Welcome to a meeting of the Board of Directors of the Rancho Simi Recreation and Park District. The Park District welcomes citizen participation. If you would like to speak, please follow these simple steps.

Fill out a green Speaker Card, available at the sign-in table, and hand the card to the Recording Secretary or Board of Directors.

If the item you would like to speak about is not on the Agenda, be prepared to speak when the Board Chair calls for “Public Discussion”. The Chair will call the names appearing on the Speaker Cards. If you do not hear your name called, please make this fact known, so that you may be recognized.

If the item you would like to speak about is on the Agenda, the Board Chair will announce the item, request a report from staff, ask Board Members if they have any questions or comments, and then ask if there are any other people in attendance who would like to comment on the item.

When recognized, please speak from the podium. Be professional. Speakers are generally allowed a maximum of five (5) minutes to comment. Depending upon the circumstances, the Board Chair may increase or decrease speaker time. At the conclusion of public comments, the Board Chair will thank the speaker(s) for participating.

The Board Chair may also determine appropriate action, if any, to be taken in response to comments received. Comments will be listened to, questions may be answered, speakers may be requested to further discuss the matter with staff, or an item could be added to a future Agenda or referred to a Board Committee, among other things. Items listed on the Agenda that require action will likely be voted upon by the Board of Directors.

We appreciate your attendance and hope to see you again.

YOUR BOARD OF DIRECTORS

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STAFF

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<th>Assistant General Manager</th>
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<td>Larry Peterson</td>
<td>Ed Hayduk</td>
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I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

II. ROLL CALL

III. PUBLIC DISCUSSION

IV. APPROVAL OF MINUTES
   A. Regular Meeting – February 21, 2013

V. SCHEDULED ITEMS AND PUBLIC HEARINGS
   A. Presentation of the Full-time Employee of the Month for February 2013 to Robert Mendez
   B. Presentation of the Part-time Employee of the Month for February 2013 to Casey Hancox

VI. CONSENT AGENDA**
   A. Approval of Check Registers: 2/22/13, 3/8/13 (payroll); 2/15/13, 2/28/13 (payables)
   B. Receive and File Report on Schedule of Events for April 2013

   ** Matters listed under the Consent Agenda are considered routine and shall be acted upon without discussion by one motion, unless discussion is desired. In that event, the items will be removed from the Consent Agenda.

VII. CONTINUED BUSINESS

   None

VIII. NEW BUSINESS
   A. Approval of Resolution of the Rancho Simi Recreation and Park District Nominating a Candidate for Election to Serve on the California Special District’s Association Board of Directors
   B. Approval of a Resolution Authorizing Execution of an Easement Grant Deed Granting to Simi Valley Unified School District, a Public Body, Corporate and Politic, a Non-Exclusive Easement On, Over, and Under a Portion of Property Known as Rancho Santa Susana Community Park
C. Approval of a Resolution Authorizing Execution of an Easement Deed Granting to Bridle Path Homeowners Association, a California Non-Profit Corporation, a Non-Exclusive Easement On, Over, and Under a Portion of Property Known as Challenger Park

D. Discussions Regarding Operating Policies and Rules and Regulations of the Water Feature at Rancho Tapo Community Park

IX. WRITTEN COMMUNICATIONS

A. Letter of Appreciation from Debra Paisley Regarding Park Ranger Frank Flores

X. REPORTS BY BOARD MEMBERS

XI. REPORT BY GENERAL MANAGER

XII. CLOSED SESSION

XIII. ADJOURNMENT

If any individual has a disability that may require accommodation to participate in this meeting, please contact Colleen Janssen at 805/584–4400. Upon advance notification of the need for accommodation, reasonable arrangements will be made to provide accessibility to the meeting.
AGENDA ITEM

I. CALLED TO ORDER: 6:30 p.m.

PLEDGE OF ALLEGIANCE: Led by Lee Martin

II. ROLL CALL: Present: Directors O'Brien, Hostetler, Freeman, Vice Chair Johnson, Chair Cavanaugh

Staff: Doug Gale, Colleen Janssen, Lee Martin, Theresa Moore, Theresa Pennington, Larry Peterson, Kathy Pierce, Brian Pierik, Esq., Sharon Worford

Guests: Tracy Heminuk, Leonora Lassak, Erika Puritan

III. PUBLIC DISCUSSION:

None

IV. APPROVAL OF MINUTES:

(A) Approval of Minutes of Regular Meeting of February 7, 2013

ACTION: Director Hostetler moved to Approve the amended Minutes of the Regular Meeting of February 7, 2013; Vice Chair Johnson seconded the motion. Motion carried.

V. SCHEDULED ITEMS AND PUBLIC HEARINGS

(A) Presentation of the Part-time Employee of the Month for December 2012 to Kathy Pierce 35-13-d
Chair Cavanaugh presented the Part-Time Employee of the Month Award to Kathy Pierce. She thanked Kathy for all that she does for the District and said she was very deserving of the award.

Recreation Administrator Gale thanked Kathy for all that she does and congratulated her on behalf of the Recreation Department.

Leonora Lassak, Kathy’s former supervisor, said Kathy was the first person she hired when they opened the Oak Park office. She spoke about how dedicated Kathy was to her job and how hard she worked over the years. She thanked her for her dedication.

General Manager Peterson said that Kathy was a stabilizing force throughout all of the changes at the Oak Park Community Center.

(B) Presentation of the Part-time Employee of the Month for January 2013 to Teresa Moore 35-13-e

Chair Cavanaugh presented the Part-Time Employee of the Month Award to Teresa Moore. She said she was excited that we are able to honor our part-time employees. She stated that the award was well-deserved and congratulated Teresa.

