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  
Elaine Freeman  
Vice Chair  
Gene Hostetler  
Director  
Dee Dee Cavanaugh  
Director  
Mark Johnson  
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 – April 2, 2015
   B. Special Meeting – April 3, 2015

V. SCHEDULED ITEMS AND PUBLIC HEARINGS
   A. Presentation of the Part-Time Employee of the Month for March 2015 to Ryan Suapaia

VI. CONSENT AGENDA**
   A. Approval of Check Register: 4/3/15 (payroll); 3/31/15 (payables)

   ** Matters listed under the Consent Agenda are considered routine and shall be acted upon without discussion by one motion, unless discussion is desired. In that event, the items will be removed from the Consent Agenda.

VII. CONTINUED BUSINESS
   None

VIII. NEW BUSINESS
   A. Interview by Board of Directors of Applicants Interested in Serving on the Oak Park – Park and Recreation Planning Committee
   B. Review and Discussion Regarding Guidelines for Operation of Oak Park – Park and Recreation Planning Committee
   C. Selection and Appointment of Candidates to Serve on the Oak Park – Park and Recreation Planning Committee
   D. Approval for the Purchase of Two Chevrolet Express Passenger Vans Through California Multiple Award Schedules (CMAS)
   E. Discussion and Possible Approval of an Agreement by the District to Purchase Property Located at 4201 Guardian Street in Simi Valley

IX. WRITTEN COMMUNICATIONS

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

XII. CLOSED SESSION

A. Closed Session Pursuant to Government Code Section 54956.95

Claimant: Ms. Polly Kay
Agency Claimed Against: Rancho Simi Recreation and Park District

B. Closed Session Pursuant to Government Code Section 54957.6

Conference with Labor Negotiator:
Agency Negotiators: District Manager and Business and 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 and 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: Property Located in Ventura County at 4201 Guardian Street, Simi Valley, Ca
Assessor Parcel Number: 626-0-051-095
Agency Negotiator: Larry Peterson, District Manager
Negotiating Parties: Tepco, Ltd., and Delphi Business Properties, Inc.
Under Negotiation: Price and Terms of Payment
F. Closed Session Pursuant to Government Code Section 54956.8

Conference with Real Property Negotiator

Re: Land Disposition: Property Located in Ventura County at
1692 Sycamore Drive, Simi Valley, CA

Assessor Parcel Numbers:
- 642-0-231-285
- 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

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 Human Resources 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
APRIL 2, 2015, 6:30 P.M.

AGENDA ITEM

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

II. PLEDGE OF ALLEGIANCE:
    Led by Karen Garber

II. ROLL CALL:
    Present: Directors O’Brien, Johnson, Cavanaugh, Vice Chair Hostetler, Chair Freeman
    Staff: Doug Gale, Karen Garber, Dennis Hemenway, Jeannie Liss, Wayne Nakaoka, Carol Odenberg, Larry Peterson, Brian Pierik, Esq., Cyndi Richards, Robin Walker
    Guests: Tom Bergh, Wayne Ferber, Lisa, Jake and Haley Hemenway, Curt Osterhoudt

Legal Counsel arrived at the Board Meeting at 6:31 p.m.

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

None.

IV. APPROVAL OF MINUTES:

(A) Approval of Minutes of the Regular Meeting – March 19, 2015

ACTION: Director O’Brien moved to Approve the Minutes of the Regular Meeting of March 19, 2015 as amended; Vice Chair Hostetler 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 March 2015 to Dennis Hemenway 35-15-f

Director of Administration Garber reviewed the nomination for Full-Time Employee of the Month award. Chair Freeman presented Dennis Hemenway with the award and congratulated him on behalf of the Board. Dennis thanked the District and his family, and introduced his wife, Lisa, and children, Jake and Haley. Director of Planning & Maintenance said Dennis works on the east crew and is an outstanding employee. He said we are fortunate to have Dennis as a F/T employee, and that the District receives nothing but compliments about him.
(B) Presentation of the 2014 Volunteer of the Year Award to Curt Osterhoudt 164-15-a.

