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

Chair
Mark Johnson
Vice Chair
Elaine Freeman
Director
Dee Dee Cavanaugh
Director
Gene Hostetler
Director
Kate O’Brien

STAFF
District Manager
Larry Peterson
I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

II. ROLL CALL

III. PUBLIC DISCUSSION (ITEMS NOT ON THE AGENDA)

IV. APPROVAL OF MINUTES
   A. Regular Meeting – December 5, 2013

V. SCHEDULED ITEMS AND PUBLIC HEARINGS

VI. CONSENT AGENDA**
   A. Approval of Check Registers: 12/13/13 (payroll);
      11/30/13 (payables)

VII. CONTINUED BUSINESS

None

VIII. NEW BUSINESS
   A. Approval of a Resolution Accepting an Easement Quitclaim
      Deed from Triunfo Sanitation District for the Removal and
      Decommissioning of the Lindero Feeder Waterline in Oak Park 51K-13-k
      51I-13-b
   B. Approval of Agreement With Utility Cost Management LLC to
      Provide Utility Bill Auditing Service 27-13-d
      23-13-e
   C. Approval of Rancho Simi Recreation and Park District’s Use
      of Electronic Mail as an Alternative Mode of Delivery for the
      LAFCO Election Ballots and Voting Instructions 46-13-a
   D. Approval of Rancho Simi Recreation and Park District’s
      Contribution Towards the 2014 and 2015 July 4th Independence
      Day Celebration 11-13-a

IX. WRITTEN COMMUNICATIONS

None

X. REPORTS BY BOARD MEMBERS
XI. REPORT BY DISTRICT MANAGER

XII. CLOSED SESSION

A. Closed Session Pursuant to Government Code Section 54956.8

Conference with Real Property Negotiator

Re: Land Acquisition: The Following Assessor Parcel Number in Ventura County, Property Located Between Tapo Canyon Road and Bennett Road South of Tapo Canyon County Park in Simi Valley, Ca

Assessor Parcel Numbers:
620-0-032-003
620-0-032-004

Negotiating Parties: General Manager, Director of Planning / Acting Director of Maintenance and Legal Counsel

Report and Instructions to Staff Regarding Price and Terms of Payment

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.
THIS PAGE IS BLANK
MINUTES
RANCHO SIMI RECREATION AND PARK DISTRICT
REGULAR MEETING, BOARD OF DIRECTORS
1692 SYCAMORE DRIVE, SIMI VALLEY, CA 92065
DECEMBER 5, 2013, 6:30 P.M.

AGENDA ITEM

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

PLEDGE OF ALLEGIANCE: Led by Paul Friedeborn

II. ROLL CALL:

Present: Directors O’Brien, Freeman, Vice Chair Johnson, Chair Cavanaugh

Staff: Nikki Davy, Paul Friedeborn, Doug Gale, Colleen Janssen, Wayne Nakaoka, Theresa Pennington, Larry Peterson, Brian Pierik, Esq., Robin Walker

Guests: Ronn Nelson, Carolyn Phillips, Georgia Trumble

III. PUBLIC DISCUSSION (ITEMS NOT ON THE AGENDA):

None

IV. APPROVAL OF MINUTES:

(A) Approval of Minutes of the Regular Meeting – November 21, 2013

Director Freeman asked that an item in Item X. Reports by Board Members be modified to reflect the recently elected Board Chair of CSDA was ‘separated from his position’, rather than resigned.

ACTION: Director O’Brien moved to Approve the Minutes of the Regular Meeting of November 21, 2013 as amended; Director Johnson seconded the motion. Motion carried.

V. SCHEDULED ITEMS AND PUBLIC HEARINGS:

(A) Presentation of the Full-Time Employee of the Month for November 2013 to Barbara Meinel 35-13-gg

Colleen Janssen read a statement that had been prepared by Barbara Meinel, who could not attend the meeting due to a prior engagement. Barbara thanked the Board and expressed her pride to work at the District during the past ten years.

(B) Presentation in Recognition of Ronn and Virginia Nelson’s 10 Years of Service as Strathearn Historical Park Caretakers (Oral)

Larry Peterson provided a brief background statement as to Ronn and Virginia Nelson’s role as caretakers after which Board Chair Cavanaugh presented Ronn Nelson with a framed picture and plaque to commemorate the past 10 years of service as Strathearn’s Caretaker. Director Cavanaugh also thanked Ronn and commented that he and Virginia would be much missed. Senior Grounds Supervisor Paul Friedeborn also thanked Ronn and Virginia for all their years of service and hard work.
VI. CONSENT AGENDA:

(A) Approval of Check Registers: 11/27/13 (payroll); 11/15/13 (payables)

Director O’Brien asked about a $16,000 line item to Vortex. Doug Gale explained the cost was to move away from automatic dividers in the main room of the Center to a manual divider in order to save money, as the automatic divider was breaking down multiple times and was costly to fix.

ACTION: Vice Chair Johnson moved to Approve Consent Agenda Item (A); Director O’Brien seconded the motion. Motion carried.

VII. CONTINUED BUSINESS:

None

VIII. NEW BUSINESS:

(A) Approval of Resolution Modifying District Policy Manual, Chapter 7 Board of Directors; Section 7-101 – The Presiding Officer Election and Duties. 84-13-j

Larry Peterson explained the recommended change to the date the Board annually determines its Chair and Vice Chair. Director Freeman suggested the amendment read the election occurs in December, instead of an actual meeting reference.

ACTION: Director Johnson moved to Approve Resolution No. 1874, as amended by Director Freeman, Modifying District Policy Manual, Chapter 7 Board of Directors; Section 7-101 – The Presiding Officer Election and Duties; Director O’Brien seconded the motion. Motion carried with the following roll-call vote:

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

(B) Election for the Chair of the Board of Directors for Calendar Year 2014 (Oral)

Director Freeman moved to elect Mark Johnson as Chair of the Board; Director O’Brien seconded the motion. Motion carried.

(C) Election for the Vice Chair of the Board of Directors for Calendar Year 2014 (Oral)

Director O’Brien moved to elect Elaine Freeman as Vice Chair of the Board; Director Cavanaugh seconded the motion. Motion carried.

(D) Approval of Grant Agreement No. R54017-0 to Receive Grant Funds for the Arroyo Simi Greenway Project – Phase 2 from the California River Parkways Grant Program under the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 (Proposition 84)

Robin Walker presented the Board with an overview of the Phase 2 Arroyo Simi Greenway Project with a map showing the location of the next stages of work and artist renderings of fish,
birds and trail entrances. These were designed in conjunction with the Audubon Society. The Board members expressed the opinion that vandalism would occur, but the nature of the design of the plagues would resist most types of wear and tear.

Director O’Brien asked if the cost changes to the Grant Program would impact the submission to the Government. Robin explained that the overall total cost remains the same, it was only some of the individual costs within the program that changed, and the State had no objection to those changes.

**ACTION:** Vice Chair Freeman moved to Approve Grant Agreement No. R54017-0 to Receive Grant Funds for the Arroyo Simi Greenway Project – Phase 2 from the California River Parkways Grant Program under the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 (Proposition 84); Director Cavanaugh seconded the motion. Motion carried.

IX. **WRITTEN COMMUNICATIONS:**

None.

X. **REPORTS BY BOARD MEMBERS:**

Director Cavanaugh had no committee meetings, and could not attend the Tree Advisory meeting. She did mention that she had received a comment from a member of the general public about the Park District acquiring the School District’s open space in Wood Ranch.

Director O’Brien did not attend any meetings however asked if the Rancho Santa Susana Community Center would be available for a Rotary fundraising event in 2nd or 3rd week of September of 2014. The Rotary Club is looking to hold either a salsa or beer festival event. It was pointed out that during that time Simi Valley Days is held and it is soccer season. Director Freeman suggested Rancho Madera as an alternative.

Vice Chair Freeman did not attend any meetings.

Chair Johnson advised the Tree Advisory Meeting is planning Arbor Day, and asked to be reminded of the Park District’s contribution towards that event.

XI. **REPORT BY DISTRICT MANAGER:**

District Manager Peterson attended an MRCA Board meeting, a July 4th planning meeting with Rotary representatives and City Manager, and a Community Coalition United meeting with the City Manager regarding outreach effort for at risk individuals.

Chumash Park has been deemed complete. A Planning Commission review has been set for February 19, 2014, and Neighborhood Council likely set for January 21, 2014.

A person has been selected for the position of Foreman, a candidate from New York interested in moving to California. Part Time Ranger interviews were conducted today, and resulted in a determination that two candidates will receive conditional offers of employment.

District Manager Peterson also invited Doug Gale to say a few words on the After School Winter Decoration Contest. Doug spoke about the seven After School Clubs that are competing in the contest and extended an invitation to the Board to attend and to maybe assist in judging.
The Chair called a Closed Session at 7:06 p.m.

The Chair reconvened the meeting at 7:10 p.m.