Theresa Pennington stated that thousands of documents pass over Teresa’s desk. She said she knows our vendors well, catches errors, has a great work ethic and does a great job.

Recreation Administrator stated that Teresa originally started in the Recreation Department. He said she was a very valuable employee.

Former employee Tracy Heminuk said she was very happy that this program was implemented to recognize the part-time employees.

VI. CONSENT AGENDA

(A) Approval of Check Registers: 2/8/13 (payroll); 1/31/13 (payables)

(B) Receive and File Report on Schedule of Events for March 2013 39-13-b

ACTION: Director Hostetler moved to Approve Consent Agenda Item A and B; Director O’Brien seconded the motion. Motion carried.
VII. CONTINUED BUSINESS:

None

VIII. NEW BUSINESS:

(A) View Recent Time Warner Cable Day Trippin’ Show About Rancho Simi Recreation and Park District Oral

Marketing & Community Outreach Specialist Janssen presented a Time Warner Cable Day Trippin’ Show about Rancho Simi Recreation and Park District. This show highlights five different District properties, the Santa Susana Depot, Corriganville Park, Rancho Tapo Community Park & Veterans’ Plaza, Mayfair Park, and Stratheam Historical Park & Museum. Information on these parks is also on our website.

(B) Approval of Notice of Completion and Final Acceptance for the Tree Pruning Services at Various District Parks Projects 7-13-a

ACTION: Director Hostetler moved to accept the work as complete for the Tree Pruning Services at Various District Parks Project and authorize the final payment; Director O’Brien seconded the motion. Motion carried.

(C) Approval of Resolution Directing Preparation of the Engineer’s Report for the Continuation of the Parks, Recreation and Open Space Maintenance and Improvement District of the Rancho Simi Recreation and Park District 179-13-a

ACTION: Director Hostetler moved to Approve Resolution No. 1862 Directing SCI Consulting Group to prepare an Engineer’s Report for Fiscal Year 2013-14; Director Freeman seconded the motion. Motion carried with the following roll-call vote:

Ayes: Directors O’Brien, Hostetler, Freeman, Johnson, Cavanaugh
Noes: None
Absent: None
Abstain: None

IX. WRITTEN COMMUNICATIONS:

A thank you letter from Simi Youth Baseball was received and filed.
X. REPORTS BY BOARD MEMBERS:

Director Johnson reported that he attended the Personnel Committee meeting along with Director Hostetler.

Director Hostetler stated that he, Director O’Brien, and General Manager Peterson have the Heroin Task Force meeting next week. The upcoming Dr. Phil Show regarding heroin abuse was taped in Simi Valley.

Director Freeman attended the Simi Girls Softball Opening Day Ceremony. She said it was terrific and she enjoyed watching the families enjoying the day.

Director Freeman said the last day for bills to be submitted to the CARPD Legislative Committee is February 23. She said Bill 85 is badly written and is not going anywhere. She asked the General Manager to take a look at AB279. She said that AB265 (Dog Parks) would free the District from liability if we had the proper signage. AB194 would make it a misdemeanor if the Board Chair had someone in attendance removed from the meeting for berating or insulting the Board.

Director Freeman said she read an article in Parks & Recreation magazine about SNAG (Starting New At Golf), Arnold Palmer’s involvement in getting kids interested in learning to golf. The article said interest is growing.

Director Freeman thanked Administrative Analyst Walker and Computer Support Specialist Martin for the PowerPoint presentation they made on the Greenway Project.

Director O’Brien attended a pre-meeting with Director Hostetler for the Heroin Task Force meeting.

Director O’Brien attended Simi Girls Softball Opening Day Ceremony and said it was great.

Director O’Brien reminded the Board that the Education Foundation Gala is on March 16, the same day as Arbor Day. Tickets are available.

Chair Cavanaugh stated that there will be a Coffee Social at 9:00 a.m. before the Arbor Day Ceremony.

Chair Cavanaugh attended the Simi Girls Softball Opening Day Ceremony and said it was wonderful. She noted that registrations were down. A young lady from Simi Valley is on the USA Softball Team and she was there on opening day.
Chair Cavanaugh attended the Soccer Foundation Meeting. She said Recreation Administrator Gale did a wonderful job, and he informed them that we are doing some repairs on the goals. On May 15 there will be a meeting regarding suggested usage of the fields. She stated the Foundation also held an election of officers.

XI. REPORT BY GENERAL MANAGER

General Manager was in Sacramento attending a CAPRI board meeting.

General Manager was on an Interview Panel at the City of Simi Valley for the Director of Community Services.

XII. CLOSED SESSION:

None

XIII. ADJOURNMENT:

Director Hostetler moved to adjourn the meeting at 7:35 p.m.; Director O’Brien seconded the motion. Motion carried.

Larry Peterson, District Clerk
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EMPLOYEE OF THE MONTH FOR FEBRUARY 2013
The District's employee of the month for February 2013 is Robert Mendez. Robert has worked for the District since March 20, 1987. He works in the Park Operations and Maintenance Department as the Buildings Specialist - Mechanic. This is his sixth award for Employee of the Month. The others were in October 1989, July 2000, March 2004, October 2005, and January 2010. Robert was selected as Employee of the Year in 2010.

NOMINATION NARRATION
The person who nominated Robert had this to say about him, "I believe this person deserves to be nominated for Employee of the Month for the many projects, including several at Strathearn Historical Park & Museum they have overseen and participated in.

