MINUTES
RANCHO SIMI RECREATION AND PARK DISTRICT
REGULAR MEETING, BOARD OF DIRECTORS
1692 SYCAMORE DRIVE, SIMI VALLEY, CA 93065
MARCH 19, 2015, 6:30 P.M.

AGENDA ITEM

I. CALLED TO ORDER: 6.31 p.m.

PLEDGE OF ALLEGIANCE: Led by Director O’Brien

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

                          Staff: Nikki Davy, Tracy Engel, Doug Gale, Karen Garber, Danielle June, Karen Kalsman, Stan Kalsman, Jeannie Liss, Gregory Murphy, Wayne Nakaoka, Theresa Pennington, Larry Peterson, Brian Reed, Cyndi Richards, Robin Walker,

                          Guests: Josie Hirsch

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

Josie Hirsh, Nottingham Festival Organizer, spoke to Rancho Simi Recreation and Park District acquiring land on Bennett Road, for the sole purpose of having a year round event location. Chair Freeman shared that Rancho Simi Recreation and Park District had previously considered and ruled out this location for various reasons including SOAR, and County Zoning limitations.

IV. APPROVAL OF MINUTES:

(A) Approval of Minutes of the Regular Meeting – March 5, 2015

ACTION: Director Cavanaugh moved to approve the Minutes of the Regular Meeting of March 5, 2015; Vice Chair Hostetler seconded the motion. Motion carried with a unanimous vote.

(B) Approval of Minutes of the Special Meeting – March 12, 2015

ACTION: Director Cavanaugh moved to approve the Minutes of the Special Meeting of March 12, 2015; Chair Freeman seconded the motion. Motion carried with a unanimous vote.

V. SCHEDULED ITEMS AND PUBLIC HEARINGS:

(A) Presentation of the Part-Time Employee of the Month for February 2015 to Stan Kalsman 35-15-e

Business & Accounting Supervisor reviewed Stan Kalsman’s nomination. Chair Freeman presented Stan with the Employee of the Month award and congratulated him on behalf of the Board. Stan thanked the Board and expressed how happy he was with the recognition.
(B)  Presentation of the New Volunteer Software System (Oral)

Danielle June, Jeannie Liss and Cyndi Richards gave a presentation to the Board on the new Volunteer software by Cervis which was installed in June, 2014. The new software allows staff to handle all volunteer requests online, eliminating the hours of manual entering and contacting of volunteers.

VI.

CONSENT AGENDA:

(A)  Approval of Check Registers: 3/6/15 (payroll); 2/28/15, 3/15/15 (payables)

(B)  Approval of Notice of Completion and Final Acceptance for the Tree Pruning Services at Various District Park Project__7-15-b

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:

(A)  Approval of Resolution of the Rancho Simi Recreation and Park District Nominating a Candidate for Election to Serve on the California Special District’s Association Board of Directors__23-15-b

No action was taken by the Board.

VIII.

NEW BUSINESS:

(A)  Approval of Resolution Rescinding Policy 8-200 regarding Disposition of Surplus Real Property__84-15-a

Legal Counsel summarized existing District Policy and related Government Code provisions, and the explained the procedures the District must follow in order to sell surplus property.

ACTION: Director Johnson moved to Approve Resolution No. 1901 Rescinding Policy 8-200 regarding Disposition of Surplus Real Property; Director O’Brien seconded the motion. Motion carried with the following roll-call vote:

Ayes: Directors O’Brien, Johnson, Cavanaugh, Vice Chair Hostetler and Chair Freeman

Nees: None

Absent: None

Abstain: None

(B)  Approval to Retain CBRE, Inc., Laurie Lustig-Bower, as Broker and Authorization to the District Manager to Sign Exclusive Sales Listing Agreement, Schedule of Sale Commissions, and Disclosure Regarding Real Estate Agency Relationship Documents__53-15-b

District Manager explained that the District’s property located at 1692 Sycamore Drive is zoned high density residential, and stated it would most logically be developed for residential in the event the Board determined the sale of it to be appropriate. Laurie Lustig Bower has many years of experience in this specific type of property and is well qualified to represent the District in this regard. Chair Freeman questioned the obligation to pay a commission in the event an option to purchase the property is granted, and also expressed her opinion that the agreement should be modified to indicate that the for-sale sign requirement be stricken.
ACTION: Vice Chair Hostetler moved to approve the retention of CBRE, Inc., Laurie Lustig-Bower, as Broker and Authorization to the District Manager to Sign Exclusive Sales Listing Agreement after amendment of paragraph 8 removing the requirement a for-sale sign be placed onto the property, Schedule of Sale Commissions, and Disclosure Regarding Real Estate Agency Relationship Documents; Director O'Brien seconded the motion. Motion carried with a unanimous vote.

(C) Approval of First Amendment to Agreement for Use of Santa Susana Railroad Depot Extending the Term of Use by the Rancho Simi Foundation from December 31, 2015 to December 31, 2020 

ACTION: Director Johnson moved to Approve the First Amendment to Agreement for Use of Santa Susana Railroad Depot Extending the Term of Use by the Rancho Simi Foundation from December 31, 2015 to December 31, 2020; Director Cunningham seconded the motion. Motion carried with a unanimous vote.