XII. CLOSED SESSION:

(A) Closed Session Pursuant to Government Code Section 54956.95

Claimant: Law Offices of Raymond Ghermezian
On behalf of Wendy Iucci
Agency Claimed Against: Rancho Simi Recreation and Park District

(B) Closed Session Pursuant to Government Code Section 54956.95

Claimant: Law Offices of Sharona Eslamboly Hakim
On behalf of Daniel Morales
Agency Claimed Against: Rancho Simi Recreation and Park District

(C) Closed Session Pursuant to Government Code Section 54956.95

Claimant: Law Offices of Sharona Eslamboly Hakim
On behalf of Lorenzo Martin Beltran
Agency Claimed Against: Rancho Simi Recreation and Park District

(D) Closed Session Pursuant to Government Code Section 54956.95

Claimant: Law Offices of Sharona Eslamboly Hakim
On behalf of Martin Beltran
Agency Claimed Against: Rancho Simi Recreation and Park District

(E) Closed Session Pursuant to Government Code Section 54956.95

Claimant: Law Offices of Sharona Eslamboly Hakim
On behalf of Annette Sarah Beltran
Agency Claimed Against: Rancho Simi Recreation and Park District

(F) Closed Session Pursuant to Government Code Section 54956.95

Claimant: Law Offices of Sharona Eslamboly Hakim
On behalf of Cecilia Berrocal
Agency Claimed Against: Rancho Simi Recreation and Park District

(G) Closed Session Pursuant to Government Code Section 54956.95

Claimant: Law Offices of Sharona Eslamboly Hakim
On behalf of Carlos Postigo
Agency Claimed Against: Rancho Simi Recreation and Park District

(H) Closed Session Pursuant to Government Code Section 54956.95
Claimant: Law Offices of Sharona Eslamboley Hakim
On behalf of Pamela Postigo

Agency Claimed Against: Rancho Simi Recreation and Park District

(I) Closed Session Pursuant to Government Code Section 54956.95
Claimant: Law Offices of Sharona Eslamboley Hakim
On behalf of Evelyn Nuno
Agency Claimed Against: Rancho Simi Recreation and Park District

(J) Closed Session Pursuant to Government Code Section 54956.95
Claimant: Law Offices of Sharona Eslamboley Hakim
On behalf of Alicia Morales
Agency Claimed Against: Rancho Simi Recreation and Park District

(K) Closed Session Pursuant to Government Code Section 54956.95
Claimant: Law Offices of Sharona Eslamboley Hakim
On behalf of Luis Morales
Agency Claimed Against: Rancho Simi Recreation and Park District

(L) Closed Session Pursuant to Government Code Section 54956.95
Claimant: Law Offices of Sharona Eslamboley Hakim
On behalf of Evette Morales
Agency Claimed Against: Rancho Simi Recreation and Park District

(M) Closed Session Pursuant to Government Code Section 54956.95
Claimant: Law Offices of Sharona Eslamboley Hakim
On behalf of Salina Renee Morales
Agency Claimed Against: Rancho Simi Recreation and Park District

ACTION: Vice Chair Freeman moved to reject Items XII. (A), (B), (C), (D), (E), (F), (G), (H), (I), (J), (K), (L), (M); Director O’Brien seconded the motion. Motion carried.

XIII. ADJOURNMENT: Vice Chair Freeman moved to adjourn the meeting at 7:12 p.m.; Director Cavanaugh seconded the motion. Motion carried.

__________________________
Larry Peterson, District Clerk
THIS PAGE IS BLANK
# RANCHO SIMI RECREATION AND PARK DISTRICT
## Interoffice Memorandum

**DATE:** December 19, 2013  
**TO:** General Manager  
**FROM:** Marketing and Community Outreach Specialist  
**SUBJECT:** Receive and File Report on Schedule of Events for January 2014

## Remaining Events for December 2013

<table>
<thead>
<tr>
<th>Thu</th>
<th>Dec 19</th>
<th>RSRPD Board Meeting, SDCC, 6:30 pm</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mon</td>
<td>Dec 23</td>
<td>Simi Valley Winter Day Camp opens, Dec 23-Jan 3, closed Dec 24-25 &amp; Jan 1</td>
</tr>
<tr>
<td>Mon</td>
<td>Dec 23</td>
<td>Oak Park Winter Day Camp opens, Dec 23-Jan 3, closed Dec 24-25 &amp; Jan 1</td>
</tr>
<tr>
<td>Tue</td>
<td>Dec 24</td>
<td>Christmas Eve holiday, RSRPD offices closed</td>
</tr>
<tr>
<td>Wed</td>
<td>Dec 25</td>
<td>Christmas holiday, RSRPD offices closed</td>
</tr>
</tbody>
</table>

## January 2014 Events

<table>
<thead>
<tr>
<th>Wed</th>
<th>Jan 1</th>
<th>New Year’s holiday</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thu</td>
<td>Jan 2</td>
<td>RSRPD Board Meeting, SDCC, 6:30 pm</td>
</tr>
<tr>
<td>Mon</td>
<td>Jan 6</td>
<td>OPUSD school reconvenes</td>
</tr>
<tr>
<td>Tue</td>
<td>Jan 7</td>
<td>SVUSD school reconvenes</td>
</tr>
<tr>
<td>Thu</td>
<td>Jan 9</td>
<td>Neighborhood Council #1, Community Room, City Hall</td>
</tr>
<tr>
<td>Fri</td>
<td>Jan 10</td>
<td>SVCC Breakfast meeting, Grand Vista Hotel, 7:30 am</td>
</tr>
<tr>
<td>Mon</td>
<td>Jan 13</td>
<td>City Council Meeting, 6:30 pm</td>
</tr>
<tr>
<td>Tue</td>
<td>Jan 14</td>
<td>Neighborhood Council #2, Community Room, City Hall</td>
</tr>
<tr>
<td>Thu</td>
<td>Jan 16</td>
<td>RSRPD Board Meeting, SDCC, 6:30 pm</td>
</tr>
<tr>
<td>Thu</td>
<td>Jan 16</td>
<td>Neighborhood Council #3, Community Room, City Hall</td>
</tr>
<tr>
<td>Mon</td>
<td>Jan 20</td>
<td>Martin Luther King, Jr., holiday, RSRPD offices closed</td>
</tr>
<tr>
<td>Tue</td>
<td>Jan 21</td>
<td>Neighborhood Council #4, Community Room, City Hall</td>
</tr>
<tr>
<td>Wed</td>
<td>Jan 22</td>
<td>LAF meeting, 8:00 am, SVCC office</td>
</tr>
<tr>
<td>Mon</td>
<td>Jan 17</td>
<td>City Council Meeting, 6:30 pm</td>
</tr>
<tr>
<td>Tue</td>
<td>Jan 28</td>
<td>OP Committee election at MAC meeting, OPHS</td>
</tr>
<tr>
<td>Fri</td>
<td>Jan 31</td>
<td>Family Game Night, RSSCC, 6-9 pm</td>
</tr>
</tbody>
</table>