Volunteer Coordinator Liss gave an overview of all of the time and volunteer work that Curt Osterhoudt has donated to the Santa Susana Depot and Museum and the Park District over the years. Chair Freeman presented him with the 2014 Volunteer of the Year Award and said that the Board greatly appreciates all his time and contributions. She said they are proud of the Depot and everyone’s hard work there. Curt thanked the District for the award and also acknowledged his wife, Cathy, Director Tom Bergh, and all the others at the Depot, saying that their names should be on the plaque as well.

Tom Bergh commented on the nice presentation, and said for 15 years he has worked together with Curt at the Depot and that he hopes he will continue for another 15 years. He said people ask about Curt all the time and comment on how knowledgeable he is about everything. He said Curt is quite inspirational, and if it wasn’t for him the Depot would not be enjoying all the accolades and benefits. He said he will be forever in his debt and congratulated him. He added that it could not have happened to a finer person.

Wayne Ferber congratulated Curt on behalf of the S.V. Historical Society and Strathearn Park & Museum. He said Curt has been their go-to person at the Depot, especially on the “Journey Series”, and has always been very helpful.

Chair Freeman congratulated Curt again and said they very much appreciate him.

VI. CONSENT AGENDA:

(A) Approval of Check Register: 3/20/15 (payroll)

ACTION: Director O’Brien moved to Approve Item A; Vice Chair Hostetler seconded the motion. Motion carried with a unanimous vote.

VII. CONTINUED BUSINESS:

None.

VIII. NEW BUSINESS:

(A) Interviews by Board of Directors of Applicants Interested in Serving on the Oak Park – Park and Recreation Planning Committee (Oral)

Chair Freeman stated that as none of the applicants for the Oak Park – Park and Recreation Planning Committee were in attendance at this meeting, the Board will convene to the following morning, April 3, 2015, for a Special Board Meeting starting at 10 a.m. in Oak Park. District Manager said there are seven applicants, and that six will be interviewed at the Special Meeting. One applicant is scheduled for an interview at the April 16th Board Meeting. Director Johnson said he will be unable to attend the Special Meeting as he will be going out of town.

(B) Authorization to Solicit Bids for Weed Abatement Services at Various District Parks and Open Space Areas 7-15-c

ACTION: Vice Chair Hostetler moved to Approve Authorization to Solicit Bids for Weed Abatement Services at Various District Parks and Open Space Areas; Director O’Brien seconded the motion. Motion carried with a unanimous vote.
(C) Approval of Agreement with Stantec Consulting Services, Inc. for Engineering and Surveying Services for the Arroyo Simi Greenway Phase 2 Project 176-15-a

Director of Planning and Maintenance Nakaoka said the staff report and contract were corrected for compliance with labor code, which considers surveying in the design & engineering phase of work under the prevailing wage law. He said per Legal Counsel’s direction, the contract was modified to include SB 854 that requires that the surveyor now must report directly to the Dept. of Industrial Relations their certified payroll reports.

ACTION: Director O’Brien moved to Approve the Agreement as Modified with Stantec Consulting Services, Inc. for Engineering and Surveying Services for the Arroyo Simi Greenway Phase 2 Project in the Amount of $107,000.00; Director Cavanaugh seconded the motion. Motion carried with a unanimous vote.

(D) Approval of Offer to Sell Surplus Property 53-15-c

ACTION: Director Cavanaugh moved to Approve Offer to Sell Surplus Property and Authorize the District Manger to Sign and Send It to the Agencies Listed Upon It; Director Johnson seconded the motion. Motion carried with a unanimous vote.

IX. WRITTEN COMMUNICATIONS:

None.

X. REPORTS BY BOARD MEMBERS:

Vice Chair Hostetler did not have any committee meetings this period.

Director Cavanaugh did not have any committee meetings this period.

Director Cavanaugh stated that George Lange will be the Conejo Valley Day’s Grand Marshall, and that the Board Members are all invited.