In the last several months, the projects which this person has overseen at the park include the painting of the Colony House, the completion of the chicken run, and the completion of the restoration of the Barbershop building. In process currently is the installation of the Heritage Oak and the re-installation of the Santa Susana exhibit. The restoration and installation of the Heritage Oak was an enormous undertaking, requiring many hours of planning. The re-installation of the Santa Susana exhibit was comprised of many elements, which required careful planning to ensure the proper care of the historic artifacts involved.

In addition to the above projects, the purchase and installation of a container to be used for storage, and the installation of a new alarm system were also projects that required attention. Along with the projects which were undertaken at Strathearn Historical Park, this person deserving of "Employee of the Month" undertook their usual duties dealing with daily maintenance issues at Strathearn, as well as all of the other projects and issues at the other parks for which they're responsible.
This person always has a willingness to assist where needed, and is very approachable when there are concerns or questions regarding the work being done.

For the many hours spent on projects, specifically the many projects at Strathearn Historical Park, I believe, along with other RSRPD staff at this location, as well as Historical Society members, that this person is very deserving of the distinction of “Employee of the Month.”

**BOARD ACTION**
Robert Mendez has been invited to attend the March 21, 2013, board meeting to receive a plaque from the board chair. He is also eligible for a day off with pay in the next 60 days.

[Signature]
Colleen Janssen
Marketing and Community Outreach Specialist
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RANCHO SIMI RECREATION AND PARK DISTRICT
Interoffice Memorandum

Date: March 21, 2013
To: General Manager
From: Marketing and Community Outreach Specialist
Re: Presentation of the Part-Time Employee of the Month for February 2013 to Casey Hancox

EMPLOYEE OF THE MONTH FOR FEBRUARY 2013
The District's Part-Time Employee of the Month for February 2013 is Casey Hancox. Casey was hired as a Part-Time Custodian in the Planning, Maintenance and Operations Department on December 6, 2006. Since December 29, 2006, he holds the position of Part-Time Building Maintenance I. This is his first award for Part-Time Employee of the Month.

NOMINATION NARRATION
Casey received two nominations. The first person who nominated Casey had this to say about him, "I am nominating Casey Hancox for part-time employee of the month because he embodies the spirit of the park district. He is always friendly and helpful. When asked to do something, it is done in a prompt, responsible manner. Casey takes the initiative. If there is something that needs to be done, Casey will just do it, without having to be asked.

An example is when office supply shipments get delivered to the shipping/loading area. Casey will bring these to the person that ordered them. If Casey is not there, the boxes usually just sit there. When help is needed moving stuff, Casey does it with a cheerful attitude. Casey's "always willing to help" attitude is a definite plus for the staff at the Sycamore Drive Community Center.

The second person who nominated Casey said, "The person I am nominating deserves to be recognized for his great attitude and for going out of his way to help co-workers. He works in the maintenance department, but helps other employees in all departments. He does so with a can-do approach; always pleasant, always supportive, and can be counted on when needed. His hard work, great attitude and helpfulness improves the moral at the District. He should be honored with an Employee of the Month award!"
BOARD ACTION
Casey Hancox has been invited to attend the March 21, 2013, board meeting to receive a plaque and a check for $75 from the board chair.

Colleen Janssen
Marketing and Community Outreach Specialist
RANCHO SIMI RECREATION AND PARK DISTRICT
Interoffice Memorandum

DATE: March 21, 2013

TO: General Manager

FROM: Marketing and Community Outreach Specialist

SUBJECT: Receive and File Report on Schedule of Events for April 2013

REMAINING EVENTS FOR MARCH 2013
Thu Mar 21 RSRPD Board Meeting, SDCC, 6:30 pm
Mon Mar 25-29 Spring Day Camps open, Simi Valley, SVUSD closed
Wed Mar 27 LAF meeting, 8:00 am, SVCC office
Thu Mar 28 Spring/Summer 2013 Reporter to post office
Thu Mar 28 Spring/Summer 2013 OPR&PN to post office
Sat Mar 30 Egg Hunt and Salute to Spring, Rancho Santa Susana Community Park, 9:00 am
Sat Mar 30 Spring Arts & Crafts Fair and Egg Hunt, Mae Boyar Park, 9:30 am to 4:00 pm

EVENTS FOR APRIL 2013
Mon Apr 1-5 Spring Day Camps, Oak Park, OPUUSD closed
Mon Apr 1 Medallion Hunt begins
Mon Apr 1 César Chávez holiday, RSRPD closed
Thu Apr 4 RSRPD Board Meeting, SDCC, 6:30 pm
Thu Apr 4 Neighborhood Council #1, Community Room, City Hall
Tue Apr 9 Neighborhood Council #2, Community Room, City Hall
Thu Apr 11 Neighborhood Council #3, Community Room, City Hall
Fri Apr 12 SVCC Breakfast meeting, Grand Vista Hotel, 7:30 am
Sat Apr 13 Community Showcase & Food Truck Fest, Rancho Tapo Comm Park, 10am-4pm
Tue Apr 16 Neighborhood Council #4, Community Room, City Hall
Thu Apr 18 RSRPD Board Meeting, SDCC, 6:30 pm
Wed Apr 24 meeting, 8:00 am, SVCC office

FUTURE EVENTS
Thu May 2 RSRPD Board Meeting, SDCC, 6:30 pm
Sat May 4 Fairy Tales in the Park, 4pm, free, Rancho Simi Comm Park, “Little Mermaid”
Sun May 5 Dog Day, Oak Canyon Dog Park, 9:00 am to 12:00 pm
Thu May 9 Neighborhood Council #1, Community Room, City Hall
Fri May 10 SVCC Breakfast meeting, Grand Vista Hotel, 7:30 am
Sat May 11 Street Fair, 9:00 am to 5:00 pm
Sun May 12 Mother’s Day
Tue May 14-15 CSDA Legislative Days
Tue May 14 Neighborhood Council #2, Community Room, City Hall
Tue May 14/15 CSDA Legislative Days
Wed May 15-18 CARPD Conference
Thu May 16 Neighborhood Council #3, Community Room, City Hall
Sat May 18-19 100th Anniversary celebration, Santa Susana Railroad Depot & Museum, 12-4 pm
Sat May 18 Drive In Movie, Oak Park, “Brave”
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Colleen Janssen
Marketing and Community Outreach Specialist
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RANCHO SIMI RECREATION AND PARK DISTRICT
INTEROFFICE MEMORANDUM

