report, and Authorizing the Issuance of a Notice for the Public Hearing for the Proposed FY 2022-2023 Assessments for the Park Maintenance and Recreation Improvement District for the Pleasant Valley Recreation and Park District**

Preliminary approval of the Engineer’s Report and establishment of the hearing date allows for the development of the proposed budget and assessment rate.
  - G. **Consideration and Adoption of Resolution No. 707 Requesting that the General District Election to be Held on November 8, 2022 be Consolidated with Other Elections Called to be Held on the Same Day and in the Same Territory**

District elections have always been consolidated with County elections in order to save the District from having to hold its own election at a cost of about \$70,000.
  - H. **Consideration and Adoption of Resolution No. 708, Stating that in the Event of a Tie Vote, the Winner in the Board Member Elections will be Determined by Drawing Lots**

In the event of a tie vote, the District must provide the County Elections Office with the method by which the District plans to resolve the tie.

**7. NEW ITEMS – DISCUSSION/ACTION**

**A. Consideration for Bid Award for Sound and Lighting for 2022 Summer Concert Series**

Music Freqs was the sound and lighting provider for the past two Summer Concert Series that the District has put on with the City of Camarillo.

Suggested Actions: A MOTION to Approve and authorize the General Manager to enter into an agreement with Music Freqs to provide Sound and Lighting Services for the 2022 Summer Concert Series.

**B. Consideration and Approval of Ranger Manual**

The District Park Patrol/Ranger Program was implemented in 2008. The Board approved the Park Ranger Procedure/Operations Manual in 2010 and is finalizing an update to the 2010 manual.

Suggested Action: A MOTION to Approve the District's Ranger Manual.

**C. Discussion Regarding Adoption of Resolution No. 709 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 May 5<sup>th</sup>, 2022 through June 2<sup>nd</sup>, 2022 Pursuant to the Ralph M. Brown Act as Amended by Assembly Bill No. 361**

The Board will discuss whether to continue the use of teleconference meeting procedures for another 30-day period and adopt Resolution No. 709.

Suggested Action: A MOTION to Adopt Resolution No. 709 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 May 5th, 2022 through June 2nd, 2022 pursuant to the Ralph M. Brown Act as amended by Assembly Bill No. 361.

**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.