MINUTES
RANCHO SIMI RECREATION AND PARK DISTRICT
REGULAR MEETING, BOARD OF DIRECTORS
1692 SYCAMORE DRIVE, SIMI VALLEY, CA 93065
OCTOBER 1, 2015, 6:30 P.M.

AGENDA
ITEM

I. CALLED TO ORDER: 6:30 p.m.
PLEDGE OF ALLEGIANCE: Led by Doug Gale

II. ROLL CALL
Present: Directors O’Brien, Johnson, Cavanaugh; Vice Chair Hostettler, Chair Freeman

Staff: Jason Beck, Douglas Duran, Tom Evans, Doug Gale, Martin Kosla, Esq., Lee Martin, Wayne Nakaoka, Carol Odenberg, Theresa Pennington, Larry Peterson, Brian Reed, Robin Walker

Guests: Sarah and Casey Beck, Jeff Jones, Laura Magness, Dan Mason, Basem Mosaad, Members of the S.V. Leadership Class, Danny Sison

III. PUBLIC DISCUSSION (ITEMS NOT ON THE AGENDA):
None.

IV. APPROVAL OF MINUTES:

(A) Approval of Minutes of the Special Meeting – September 3, 2015, 5:30 p.m.
ACTION: Director O’Brien moved to Approve the Minutes of the Special Meeting of September 3, 2015, 5:30 p.m.; Vice Chair Hostettler seconded the motion. Motion carried with a unanimous vote.

(B) Approval of Minutes of the Regular Meeting – September 3, 2015
ACTION: Director Cavanaugh moved to Approve the Minutes of the Regular Meeting of September 3, 2015; Vice Chair Hostettler seconded the motion. Motion carried with a unanimous vote.

(C) Approval of Minutes of the Special Meeting – September 3, 2015, 7:00 p.m.
ACTION: Director Cavanaugh moved to Approve the Minutes of the Special Meeting of September 3, 2015, 7:00 p.m.; Vice Chair Hostettler seconded the motion. Motion carried with a unanimous vote.
V. SCHEDULED ITEMS AND PUBLIC HEARINGS:

(A) Presentation of the Part-Time Employee of the Month for August 2015 to Ali Bim 35-15-r

Ali Bim was unable to attend the Board meeting. He will be presented with the Part-time Employee of the Month award at work.

(B) Presentation of the Full-Time Employee of the Month for September 2015 to Jason Beck 35-15-s

Business & Accounting Supervisor reviewed the nomination. Chair Freeman presented Jason Beck with the Employee of the Month award and thanked him for doing a good job. Jason said he just shows up every day and does whatever is needed. He thanked everyone for the award. Director of Planning & Maintenance Nakaoka said Jason is an outstanding employee who works hard, does not complain, takes direction well and is very sharp. Since becoming a full-time employee he also has obtained his Class A commercial driver’s license and a CA pesticide applicator’s license. Jason then introduced his wife and son to everyone.

Chair Freeman welcomed the Simi Valley Leadership Class and thanked them for attending the Board Meeting.

VI. CONSENT AGENDA:

(A) Approval of Check Registers: 9/4/15, 9/18/15 (payroll); 9/15/15 (payables)

**ACTION:** Vice Chair Hostetler moved to Approve Item A; Director Cavanaugh seconded the motion. Motion carried with a unanimous vote.

VII. CONTINUED BUSINESS:

None.

VIII. NEW BUSINESS:

(A) Approval of Mountains Recreation and Conservation Authority Final Budget for Fiscal Year 2015-16 131-15-b

District Manager stated the Board had previously approved MRCA’s Preliminary Budget for Fiscal Year 2015-16 and that MRCA’s Final Budget is now on the Agenda for approval. He then introduced Jeff Jones and Basem Mossad from MRCA. Chair Freeman explained to the Leadership Class attendees that MRCA’s budget is approved by our District since we are one of three agencies that controls its budget. She also mentioned that MRCA supports the Santa Monica Mountains Conservancy.

Jeff Jones and Basem Mossad presented MRCA’s Final Budget for the FY 2015-16. They also mentioned that they had received $930,000 from the LA County 3rd District, and that they will have the chance again this year to apply and receive the same amount. They will also have the opportunity to apply for additional Prop A funds. They indicated that securing enough funds for maintenance of their parks is a challenge. Resources are limited and with the drought there is a chance for higher utility expenses. They also responded to some questions from the Board, such as regarding their applying for other grants and concerning the estimated operating loss.
ACTION: Director Johnson moved to Approve the Mountains Recreation and Conservation Authority Final Budget for Fiscal Year 2015 in the amount of $41,685,000.00; Director Cavanaugh seconded the motion. Motion carried with a unanimous vote.

