

**PLEASANT VALLEY RECREATION & PARK DISTRICT
COMMUNITY CENTER, SENIOR CENTER
1605 E. BURNLEY ST., CAMARILLO, CALIFORNIA**

**BOARD OF DIRECTORS
REGULAR MEETING AGENDA
March 5, 2025**

6:00 P.M.

REGULAR MEETING

NEXT RESOLUTION #780

- 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 any agenda item(s), or add any emergency agenda item(s).
- 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 Special Board Meeting of January 25, 2025, and Regular Board Meeting of February 5, 2025**
Approval receives and files minutes.
 - B. Warrants, Accounts Payable & Payroll**
District's disbursements dated on or before January 31, 2025.
 - C. Financial Reports**
Monthly unaudited financial reports are presented to the Board for information. Approval receives and files the financial reports for January 2025.
 - D. Consideration and Approval of Request for Proposal (RFP) for Tree Trimming and Tree Maintenance**
Staff is seeking proposals for professional tree trimming and tree maintenance services for all 28 parks.
 - E. Consideration and Approval of Establishing the General Manager, Administrative Services Manager, and Park Services Manager Positions as Authorized Signers for CAL OES for a Period of 3 Years**
The District needs to establish a valid Designation of Applicant's Agent Resolution for Non-State Agencies (Form 130) with the California Governor's Office of Emergency Services.

7. NEW ITEMS – DISCUSSION/ACTION

A. Consideration and Receipt of the FY 2023-2024 Annual Financial Report as Prepared by Moss, Levy & Hartzheim LLP, CPAs

The final annual audit report ensuring the District is following Generally Accepted Accounting Principles (GAAP) is ready for approval.

Suggested Action(s): A MOTION to receive and file the Annual Financial Report for Fiscal Year 2023-2024 as prepared by Moss, Levy & Hartzheim, LLP, CPA's

B. Consideration and Approval of Bid Award for Type 1 Slurry Seal / Sealcoat and Striping at Various Park Parking Lots

A Request for Proposal was issued for professional services for Type 1 slurry sealing of the parking lots at three District parks: Mel Vincent, Pitts Ranch and Pleasant Valley Fields.

Suggested Action: A MOTION to Approve bid award and contract for Type 1 slurry seal and striping at Mel Vincent Park, Pitts Ranch Park, and Pleasant Valley Fields to Pavement Coats Co. for an amount not to exceed \$188,550.66 and authorize the General Manager to execute all necessary agreements and documents related to the project.

C. Consideration and Approval of Bid Award for Springville Park Wrought Iron Fence Repair and Approve a Closure of Springville Dog Park for Turf Maintenance

Staff seeks to award the bid for wrought iron fence repair at Springville Park to GNR Fencing, transfer funding to cover the project cost and obtain approval for a four-week closure of the park to conduct turf maintenance while the repair work is completed.

Suggested Actions: A MOTION to:

1. Authorize the General Manager to enter into an agreement with GNR Fencing for an amount not to exceed \$85,500 for the wrought iron fence repair at Springville Park.
2. Authorize the closure of Springville Dog Park from March 24th to April 28th for fencing repairs and turf maintenance.

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 Dransfeldt**
- B. Ventura County/California Special District Association**
- C. Santa Monica Mountains Conservancy**
- D. Standing Committees: Long Range Planning / Policy / Finance**
- E. Foundation for Pleasant Valley Recreation and Parks**
- F. General Manager's Report**
- G. 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.