

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

**BOARD OF DIRECTORS  
REGULAR MEETING AGENDA  
January 2, 2019**

**5:00 P.M.                      CLOSED SESSION**

**1. CALL TO ORDER**

**A. Adjourn to Closed Session**

**B. CLOSED SESSION**

**1) Conference with Real Property Negotiators**

The Board will conduct a closed session, pursuant to Government Code section 54956.8, to enable the Board to consider negotiations and to give direction to its negotiators regarding certain real property, 15 Stearman Street, Camarillo, CA with OUHSD staff. The District's real property negotiator, General Manager Mary Otten and Leonore Young, Bob Cerasuolo, Eric Storrie, and Anthony Miller will seek direction from the Board regarding the price and terms for this property.

**C. Reconvene into Regular Meeting**

**6:00 P.M.                      REGULAR MEETING                      NEXT RESOLUTION #611**

**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, or add any agenda item(s) and to remove any consent agenda items for discussion.

**5. PRESENTATIONS**

**A. District Highlights**

**B. Roadrunners Radio Control Auto Racing Club**

**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 speak about an item on the agenda, we would prefer you complete a Speaker Card, give it to the Clerk of the Board, and wait until it comes up. If you would like to make comments about other areas not on this agenda, in accordance with California law, we will listen, note them, and bring them back up at a later date 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 December 6, 2018**

Approval receives and files minutes.

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

Approval of District's disbursements dated on or before December 27, 2018.

**C. Financial Report**

Monthly unaudited financial reports are presented to the Board for information. Approval receives and files the financial reports for November 30, 2018.

**D. Approve Resolution No. 609 to Continue the Local Emergency that Resulted Due to the Hill Fire 2018**

The recent Hill Fire 2018 caused damage to Camarillo Grove Park and the state of local emergency declaration needs to remain in effect.

**E. Consideration and Adoption of Resolution No. 610 Finding that it is Reasonably Foreseeable that Inhabitants of the AMLI Spanish Hills Subdivision Will Use the Proposed Upgrades at Nancy Bush Park**

Quimby funds from the AMLI Spanish Hills Subdivision will be utilized to fund this project.

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

Approval of the list is required prior to the disposition of listed surplus items.

**8. NEW ITEMS – DISCUSSION/ACTION**

**A. Consideration and Direction Regarding a Partnership with the City of Camarillo to Produce Concerts in the Park**

The Camarillo Council of Arts will not be producing the Summer Concert Series any longer and the City has proposed exploring a partnership with the District to co-produce the event in 2019.

Suggested Action: Provide staff direction on working with the City of Camarillo to refine program budget to include contingency, determine programming and event permitting and event space responsibilities, determine financial responsibilities, develop marketing collateral, and draft a funding agreement for the 2019 Concerts in the Park event.

**B. Consideration and Approval of Bid Award for Freedom Park Baseball Fields Project to Ardalan Construction Company**

Staff is bringing back the bid award for the Phase II portion of the Freedom Park Baseball Fields Project.

Suggested Actions: A MOTION to Approve and authorize the General Manager to award and execute a contract with Ardalan Construction Company, Inc for the Freedom Park Baseball Fields Project in the amount of \$786,600 and execute contract change orders for project contingencies in an additional amount not-to-exceed \$78,660 for a total authorized expenditure of \$865,260.

**C. Consideration and Approval for the General Manager to Enter into an Agreement with Musco Lighting to Install Field Lighting on the New Baseball Fields at Freedom Park**

The District currently uses a Musco Light-Structure system for the ball field light poles and fixtures.

Suggested Actions: A MOTION to Approve and authorize the General Manager to execute a contract with Musco Lighting, for the Freedom Park Baseball Fields Project in the amount of \$125,916 and execute contract change orders for project contingencies in an additional amount not-to-exceed \$12,592 for a total authorized expenditure of \$138,508.

**D. Consideration and Approval of Bid with Great Western Recreation/Game Time for the Purchase and Installation of a 30' x 30' Park Shelter at Pitts Ranch Park and Authorize the General Manager to Purchase Standardized Site Amenities from Pilot Rock**

Approval allows for an additional picnic shelter to be built at Pitts Ranch Park.

Suggested Actions: A MOTION to:

1. Approve quote from Great Western Recreation and Authorize the General Manager to enter into an agreement with them for the purchase and installation of a 30' x 30' picnic shelter and
2. Approve and Authorize the General Manager to purchase District standardized picnic tables and barbecue directly from the vendor (Pilot Rock).

**E. Consideration and Direction Regarding Arneill Ranch Park Project Design**

Redesign of Arneill Ranch Park would offer the citizens of Camarillo a complete and more useable updated fitness park.

Suggested Action: Provide direction to staff regarding the two initial concepts for redesigning portions of Arneill Ranch Park to address both the deterioration of turf and water mitigation.

**F. Consideration and Discussion of District Investment Options with CalTRUST**

The District needs flexibility in making withdrawals of these funds, therefore CalTRUST is recommending the District place the funds in the FedFund, which is a government money market fund.

Suggested Actions: A MOTION to Approve:

1. The transfer of the Ventura County Pool Unrestricted Funds to CalTRUST money market and leave the Ventura County Pool Restricted Funds with the Ventura County Pool or
2. Leave all funds with the Ventura County Pool and the event the Ventura County Pool requires a "wet signature" prior to the transfer of funds, staff would have the authority to open up a CalTRUST money market account and move the Ventura County Pool Unrestricted Funds to CalTRUST.

**G. Consideration of a Proposed Right of Entry Agreement Between Advantage Telecom Inc. and Pleasant Valley Recreation and Park District**

Staff has determined the proposed installation will have little to no effect upon District operations while providing the District a monthly cost savings of \$215.

Suggested Action: A MOTION to Approve the Right of Entry Agreement with Advantage Telecom for the use of the Community Center Administrative Offices' rooftop.

**H. Board Committee Assignments for 2019**

Chair will provide a list of Board committee assignments for 2019.

**I. Consideration to Conduct the Annual Goal Setting Meeting**

A discussion of dates for a Board Goal Workshop for 2019.

**9. INFORMATIONAL ITEMS, which do not require action, will be reported by members of the Board and staff:**

- A. Chairman 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, Personnel and Policy
- F. Foundation for Pleasant Valley Recreation and Parks
- G. General Manager's Report

**10. ORAL COMMUNICATIONS-** Informal items from Board Members or staff not requiring action.

**11. 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.