DATE: March 21, 2013

TO: Board of Directors

FROM: General Manager

SUBJECT: Approval of Resolution of the Rancho Simi Recreation and Park District Nominating a Candidate for Election to Serve on the California Special District’s Association Board of Directors

SUMMARY

The District recently received the attached Call for Nominations from the California Special District Association ("CSDA"). CSDA Board member terms are three years in length, and require attendance at approximately eight meetings per year. As a member of CSDA, Rancho Simi Recreation and Park District is eligible to nominate either a board member or managerial employee for election as a director of CSDA.

For over 30 years, CSDA has been offering its members cost-efficient programs and representation at the State Capitol and boasts a membership of nearly 600 special districts throughout California. It is the only statewide association representing all types of independent special districts including irrigation, water, park and recreation, cemetery, fire, police protection, library, utility, harbor, healthcare and community services districts, among others. The Board consists of three directors from each of the six regions throughout California.

BOARD ACTION REQUESTED

Staff recommends the Board consider nominating a managerial staff or Board member for election to the CSDA Board of Directors.

Larry Peterson
General Manager
RANCHO SIMI RECREATION AND PARK DISTRICT

RESOLUTION NO.____

RESOLUTION OF THE RANCHO SIMI RECREATION AND PARK DISTRICT
NOMINATING A CANDIDATE FOR ELECTION TO SERVE ON THE CALIFORNIA
SPECIAL DISTRICT'S ASSOCIATION BOARD OF DIRECTORS

WHEREAS, the California Special District’s Association ("CSDA") has notified the District of a vacancy on the CSDA Board of Directors; and

WHEREAS, the Rancho Simi Recreation and Park District is a member of CSDA and is therefore eligible to nominate a Board member or managerial employee for election as a director of CSDA; and

WHEREAS, ______________ is a board member or managerial employee of ________________________________

NOW THEREFORE BE IT RESOLVED AND ORDERED, that the Board of Directors of the Rancho Simi Recreation and Park District hereby nominates ______________ for election as a director of CSDA and directs the General Manager to transmit a signed copy of this Resolution to CSDA.

The foregoing Resolution was approved by the Board of Directors of the Rancho Simi Recreation and Park District at a regular meeting held on March 21, 2013, in Simi Valley, California on motion made by Director ______________, seconded by Director ______________, and carried with the following roll-call vote:

Ayes:
Noes:
Absent:

________________________
Chair of the Board of Directors
Rancho Simi Recreation and Park District
DATE: February 22, 2013

TO: CSDA Voting Member Presidents and General Managers

FROM: CSDA Elections and Bylaws Committee

SUBJECT: CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS
SEAT B

The Elections and Bylaws Committee is looking for Independent Special District Board Members or their General Managers who are interested in leading the direction of the California Special Districts Association for the 2014 - 2016 term.

The leadership of CSDA is elected from its six geographical regions. Each of the six regions has three seats on the Board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA regular member located within the geographic region that they seek to represent. (See attached Region Map)

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA’s member services, legislative advocacy, education and resources. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California’s special districts before the Legislature and the State Administration.

Commitment: Serving on the Board requires one’s interest in the issues confronting special districts statewide. A board member is expected to attend all board meetings held every other month, usually on the second Friday of the month, at CSDA’s office in Sacramento. Besides serving on the Board, each Board Member is expected to participate on at least one committee, which usually meets 3-4 times a year in Sacramento. CSDA reimburses directors for their related expenses for Board and Committee meetings as outlined in Board Policy. In addition, all Board Members are expected to attend CSDA’s two annual events: Special Districts Legislative Days (held in the spring) and the Annual Conference (held in the fall) as part of their obligation to the CSDA membership; expenses for these two events are not reimbursed by CSDA, even if a board meeting or committee meeting is held in conjunction with the event.

Nomination Procedures: Any regular member Independent Special District is eligible to nominate one person, a board member or managerial employee (as defined by that district’s Board of Directors), for election to the CSDA Board of
Directors. A copy of the member district’s resolution or minute action must accompany the nomination. The deadline for receiving nominations is May 24, 2013. Nominations and supporting documentation may be mailed or faxed.

Nominees will receive a Candidate’s Packet in the mail. The packet will include campaign guidelines.

CSDA will mail ballots on June 7th. The ballots must be received by CSDA no later than 5:00 p.m. August 2, 2013 and must be the original ballot (no faxes or e-mails). The successful candidates will be notified no later than August 6th. All selected Board Members will be introduced at the Annual Conference in Monterey, CA in September.