(B) Approval of Award of Contract for Recreation Software Program 27-15-c

Director of Recreation provided a thorough review of this item and responded to questions from the Board.

ACTION: Vice Chair Hostetler moved to Approve Award of Contract for Recreation Software Program to Maximum Solutions for the Implementation, Training and Use of their MaxGalaxy Recreation Management Program; Director O’Brien seconded the motion. Motion carried with a unanimous vote.

(C) Discussion and Possible Approval to Install a Disc Golf Course Within the District’s Sequoia Park 20-15-a, 140-15-a

Chair Freeman invited questions or comments from the Board and public.

Laura Magness, with the Leadership Class, said she is a strong advocate for youth and adult activities. She lives close to Sequoia Park and said she and her neighbors would welcome a Disc Golf Course there. She feels having it at the Park will keep the youth active and also act as a crime deterrent. She reiterated that she highly supports staff’s recommendation to install the Disc Golf Course at Sequoia Park.

There was some discussion regarding the utilization of the Park’s walkways that no amenity had replaced the removed pool and that disc golf would be a fun and inexpensive amenity to install.

ACTION: Vice Chair Hostetler moved to Approve Installing a Disc Golf Course Within the District’s Sequoia Park; Director Cavanaugh seconded the motion. Motion carried with a unanimous vote.

Chair Freeman moved Item VIII.(F) up on the Agenda to accommodate members of the public in attendance who wished to comment on the Rancho Santa Susana Community Park Plan.

(F) Review and Acceptance of Conceptual Master Plan Changes for Rancho Santa Susana Community Park 116-15-d

Director of Planning & Maintenance reviewed the Conceptual Master Plan Changes for Rancho Santa Susana Community Park and responded to questions from the Board.

Dan Mason, AYSO representative for the S.V. Soccer Foundation, expressed their desire to have included in the plans enough storage capacity. He explained they are required to get everything set up for eight fields by 8 a.m. Their time is very limited and they operate with three golf carts. Having plenty of storage areas for their equipment would be very appreciated. He indicated that they need a minimum of 450 sq. ft. for AYSO.

Danny Sison, President of the S.V. Soccer Foundation, thanked the District for going forward with the Master Plan Changes. He said storage space is at a premium and mentioned some challenges they have faced. He said having enough storage containers, no matter where they are placed, would be appreciated. He also suggested eliminating or moving the lights between the two larger soccer
fields as the lights on either side would be sufficient, and this would increase playing surface. In addition, he suggested the use of wire cages instead of roll-up doors for the storage containers, and the addition of four gender neutral ADA compliant stalls to the restrooms to accommodate the heavy weekend use.

Chair Freeman thanked Dan Mason and Danny Sison for their feedback and input and stated that staff will further consider possible changes to the Plan and bring the item back to the Board for one more review and approval.

(D) Authorization to Solicit Bids for the Chumash Park Construction Project 141-15-a

ACTION: Director Cavanaugh moved to Approve Authorization to Solicit Bids for the Chumash Park Construction Project; Director O'Brien seconded the motion. Motion carried with a unanimous vote.

(E) Approval of Award of Contract for the Rancho Simi Community Park Pool Deck Renovation Project 109-15-b

ACTION: Director Cavanaugh moved to Approve: (1) Find that the bids received from CAS Construction, Inc. and NR Development, Inc. are non-responsive to the bid requirements for their inability to meet the special contractor qualification and minimum experience requirements identified in the “Bid Proposal” for the project under the heading of “Qualification of Contractor/Bidder”; (2) Award of Contract for the Rancho Simi Community Park Pool Deck Renovation Project to Eco Construction, Inc. in the Amount of $193,000.00; (3) Authorize the District Manager to execute an Agreement with the awarded contractor and amend the Agreement for project contingencies in an amount not to exceed fifteen percent (15%) of the award of contract or $28,950.00, if and when the need arises for extra work or modifications to the project; Director Johnson seconded the motion. Motion carried with a unanimous vote.

(F) Review and Acceptance of Conceptual Master Plan Changes for Rancho Santa Susana Community Park 116-15-d

This item was moved up on the Agenda.

(G) Approval of Award of Contract for the Runkle Canyon Park Construction Project 197-15-c

ACTION: Vice Chair Hostetler moved to Approve Award of Contract for the Construction of Runkle Canyon Park to Environmental Construction for the Base Bid and all three Additive Bid Alternates in the amount of $1,577,608.00 which is more advantageous to the Park District and within the District’s budget; and Authorize the District Manager to execute an Agreement with the awarded contractor and to amend the Agreement for project contingencies in an amount not to exceed ten percent (10%) of the award of contract or $157,760.80, if and when the need arises for extra work or modifications to the project. Director O'Brien seconded the motion. Motion carried with a unanimous vote.

