MINUTES
RANCHO SIMI RECREATION AND PARK DISTRICT
REGULAR MEETING, BOARD OF DIRECTORS
1692 SYCAMORE DRIVE, SIMI VALLEY, CA 93065
DECEMBER 18, 2014, 6:30 P.M.

AGENDA ITEM

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

PLEDGE OF ALLEGIANCE: Led by Doug Gale

II. ROLL CALL:

Present: Directors Cavanaugh, O'Brien, Johnson, Vice Chair Hostetler, Chair Freeman

Staff: Nikki Davy, Ruben Duran Esq., Doug Gale, Wayne Nakaoka, Larry Peterson and Brian Reed

Guests: None

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

None.

IV. APPROVAL OF MINUTES:

(A) Approval of Minutes of the Special Meeting – December 4, 2014, 4:00 p.m.

ACTION: Director Cavanaugh moved to Approve the Minutes of the Special Meeting of December 4, 2014, 4:00 p.m.; Director Johnson seconded the motion. Motion carried with a unanimous vote.

(B) Approval of Minutes of the Special Meeting – December 4, 2014, 6:15 p.m.

ACTION: Director Johnson moved to Approve the Minutes of the Special Meeting of December 4, 2014, 6:15 p.m.; Vice Chair Hostetler seconded the motion. Motion carried with a unanimous vote.

(C) Approval of Minutes of the Regular Meeting – December 4, 2014

Director O’Brien stated the reason for her recusal on Item VIII. E. at the December 4, 2014 regular meeting was because she has several clients who install cell phone towers for ATT, T-Mobile and numerous other carriers.

ACTION: Director Cavanaugh moved to Approve the Minutes of the Regular Meeting of December 4, 2014, 6:30 p.m.; Vice Chair Hostetler seconded the motion. Motion carried with a unanimous vote.

V. SCHEDULED ITEMS AND PUBLIC HEARINGS:

None.
VI. **CONSENT AGENDA:**

(A) **Approval of Check Registers:** 12/12/14 (payroll); 11/30/14 (payables)

(B) **Receive and File Special District Board Member/Trustee Handbook Produced by the California Special District’s Association_23-14-f**

**ACTION:** Vice Chair Hostetler moved to Approve Consent Agenda Items A and B; Director O’Brien seconded the motion. Motion carried with a unanimous vote.

VII. **CONTINUED BUSINESS:**

None.

VIII. **NEW BUSINESS:**

(A) **Approval of Permit Agreements for Use of Recreational Facilities by Santa Susana Boys Baseball League, Simi Valley Baseball League, and Simi Valley Little League_186-14-a**

**ACTION:** Vice Chair Hostetler moved to Approve the Permit Agreements for Use of Recreational Facilities by Santa Susana Boys Baseball League, Simi Valley Baseball League, and Simi Valley Little League with minor word changes in regards to shelled seeds; Director Cavanaugh seconded the motion. Motion carried with a unanimous vote.

(B) **Discussion to Determine District Name to Assign for Building Currently Referred to as the Knolls Fire Station_195-14-c**

**ACTION:** Director Johnson moved to approve the name of Knolls Station; Vice Chair Hostetler seconded the motion. Motion carried with Chair Freeman voting no.

(C) **Approval of Recommendation to Offer Health Insurance Benefits to District Employees in Part-time Positions Meeting Specified Criteria_35-14-ff**

**ACTION:** Director Johnson moved to approve the recommendation to offer health insurance benefits to District employees in part-time positions meeting specified criteria; Director Cavanaugh seconded the motion. Motion carried with a unanimous vote.

(D) **Approval of Reclassification of Payroll and Volunteer Coordinator to Recreation Coordinator_35-14-kk**

**ACTION:** Director Johnson moved to approve the reclassification of Payroll and Volunteer Coordinator to Recreation Coordinator; Director Hostetler seconded the motion. Motion carried with a unanimous vote.

(E) **Approval of Agreement Between the Oak Park Unified School District and the Rancho Simi Recreation and Park District for Use of Facilities [Term March 1, 2014 to February 28, 2017]_51C-14-b**

**ACTION:** Director Hostetler moved to approve the Agreement Between the Oak Park Unified School District and the Rancho Simi Recreation and Park District for Use of Facilities [Term March 1, 2014 to February 28, 2017]; Director Cavanaugh seconded the motion. Motion carried with a unanimous vote.
Approval of Agreement with Pascuzzo and Pate Golf Course Design for Design Consulting for Simi Hills Golf Course 120-14-f

ACTION: Director Johnson moved to approve the Agreement with Pascuzzo and Pate Golf Course Design for Design Consulting for Simi Hills Golf Course; Director Cavanaugh seconded the motion. Motion carried with a unanimous vote.