**Expiring Terms**
(See enclosed map for regional breakdown)

| Region 1 | Seat B | Greg Orsini, McKinleyville Community Services District* |
| Region 2 | Seat B | Ginger Root, Tuxedo Country-Club Rural Fire Protection* |
| Region 3 | Seat B | Sherry Sterrett, Pleasant Hill Recreation and Park District* |
| Region 4 | Seat B | Tim Ruiz, East Niles Community Services District* |
| Region 5 | Seat B | Kathy Tiegs, Cucamonga Valley Water District* |
| Region 6 | Seat B | Bill Nelson, Orange County Cemetery District* |

(* = Incumbent is running for re-election)

If you have any questions, please contact Charlotte Lowe at 877-924-CSDA or charlottel@csda.net.
BOARD OF DIRECTORS NOMINATION FORM

PLEASE BE SURE THE CANDIDATE'S PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE

Name of Candidate: ____________________________________________

District: ____________________________________________________

Mailing Address: _____________________________________________

Region: _____ (see attached map)

Telephone: _________________________________________________

Fax: _______________________________________________________

E-mail: _____________________________________________________

Nominated by (optional): ____________________________________

Return this form and a Board resolution/minute action supporting
the candidate by fax or mail to:

CSDA
Attn: Charlotte Lowe
1112 I Street, Suite 200
Sacramento, CA 95814
(877) 924-2732 (916) 442-7889 fax

DEADLINE FOR RECEIVING NOMINATIONS – May 24, 2013
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RANCHO SIMI RECREATION AND PARK DISTRICT
Interoffice Memorandum

DATE: March 21, 2013

TO: General Manager

FROM: Assistant General Manager

SUBJECT: Approval of a Resolution Authorizing Execution of an Easement Grant Deed Granting to Simi Valley Unified School District, a Public Body, Corporate and Politic, a Non-Exclusive Easement On, Over, and Under a Portion of Property Known as Rancho Santa Susana Community Park

At its meeting of December 20, 2012, the District’s Board of Directors approved the installation of a scoreboard at the Rancho Santa Susana Community Park softball complex. The electronic scoreboard was requested by the Booster Club for Girls Softball at Simi Valley High School in cooperation with The Amanda McPherson Foundation.

The selected location of the scoreboard is directly behind the outfield fence in right center field on Softball Field No. 1. Sequoia trees and a grass berm present a good screening from both Los Angeles Avenue and the park’s western driveway. The scoreboard will measure 6 feet 6 inches high and eighteen feet long.

The Board’s approval was based upon a District staff recommendation that an Easement Grant Deed would be granted giving the Simi Valley Unified School District the right to install, own, operate, and maintain the scoreboard. Language in the Easement states that the Grantee (School District) agrees to maintain the scoreboard in a state of good condition without assistance from the Grantor (Park District). The School District will also be responsible for all engineering, design, and permitting fees associated with the project.

Attached for the Board’s approval is a resolution granting to the Simi Valley Unified School District an Easement Grant Deed to own, construct, operate and maintain a scoreboard on Softball Field No. 1 at Rancho Santa Susana Community Park.

The Easement Grant Deed has been approved by the District’s legal counsel.

Fiscal Impact: None
Board Action Requested:

That the Board approve the Resolution Authorizing Execution of an Easement Grant Deed Granting to Simi Valley Unified School District, a Public Body, Corporate and Politic, a Non-Exclusive Easement On, Over, and Under a Portion of Property Known as Rancho Santa Susana Community Park

Ed Hayduk, Assistant General Manager

EH:bjm
RESOLUTION AUTHORIZING EXECUTION OF AN EASEMENT GRANT DEED
GRANTING TO SIMI VALLEY UNIFIED SCHOOL DISTRICT, A PUBLIC BODY,
CORPORATE AND POLITICAL, A NON-EXCLUSIVE EASEMENT ON, OVER, AND
UNDER A PORTION OF PROPERTY KNOWN AS RANCHO SANTA SUSANA
COMMUNITY PARK

WHEREAS, the Rancho Simi Recreation and Park District is holder of fee title to certain real
property commonly referred to as Rancho Santa Susana Community Park in the City of Simi
Valley, County of Ventura, State of California; and

WHEREAS, Simi Valley Unified School District utilizes the Rancho Santa Susana Community
Park softball complex for Simi Valley High School Girls Softball practices and games; and

WHEREAS, the Booster Club for Girls Softball at Simi Valley High School and The Amanda
McPherson Foundation have requested permission to install an electronic scoreboard on
Ball Field No. 1 at the Rancho Santa Susana Community Park softball complex, which
scoreboard will be owned, constructed, operated and maintained by Simi Valley Unified
School District; and

WHEREAS, it has been determined that a non-exclusive easement on, over, and under a
certain portion of real property, which is more fully described in Exhibit “A” and
graphically depicted on Exhibit “B” of the attached Easement Grant Deed, is necessary and
appropriate for the purposes of the Simi Valley Unified School District establishing,
constructing, installing, repairing and maintaining an electronic scoreboard on said
property; and

WHEREAS, an Easement Grant Deed conveying said non-exclusive easement to Simi Valley
Unified School District has been presented to the Board of Directors of the Rancho Simi
Recreation and Park District for approval; and

WHEREAS, said Easement Grant Deed has been reviewed by District staff and legal counsel
and found to be in proper form.

NOW, THEREFORE, BE IT RESOLVED that the Easement Grant Deed conveying to Simi
Valley Unified School District, a Public Body, Corporate and Politic, a non-exclusive
easement on, over and under that real property which is more fully described in Exhibit “A”
and graphically depicted on Exhibit “B” of said Easement Grant Deed, for the purpose of
establishing, constructing, installing, owning, repairing and maintaining an electronic
scoreboard on said real property, is hereby approved, that the Chair of the Board of
Directors of the District is hereby authorized and directed to execute same on behalf of the
District, and that said Easement Grant Deed be recorded in the Official Records of Ventura
County, California.
The foregoing resolution was approved by the Board of Directors of the Rancho Simi Recreation and Park District at its regular meeting held on March 21, 2013, at 1692 Sycamore Drive, Simi Valley, California on a motion by

AYES:

NOES:

ABSENT:

ABSTAIN:

Chair, Board of Directors
Rancho Simi Recreation and Park District
EASEMENT GRANT DEED

THE UNDERSIGNED GRANTOR DECLARE(s):

DOCUMENTARY TRANSFER TAX IS $0

☐ computed on full value of property conveyed, or
☐ computed on full value less value of liens or encumbrances remaining at time of sale.
☒ Unincorporated area: ☐ County of Ventura, and

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged,

RANCHO SIMI RECREATION AND PARK DISTRICT, A CALIFORNIA GOVERNMENTAL ENTITY ("Grantor"),

hereby GRANTS to

SIMI VALLEY UNIFIED SCHOOL DISTRICT, A PUBLIC BODY, CORPORATE AND POLITIC ("Grantee").