## Future Events

<table>
<thead>
<tr>
<th>Mon</th>
<th>Feb 3</th>
<th>City Council Meeting, 6:30 pm</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tue</td>
<td>Feb 4</td>
<td>VCSDA Annual Meeting</td>
</tr>
<tr>
<td>Thu</td>
<td>Feb 6</td>
<td>RSRPD Board Meeting, SDCC, 6:30 pm</td>
</tr>
<tr>
<td>Thu</td>
<td>Feb 6</td>
<td>Neighborhood Council #1, Community Room, City Hall</td>
</tr>
<tr>
<td>Tue</td>
<td>Feb 11</td>
<td>Neighborhood Council #2, Community Room, City Hall</td>
</tr>
<tr>
<td>Day</td>
<td>Date</td>
<td>Event Description</td>
</tr>
<tr>
<td>------</td>
<td>--------</td>
<td>-----------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Wed</td>
<td>Feb 12</td>
<td>Youth Service Providers Meet and Greet, RSSCC, 2:30-4:00 PM</td>
</tr>
<tr>
<td>Thu</td>
<td>Feb 13</td>
<td>Neighborhood Council #3, Community Room, City Hall</td>
</tr>
<tr>
<td>Fri</td>
<td>Feb 14</td>
<td>SVCC Breakfast meeting, Grand Vista Hotel, 7:30 am</td>
</tr>
<tr>
<td>Mon</td>
<td>Feb 17</td>
<td>Presidents' Day holiday, RSRPD offices closed</td>
</tr>
<tr>
<td>Tue</td>
<td>Feb 18</td>
<td>Neighborhood Council #4, Community Room, City Hall</td>
</tr>
<tr>
<td>Thu</td>
<td>Feb 20</td>
<td>RSRPD Board Meeting, SDCC, 6:30 pm</td>
</tr>
<tr>
<td>Mon</td>
<td>Feb 24</td>
<td>City Council Meeting, 6:30 pm</td>
</tr>
<tr>
<td>Wed</td>
<td>Feb 26</td>
<td>LAF meeting, 8:00 am, SVCC office</td>
</tr>
<tr>
<td>Mon</td>
<td>Mar 3</td>
<td>City Council Meeting, 6:30 pm</td>
</tr>
<tr>
<td>Tue</td>
<td>Mar 4-7</td>
<td>CPRS Conference</td>
</tr>
<tr>
<td>Thu</td>
<td>Mar 6</td>
<td>Neighborhood Council #1, Community Room, City Hall</td>
</tr>
<tr>
<td>Tue</td>
<td>Mar 11</td>
<td>Neighborhood Council #2, Community Room, City Hall</td>
</tr>
<tr>
<td>Thu</td>
<td>Mar 13</td>
<td>Neighborhood Council #3, Community Room, City Hall</td>
</tr>
<tr>
<td>Sat</td>
<td>Mar 15</td>
<td>Arbor Day event at RTCP-Veterans Plaza</td>
</tr>
<tr>
<td>Tue</td>
<td>Mar 18</td>
<td>Neighborhood Council #4, Community Room, City Hall</td>
</tr>
<tr>
<td>Thu</td>
<td>Mar 20</td>
<td>RSRPD Board Meeting, SDCC, 6:30 pm</td>
</tr>
<tr>
<td>Mon</td>
<td>Mar 24-21</td>
<td>SVUSD Spring Break</td>
</tr>
<tr>
<td>Mon</td>
<td>Mar 31</td>
<td>City Council Meeting, 6:30 pm</td>
</tr>
<tr>
<td>Tue</td>
<td>Apr 1</td>
<td>Medallion Hunt begins</td>
</tr>
<tr>
<td>Thu</td>
<td>Apr 3</td>
<td>RSRPD Board Meeting, SDCC, 6:30 pm</td>
</tr>
<tr>
<td>Thu</td>
<td>Apr 3</td>
<td>Neighborhood Council #1, Community Room, City Hall</td>
</tr>
<tr>
<td>Mon</td>
<td>Apr 7</td>
<td>City Council Meeting, 6:30 pm</td>
</tr>
<tr>
<td>Tue</td>
<td>Apr 8</td>
<td>Neighborhood Council #2, Community Room, City Hall</td>
</tr>
<tr>
<td>Tue</td>
<td>Apr 15</td>
<td>Neighborhood Council #4, Community Room, City Hall</td>
</tr>
<tr>
<td>Thu</td>
<td>Apr 17</td>
<td>RSRPD Board Meeting, SDCC, 6:30 pm</td>
</tr>
<tr>
<td>Thu</td>
<td>Apr 17</td>
<td>Neighborhood Council #3, Community Room, City Hall</td>
</tr>
<tr>
<td>Sat</td>
<td>Apr 19</td>
<td>Egg Hunt and Salute to Spring, RSSCC, 9:00 am</td>
</tr>
<tr>
<td>Sat</td>
<td>Apr 19</td>
<td>Spring Arts &amp; Crafts Show and Egg Hunts, Mae Boyar Park, 9:30 am - 3:00 pm</td>
</tr>
<tr>
<td>Mon</td>
<td>Apr 21-25</td>
<td>OPUSD Spring Break</td>
</tr>
<tr>
<td>Sat</td>
<td>Apr 26</td>
<td>Community Showcase and Food Truck Festival</td>
</tr>
<tr>
<td>Mon</td>
<td>Apr 28</td>
<td>City Council Meeting, 6:30 pm</td>
</tr>
<tr>
<td>Thu</td>
<td>May 1</td>
<td>RSRPD Board Meeting, SDCC, 6:30 pm</td>
</tr>
<tr>
<td>Mon</td>
<td>May 5</td>
<td>City Council Meeting, 6:30 pm</td>
</tr>
<tr>
<td>Thu</td>
<td>May 8</td>
<td>Neighborhood Council #1, Community Room, City Hall</td>
</tr>
<tr>
<td>Sat</td>
<td>May 10</td>
<td>Street Fair</td>
</tr>
<tr>
<td>Mon</td>
<td>May 12</td>
<td>City Council Meeting, 6:30 pm</td>
</tr>
<tr>
<td>Tue</td>
<td>May 13</td>
<td>Neighborhood Council #2, Community Room, City Hall</td>
</tr>
<tr>
<td>Thu</td>
<td>May 15-17</td>
<td>CARPD Conference</td>
</tr>
<tr>
<td>Thu</td>
<td>May 15</td>
<td>Neighborhood Council #3, Community Room, City Hall</td>
</tr>
<tr>
<td>Tue</td>
<td>May 20-21</td>
<td>CSDA Legislative Days</td>
</tr>
<tr>
<td>Tue</td>
<td>May 20</td>
<td>Neighborhood Council #4, Community Room, City Hall</td>
</tr>
<tr>
<td>Mon</td>
<td>May 26</td>
<td>Memorial Day holiday</td>
</tr>
<tr>
<td>Thu</td>
<td>May 29</td>
<td>RSRPD Budget Workshop</td>
</tr>
<tr>
<td>Thu</td>
<td>Jun 5</td>
<td>RSRPD Board Meeting, SDCC, 6:30 pm</td>
</tr>
<tr>
<td>Thu</td>
<td>Jun 5</td>
<td>Neighborhood Council #1, Community Room, City Hall (usually dark)</td>
</tr>
<tr>
<td>Fri</td>
<td>Jun 6</td>
<td>SVUSD last day</td>
</tr>
<tr>
<td>Sat</td>
<td>Jun 7</td>
<td>Fairy Tales in the Park, RSCP</td>
</tr>
<tr>
<td>Mon</td>
<td>Jun 9</td>
<td>City Council Meeting, 6:30 pm</td>
</tr>
<tr>
<td>Tue</td>
<td>Jun 10</td>
<td>Neighborhood Council #2, Community Room, City Hall (usually dark)</td>
</tr>
<tr>
<td>Thu</td>
<td>Jun 12</td>
<td>OPUSD last day</td>
</tr>
<tr>
<td>Date</td>
<td>Event Description</td>
<td></td>
</tr>
<tr>
<td>--------</td>
<td>--------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>Thu</td>
<td>Neighborhood Council #3, Community Room, City Hall (usually dark)</td>
<td></td>
</tr>
<tr>
<td>Sat</td>
<td>Movies in the Park</td>
<td></td>
</tr>
<tr>
<td>Tue</td>
<td>Neighborhood Council #4, Community Room, City Hall (usually dark)</td>
<td></td>
</tr>
<tr>
<td>Thu</td>
<td>RSRPD Board Meeting, SDCC, 6:30 pm</td>
<td></td>
</tr>
<tr>
<td>Sat</td>
<td>Music in the Park concert, OCCP</td>
<td></td>
</tr>
<tr>
<td>Mon</td>
<td>City Council Meeting, 6:30 pm</td>
<td></td>
</tr>
<tr>
<td>Sat</td>
<td>Music in the Park concert, OCCP</td>
<td></td>
</tr>
<tr>
<td>Thu</td>
<td>RSRPD Board Meeting, SDCC, 6:30 pm</td>
<td></td>
</tr>
<tr>
<td>Thu</td>
<td>Neighborhood Council #1, Community Room, City Hall</td>
<td></td>
</tr>
<tr>
<td>Sat</td>
<td>Fairy Tales in the Park, RSCP</td>
<td></td>
</tr>
<tr>
<td>Sun</td>
<td>Shakespeare in the Park, OCCP</td>
<td></td>
</tr>
<tr>
<td>Tue</td>
<td>Neighborhood Council #2, Community Room, City Hall</td>
<td></td>
</tr>
<tr>
<td>Fri</td>
<td>Movies in the Park</td>
<td></td>
</tr>
<tr>
<td>Thu</td>
<td>Neighborhood Council #3, Community Room, City Hall</td>
<td></td>
</tr>
<tr>
<td>Tue</td>
<td>Neighborhood Council #4, Community Room, City Hall</td>
<td></td>
</tr>
<tr>
<td>Thu</td>
<td>RSRPD Board Meeting, SDCC, 6:30 pm</td>
<td></td>
</tr>
<tr>
<td>Sat</td>
<td>Music in the Park concert, RSCP</td>
<td></td>
</tr>
<tr>
<td>Mon</td>
<td>City Council Meeting, 6:30 pm</td>
<td></td>
</tr>
<tr>
<td>Fri</td>
<td>Aug 1 Movies in the Park</td>
<td></td>
</tr>
<tr>
<td>Sat</td>
<td>Aug 2 Fairy Tales in the Park, RSCP</td>
<td></td>
</tr>
<tr>
<td>Thu</td>
<td>Aug 7 RSRPD Board Meeting, SDCC, 6:30 pm</td>
<td></td>
</tr>
<tr>
<td>Thu</td>
<td>Aug 7 Neighborhood Council #1, Community Room, City Hall</td>
<td></td>
</tr>
<tr>
<td>Sat</td>
<td>Aug 9 Dive-In Movie, RSCP Pool</td>
<td></td>
</tr>
<tr>
<td>Mon</td>
<td>Aug 11 City Council Meeting, 6:30 pm</td>
<td></td>
</tr>
<tr>
<td>Tue</td>
<td>Aug 12 Neighborhood Council #2, Community Room, City Hall</td>
<td></td>
</tr>
<tr>
<td>Thu</td>
<td>Aug 14 Neighborhood Council #3, Community Room, City Hall</td>
<td></td>
</tr>
<tr>
<td>Sat</td>
<td>Aug 16 Music in the Park concert, RSCP</td>
<td></td>
</tr>
<tr>
<td>Tue</td>
<td>Aug 19 Neighborhood Council #4, Community Room, City Hall</td>
<td></td>
</tr>
<tr>
<td>Thu</td>
<td>Aug 21 RSRPD Board Meeting, SDCC, 6:30 pm</td>
<td></td>
</tr>
<tr>
<td>Mon</td>
<td>Aug 25 City Council Meeting, 6:30 pm</td>
<td></td>
</tr>
<tr>
<td>Mon</td>
<td>Sep 1 Labor Day holiday</td>
<td></td>
</tr>
<tr>
<td>Thu</td>
<td>Sep 4 RSRPD Board Meeting, SDCC, 6:30 pm</td>
<td></td>
</tr>
<tr>
<td>Thu</td>
<td>Sep 4 Neighborhood Council #1, Community Room, City Hall</td>
<td></td>
</tr>
<tr>
<td>Sat</td>
<td>Sep 6 Fairy Tales in the Park, RSCP</td>
<td></td>
</tr>
<tr>
<td>Tue</td>
<td>Sep 9 Neighborhood Council #2, Community Room, City Hall</td>
<td></td>
</tr>
<tr>
<td>Thu</td>
<td>Sep 11 Patriot Day</td>
<td></td>
</tr>
<tr>
<td>Thu</td>
<td>Sep 11 Neighborhood Council #3, Community Room, City Hall</td>
<td></td>
</tr>
<tr>
<td>Mon</td>
<td>Sep 15 City Council Meeting, 6:30 pm</td>
<td></td>
</tr>
<tr>
<td>Tue</td>
<td>Sep 16 Neighborhood Council #4, Community Room, City Hall</td>
<td></td>
</tr>
<tr>
<td>Thu</td>
<td>Sep 18 RSRPD Board Meeting, SDCC, 6:30 pm</td>
<td></td>
</tr>
<tr>
<td>Mon</td>
<td>Sep 29 CSDA Conference</td>
<td></td>
</tr>
<tr>
<td>Mon</td>
<td>Sep 29 City Council Meeting, 6:30 pm</td>
<td></td>
</tr>
<tr>
<td>Thu</td>
<td>Oct 9 RSRPD Board Meeting, SDCC, 6:30 pm</td>
<td></td>
</tr>
<tr>
<td>Thu</td>
<td>Oct 9 Neighborhood Council #1, Community Room, City Hall</td>
<td></td>
</tr>
<tr>
<td>Sun</td>
<td>Oct 12 Splash &amp; Dash Youth Triathlon</td>
<td></td>
</tr>
<tr>
<td>Mon</td>
<td>Oct 13 City Council Meeting, 6:30 pm</td>
<td></td>
</tr>
<tr>
<td>Tue</td>
<td>Oct 14-16 NRPA Congress</td>
<td></td>
</tr>
<tr>
<td>Tue</td>
<td>Oct 14 Neighborhood Council #2, Community Room, City Hall</td>
<td></td>
</tr>
<tr>
<td>Date</td>
<td>Event Details</td>
<td></td>
</tr>
<tr>
<td>-------</td>
<td>---------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>Thu</td>
<td>Oct 16</td>
<td>Neighborhood Council #3, Community Room, City Hall</td>
</tr>
<tr>
<td>Mon</td>
<td>Oct 20</td>
<td>City Council Meeting, 6:30 pm</td>
</tr>
<tr>
<td>Tue</td>
<td>Oct 21</td>
<td>Neighborhood Council #4, Community Room, City Hall</td>
</tr>
<tr>
<td>Thu</td>
<td>Oct 23</td>
<td>RSRPD Board Meeting, SDCC, 6:30 pm</td>
</tr>
<tr>
<td>Fri</td>
<td>Oct 31</td>
<td>Halloween Carnival, RSSCC</td>
</tr>
<tr>
<td>Fri</td>
<td>Oct 31</td>
<td>Halloween Carnival, OPCC&amp;G</td>
</tr>
<tr>
<td>Thu</td>
<td>Nov 6</td>
<td>RSRPD Board Meeting, SDCC, 6:30 pm</td>
</tr>
<tr>
<td>Thu</td>
<td>Nov 6</td>
<td>Neighborhood Council #1, Community Room, City Hall</td>
</tr>
<tr>
<td>Sun</td>
<td>Nov 9</td>
<td>Snowfest</td>
</tr>
<tr>
<td>Mon</td>
<td>Nov 10</td>
<td>City Council Meeting, 6:30 pm</td>
</tr>
<tr>
<td>Tue</td>
<td>Nov 11</td>
<td>Veterans Day event at RTCP, 11:00 am</td>
</tr>
<tr>
<td>Tue</td>
<td>Nov 11</td>
<td>Neighborhood Council #2, Community Room, City Hall (subject to change)</td>
</tr>
<tr>
<td>Thu</td>
<td>Nov 13</td>
<td>Neighborhood Council #3, Community Room, City Hall</td>
</tr>
<tr>
<td>Mon</td>
<td>Nov 17</td>
<td>City Council Meeting, 6:30 pm</td>
</tr>
<tr>
<td>Tue</td>
<td>Nov 18</td>
<td>Neighborhood Council #4, Community Room, City Hall</td>
</tr>
<tr>
<td>Thu</td>
<td>Nov 20</td>
<td>RSRPD Board Meeting, SDCC, 6:30 pm</td>
</tr>
<tr>
<td>Thu</td>
<td>Nov 27-28</td>
<td>Thanksgiving holidays</td>
</tr>
<tr>
<td>Mon</td>
<td>Dec 1</td>
<td>City Council Meeting, 6:30 pm</td>
</tr>
<tr>
<td>Thu</td>
<td>Dec 4</td>
<td>RSRPD Board Meeting, SDCC, 6:30 pm</td>
</tr>
<tr>
<td>Thu</td>
<td>Dec 4</td>
<td>Neighborhood Council #1, Community Room, City Hall (usually dark)</td>
</tr>
<tr>
<td>Sun</td>
<td>Dec 7</td>
<td>Pearl Harbor Remembrance Day</td>
</tr>
<tr>
<td>Tue</td>
<td>Dec 9</td>
<td>Neighborhood Council #2, Community Room, City Hall (usually dark)</td>
</tr>
<tr>
<td>Thu</td>
<td>Dec 11</td>
<td>Neighborhood Council #3, Community Room, City Hall (usually dark)</td>
</tr>
<tr>
<td>Mon</td>
<td>Dec 15</td>
<td>City Council Meeting, 6:30 pm</td>
</tr>
<tr>
<td>Tue</td>
<td>Dec 16</td>
<td>Neighborhood Council #4, Community Room, City Hall (usually dark)</td>
</tr>
<tr>
<td>Tue</td>
<td>Dec 16</td>
<td>Hannukkah</td>
</tr>
<tr>
<td>Thu</td>
<td>Dec 24-25</td>
<td>Christmas holidays</td>
</tr>
<tr>
<td>Thu</td>
<td>Dec 18</td>
<td>RSRPD Board Meeting, SDCC, 6:30 pm</td>
</tr>
<tr>
<td>Wed</td>
<td>Jan 1</td>
<td>New Year’s Day holiday</td>
</tr>
</tbody>
</table>