Director O’Brien attended the State of the City luncheon with Chair Freeman, and said Simi Valley was named as having the fourth best weather in the country. Chair Freeman showed a handout she received - On the Road to Success, Annual Report, Simi Valley Chamber.

Director O’Brien said the vendor who did the lights for Rancho Simi pool years ago contacted her about solar panels and asked to meet with her on April 3rd. She will relay to this person what the Board had discussed on the subject during the last Board Meeting.

Director Johnson attended a Santa Monica Mountains Conservancy meeting. He said George Lange mentioned he would like to bring back the old Thousand Oaks. For the anniversary celebration, the Conservancy passed out some of their first, original minutes.

Chair Freeman had two CSDA Legislative meetings in March and said they reviewed most of the bills. She said there seems to be a trend for more control over contracting and reviewed some of the bills. She went over other bills, including one extending additional protections to the homeless.

Director O’Brien inquired about the matter of public officials’ use of personal emails vs. separate public email addressee, and was reminded the Board previously considered District email addresses and concluded they were not necessary.
Chair Freeman said she will be attending Pleasant Valley Recreation and Park District’s Grand Opening of the Outdoor Nature Center on Saturday, April 25th.

Chair Freeman said she will unable to attend the Junior Olympic Games at Royal High School on April 18th. Director O’Brien said that she will be attending.

XI. REPORT BY DISTRICT MANAGER:

District Manager reminded the Board that there will be a Special Meeting to conduct interviews for the Oak Park Committee in Oak Park at the Lakeside Pavilion, which is at the east side of the parking lot, on Friday, April 3, beginning at 10 a.m. and ending at around 12:30 p.m.

District Manager said the Governor issued a mandated water conservation measure and it will fall upon local agencies to take implementation steps. Director of Planning and Maintenance said that the State is requiring a 25% cutback in water usage. He discussed a rebate program and said there are a couple parks where on a large scale some measures could be applied fairly easily to reduce water usage. Director O’Brien said water agencies may start to raise their fees to offset revenue reductions from conservation efforts.

District Manager said there is no business to discuss on Closed Session Items (A), (B), and (C) and the items will be moved to the next Board Meeting agenda.

Chair Freeman called a Closed Session at 7:18 p.m.

Chair Freeman reconvened the meeting at 7:50 p.m.

XII. CLOSED SESSION:

(A) Closed Session Pursuant to Government Code Section 54957.6

Conference with Labor Negotiator:

Agency Negotiators: District Manager and Business and Accounting Supervisor

Employee Organization: Rancho Simi Recreation and Park District Middle Management Association

(B) Closed Session Pursuant to Government Code Section 54957.6

Conference with Labor Negotiator:

Agency Negotiators: District Manager and Business and Accounting Supervisor

Employee Organization: Rancho Simi Recreation and Park District Employees Association (“Bargaining Unit”)
(C) Closed Session Pursuant to Government Code Section 54957.6

Conference with Labor Negotiator:

Agency Negotiator: District Manager

Employee Organization: Unrepresented Employees

Items XII. (A), (B), and (C) were deferred to the next Board Meeting.

(D) 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 Negotiator: Larry Peterson, District Manager

Negotiating Parties: Tepco, Ltd. and Delphi Business Properties, Inc.

Under Negotiation: Price and Terms of Payment

(E) Closed Session Pursuant to Government Code Section 54956.8

Conference with Real Property Negotiator

Re: Land Disposition: Property Located in Ventura County at 1692 Sycamore Drive, Simi Valley, Ca

Assessor Parcel Numbers: 642-0-231-285
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

Report and Instructions to Staff Regarding Price and Terms of Payment

Chair Freeman stated there were no reportable actions taken on Items XII. (D) and (E).

XIII. ADJOURNMENT: Vice Chair Hostetler moved to adjourn the meeting at 7:51 p.m.; Director O’Brien seconded the motion. Motion carried with a unanimous vote.

Larry Peterson, District Clerk
THIS PAGE IS BLANK
RANCHO SIMI RECREATION AND PARK DISTRICT

SPECIAL MEETING
BOARD OF DIRECTORS
LAKESIDE PAVILLION
EAST END OF PARKING LOT AT THE OAK PARK
COMMUNITY CENTER AND GARDENS
1000 NORTH KANAN ROAD, OAK PARK

FRIDAY, APRIL 3, 2015, 10:00 A.M.