A non-exclusive easement on, over, and under that real property described in Exhibit A, and graphically depicted on Exhibit "B", which is attached hereto and by this reference incorporated herein, for the purpose of establishing, constructing, installing, owning, repairing, and maintaining an electronic scoreboard on said real property. By acceptance of this Deed, the Grantee agrees that it shall establish, construct, install, own, repair, and maintain in a state of good condition the electronic scoreboard without assistance from the Grantor.

Dated: ____________________________, 2013

State of California

County of ____________________________

On ____________________________, before me,

________________________________________

(here insert name and title of the officer)

personally appeared ___________________________________________

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature ____________________________________________

(Seal)

RANCHO SIMI RECREATION AND PARK DISTRICT,
A California Governmental Entity

By: ____________________________________________

(Name) Dee Dee Cavanaugh

(Title) Chair of the Board of Directors

Rancho Simi Recreation and Park District
EXHIBIT "A"

LEGAL DESCRIPTION

Those portions of Lots 13 and 14, in the City of Simi Valley, County of Ventura, State of California, as shown on the Map of La Placentia Tract, recorded in Book 16, Page 8 of Miscellaneous Records (Maps) in the office of the County Recorder of Ventura County, said portions described as follows:

PARCEL 1-
Being a strip of land, 2.00 feet wide, the centerline of said strip of land described as follows:
Beginning at northwesterly corner of Lot 14; thence along the northerly lines of said Lots 14 and 13 South 89°35’22" East 402.12 feet; thence South 0°24’38" West 236.92 feet to the beginning of a non-tangent curve, concave northerly and having a radius of 3414.00 feet, a radial to said point bears South 8°43’38" East, said point being the True Point of Beginning of this description; thence,
1st:  Westerly along said curve an arc distance of 289.75 feet through a central angle of 4°51’46" to the beginning of a non-tangent curve, concave easterly and having a radius of 336.00 feet, a radial to said point bears North 85°48’35" West; thence,
2nd:  Southerly along said curve an arc distance of 151.94 feet through a central angle of 25°54’33” to a point hereinafter referred to as "Point A”.

The sidelines of said strip of land to be lengthened or shortened to terminate southeasterly in a line, passing through said “Point A” and having a bearing of North 66°08’57” East.

PARCEL 2-
Being a strip of land, 5.00 feet wide, the centerline of said strip of land described as follows:
Beginning at “Point A”, hereinafore described; thence South 23°51’03” East 25.00 feet.

Larry J. Frager  P.L.S. 7998  2/15/13  Date
RANCHO SANTA SUSANA COMMUNITY PARK

LOT 148
LOT 138

true point of BEGINNING

PARCEL 1

A=45'14" R=3414.00' L=289.75'

MANHOLE

LIGHT

FENCE

SB'43'38"E Rd

PARCEL 2

N66'08'57"E
S23'51'03"E
25.00'

POINT A

5.00' (NTS)

LIGHT

(NTS) = NOT TO SCALE

BALLFIELD NO. 1

SCALE: 1"=50'

EXHIBIT 'B'
SKETCH TO ACCOMPANY LEGAL DESCRIPTION

PREPARED BY:
BENNER AND CARPENTER, INC.
506 EAST MAIN STREET
SANTA PAULA, CA  93060
(805) 525-3396
EALEMENT GRANT DEED

This is to certify that the interest in real property conveyed by the foregoing Easement Grant Deed dated ________________, from Rancho Simi Recreation and Park District, a California Governmental Entity, to Simi Valley Unified School District, is hereby granted by order of the Board of Directors on March 21, 2013, and the Rancho Simi Recreation and Park District consents to recordation thereof by a duly authorized officer of the Simi Valley Unified School District.

DATED: ___________ Rancho Simi Recreation and Park District

By ____________________________
Larry Peterson, General Manager

STATE OF CALIFORNIA
COUNTY OF VENTURA

On __________________________ before me, __________________________, personally appeared __________________________, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

Witness my hand and official seal.

Signature ___________________________ (seal)
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RANCHIO SIMI RECREATION AND PARK DISTRICT
Interoffice Memorandum

DATE: March 21, 2013

TO: General Manager

FROM: Assistant General Manager

SUBJECT: Approval of a Resolution Authorizing Execution of an Easement Deed Granting to Bridle Path Homeowners Association, a California Non-Profit Corporation, a Non-Exclusive Easement On, Over, and Under a Portion of Property Known as Challenger Park

For the past several years, the creek along the northerly boundary of Challenger Park has been overflowing its bank during periods of inclement weather, creating minor damage to the existing equestrian trail and drainage outlets along the southerly boundary of the Bridle Path community.