IX. WRITTEN COMMUNICATIONS:

None.

X. REPORTS BY BOARD MEMBERS:

Director Cavanaugh did not have any Committee meetings this period.

Director Hostetler did not have any Committee meetings this period.

Director O’Brien asked if the Park District had considered taking over the Pioneer Cemetery operations. A brief discussion followed at which point District Legal Counsel advised the Board to place further consideration of the matter onto a future agenda if there was an interest in continuing the discussion on this subject.

Director O’Brien did not have any Committee meetings this period.

Director Johnson did not have any Committee meetings this period however wanted to complement the new Reporter format. Director Johnson liked that it was all ours, i.e. has no ads and no competitors. Job well done.

Chair Freeman did not have any Committee meetings this period.

XI. REPORT BY DISTRICT MANAGER:

District Manager met with the City Manager who is exploring considerations related to the possible relocation of Nottingham Festival to the City’s property behind the Senior Center.

District Manager reminded the Board Members of the District Holiday Party at the Center on Friday starting at 11:30 a.m.

The Chair called a Closed Session at 7:07 p.m. to review item XII.(A).

The Chair reconvened the Regular Meeting of the Board from closed session at 7:30 p.m. No report was made by the Chair and no business was discussed as the Chair immediately announced the Regular Meeting of the Board would be recessed to allow time to hold the Special Meeting of the Board starting at 7:31 p.m.

The Chair reconvened the Regular Meeting of the Board at 8:11 p.m. and then returned the meeting to Closed Session Item XII.

The Chair reconvened the meeting from Closed Session at 8:24 p.m.
XII. CLOSED SESSION:

(A) Closed Session Pursuant to Government Code Section 54956.8

Conference with Real Property Negotiator:

RE: Land Acquisition: Property Located in Ventura County
At 4201 Guardian Street, Simi Valley, CA
Assessor Parcel Number: 626-0-051-095

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

Report and Instructions to Staff Regarding Price and Terms of Payment.

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

XIII. ADJOURNMENT: Director Johnson moved to adjourn the meeting at 8:25 p.m.; Director O'Brien seconded the motion. Motion carried with a unanimous vote.

Larry Peterson, District Clerk
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RANCHO SIMI RECREATION AND PARK DISTRICT

SPECIAL MEETING
BOARD OF DIRECTORS
1692 SYCAMORE DRIVE, SIMI VALLEY, CA 93065

THURSDAY, DECEMBER 18, 2014, 7:30 P.M.

I. CALL TO ORDER

The meeting was called to order at 7:31 p.m.

II. ROLL CALL

Directors Cavanaugh, O'Brien, Johnson, Vice Chair Hostetler, Chair Freeman

The following staff members were present: Steve Corwin, Nikki Davy, Dave DeMaio, Ruben Duran Esq., Doug Gale, Bryn Kropp, Jennifer Maddux-Gnagy, Linsen Mead, Wayne Nakaoka, Larry Peterson, Erika Purintun, Brian Reed, Andrea Skinner, Emily Yates

III. PUBLIC DISCUSSION (ITEMS NOT ON THE AGENDA)

None.

IV. SCHEDULED ITEMS

After School Director Jennifer Maddux-Gnagy opened the discussion with thanking the Board Members for listening to their request to reclassify their job from 5.2 to 8. Ms. Maddux-Gnagy stated she was representing the eight ASC employees present and four others that were not.

Jennifer Maddux-Gnagy explained the changes in the job description that has occurred over the past few years, mainly the handling of special needs children. Some of these special needs includes gender identification, fetal alcohol syndrome, and autism. Also there is an increased responsibility in paperwork and administrative duties, which include food ordering, healthy eating planning, field trip planning and executing, fund raising, behavior reports, bi-monthly staff appraisals, and budgeting, all which must be inclusive of special needs children.

District Manager offered out two handouts which broke down the costs involved in this request, as well as the Park District's recommendation.

Director Cavanaugh asked about specialized training, Lindsey Mead responded that she had undertaken some training.

ACTION: Director Johnson moved to recommend this Request to be Reclassified from Classification 5.2 to Classification 8 on the District’s Part-time Pay Schedule to the Personnel Committee. Director Cavanaugh seconded the motion. Motion carried with a unanimous vote.
V. **ADJOURNMENT:** Director Johnson moved to adjourn the meeting at 8:10 p.m.

[Signature]

Larry Peterson, District Clerk