MINUTES
RANCHO SIMI RECREATION AND PARK DISTRICT
REGULAR MEETING, BOARD OF DIRECTORS
1692 SYCAMORE DR., SIMI VALLEY, CA 93065
MAY 1, 2014, 6:30 P.M.

AGENDA ITEM

I. CALLED TO ORDER: 6:31 p.m.

PLEDGE OF ALLEGIANCE: Led by Brian Reed

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

Staff: Karen Garber, Robert Hurtado, Colleen Janssen, Wayne Nakaoka, Carol Odenberg, Theresa Pennington, Larry Peterson, Brian Pierik, Esq., Brian Reed, Robin Walker

Guests: Family of Roberto Hurtado

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

None.

IV. APPROVAL OF MINUTES:

(A) Approval of Minutes of the Regular Meeting – April 17, 2014

ACTION: Director O’Brien moved to Approve the Minutes of the Regular Meeting of April 17, 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 April 2014 to Roberto Hurtado 35-14-h

Director of Administration Garber reviewed Roberto’s nomination and congratulated him. Chair Johnson presented Roberto with the Employee of the Month award. Photos were then taken of Roberto with his family and the Chair. Roberto thanked the Board and staff, and said he loves everyone and his work. Director of Planning & Maintenance Nakaoka stated that Roberto has recently been the District’s one-man irrigation crew. He said Roberto took over all irrigation duties and has done an excellent job. The Board thanked Roberto for his fine work and congratulated him.

VI. CONSENT AGENDA:

(A) Approval of Check Registers: 4/18/14 (payroll); 4/15/14 (payables)

(B) Approval of Notice of Completion and Final Acceptance for the Arroyo Simi Greenway Project Phase 1 – Demolition, Grading, Drainage, and Asphalt Paving 176-14-a
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(C) Approval of Notice of Completion and Final Acceptance for the Arroyo Simi Greenway Project Phase I – Fencing 176-14-b

(D) Approval of Notice of Completion and Final Acceptance for the Arroyo Simi Greenway Project Phase 1 – Project Amenities, Vista Points, and Entrance Areas 176-14-c

ACTION: Director O’Brien moved to Approve Consent Agenda Items (A) through (D); Director Cavanaugh seconded the motion. Motion carried with a unanimous vote.

VII. CONTINUED BUSINESS:
None.

VIII. NEW BUSINESS:

(A) Approval of Award of Contract for Weed Abatement Services at Various District Parks and Open Space Areas – Simi Valley and Oak Park, California 7-14-e

ACTION: Director Cavanaugh moved to Approve Award of Contract for Weed Abatement Services at Various District Parks and Open Space Areas – Simi Valley and Oak Park, California to Premier Trees and Landscape in the amount of $34,015.00, and Authorize the District Manager to Execute an Agreement with the Awarded Firm on Behalf of the District and to Amend the Agreement for Project Contingencies in an Amount Not to Exceed Approximately 14-1/2% of the Contract Award or $5,000.00 for Any Additional Weed Abatement as Recommended by District Staff – the Total Allocation for the Contract is Therefore $39,015.00; Director O’Brien seconded the motion. Motion carried with a unanimous vote.

(B) Approval of Award of Contract for the New Vista After School Club Phase One Construction Project 14-14-c

ACTION: Director Cavanaugh moved to Approve Award of Contract for the New Vista After School Club Phase One Construction Project to DPM Construction Co. in the Amount of $48,500.00; and Authorize the District Manager to Execute an Agreement with the Awarded Firm on Behalf of the District and to Amend the Agreement for Project Contingencies in an Amount Not to Exceed 10% of the Contract Award or $4,850.00, If and When the Need Arises for Extra Work or Modifications to the Project - the Total Allocation for the Contract is Therefore $53,350.00; Director O’Brien seconded the motion. Motion carried with a unanimous vote.