On December 7, 2012, District staff met with representatives of the Bridle Path Homeowners Association (HOA) to discuss repairs to the existing equestrian trail and the possibility of constructing erosion control devices (concrete rip-rap) within Challenger Park. Since a portion of the improvements are within the park’s natural riparian habitat, the HOA contracted with Envicom Corporation to prepare an Environmental and Riparian Habitat Mitigation Plan and to process a Streambed Alteration Permit for the project with the California Department of Fish and Wildlife.

In order to allow Bridle Path to construct improvements within Challenger Park, District staff determined that the best course of action would be to issue easements over those portions of the park affected by the proposed improvements. This would allow the HOA to construct and maintain the improvements without assistance from the Park District. In addition to the construction easement areas, the HOA requested that the District research our file records for a copy of the easement deed to the Bridle Path HOA for the use of the subject existing equestrian trail.

Since the conveyance of an easement deed would require the preparation of a legal description and plat maps, District staff agreed to retain the services of a Register Land Surveyor to prepare the necessary documents, with all related expenses paid for by the HOA.

District staff was notified by the Surveyor that the HOA already has an existing easement for the equestrian trail from the master housing developer (Bridle Path Homes), and that the equestrian trail does not reside within Challenger Park with the exception of one small segment. A metes and bounds description for the equestrian trail segment which resides within the park has been included in the Easement Deed to the HOA.
The total aggregate area conveyed by this easement deed is 0.124 Acres

The Easement Deed has been reviewed and approved by the District’s Legal Counsel.

**Fiscal Impact:** None

**Board Action Requested:**

That the Board approve the Resolution Authorizing Execution of an Easement Deed Granting to the Bridle Path Homeowners Association, a California Non-Profit Corporation, a Non-Exclusive Easement On, Over and Under a Portion of Property Commonly Known as Challenger Park.

[Signature]

Ed Hayduk, Assistant General Manager

[Signature]

E.H.bjm
RANCHO SIMI RECREATION AND PARK DISTRICT

RESOLUTION NO. _____

RESOLUTION AUTHORIZING EXECUTION OF AN EASEMENT DEED GRANTING TO BRIDLE PATH HOMEOWNERS ASSOCIATION, A CALIFORNIA NON-PROFIT CORPORATION, A NON-EXCLUSIVE EASEMENT ON, OVER, AND UNDER A PORTION OF PROPERTY KNOWN AS CHALLENGER PARK

WHEREAS, the Rancho Simi Recreation and Park District is holder of fee title to certain real property commonly referred to as Challenger Park in the City of Simi Valley, County of Ventura, State of California; and

WHEREAS, the Bridle Path equestrian community consists of 630 homes, and owns seven horse arenas, two round pens, and one 1,700-acre Mountain Park reserved exclusively for equine and pedestrian activities, which Mountain Park is located adjacent to Challenger Park; and

WHEREAS, the Bridle Path Homeowners Association has requested permission to construct an equestrian trail, erosion control devices, storm drain and storm water improvements on a portion of Challenger Park; and

WHEREAS, it has been determined that a non-exclusive easement on, over, and under a portion of real property described in Exhibit "A", and graphically depicted on Exhibit "B-1", Exhibit "B-2" and Exhibit "B-3" of the attached Easement Deed is required by the Bridle Path Homeowners Association for the purposes of establishing, constructing, installing, repairing and maintaining an equestrian trail, erosion control devices, storm drain and storm water improvements; and

WHEREAS, by acceptance of this non-exclusive easement, the Bridle Path Homeowners Association agrees that it shall establish, construct, install, repair and maintain in a state of good condition and repair such equestrian trail, erosion control devices, storm drain, and storm water improvements as may be necessary or desirable to protect adjacent real property and Rancho Simi Recreation and Park District property from damage; and

WHEREAS, an Easement Deed conveying said non-exclusive easement to Bridle Path Homeowners Association has been presented to the Board of Directors of the Rancho Simi Recreation and Park District for approval; and

WHEREAS, said Easement Deed has been reviewed by District staff and legal counsel and found to be in proper form.

NOW, THEREFORE, BE IT RESOLVED that the Easement Deed conveying to Bridle Path Homeowners Association, a California Non-profit Corporation, a non-exclusive easement on, over and under that real property which is more fully described in Exhibit "A" and graphically depicted on Exhibit "B-1", Exhibit "B-2", and Exhibit "B-3" of said Easement
Deed, for the purpose of establishing, constructing, installing, repairing and maintaining in a state of good condition and repair an equestrian trail, erosion control devices, storm drain, and storm water improvements on said real property, is hereby approved, that the Chair of the Board of Directors of the District is hereby authorized and directed to execute same on behalf of the District, and that said Easement Deed be recorded in the Official Records of Ventura County, California.

The foregoing resolution was approved by the Board of Directors of the Rancho Simi Recreation and Park District at its regular meeting held on March 21, 2013, at 1692 Sycamore Drive, Simi Valley, California on a motion by

AYES:

NOES:

ABSENT:

ABSTAIN:

__________________________
Chair, Board of Directors
Rancho Simi Recreation and Park District
EASEMENT DEED

THE UNDERSIGNED GRANTOR DECLARE(s):

DOCUMENTARY TRANSFER TAX IS $0.0

☐ computed on full value of property conveyed, or
☐ computed on full value less value of liens or encumbrances remaining at time of sale.
☐ Unincorporated area: ☐ County of Ventura, and

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged,

RANCHO SIMI RECREATION AND PARK DISTRICT, A CALIFORNIA GOVERNMENTAL ENTITY ("Grantor")

hereby GRANTS to

BRIDLE PATH HOMEOWNERS ASSOCIATION, A CALIFORNIA NON-PROFIT CORPORATION ("Grantee")

the following described real property in the County of Ventura, State of California:

A non-exclusive easement on, over, and under that real property described in Exhibit "A", and graphically depicted on Exhibit "B-1", Exhibit "B-2", and Exhibit "B-3", which is attached hereto and by this reference incorporated herein, for the purpose of establishing, constructing, installing, repairing, and maintaining an equestrian trail, erosion control devices, storm drain, and storm water improvements on said real property. By acceptance of this deed, the Grantee agrees that it shall establish, construct, install, repair, and maintain in a state of good condition and repair such equestrian trail, erosion control devices, storm drain, and storm water improvements as may be necessary or desirable to protect adjacent real property and Grantor's property from damage. Grantee agrees that it will defend, indemnify and hold harmless Grantor from any claims arising from the use of the equestrian trail including, but not limited to, claims for personal injuries, death and property damages.