(H) Discussion and Possible Approval of Language for New District Park Rules Sign 84-15-f

District Manager reviewed the proposed new District park rules signs based upon the previously revised rules and regulations. Chair Freeman invited questions or comments from the Board. The Board provided positive feedback on the new signs. They also asked some questions about items allowed and not allowed in the parks, and on violations and the enforcement of rules.
ACTION: Director Cavanaugh moved to Approve the Proposed Language for the New District Park Rules Sign; Director Johnson seconded the motion. Motion carried with a unanimous vote.

IX. WRITTEN COMMUNICATIONS:

None.

X. REPORTS BY BOARD MEMBERS:

Director Johnson participated in the first interviews for the Director of Administration position. He said it was very informative.

Director O’Brien attended the NRPA and CSDA Conferences and thought both were great. She said there were a few sessions she was interested in attending but they were filled up, so she is in the process of downloading some of those session materials.

Director O’Brien with other Members of our Board participated in the Simi Valley Days Parade.

Director Cavanaugh attended the NRPA Conference, which she enjoyed.

Director Cavanaugh participated in the Simi Valley Days Parade.

Director Cavanaugh attended the Special Board Meeting on Monday, which she found interesting and informative.

Director Cavanaugh asked staff a question about a specific sign on the pool’s chain link fence.

Vice Chair Hostetler said his items were already reviewed.

Chair Freeman attended the NRPA Conference and thought it was very good this year. She said the speakers were dynamic in the opening session, but it seemed their direction was for agencies to be all-inclusive and do a lot of things that have nothing to do with parks and recreation. She feels the goal is to provide parks and recreation, and questions the priority or effort in these other areas mentioned by the speakers.

Chair Freeman attended the CSDA Conference, and said it was very educational. She enjoyed a speaker from the FBI’s presentation on hacking, and another one on liability and public property. She provided feedback regarding the Public Records act, and on a California Supreme Court ruling that will be coming out on private emails, Facebook, etc. becoming public record.

Chair Freeman attended the S.V. Hospital Foundation’s Gala. She said it was great and about 300 were in attendance.

XI. REPORT BY DISTRICT MANAGER:

District Manager stated that the District held its biannual Harassment Prevention education and training workshop for our supervisory staff on September 30th at the Rancho Santa Susana Community Center.
Chair Freeman said the Board was presented with VIP passes from Royal High School to attend their football game against Simi Valley High School. As she will be out of town and unable to attend, she offered her VIP pass to anyone on staff who may be interested in going.

The Chair called a Closed Session at 8:43 p.m.

The Chair reconvened the meeting at 9:10 p.m.

Chair Freeman relayed the sad news that Donna Mishler had passed away. She was the wife of Mike Mishler, VCSDA’s Vice President, and a Director with Pleasant Valley Recreation and Park District.

XII. CLOSED SESSION:

(A) Closed Session Pursuant to Government Code Section 54956.95

Claimant: C.R. Joshi, MD

Agency Claimed Against: Rancho Simi Recreation and Park District

Chair Freeman reported that the Board gave direction to staff on Item XII (A).

(B) Closed Session Pursuant to Government Code Section 54956.95

Claimant: Nicole Jones

Agency Claimed Against: Rancho Simi Recreation and Park District

Chair Freeman reported that the Board gave direction to staff on Item XII (B).

(C) Closed Session Pursuant to Government Code Section 54956.8

Conference with Real Property Negotiator

Re: Land Acquisition: Property Located in Ventura County at 1692 Sycamore Drive, Simi Valley, Ca

Assessor Parcel Numbers: 642-0-231-285
642-0-231-295
642-0-280-075
642-0-280-085
642-0-280-095

Agency Negotiators: District Manager, Director of Planning and Maintenance and Legal Counsel

Negotiating Parties: Qualified Buyers

Under Negotiation: Price and Terms of Payment

Chair Freeman stated that there was no reportable action taken on Item XII (C).
(D) Closed Session Pursuant to Government Code Section 54956.8

Conference with Real Property Negotiator

Re: Land Acquisition: Property Located in Ventura County at 1750 Tapo Street, Simi Valley, Ca

Assessor Parcel Number: 644-0-140-595

Negotiating Parties: District Manager, Director of Planning And Maintenance and Legal Counsel

Report and Instructions to Staff Regarding Price and Terms of Payment

Chair Freeman stated that there was no reportable action taken on Item XII (D).

XIII. **ADJOURNMENT:** Director Cavanaugh moved to adjourn the meeting at 9:13 p.m.; Director Hostetler seconded the motion. Motion carried with a unanimous vote.

Larry Peterson, District Clerk