I. CALL TO ORDER

The meeting was called to order at 10:02 am by Chair Freeman.

II. ROLL CALL

Chair Freeman, Vice Chair Hostetler, Director Cavanaugh and Director O’Brien

The following staff member was present: Larry Peterson

III. PUBLIC DISCUSSION (ITEMS NOT ON THE AGENDA)

None.

IV. NEW BUSINESS

A. Interviews by Board of Directors of Applicants Interested in Serving on the Oak Park – Park and Recreation Planning Committee

The Board interviewed the following candidates; Zachary Bernstein, Jessica Estrada, Steven Chavez, Keyla Treitman, Tom Ray and Allison Bernstein.

B. Selection and Appointment of Two Candidates to Serve on the Oak Park – Park and Recreation Planning Committee

Chair Freeman tabled this item to a meeting time scheduled to occur after the final candidate has been interviewed.

V. ADJOURNMENT: Chair Freeman adjourned the meeting at approximately 12:40 pm.

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

Date: April 16, 2015
To: District Manager
From: Business and Accounting Supervisor
Re: Presentation of the Part-Time Employee of the Month for March 2015 to Ryan Suapaia

PART-TIME EMPLOYEE OF THE MONTH FOR MARCH 2015

The Part-Time Employee of the Month for March 2015 is Ryan Suapaia. This is Ryan’s second award for Part-Time Employee of the Month.

NOMINATION NARRATION

The person who nominated Ryan had this to say about him: Ryan has been with the district for almost 6 years, and holds two positions with Rancho Simi: a Recreation Counselor for our Sinaloa teen club as well as our Part Time Computer Technician. I have had the pleasure of working with Ryan at a few of our day camps, as well as him coming to my club on numerous occasions to fix my equipment. I feel like he deserves to be nominated because he is a stand up employee, who always does what he can to help others. He takes his time to figure out any problems we may be having with our equipment, and is super pleasant! It’s great having an employee like him on our staff!

BOARD ACTION

Ryan has been invited to attend the April 16, 2015 board meeting to receive a plaque and a check for $75.00 from the board chair.

Theresa Pennington
Business and Accounting Supervisor
RANCHO SIMI RECREATION AND PARK DISTRICT
INTEROFFICE MEMORANDUM

DATE: April 16, 2015

TO: Board of Directors

FROM: District Manager

SUBJECT: Interview by Board of Directors of Applicant Interested in Serving on the Oak Park-Park and Recreation Planning Committee

SUMMARY

In response to the advertised request for interested Oak Park residents to serve on the District’s Oak Park – Park and Recreation Planning Committee, seven people applied. The Board interviewed six of the candidates on April 3, 2015, and the remaining interview is set to occur during the Board’s regular meeting on April 16, 2015, as the following interview schedule demonstrates:

April 3
10:00 am Zachary Bernstein
10:20 am Jessica Estrada
10:40 am Steven Chavez
11:00 am Keyla Treitman
11:20 am --
11:40 am Tom Ray
12:00 pm Allisor Bernstein

April 16
6:30 pm Jean Charter

RECOMMENDATION

Staff recommends the Board conduct the remaining interview.
THIS PAGE IS BLANK
RANCHO SIMI RECREATION AND PARK DISTRICT
INTEROFFICE MEMORANDUM

DATE: April 16, 2015
TO: Board of Directors
FROM: District Manager
SUBJECT: Review and Discussion Regarding Guidelines for Operation of Oak Park – Park
and Recreation Planning Committee

SUMMARY AND RECOMMENDATION

Attached is a copy of the Guidelines for Operation of the Oak Park-Park and Recreation Planning
Committee. Staff recommends the Board review and discuss these operating guidelines for the
Oak Park Committee and provide any direction to staff to obtain any additional input or
information or to create a draft of any alternative language.

