MINUTES
RANCHO SIMI RECREATION AND PARK DISTRICT
REGULAR MEETING, BOARD OF DIRECTORS
1000 N. KANAN RD., OAK PARK, CA 91377
OCTOBER 23, 2014, 6:30 P.M.

AGENDA
ITEM

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

PLEDGE OF ALLEGIANCE: Led by Brian Reed

II. ROLL CALL: Present: Directors O’Brien, Cavanaugh, Chair Johnson

Staff: Doug Gale, Karen Garber, Lee Martin, Teresa Moore, Wayne Nakaoka, Carol Odenberg, Larry Peterson, Theresa Pennington, Brian Pierik, Esq., Brian Reed, Robin Walker

Guests:

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

None.

IV. APPROVAL OF MINUTES:

(A) Approval of Minutes of the Regular Meeting – October 9, 2014

ACTION: Director O’Brien moved to Approve the Minutes of the Regular Meeting of October 9, 2014; Director Cavanaugh seconded the motion. Motion carried with a unanimous vote.

V. SCHEDULED ITEMS AND PUBLIC HEARINGS:

(A) Presentation of the Full-Time Employee of the Month for September 2014 to Theresa Pennington 35-14-bb

Director of Administration Garber read the nomination of Theresa Pennington. She said that she agreed with everything stated, and added that Theresa is a person with integrity, character, and patience. She accomplishes an enormous amount of work and is a real asset to the District. Chair Johnson presented Theresa with the award and thanked her on behalf of the Board for all her work. Director of Recreation Gale also expressed appreciation for her work. District Manager thanked Theresa for keeping a positive attitude, a smile on her face, and a can-do approach to things. Theresa said she was truly honored and it is a pleasure to work for the District, and also thanked staff for coming to the meeting to support her.

VI. CONSENT AGENDA:

Chair Johnson pulled Item VI. (C) from the agenda for discussion. The Board Members discussed whether the District should stock water only in the vending machines at District parks
in Oak Park. The Board felt that the District has a contract with Coca-Cola and should honor it, and that we need to be able to continue giving the options to the public. Also expressed was that having water only may give the perception that the District is attempting to monitor people’s behavior. It would have an affect on revenues also. The Chair noted the District is providing for the open public and is under no obligation to conform to rules that the school district may be under. District Manager clarified that the contract does allow the District to change what can be put in the vending machines, and we would not breach the contract by requiring Coca-Cola to stock the machines with all water. The Board added that the District already offers water, Powerade, Coke and Diet Coke so the public has the option of water if they want it. District Manager said the Oak Park committee considered this item and voted for a change to water only.

The Chair gave direction to staff to communicate the Board’s comments from this meeting to staff for consideration. Staff will take them into account before making a final determination.

(A) Approval of Check Registers: 10/17/14 (payroll); 10/15/14 (payables)

(B) Approval of Notice of Completion and Final Acceptance for the New Vista After School Club Phase One Construction Project 14-14-g

(C) Receive and File Report Regarding Placement of Water Only in Vending Machines Located in Oak Park. 27-14-c; 51K-14-h

Item VI. (C) was pulled from the Agenda.

ACTION: Director Cavanaugh moved to Approve Items A and B; Director O’Brien seconded the motion. Motion carried with a unanimous vote.

VII. CONTINUED BUSINESS:

None.

VIII. NEW BUSINESS:

(A) Authorization to Solicit Bids for Tree Pruning Services at Various District Parks 7-14-h

ACTION: Director O’Brien moved to Approve the Authorization to Solicit Bids for Tree Pruning Services at Various District Parks; Director Cavanaugh seconded the motion. Motion carried with a unanimous vote.

(B) Approval of Award of Contract for the Rancho Santa Susana Community Center Exterior Painting and Masonry Wall Sealing Project 116-14-c

ACTION: Director Cavanaugh moved to Approve Award of Contract for the Rancho Santa Susana Community Center Exterior Painting and Masonry Wall Sealing Project to Economos Painting in the Amount of $40,400.00 which includes the Project’s Base Bid and Additive Bid Alternate; Director O’Brien seconded the motion. Motion carried with a unanimous vote.