(C) Approval of Amended Agreement between Rancho Simi Recreation and Park District and Chef It Up! LLC for the Operation of the Food and Beverage Concession at Simi Hills Golf Course 120-14-d

ACTION: Director Cavanaugh moved to Approve Amended Agreement between Rancho Simi Recreation and Park District and Chef It Up! LLC for the Operation of the Food and Beverage Concession at Simi Hills Golf Course; Director O’Brien seconded the motion. Motion carried with a unanimous vote.

District Manager thanked Golf Course Manager Reed for all the extra effort he put into this project.

District Legal Counsel arrived to the Board Meeting at 6:54 p.m.
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(D) Approval and Adoption of Part-time Employee Pay Schedule by Rancho Simi Recreation and Park District Board of Directors 35-14-1

ACTION: Director O’Brien moved to Approve and Adopt the Part-time Employee Pay Schedule by Rancho Simi Recreation and Park District Board of Directors and Allow the District Manager the Discretion to Implement It When Necessary or Deemed Appropriate in His Judgment; Director Cavanaugh seconded the motion. Motion carried with a unanimous vote.

IX. WRITTEN COMMUNICATIONS:
None.

X. REPORTS BY BOARD MEMBERS:
Director O’Brien attended the Task Force on Heroin Prevention meeting on April 24th. During the meeting, she asked the police if they have been handing out the pamphlet that the District designed and if it has been helpful. The officer informed her that a stack of pamphlets had been placed in the officers’ breakroom and their vehicles so they would have a supply to hand out. He said that as much of the information in the pamphlet was already on their website it is difficult to measure whether it is beneficial.

Director O’Brien requested that the Board adjourn the meeting in honor of Don Hunt who recently passed away.

Director Cavanaugh did not have any Park District business since the last Board meeting.

Director Cavanaugh mentioned that she spent the past weekend at a function with 240 high school students - leaders for tomorrow.

Chair Johnson did not have any committee meetings this period.

Chair Johnson attended Don Hunt’s memorial reception along with Director O’Brien.

XI. REPORT BY DISTRICT MANAGER:
District Manager did not have any items to report.

The Chair called a Closed Session at 7:00 p.m.

The Chair reconvened the meeting at 7:41 p.m.

XII. CLOSED SESSION:
(A) Closed Session Pursuant to Government Code Section 54956.95

Claimant: Law Offices of Gerald Marcus on behalf of Jay Wooliver
Agency Claimed Against: Rancho Simi Recreation and Park District

The Chair reported on Closed Session Item XII. (A) that direction was given to staff to return the claim as untimely - it was filed too late.
(B) Closed Session Pursuant to Government Code Section 54957.6

Conference with Labor Negotiator:

Agency Negotiators: District Manager and
Business & Accounting Supervisor
Employee Organization: Rancho Simi Recreation and
Park District
Middle Management Association

(C) Closed Session Pursuant to Government Code Section 54957.6

Conference with Labor Negotiator:

Agency Negotiators: District Manager and
Business & Accounting Supervisor
Employee Organization: Rancho Simi Recreation and
Park District
Employees Association
("Bargaining Unit")

(D) Closed Session Pursuant to Government Code Section 54957.6

Conference with Labor Negotiator:

Agency Negotiator: District Manager
Employee Organization: Unrepresented Employees

(E) Closed Session Pursuant to Government Code Section 54956.8

Conference with Real Property Negotiator

Re: Land Acquisition: The Following Assessor Parcel Numbers
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:
620-0-320-015 (5.04 Acres)
620-0-320-035 (27.09 Acres)
620-0-320-045 (9.89 Acres)

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

Report and Instructions to Staff Regarding Price and Terms of Payment

The Chair stated that no reportable actions were taken on Closed Session Items XII. (B) through (E).
XIII.  **ADJOURNMENT:** Director Cavanaugh moved to adjourn the meeting at 7:42 p.m. in memory of Don Hunt; Director O’Brien seconded the motion. Motion carried with a unanimous vote.

[Signature]

Larry Peterson, District Clerk