IX. WRITTEN COMMUNICATIONS:
None.

X. REPORTS BY BOARD MEMBERS:
Director Johnson attended the Golf Committee meeting and suggested Board Members review the 3 pages of prepared minutes as there was a considerable amount of business conducted. Chair Freeman asked a question about the installation of a patio at Sinaloa Golf Course and stated her opinion an outdoor seating area should be installed without waiting for additional construction at the course. Golf Course Manager Reed indicated a seating area with more comfortable chairs would be installed on a surface such as wood chips to create a demarcation of the area from the adjacent grass, and stated that if the results of the additional area were positive then perhaps a more robust structure could be built.

Director Johnson attended a one day CRPD meeting. Both Director Johnson and Vice Chair Hostetler are up for re-election and RSRPD has been nominated for two awards, Challenger field and the Arroyo Project.

Director Johnson attended the Soccer Foundation Meeting and members raised an issue with the portable goals being moved so they are not available for practice sessions. Director Johnson suggested chaining up the goals when not in use to prevent damage to them and the fields.

Director Johnson also discussed the condition of fields four and five, they are in bad shape for this time of year and the addition of club teams means they are more heavily used. Director Johnson asked about the plans to renovate those fields. Director of Planning and Maintenance Nakaoaka stated that a field renovation approach and schedule has been prepared and will be implemented.

Director O’Brien attended two CSDA conference calls, one for the Fiscal Committee and one for the Audit Committee.

Director O’Brien visited the Adventist School to view the new demonstration garden being installed.
Director O’Brien has been approached by two people inquiring about installing solar panels in District parks. District Manager stated that current efforts were focused on reducing electricity usage where applicable by installing LED bulbs in the existing walkway and parking lot light fixtures.

Director Cavanaugh attended the Soccer Foundation meeting and mentioned that there was an increase in participation and they voted for annual dues of $500 to now be charging for parking which would help fund additional lighting installations.

Director Cavanaugh attended the Police Foundation dinner.

Director Cavanaugh attended Coffee Morning with School Trustees Blough and Daniels and City Council members Judge and Mashburn. An item discussed was the grandfathered group of remote control airplane flyers being pushed out of the park by non-residents. District Manager clarified that anyone with remote control airplane may use soccer field 4 and 5 for that activity when there are no soccer players present, and that the conflict has traditionally been between soccer players and flyers.

Vice Chair Hostetler asked for an update on renovation of the Knolls Station. Director of Planning and Maintenance provided a status report on the efforts, and reminded the Board that the effort is largely being undertaken by District staff members when their schedules permit, in order to keep the costs of the project down. Staff is projecting a completion date of August, but noted that there can be delays due to unexpected circumstances.

Vice Chair Hostetler attended the Golf Committee meeting.

Chair Freeman did not have any Committee meetings this period.

XI. REPORT BY DISTRICT MANAGER:

District Manager mentioned the Simi Valley Adult School cancelled their classes at the Senior Center and now these instructors are transitioning to Rancho Simi Recreation and Park District. We are extending terms to independent contractors on an 85/15 plan, which will be phased down over a period of time. The School District owns some of the equipment used by the ceramic classes, and the Council on Aging and Park District may be able to partner to replace any equipment removed by the School District.

The Chair called a Closed Session at 8:00 p.m.

The Chair reconvened the meeting at 8:20 p.m.

XII. CLOSED SESSION:

(A) Closed Session Pursuant to Government Code Section 54956.95

Claimant: Amy Manchel

Agency Claimed Against: Rancho Simi Recreation and Park District

Chair Freeman indicated that direction was given to staff on item XII.(A).
(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

Chair Freeman indicated Item XII.(B) is being continued.

(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")

Chair Freeman indicated Item XII.(C) is being continued.

(D) Closed Session Pursuant to Government Code Section 54957.6

Conference with Labor Negotiator:

Agency Negotiators: District Manager
Employee Organization: Unrepresented Employees

Report and Instructions to Staff Regarding Price and Terms of Payment

Chair Freeman indicated Item XII.(C) is being continued.

(E) 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

Agency Parties: Larry Peterson, District Manager
Negotiating Parties: Tepco, Ltd., and Delphi Business Properties, Inc.
Under Negotiation: Price and Terms of Payment

Chair Freeman indicated no reportable action occurred with respect to Item XII.(E).
(F) Closed Session Pursuant to Government Code Section 54956.8

Conference with Real Property Negotiator:

RE: Land Acquisition: Property Located in Ventura County at 1692 Sycamore Drive, Simi Valley, CA

Assessor Parcel Number: 626-0-231-285
642-0-231-295
642-0-280-075
642-0-280-085
642-0-280-095

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

Chair Freeman indicated no reportable action occurred with respect to Item XII.(F).

XIII. ADJOURNMENT: Vice Chair Hostetler moved to adjourn the meeting at 8:22 pm; Director Cavanaugh seconded the motion. Motion carried with a unanimous vote.

Larry Peterson, District Clerk