

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

**BOARD OF DIRECTORS  
REGULAR MEETING AGENDA  
May 3, 2017**

**6:00 P.M.**

**REGULAR MEETING**

**NEXT RESOLUTION #574**

- 1. CALL TO ORDER**
- 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. Eagles Soccer 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 Meeting of April 5, 2017**  
Approval receives and files minutes.
  - B. Warrants, Accounts Payable & Payroll**  
Approval of District's disbursements dated on or before April 20, 2017.
  - C. Financial Report**  
Monthly unaudited financial reports are presented to the Board for information. Approval receives and files the financial reports for March 31, 2017.

## 8. NEW ITEMS-DISCUSSION/ACTION

**A. Approval and Award of the Contract Agreement Between the District and West Coast Arborists, Inc. for Tree Trimming and Maintenance Services**

Approval would award tree trimming and maintenance services contract to West Coast Arborist, Inc. for a five-year term.

Suggested Actions: A MOTION to Approve and review the proposals received in response to the Tree Trimming and Tree Maintenance Request for Proposals (RFP) and to Approve the authorization for the General Manager to enter into an agreement with West Coast Arborists, Inc. for tree maintenance services for a five-year term.

**B. Consideration and Approval of New Classification – Student Worker/Intern**

Approval of new classification, job description and salary for Student Worker/Intern sets terms for the Part Time Seasonal/Temporary position.

Suggested Actions: A MOTION to Approve a new classification and salary range for Student Worker/Intern.

**C. Consideration and Approval of 1% Cost of Living Adjustment (COLA) for Full-Time and Part-Time Year-Round Non-Represented Employees and the Updated Salary Schedules**

Approval of 1% COLA for year-round non-represented employees will equalize salaries with the represented year-round employees.

Suggested Action: A MOTION to Approve the updated Salary Schedule with a 1% COLA for non-represented year-round employees.

**D. Consideration and Adoption of Resolution No. 573, Declaring Intention to Levy Assessments for FY 2017-2018, Preliminarily Approving Engineer's Report, and Providing for Notice of Hearing 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.

Suggested Actions: A MOTION to Adopt Resolution No. 573, accepting the Engineer's Report and schedule the public hearing for June 7, 2017.

**E. Consideration and Approval of Bid Specifications for Parking Lot Repairs at Bob Kildee Park**

Approval of bid specifications allows staff to solicit proposals for parking lot repairs at Bob Kildee Park.

Suggested Actions: A MOTION to Approve the bid specifications for the asphalt replacement work needed at the Bob Kildee Park parking lot and direct staff to solicit proposals for the approved bid specifications.

**F. LAFCo Vote**

A majority vote was not obtained in the LAFCo's first run off election for a special district alternate member, so a 2<sup>nd</sup> run off is now required to determine the alternate member.

Suggested Actions: A MOTION to Approve selection and vote for a Ventura Local Agency Formation Commission (LAFCo) special district alternate member.

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

- A. Chairman Dixon
- B. Ventura County Special District Association/California Special District Association
- C. Santa Monica Mountains Conservancy
- D. Standing Committees – Liaison, Personnel and Finance
- E. Foundation for Pleasant Valley Recreation and Parks
- F. 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.