ACTION: Director Cavanaugh moved to Authorize the District Manager to Execute an Agreement with Economos Painting on Behalf of the District and to Amend the Agreement for Project Contingencies in an Amount Not to Exceed 15% of the Contract Award or $6,060.00, If and When the Need Arises for Extra Work or Modifications to the Project – the Total Allocation for the Contract is Therefore $46,460.00; Director O’Brien seconded the motion. Motion carried with a unanimous vote.
(C) **Approval of Resolution Adopting Annual Budget for FY 2014-15 124-14-g**

**ACTION:** Director O’Brien moved to Approve Resolution No. 1892 Adopting Annual Budget for FY 2014-15; Director Cavanaugh seconded the motion. Motion carried with the following roll-call vote:

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

(D) **Approval of the Planning and Maintenance Projects Fiscal Year 2014-15 and the Three-Year Capital Improvement Program FY 2014-15 – 2017-18 124-14-h**

**ACTION:** Director Cavanaugh moved to Approve the Planning and Maintenance Projects Fiscal Year 2014-15 and the Three-Year Capital Improvement Program FY 2014-15 – 2017-18; Director O’Brien seconded the motion. Motion carried with a unanimous vote.

(E) **Approval of FY 2015-16 District Budget Calendar 138-14-c**

**ACTION:** Director Cavanaugh moved to Approve FY 2015-16 District Budget Calendar; Director O’Brien seconded the motion. Motion carried with a unanimous vote.

(F) **Selection of Candidate to Serve as Special District Alternate Member to the Ventura Local Agency Formation Commission ("LAFCO") 46-14-b**

**ACTION:** Chair Johnson moved to Approve Candidate Mike Mishler to Serve as a Special District Alternate Member to the Ventura Local Agency Formation Commission ("LAFCO"); Director O’Brien seconded the motion. Motion carried with a unanimous vote.

IX. **WRITTEN COMMUNICATIONS:**

(A) **Letter and Certification of Appointment of Directors from the County of Ventura Clerk Recorder/Registrar of Voters, wherein the Board of Supervisors Certifies the Appointment of Dee Dee Cavanaugh and Gene “Hoss” Hostetler to Full Terms on the Rancho Simi Recreation and Park District’s Board of Directors Commencing December 5, 2014 and ending December 7, 2018 36-14-b**

Letter and Certification were received and filed.

X. **REPORTS BY BOARD MEMBERS:**

Director O’Brien attended the NRPA conference. She said most of the sessions were very good and educational, and she will be downloading all the handouts.

Director O’Brien asked for the status of the pump situation at Rancho Simi Community Park pool. District Manager said everything is working now and the pool went back into operation on October 3rd. He said the high school’s water polo team was affected while it was down, but they found an alternate location at CLU to use during that time.

Director Cavanaugh attended a Simi Valley Community Foundation dinner along with Chair Johnson during which time Vice Chair Freeman was honored as a Humanitarian of the Year. She thought it was a very nice event.
Director Cavanaugh attended the NRPA conference. She said there were many varied and educational sessions, and some she attended along with Recreation Supervisor Peace. They obtained some good ideas for the District, and she brought back some informational brochures for maintenance.

Chair Johnson also attended the NRPA conference. He attended some sessions that dealt with statistics and what is going on in the academia world in relation to parks and recreation, and also the value of open space and park recreation for the community. He mentioned a study that showed what a park district is worth, and said one was for a N. Carolina area that showed they spent $2.9 mil. of a $40 mil. budget for the park system and it brought a $13.9 mil. return to the district.

XI.

REPORT BY DISTRICT MANAGER:

District Manager and Director of Planning and Maintenance met with the Fire District personnel in Oak Park to evaluate the District’s fuel modification efforts and to discuss additional requested work. He said they reached an understanding as to what the District should do as it considers fire risk and other environmental issues.

District Manager toured Alamos Canyon with Senior Management Analyst, Nature Conservancy, Wildlife Conservation Board, and Waste Management staff to review property in relation to various grant criteria. They also discussed how the District may allow public access to that area.

District Manager stated that Weekend Lead Person Chris Morris is retiring from the District, and a retirement party will be held for him at Strathearn Historical Park on November 7th. His departure creates a promotional opportunity for existing staff members, and three candidates have expressed an interest in the position. Interviews will be conducted on October 24th.

The Chair called a Closed Session at 7:13 p.m.

The Chair reconvened the meeting at 7:28 p.m.

XII.

CLOSED SESSION:

(A) Closed Session Pursuant to Government Code Section 54956.95

Claimant: Mr. C. R. Joshi
Agency Claimed Against: Rancho Simi Recreation and Park District

Chair Johnson stated that no reportable action was taken on this item.

XIII. ADJOURNMENT: The Chair moved to adjourn the meeting at 7:29 p.m. Motion carried with a unanimous vote.

[Signature]
Larry Peterson, District Clerk