Colleen Janssen
Marketing and Community Outreach Specialist
THIS PAGE IS BLANK
RANCHO SIMI RECREATION AND PARK DISTRICT
INTEROFFICE MEMORANDUM

DATE: December 19, 2013

TO: District Manager

From: Director of Planning/Acting Director of Maintenance

Subject: Approval of a Resolution Accepting an Easement Quitclaim Deed from Triunfo Sanitation District for the Removal and Decommissioning of the Linder Feeder Waterline in Oak Park

Background and Overview:

As part of the Conifer Water Tank Replacement project, Triunfo Sanitation District (dba Oak Park Water Service) agreed to abandon and remove certain water lines and facilities that were originally intended to serve the future residential developments in Palo Comado Canyon and Ahmanson Ranch. These facilities included the existing Calleguas Municipal Water District tank located on the eastern ridge of Cheseboro Canyon, the pump station located in Palo Comado Canyon, and associated waterlines running through Oak Park.

On November 17, 2011, the Park District’s Board of Directors approved an agreement with Triunfo Sanitation District for the abandonment and removal of the Linder Feeder Waterline. This waterline runs through portions of the Park District’s Sunrise Meadows Open Space along the easterly boundary of Oak Park. Included in the agreement are provisions for Triunfo Sanitation District to “Quitclaim” any associated waterline easement(s) back to the Park District after the decommissioning process has been completed.

All work to complete the abandonment and removal of the waterlines was performed in conformance with the “Decommissioning Calleguas Municipal Water District’s Facilities in the National Recreation Area Project Description”, dated September 11, 2008. Park District staff was invited to and participated in the final inspection for the project on August 6, 2013.

Currently, Triunfo Sanitation District has presented the Park District with an executed Easement Quitclaim Deed for review and acceptance (copy attached). This deed exonerates and releases all easements held by Triunfo Sanitation District within the Sunrise Meadows Open Space owned by the Park District. This Easement Quitclaim Deed has been reviewed by the Park District’s Legal Counsel.

Fiscal Impact:

There is no fiscal impact from the acceptance of this Easement Quitclaim Deed.
Board Action Requested:

That the Board approve the Resolution Accepting an Easement Quitclaim Deed from Triunfo Sanitation District for the Removal and Decommissioning of the Lindero Feeder Waterline in Oak Park.