Dated: __________________________, 2013

State of California

County of __________________________

On __________________________ before me,

__________ (here insert name and title of the officer)

Personally appeared __________________________

who proved to me on the basis of satisfactory evidence to be the person(s)
whose name(s) is/are subscribed to the within instrument and acknowledged to
me that he/she/they executed the same in his/her/their authorized capacity(ies),
and that by his/her/their signature(s) on the instrument the person(s), or the entity
upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California
that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature ____________________________________________

(Seal)
EXHIBIT "A"

LEGAL DESCRIPTION

Being those portions of Parcel 14, in the City of Simi Valley, County of Ventura, State of California, as per map filed in Book 17, Pages 96 through 98, inclusive of Parcel Maps, in the office of the County Recorder of Ventura County, described as follows:

PARCEL 1-
Beginning at a point in the northerly line of the land described in the Grant Deed recorded April 30, 1976, in Book 4583, Page 231 of Official Records of Ventura County, said point being the northwesterly terminus of the twenty-fourth course, described therein as having a bearing and distance of North 59° 58'49" West 182.26 feet; thence along said course,
1st: South 59°58'49" East 38.49 feet to the intersection with a line, parallel with and 17.00 feet southerly of, measured at right angles, the twenty-fifth course of said Grant Deed, said line being coincident with the southerly line of Tract No. 2576-2, as shown on the map recorded in Book 71, Pages 1 through 6, inclusive of Miscellaneous Records (Maps) in the office of said County Recorder; thence along said parallel line,
2nd: North 86°11'30" West 230.60 feet to the intersection with the southeasterly prolongation of the twenty-sixth course of said Grant Deed; thence along said prolongation,
3rd: North 51°05'38" West 29.57 feet to the westerly terminus of the twenty-fifth course of said Grant Deed; thence along said course,
4th: South 86°11'30" East 220.26 feet to the point of beginning.

Containing 3,832 square feet, more or less.

PARCEL 2-
Beginning at a point in the northerly line of the land described in the Grant Deed recorded April 30, 1976, in Book 4583, Page 231 of Official Records of Ventura County, said point bears North 51°05'38" West 57.05 feet from the southeasterly terminus of the twenty-sixth course of said Grant Deed, described therein as having a bearing and distance of North 51°05'38" West 294.31 feet; thence,
1st: South 38°54'22" West 18.00 feet; thence,
2nd: South 51°05'38" East 75.00 feet; thence,
3rd: North 38°54'22" East 18.00 feet; thence,
4th: North 51°05'38" West 75.00 feet to the point of beginning.

Containing 1,350 square feet.

PARCEL 3-
Beginning at a point in the northerly line of the land described in the Grant Deed recorded April 30, 1976, in Book 4583, Page 231 of Official Records of Ventura County, said point bears South 67°24'50" East 29.22 feet from the northwesterly terminus of the nineteenth course of said Grant Deed, described therein as having a bearing and distance of North 67°24'50" West 206.15 feet; thence continuing along said course,
1st: South 67°24'50" East 15.00 feet; thence,
2nd: South 22°35'10" West 15.00 feet; thence,
3rd: North 67°24'50" West 15.00 feet; thence,
4th: North 22°35'10" East 15.00 feet to the point of beginning.

Containing 225 square feet.

Larry J. Frager P.L.S. 7998

Date 2/5/13

Exp. 12/31/14
PARCEL 2

TRACT NO. 2576-2
(71 MR 1)

LOT 64
LOT 65

17' WIDE ACCESS EASEMENT
PER EXHIBIT B, 4694 OR 1
(N5°10'59" W 294.3')

POINT OF BEGINNING

53°54'42" W
18.00

57.05'
N5°10'59" W 75.00'

S5°10'59" E 75.00'
18.00

17' WIDE ACCESS EASEMENT
PER EXHIBIT B, 4694 OR 1
(N88°11'30" W 220.26')

CHALLENGER PARK
(4583 OR 231)

SCALE: 1"=20'

EXHIBIT "B-2"
SKETCH TO ACCOMPANY
LEGAL DESCRIPTION

PREPARED BY:
BENNER AND CARPENTER, INC.
506 EAST MAIN STREET
SANTA PAULA, CA 93060
(805) 525-3396
EASEMENT DEED

This is to certify that the interest in real property conveyed by the foregoing Easement Deed dated ________________, from Rancho Simi Recreation and Park District, a California Governmental Entity, to Bridle Path Homeowners Association, is hereby granted by order of the Board of Directors on March 21, 2013, and the Rancho Simi Recreation and Park District consents to recordation thereof by a duly authorized officer of the Bridle Path Homeowners Association.

DATED: __________
Rancho Simi Recreation and Park District

By __________________________
Larry Peterson, General Manager

STATE OF CALIFORNIA
COUNTY OF VENTURA

On ______________________ before me, ____________________________, personally appeared ______________________________, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

Witness my hand and official seal.

Signature ____________________________
(seal)