Wayne Nakaoka
Director of Planning/Acting Director of Maintenance
RANCHO SIMI RECREATION AND PARK DISTRICT

RESOLUTION NO. ______

APPROVAL OF RESOLUTION ACCEPTING AN EASEMENT QUITCLAIM DEED FROM TRIUNFO SANITATION DISTRICT TO RANCHO SIMI RECREATION AND PARK DISTRICT WHICH QUITCLAIMS TRIUNFO’S RIGHT, TITLE AND INTEREST IN ANY EASEMENT LOCATED WITHIN THE BOUNDARIES OF APN 685-0-090-105, 801-0-040-135 AND 685-0-090-065, WHICH ARE REAL PROPERTIES LOCATED IN THE COUNTY OF VENTURA, STATE OF CALIFORNIA

WHEREAS, pursuant to that certain “Agreement for Transfer of Surplus Properties” dated January 11, 2010, Triunfo Sanitation District (“Triunfo”) took ownership from Calleguas Municipal Water District (“Calleguas”) of certain easements, property and improvements, some of which easements and improvements are located on real property owned by Rancho Simi Recreation and Park District; and

WHEREAS, in accordance with the “Agreement for Transfer of Surplus Properties,” Calleguas transferred easements to Triunfo by a Quitclaim Deed executed on July 6, 2011, and recorded by Triunfo with the Ventura County Recorder on July 27, 2011, as Document No. 20110727-00109788-0 (hereinafter “Calleguas Quitclaim Deed”); and

WHEREAS, Rancho Simi Recreation and Park District (“Rancho Simi”) is the owner in fee interest of certain real property known as the Sunrise Meadows Open Space and identified as APN 685-0-090-105, 801-0-040-135, and 685-0-090-065, which property is burdened by certain easements transferred to Triunfo by the Calleguas Quitclaim Deed; and

WHEREAS, in order to limit future maintenance and liability, Triunfo desired to remove or decommission certain improvements known as the Linder Feeder Waterline, which is located within the Sunrise Meadows Open Space easements transferred to Triunfo by the Calleguas Quitclaim Deed; and

WHEREAS, after decommissioning the Linder Feeder Waterline located within the Sunrise Meadows Open Space easements transferred to Triunfo by the Calleguas Quitclaim Deed, Triunfo has no further need for those improvements or easements; and

WHEREFORE, Triunfo has executed the attached Easement Quitclaim Deed dated November 25, 2013, to remise, release and forever quitclaim to Rancho Simi all of Triunfo’s right, title and interest in any easement owned by Triunfo pursuant to the Quitclaim Deed dated July 6, 2011, recorded in the Official Records of the Office of Ventura County Recorder on July 27, 2011, as Instrument No. 20110727-00109788-0, which easement is located within the boundaries of APN 685-0-090-105, 801-0-040-135 and 685-0-090-065, which are real properties owned by Rancho Simi Recreation and Park District and located in the County of Ventura, State of California; and

WHEREAS, said Easement Quitclaim Deed has been reviewed by District staff and legal counsel and found to be in proper form.
NOW, THEREFORE, BE IT RESOLVED that said Easement Quitclaim Deed dated November 25, 2013, presented to the Rancho Simi Recreation and Park District Board of Directors to remise, release and forever quitclaim to Rancho Simi all of Triunfo’s right, title and interest in any easement owned by Triunfo pursuant to the Quitclaim Deed dated July 6, 2011, recorded in the Official Records of the Office of Ventura County Recorder on July 27, 2011, as Instrument No. 20110727-00109788-0 which easement is located within the boundaries of APN 685-0-090-105, 801-0-040-135 and 685-0-090-065, which are real properties owned by Rancho Simi Recreation and Park District and located in the County of Ventura, State of California, be, and the same is, hereby accepted, and that said Easement Quitclaim 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 December 19, 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
ACCEPTANCE OF EASEMENT QUITCLAIM DEED

This is to certify that the interest in real property conveyed by the foregoing Easement Quitclaim Deed dated November 25, 2013, from Triunfo Sanitation District to Rancho Simi Recreation and Park District, a public entity, is hereby accepted by order of the Board of Directors on December 19, 2013, and the Rancho Simi Recreation and Park District consents to recordation thereof by its duly authorized officer.

DATED: ___________________ Rancho Simi Recreation and Park District

By _______________________
Larry Peterson, District Manager

STATE OF CALIFORNIA
COUNTY OF VENTURA

On this ___ day of _______________ 2013, before me, ________________, notary public, personally appeared ________________, who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his authorized capacity, and that by his signature on the instrument the person, 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. (seal)
No recording fees pursuant to Government Code Section 27383. Recording essential for Benefit of Rancho Simi Recreation and Park District

RECORDING REQUESTED BY AND WHEN RECORDED MAIL TO:

Rancho Simi Recreation and Park District
1692 Sycamore Dr.
Simi Valley, CA 93065

EASEMENT QUITCLAIM DEED

APN: 685-0-090-105; 801-0-040-135; 685-0-090-065

The undersigned grantor declares:
Documentary transfer tax is $ _-0--. This is a transfer to a public agency, and is exempt from documentary transfer tax under Revenue & Taxation Code Section 11922.
( ) computed on full value of property conveyed, or
( ) computed on full value less value of liens and encumbrances remaining at time of sale.
( ) unincorporated area ( ) city of ______________, and

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

Triunfo Sanitation District ("Triunfo"), a California public agency formed pursuant to Health and Safety Code Section 4700,

hereby REMISES, RELEASES, AND FOREVER QUITCLAIMS to

Rancho Simi Recreation and Park District ("Rancho Simi"), a California governmental entity,

all of Triunfo’s right, title, and interest in any easement owned by Triunfo pursuant to the Quitclaim Deed dated July 6, 2011 recorded in the Official Records of the Office of Ventura County Recorder on July 27, 2011 as Instrument No. 20110727-00109788-0, which easement is located within the boundaries of the following real property owned by Rancho Simi in the County of Ventura, State of California: (1) Real property commonly referred to as APN 685-0-090-105, more particularly described in that Corporation Grant Deed dated January 20, 1987, as Instrument No. 87-7761; (2) Real property commonly referred to as APN 801-0-040-135, more particularly described in that Corporation Grant Deed dated January 20, 1987, as Instrument No. 87-7763; and, (3) Real property commonly referred to as APN 685-0-090-065, and more particularly described in that Corporation Grant Deed dated January 20, 1987, as Instrument No. 43307, Book 4597, Pages 465 to 471.
Triunfo expressly reserves and retains all rights, title and interest it may have to any and all easements described in the Quitclaim Deed dated July 6, 2011 recorded in the Official Records of the Office of Ventura County Recorder on July 27, 2011 as Instrument No. 20110727-00109788-0 which easements are not located upon that real property owned by Rancho Simi and described herein.

Dated: 11/25/13

Triunfo Sanitation District
By: [Signature]

Mark Norris, District Manager
By: [Signature]

Steven D. Iceland, Vice Chair

SEND TAX STATEMENTS TO
General Manager
Rancho Simi Recreation and Park District
1692 Sycamore Dr.
Simi Valley, Ca 93065

ACKNOWLEDGMENT

State of California
County of Ventura

On November 25, 2013 before me, Josie Guzman, Notary Public, personally appeared Mark Norris and Steven D. Iceland, 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 Josie Guzman (Seal)
ACCEPTANCE OF QUITCLAIM DEED

This is to certify that the interest in real property conveyed by the foregoing Quitclaim Deed dated _______________ from Triunfo Sanitation District to Rancho Simi Recreation and Park District, a public entity, is hereby accepted by order of the Board of Directors on _______________, and the Rancho Simi Recreation and Park District consents to recordation thereof by its duly authorized officer.

DATED: __________________________

RANCHO SIMI RECREATION AND PARK DISTRICT

________________________
Larry Peterson, District Manager

STATE OF CALIFORNIA
COUNTY OF VENTURA

On this ______ day of ___________________, 2013, before me, ________________ , notary public, 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 OF NOTARY PUBLIC

(seal)
THIS PAGE IS BLANK
RANCHO SIMI RECREATION AND PARK DISTRICT
INTEROFFICE MEMORANDUM

DATE: December 19, 2013

TO: Board of Directors

FROM: District Manager

SUBJECT: Approval of Agreement With Utility Cost Management LLC to Provide Utility Bill Auditing Service

SUMMARY

Utility Cost Management LLC ("UCM") performs utility bill analysis services, to ensure proper rates (electricity, water, sewer, telephone) are being charged to their clients. UCM has successfully performed these services for many cities and special districts as evidenced by the attachment. Their expertise lies in their familiarity with utility regulations and the application of those regulations to utility accounts. UCM has identified over $120 million in refunds and savings for a variety of clients. As a member of the California Special Districts Association Rancho Simi Recreation and Park District is eligible to retain their services at a reduced commission on identified savings equal to 42%. Rancho Simi has no payment obligations to UCM if no errors are identified. The District has a very large number of utility accounts and it possesses no expertise to complete such an evaluation internally. Based upon the expertise of UCM, its successful performance of these services for many other government agencies, and the potential for identified savings, staff recommends the Board approve the agreement and authorize the District Manager to proceed in this regard.

BOARD ACTION REQUESTED

Staff recommends the Board approve the attached agreement with Utility Cost Management LLC to provide a District utility bill auditing service and authorize the District Manager to sign the contract.

Larry Peterson
District Manager
AGREEMENT TO PROVIDE
UTILITY BILL AUDITING SERVICE

This agreement is made by and between Utility Cost Management LLC ("UCM") and the entity signing below ("Client") as follows:

1. Applicable to Client’s Utility Accounts. Unless otherwise stated in an addendum initialed by both parties, this Agreement will apply to all water, sewer, garbage, gas and electricity accounts (and any related utility user taxes, other taxes, assessments, surcharges or fees) with respect to which Client:
   (a) is receiving utility service as of the Effective Date (as defined below),
   (b) has received utility service within three years prior to the Effective Date,
   (c) receives utility service within one year after the Effective Date, or
   (d) has permitted or authorized UCM to obtain a copy of the utility bill.
   The water, sewer, garbage, gas and electric accounts described in this paragraph are hereinafter collectively referred to as "Utility Accounts". The “Effective Date”, as that term is used above, is the first day of the calendar month after both UCM and Client have signed this Agreement.

2. Client to Provide Utility Bills. On or promptly after Client’s execution of this Agreement, Client will provide UCM with a copy of at least one month’s utility bills for all of Client’s Utility Accounts.

3. UCM Authorized to Obtain Information on Utility Accounts. UCM is hereby authorized to obtain and review information relating to the Utility Accounts. If site visits are necessary, UCM will first obtain proper authorization.

4. UCM’s Findings Letter. UCM will use its best efforts to identify the basis for any refunds, credits or Future Savings (as defined below) on Client’s Utility Accounts. UCM will send one or more a “Findings Letters” to Client that generally sets forth the basis for any refunds, credits or Future Savings identified by UCM. UCM may, from time to time, supplement or amend the Findings Letter.

5. Steps to Obtain Refunds or Savings. With Client’s prior written approval, UCM is authorized to take steps to obtain the refunds, credits or Future Savings identified in the Findings Letter. Such steps may include, but are not limited to, communicating, negotiating and dealing with utility providers (or, in the case of utility user taxes or other governmental charges, the appropriate government entity), and seeking relief from the California Public Utilities Commission in a complaint proceeding or other proceeding.

6. Cooperation By Client. Client will cooperate with UCM, as reasonable, in UCM’s efforts to carry out the purposes and intent of this Agreement. Such cooperation will include, but not be limited to, providing information upon request by UCM concerning Client’s utility expenditures, utility service and operations.

7. UCM’s Compensation.

UCM’s compensation will consist of the amounts set forth in both (a) and (b) below.

(a) Refunds or Credits. If Client receives a refund or credit that was identified in the Findings Letter, then Client will pay to UCM 42% of the amount refunded or credited. The amount of the refund or credit for this purpose will include all amounts refunded or credited (including any portion attributable to interest) for any overcharges that were incurred by Client prior to the date that the overcharges no longer appeared on the Client’s utility bill. Payment of UCM’s 42% compensation is due within 30 days of the date UCM mails an invoice to Client.

(b) Future Savings. If Client obtains Future Savings that were identified in the Findings Letter, then Client will pay UCM 42% of such Future Savings that accrue during a Three-Year Savings Period. “Future Savings” is the amount by which Client’s charges on its Utility Accounts are reduced as a result of a change in the billing rate, calculation, method or procedure. Future Savings will be calculated as the difference between the amount Client was billed on its Utility Accounts during the Three-Year Savings Period, and the amount that it would have been billed on its Utility Accounts during the Three-Year Savings Period if there had been no change in its billing rate, calculation, method or procedure. The Three-Year Savings Period begins on the date that the change in the billing rate, calculation, method or procedure is first reflected on Client’s utility bill, and ends three years thereafter. UCM will submit invoices periodically to Client for payment based on the Future Savings as they accrue. The invoices will

1

Initials: _______   Initials: _______
verify (a) that Future Savings have actually been realized by Client, and (b) the amount of such Future Savings. Payment of UCM’s invoices is due within 30 days of the date the invoices are mailed to Client. The compensation under this subparagraph will not include compensation for Future Savings that are the result of a reduction in the amount of utility usage by Client.

(c) Client’s Prior Knowledge of Basis For Refund, Credit, or Future Savings. Client is not obligated to pay UCM pursuant to this paragraph for any refund, credit or Future Savings received by Client for which Client had submitted to the utility provider a written claim prior to the date of UCM’s Findings Letter. However, Client is obligated to pay UCM pursuant to this paragraph whether or not Client knew of the basis for the refund, credit or Future Savings prior to the date of UCM’s Findings Letter, and whether or not Client’s receipt of the refund, credit or Future Savings was the result of steps taken by UCM or others, including attorneys.

8. Termination; Effect. This Agreement will terminate 7 days after either party faxes a written notice of termination to the other party. Upon termination, UCM will cease all work on behalf of Client. However, if termination occurs after UCM has sent its Findings Letter to Client, then Client will remain obligated to pay UCM, pursuant to this Agreement, for any refunds, credits or Future Savings that were identified in the Findings Letter and that are thereafter obtained by Client. UCM may continue to obtain and review Client’s utility billing and other information following termination in order to periodically verify whether Client has obtained a refund, credit or Future Savings that was identified in the Findings Letter.

9. If Client Is Not Utility Customer. By providing a copy of any utility bill to UCM, Client is thereby agreeing that the Utility Account represented by such bill will be governed by this Agreement, regardless of whether or not Client is the Utility Customer with respect to such Utility Account. For purposes of this Agreement, the Utility Customer is the entity that (i) is named on the Utility Account as reflected by the utility bill, (ii) receives the utility service on the Utility Account, (iii) pays for or is liable for the charges on the Utility Account, or (iv) is the owner of the property at which the utility service is provided on the Utility Account. If Client is not the Utility Customer for a Utility Account then, with respect to that Utility Account, Client represents that it is signing this Agreement in its capacity as agent for the Utility Customer, and as such is authorized to legally bind the Utility Customer to the terms of this Agreement. Client further agrees that the terms of this Agreement will be equally binding on both Client and Customer, that all references in this Agreement to “Client” will also be deemed to be references to the Utility Customer, and that Client and the Utility Customer will be jointly and severally liable for payment of UCM’s compensation under this Agreement.

10. No Legal Services. Client acknowledges and understands that: (1) Only an attorney can provide legal services or advice, (2) UCM is not an attorney or law firm, and does not and will not provide legal services or advice, (3) UCM does not and will not act as an attorney for Client or any other person, (4) Nothing in this Agreement, and no act, omission or statement by UCM, or its owners or employees, will be construed to create an attorney-client relationship between UCM and Client or any other person, (5) UCM is not subject to the California Rules of Professional Conduct, which govern the conduct of attorneys, and (6) Client should consult an attorney if it wishes to receive legal services or advice.

11. Disclosure of Information. UCM may obtain information that pertains to Client’s business, operations, or affairs, including but not limited to its utility charges and utility usage. Client expressly authorizes UCM to use and disclose such information to others as necessary or convenient to carry out the services contemplated by this Agreement.

12. Release of Claims Against UCM. Client acknowledges and agrees that UCM has made no express or implied representation or warranty that it will be successful in identifying or obtaining any refunds, credits, or Future Savings on Client’s Utility Accounts. Client hereby covenants not to bring any action for damages against UCM that is based upon or relates to any failure by UCM to identify or obtain refunds, credits, or Future Savings to which Client was or is entitled.

13. Representations Made By Client. It may become necessary for Client to make certain representations to the utility provider or other entity in order obtain refunds, credits or Future Savings identified by UCM in its Findings Letter. Client hereby warrants that any such representations made by Client will be true and correct in all respects.

14. Late Payment Penalty. If payment of any invoice is not received by UCM within 30 days of the date the invoice was mailed, then interest on the amount owing will accrue, beginning on the 31st day after the invoice was mailed to Client, at the rate of 1% per month (prorated on a daily basis). In addition, if any payment is not received by UCM within 60 days of the date the invoice was mailed to Client, then a fee equal to 5% of the amount owing (including any accrued interest)
will be imposed on the 61st day after the invoice was mailed. Interest will continue to accrue at 1% per month (prorated on a daily basis) on the entire amount due until paid in full.

15. **Applicable Law.** This Agreement is executed in and intended to be performed in the State of California, and the laws of that state will govern its interpretation and effect.

16. **Venue.** Venue in any legal action arising from or related to this agreement will be Fresno County, California.

17. **Paragraph References.** A reference to a "paragraph" of this Agreement includes both the numbered paragraph, as well the subparagraphs, if any, that are part of such paragraph. Subparagraphs are designated by lower case letters (e.g., "(a)", "(b)", "(c)").

18. **Severability.** If any term, provision, covenant, or condition of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the rest of the agreement shall remain in full force and effect and shall in no way be affected, impaired or invalidated.

19. **Interpretation.** In construing this Agreement, no consideration shall be given to the fact or presumption that any party had a greater or lesser hand in drafting of this Agreement.

20. **Entire Agreement.** This instrument contains the entire Agreement of the parties relating to the rights granted and obligations assumed in this instrument. Any oral representations or modifications concerning this instrument shall be of no force or effect unless contained in a subsequent written modification signed by the party to be charged.

21. **Signor Authorized to Bind Client.** The individual signing this agreement on behalf of Client hereby represents and warrants that he/she is authorized to sign on behalf of the Client and to legally bind Client to the terms of this Agreement.

---

**UTILITY COST MANAGEMENT LLC**

By:

______________________________

Signature

______________________________

Print Name

______________________________

Title

______________________________

Date

---

Print Client Name Above

By:

______________________________

Signature

______________________________

Print Name

______________________________

Title

______________________________

Date

---

Initials: _______    Initials: _______
COMPANY INFORMATION AND CLIENT LIST
Save money on utility expenses with no out-of-pocket costs.
Prior to my tenure at the Transamerica Pyramid, UCM succeeded in recovering over $500,000 for the ongoing effort to review UCM billing errors that had been pending for more than 10 years. Partly based on this success, I hired UCM again. As an example, UCM's services have been enthusiastically recommended for the Transamerica Pyramid. Based on the experience of the Transamerica Pyramid, I enthusiastically recommend UCM's services to others.
When it comes to your utility bills, you can’t afford to be in the dark. Electricity, gas, water, sewer and garbage regulations are complex, voluminous and ever-changing. Utility providers must apply these regulations to literally millions of customers, each with unique facilities, usage characteristics and other billing inputs that are in constant flux. Not surprisingly, billing errors are common.

For customers, understanding and applying the relevant regulations is difficult and time-consuming, so they often pay the overcharges month after month, year after year. Over time, these overcharges result in significant additional costs – costs that your organization can eliminate with the right help.

Bill Analysis Service$^{SM}$ turns a bright light on your utility bills. Utility Cost Management LLC offers its Bill Analysis Service$^{SM}$ as your answer to utility overcharges. UCM expertly applies the utility regulations to your bills in order to uncover billing errors.

It constantly monitors developments in the regulatory environment to ensure that your utility bills are in line with the latest regulations and interpretative decisions.

If UCM finds a billing error, it will correct the error going forward and recover a refund for past overcharges. If the utility disputes UCM’s findings, UCM may take the matter up with the Public Utilities Commission.

Best of all, there are no out-of-pocket costs for the Bill Analysis Service$^{SM}$. When billing errors are corrected, UCM receives a percentage of the corresponding refunds and savings. Under no circumstances is UCM paid until after you receive a refund or see savings on your bill. Of course, if UCM fails to reduce your utility costs, then you pay nothing.
Risk-free
The Bill Analysis Service℠ is truly a “win-win” for the customer. If you are overcharged, then UCM will identify and correct the situation, and share the resulting savings. But if no overcharge is found, then you pay UCM nothing.

Hassle-free
We recognize that your time is valuable. That’s why the Bill Analysis Service℠ is performed with minimal involvement from you and your staff. Even your historical billing records are obtained directly from the utility, eliminating the need for you to copy large numbers of bills.

In-depth
With its Bill Analysis Service℠, UCM does much more than just review bills. It researches and applies the complex rates and regulations upon which your bills are based to ensure that you are not paying more than is required. UCM’s command of the rates and regulations helps you make sense of the arcane rules that determine how much you pay on your utility bills.

"Your group has already secured a $41,000 refund for electricity overcharges to one of our properties. An additional refund of more than $200,000 is currently being adjudicated with the PUC... I have been impressed by how in-depth and thorough UCM's analysis has been, especially since the review has been performed with very little involvement from UC personnel... I would not hesitate to recommend UCM's services to others interested in obtaining refunds on their utility charges."

Robert F. Jacobs
Director of Housing Facilities, Operations and Services
UNIVERSITY OF CALIFORNIA, BERKELEY
Equalizing

No longer is your utility the exclusive repository of regulatory knowledge and experience. With the Bill Analysis Service™, customers enlist UCM’s knowledge and expertise to critically evaluate their utility charges in light of regulations. With UCM on their side, customers can “level the playing field” in their dealings with the utilities.

Unique

Unlike the services offered by other firms, the Bill Analysis Service™ does not involve energy- or water-efficiency recommendations, capital improvement projects, or any other measures requiring outlays by customers. While these other services seek to reduce how much you consume, the Bill Analysis Service™ seeks to reduce how much you pay for what you consume.

Reassuring

Even if UCM does not identify any overcharges, the Bill Analysis Service™ will give you the comfort of knowing that you are being charged correctly, and that your utility bills are as low as possible.

"UCM represented 66 cotton gins— the majority of the California ginning industry—in a complaint case before the Public Utilities Commission (PUC). The result: the PUC ordered PG&E to switch the ginnings to electric rates that were deemed more appropriate to ginning operations, and ordered refunds totaling approximately $8 million. In addition to the outstanding results achieved, UCM has been easy to work with and always willing to ‘go the extra mile.’ UCM is deserving of my highest praise and commendation."

Earl P. Williams
President/CEO
CALIFORNIA COTTON GINNERS AND GROWERS ASSOCIATION
About UCM.

Since 1991, Utility Cost Management LLC has been helping clients to reduce utility expenses through the informed application of utility regulations. It has generated over $120 million in refunds and savings for a wide variety of clients, including public entities, educational institutions, residential and commercial real estate owners and managers, hospitals, manufacturers, food processors, farmers, hotels, and non-profit organizations.

Over the years, UCM has developed a record of accomplishments and distinction. The firm has represented customers in several landmark proceedings before the California Public Utilities Commission, which have altered the way electric utility companies interpret and apply their own rates. It has been a driving force in the formulation and adoption of new regulations that have benefited utility customers throughout the State. And its work has been the impetus for change in the way that many municipal utilities impose and collect water fees, sewer fees, and utility user taxes.

The firm’s record of success is attributable to the talented and hard-working people that make up UCM. The firm’s principals have spent their careers analyzing the ins and outs of utility rates and charges, and offer clients a level of knowledge, experience and expertise that is unmatched. And the firm’s professional staff brings to bear experience, commitment, and a “can-do” philosophy that shows in the results they achieve.

It’s easy to do.

1. Return a signed service agreement, together with one month’s utility bills.

2. We send you a written report of our findings, usually within 60 days.

3. We pursue refund and bill saving opportunities.

4. You receive the refund or bill savings.

5. We invoice you according to the service agreement.
PARTIAL CLIENT LIST – Special Districts

- Fulton-El Camino Rec & Park District, Sacramento
- Heritage Ranch Community Service District, Paso Robles
- Sweetwater Authority, Chula Vista
- Reclamation District 348, Stockton
- Pleasant Hill Rec & Park District, Pleasant Hill
- Hayward Area Rec & Park District, Hayward
- Castaic Lake Water Agency, Santa Clarita
- Castroville Community Service District, Castroville
- Plumas Eureka Community Service District, Blairsden
- Orange Cove Water District, Orange Cove
- Rowland Water District, Rowland Heights
- North Edwards Water District, Edwards
- Greenfield County Water District, Bakersfield
- Fresno Irrigation District, Fresno
- Fall River Mills Community Service District, Fall River Mills
- Reclamation District 800, Byron
- Western Municipal Water District, Riverside
- Fern Valley Water District, Idyllwild
- Eastern Sierra Community Service District, Bishop
- Quincy Community Service District, Quincy
- San Mateo County Harbor District, South San Francisco
- Rubidoux Community Service District, Riverside
- Pine Cove Water District, Idyllwild
- Semitropic Water Storage District, Wasco
- Pebble Beach Community Service District, Pebble Beach
- Chico Area Rec & Park District, Chico
- El Dorado Community Service District, El Dorado Hills
- Fallbrook Public Utility District, Fallbrook
- West County Wastewater District, Richmond
- Livermore Area Rec & Park District, Livermore
- Goleta Sanitary District, Goleta
- San Lorenzo Valley Water District, Boulder Creek
- Burney Water District, Burney
- Sweetwater Springs Water District, Guerneville
- South Coast Water District, Laguna Niguel
- Olivenhain Municipal Water District, Encinitas
- Hi-Desert Water District, Yucca Valley
- Nipomo Community Service District, Nipomo
- Valley-Wide Rec & Park District, San Jacinto
- Costa Mesa Sanitary District, Costa Mesa
- Lamont Public Utility District, Lamont
- Twain Harte Community Service District, Twain Harte
- Pleasant Valley Recreation & Park District, Camarillo
- Sanitary District #5 of Marin County, Tiburon
- University of California, Berkeley, Berkeley
PARTIAL CLIENT LIST – Public Agencies

- California Dept. of Corrections, State-wide
- California Dept. of General Services, Los Angeles, Sacramento
- California Dept. of Health Services, State-wide
- California Dept. of Justice, State-wide
- California Military Dept./National Guard, State-wide
- California Public Utilities Commission – Consumer Services Division, San Francisco
- California State Automobile Association, Northern California locations
- City of Adelanto, California
- City of Apple Valley, California
- City of Baldwin Park, California
- City of Barstow, California
- City of Bellflower, California
- City of Bell Gardens, California
- City of Costa Mesa, California
- City of Culver City, California
- City of Downey, California
- City of Duarte, California
- City of Gardena, California
- City of Hermosa Beach, California
- City of Hesperia, California
- City of Highland, California
- City of Huntington Park, California
- City of Indio, California
- City of Inglewood, California
- City of Lynwood, California
- City of Monterey Park, California
- City of Moreno Valley, California
- City of Mountain View, California
- City of Newport Beach, California
- City of Norwalk, California
- City of Orange, California
- City of Oxnard, California
- City of Palmdale, California
- City of Paramount, California
- City of Redondo Beach, California
- City of Rialto, California
- City of Santa Barbara, California
- City of Southgate, California
- City of Tehachapi, California
- Conejo Recreation & Park District, Thousand Oaks
- State Compensation Insurance Fund, State-wide
- University of California, Berkeley, Berkeley
- University of California, Los Angeles, Westwood
- University of California, Santa Cruz, Santa Cruz
THIS PAGE IS BLANK
RANCHO SIMI RECREATION AND PARK DISTRICT
INTEROFFICE MEMORANDUM

DATE: December 19, 2013
TO: Board of Directors
FROM: District Manager
SUBJECT: Approval of Rancho Simi Recreation and Park District’s Use of Electronic Mail as an Alternative Mode of Delivery for the LAFCO Election Ballots and Voting Instructions

SUMMARY

The Ventura Local Agency Formation Commission is seeking input from Rancho Simi Recreation and Park District in regards to the method used to distribute election materials. Attached for your review is a comprehensive letter describing the circumstances and request. Staff recommends the Board consent to the use of e-mail for transmission of materials associated with future elections.

BOARD ACTION REQUESTED

Staff recommends the Board approve Rancho Simi Recreation and Park District’s use of electronic mail as an alternative mode of delivery for the LAFCO Election Ballots and Voting Instructions and authorize the District Manager to complete and return the attached form.

Larry Peterson
District Manager
Larry Peterson  
Rancho Simi Recreation & Park District  
1692 Sycamore Drive  
Simi Valley, CA 93065  

December 3, 2013  

RE: Preference for Delivery of Mailed Ballot Materials Associated with the Selection of Special District Representatives to LAFCo  

Dear Mr. Peterson:  

The purpose of this letter is to request your consent to improve the process used to appoint special district members to LAFCo. State law provides that the appointment of special district members to LAFCo shall be performed by the Independent Special District Selection Committee (ISDSC) which, in Ventura County, is comprised of the presiding officer of the legislative body of each of the 29 independent special districts. However, as you may be aware, attempts to achieve a quorum of the Ventura County ISDSC have proven to be challenging in past years. It is for this reason that special district representatives have historically been selected through mailed ballot elections, which are allowed by law if the LAFCo Executive Officer determines that a meeting of the ISDSC is not feasible.  

Unfortunately, there have been issues with the election-by-mail process. In particular, there have been instances of resolutions of nomination and/or completed ballots that were lost in the mail and thus not received by LAFCo in time to be counted. Fortunately, the law allows for the LAFCo Executive Officer, with the prior concurrence of the district, to use electronic mail as an alternative mode of delivery for the ballot and voting instructions. Further, if the Executive Officer has transmitted the ballot and voting instructions by electronic mail, the district may return the ballots by electronic mail, provided that the Executive Officer retains written evidence of the receipt of the ballot. Based on these provisions, I am contacting you to request your concurrence to use electronic mail to transmit all materials related to any future elections to appoint special district representatives to LAFCo. For your convenience, a form on which to state your preference is enclosed. If you indicate that your district does not wish to receive these materials by electronic mail, LAFCo will continue to transmit them by U.S.P.S mail.  

We are also taking this opportunity to update our records regarding contact information for your agency. Please review the contact information noted on the form and make any corrections as necessary. Thank you for your time and assistance with this matter. If you have any questions or wish to discuss further, please call me at 654-2866.  

Sincerely,  

Kim Uhlich  
Executive Officer
PREFERENCE FOR DELIVERY OF MAILED BALLOT MATERIALS ASSOCIATED WITH THE APPOINTMENT OF SPECIAL DISTRICT REPRESENTATIVES TO LAFCo

Rancho Simi Recreation & Park District  
1692 Sycamore Drive  
Simi Valley, CA  93065  
(805) 584-4406  
larry@rsrpd.us

Please note any contact information corrections to the right.

ON BEHALF OF THE RANCHO SIMI RECREATION & PARK DISTRICT, I HEREBY:

(Mark Only One)

☐ Consent (Please be sure that this form includes a correct e-mail address for your district.)

☐ Do Not Consent

to the use of electronic mail by LAFCo to transmit all materials associated with any future elections that may be conducted to appoint special district representatives to LAFCo. I understand that this election may be changed at any time by contacting LAFCo in writing.

Printed Name

Title

Signature

If the "Consent" box above is checked, please indicate the e-mail address to which ballot materials should be sent. Only one address can be accepted although it may be different from the general contact e-mail address listed at the top of this form.
THIS PAGE IS BLANK
RANCHO SIMI RECREATION AND PARK DISTRICT
INTEROFFICE MEMORANDUM

DATE: December 19, 2013

TO: Board of Directors

FROM: District Manager

SUBJECT: Approval of Rancho Simi Recreation and Park District's Contribution Towards the 2014 and 2015 July 4th Independence Day Celebration

SUMMARY

The July 4th Celebration at Rancho Santa Susana Community Park has been organized by the Rotary Club for a number of years. The City and Park District have provided facility, police and financial support. The City and Park District each contributed $20,000 towards the events in 2009, 2010, 2011, 2012 and 2013. In 2013 there was no obligation to pay the fireworks show provider and so the Rotary Club holds the $40,000 contributed by the City and Park District. The parties propose that amount be applied towards the next two events, as discussed below. See also the staff report to the City Council on this subject.

As attendance at the event has increased in recent years, so have the event requirements. More fencing, volunteering, portable toilets, lighting and policing have been required. Those increasing costs have occurred at the same time that the economy has made sponsorships more difficult to obtain. Rotary Club members donate substantial time towards developing and providing this community wide celebration. It is through their efforts that the event’s success has allowed the Club to provide financial support to various other organizations in the community. The cost of that effort has long been weighed against the benefit of and from the event, and the Rotary Club has long debated whether or not it should explore alternative events capable of producing larger returns with the same or less associated labor and risks.

City, Rotary and Park District personnel have met to determine how best to proceed in 2014. The representatives discussed the application of the funds on hand towards the next two events. As discussed, the City and Park District would each reduce their cash contribution from $20,000 to $15,000. The Rotary Club would then allocate $10,000 of the funds on hand to the Park District’s contribution, and do the same for the City for the next two years. The net result is an increase in the City and Park District’s contribution from $20,000 to $25,000. The Rotary Club representatives believe that this would allow the event to proceed in similar fashion to recent years. The events have been well attended, and staff believes the continuation would be well received by the community and prove again to be very popular.
BOARD ACTION REQUESTED

Staff recommends the Board approve Rancho Simi Recreation and Park District’s contribution of $15,000 towards the 2014 and 2015 July 4th Independence Day Celebration and allocation of $10,000 of funds currently held by the Rotary Club towards the Park District’s contribution for two years.

Larry Peterson
District Manager
TO: City Council
FROM: Office of the City Manager

SUBJECT: CONSIDERATION OF THE APPLICATION OF A REFUND OF THE CITY’S CONTRIBUTION TOWARD THE 2013 JULY 4 FESTIVAL AND FIREWORKS, AND CONSIDERATION OF REQUEST TO INCREASE THE CITY’S ANNUAL CONTRIBUTION TOWARD FUTURE JULY 4 FESTIVAL AND FIREWORKS EVENTS TO $25,000 BEGINNING IN 2014

STAFF RECOMMENDATION

It is recommended that the City Council apply a $20,000 refund of the City’s contribution toward the 2013 July 4 Festival and Fireworks to the next two years’ contributions, and conceptually include $15,000 toward the July 4 Festival and Fireworks in the FY 2014-15 and FY 2015-16 Preliminary Base Budgets.

CITY MANAGER’S RECOMMENDATION

The City Manager recommends approval of distributing the refund over a two-year period with $10,000 being used as an offset for the next two years. It is further recommended that the City Council conceptually approve an additional $5,000 in annual contributions pending submission of revenue and expenditure data. The Rotary Club is considering requesting that a small gate fee be allowed beginning 2015. I recommend deferring that discussion until a later date.

BACKGROUND AND OVERVIEW

Each year, the Rotary Club of Simi Valley (Club) produces the July 4 Festival and Fireworks event, which includes live entertainment, children’s activities, food and alcohol vendors, and a live fireworks show. Both the City of Simi Valley and Rancho Simi Recreation and Park District had contributed $20,000 each toward the 2013 fireworks show. Because the 2013 show was halted, the Club received a refund from its fireworks vendor. The Club is proposing to apply its refund of the City’s 2013 contribution over a two-year period, reducing the City’s contributions in 2014 and 2015 by $10,000 each. However, the Club has also indicated that its event costs have continued to increase and is requesting that the City and Park District each increase their annual contributions to $25,000 per year. Therefore, in light of the $10,000 per year refund, the requested 2014 and 2015 City contributions would be $15,000 per year.
In 2006, the July 4 Festival and Fireworks moved from Simi Valley High School to Rancho Santa Susana Community Park and went from a ticket-based event to a free event. To offset the loss in revenues, the City and Rancho Simi Recreation and Parks District each began making $10,000 cash contributions to the Rotary Club of Simi Valley toward the fireworks show. In 2008, both agencies increased their annual contributions toward the fireworks show to $20,000 each.

FINDINGS AND ALTERNATIVES

The Rotary Club has received a refund from its fireworks vendor for the 2013 July 4 Festival and Fireworks and in turn proposes to return the $20,000 contributions made toward the fireworks show by both the City and the Rancho Simi Recreation and Park District. The City Manager, in collaboration with a committee of the Rotary Club, proposes to apply the City’s refund to the next two years’ contributions toward the July 4 Festival and Fireworks, thereby reducing each years’ contributions by $10,000. However, due to increased costs for producing the event, the Club is also requesting that the City and Park District each increase their annual contributions to $25,000 per year. Combined, the Club requests that the City make $15,000 donations in FY 2014-15 and FY 2015-16 and $25,000 annual donations thereafter.

To generate further revenue, the Club has also advised the City that it is considering charging a modest admission fee beginning in 2015, which corresponds to the City’s 2015-16 fiscal year.

It should be noted that City Council direction to include funding for the July 4 Festival and Fireworks in future Preliminary Base Budgets does not oblige the City Council to adopt a budget with a specific funding amount. The City Council will maintain its ability to increase, decrease, or eliminate funding for its contribution during its review of each Annual Budget.

The following alternatives are available to the City Council:

1. Apply a $20,000 refund of the City’s contribution toward the 2013 July 4 Festival and Fireworks to the next two years’ contributions;

2. Conceptually approve budgeting $15,000 toward the July 4 Festival and Fireworks in the FY 2016-17 and subsequent Preliminary Base Budgets;

3. Direct staff to seek an immediate cash refund or no refund for its 2013 contribution toward the July 4 Festival and Fireworks;

4. Direct staff to include a different contribution toward future July 4 Festival and Fireworks events;

5. Provide staff with other direction.

Staff recommends Alternative Nos. 1 and 2.
SUMMARY

The Rotary Club of Simi Valley has received a refund from its fireworks vendor for its 2013 July 4 Festival and Fireworks event. The Club is proposing to apply its refund of the City’s 2013 contribution over a two-year period, reducing the City’s contributions in 2014 and 2015 by $10,000 each. However, the Club has also indicated that their event costs have continued to increase and is requesting that the City and Park District each increase their annual contributions to $25,000 per year. Therefore, the requested 2014 and 2015 City contributions would be $15,000 per year.

Eric Levitt, City Manager