Larry Peterson
District Manager
GUIDELINES FOR OPERATION OF
OAK PARK-PARK AND RECREATION PLANNING COMMITTEE

PURPOSE

The Oak Park-Park and Recreation Planning Committee was established by the Board of Directors of the Rancho Simi Recreation and Park District, at the request of the Oak Park Civic Association and the Oak Park Municipal Advisory Council, to advise this Board of local concerns related to park and recreation activities within the Oak Park area. The committee was established to serve in an advisory capacity to the Board of Directors. All recommendations are to be forwarded to the Rancho Simi Recreation and Park District Board of Directors, through the District office, for action. The final decision on all matters relating to District operation is, by law, the responsibility of the Rancho Simi Recreation and Park District.

FUNCTION

The Oak Park-Park and Recreation Planning Committee was established to advise the Board of Directors on such items as park planning, development and recreation programming, including recommendations of expenditures of capital outlay funds allocated to this area.

MEMBERSHIP

The Oak Park-Park and Recreation Planning Committee shall consist of seven members, five of these shall be from the community area of Oak Park, as follows:

- Five members from the community-at-large
- One member representing the Oak Park School District Board
- One member representing the Oak Park Municipal Advisory Council

Members shall serve a two-year term of office with staggered terms beginning with the January 2011 election (three members elected in 2011, two members elected in 2012, and so on. Appointees representing the Oak Park Municipal Advisory Council and the School District shall be selected at a time and in a manner determined by those bodies; appointees representing the community-at-large shall be elected in January or first meeting of new year to be confirmed by the Board of Directors of the District at their regular meeting following the election.

Selection of members shall be by recommendation of each organization for their respective representatives. The method and place for election of members-at-large shall be the responsibility of the Oak Park-Park and Recreation Planning Committee. For unexpired time of less than six months duration, a member may be appointed to the committee. The Board of Directors shall appoint members to the committee based on these recommendations. Committee officers shall be elected in April of each year.
Each organization represented on the committee may select an alternate in case the appointed member is unable to attend a particular meeting.

**OPERATION**

The committee shall annually select a Chair and Vice-chair. The Chair shall preside at all regularly convened meetings of the committee. As an advisory committee to a public agency, all meetings must be open to the public and notice of meetings scheduled shall be posted at the District’s Oak Park Community Center and also on the District’s web site.

Minutes of all meetings shall be kept and posted on the District’s web site. The Committee may select a person to serve as secretary to keep minutes, send out meeting notices and similar duties as defined by the committee. If the Committee has not selected a person, the General Manager shall designate a District staff member to perform the role of secretary to the Committee.

Robert’s Rules of Order shall govern all committee meetings. Action of the committee shall be by a majority vote of the members, and only at regularly scheduled meetings. A quorum for purposes of voting shall consist of a majority of the voting members of the committee. There are 7 voting members, and therefore a quorum is 4. If only 4 members are present for a meeting, and a vote is required on a matter, all 4 members present must vote in favor of a matter for it to pass.

The Rancho Simi Recreation and Park District shall provide a reasonable level of service through a staff person as a consultant to the committee and shall assist the committee by providing information, keeping records, and other related secretarial duties, as deemed necessary by the Board of Directors.

The Board of Directors, at the request of the committee, may determine additional guidelines for committee operation as deemed necessary to insure the ongoing operation of this advisory committee.

The actions, considerations, and deliberations of this committee shall be complete and separate from any other committee established by any of the following organizations: Oak Park Municipal Advisory Council, Oak Park Unified School District, or the Rancho Simi Recreation and Park District.
THIS PAGE IS BLANK
RANCHO SIMI RECREATION AND PARK DISTRICT
INTEROFFICE MEMORANDUM

DATE: April 16, 2015

TO: Board of Directors

FROM: District Manager

SUBJECT: Selection and Appointment of Candidates to Serve on the Oak Park-Park and Recreation Planning Committee

SUMMARY

The Board concludes its interviews for the Oak Park – Park and Recreation Planning Committee on April 16, 2015. The attached table can be used to indicate individual and total rankings should the Board so desire. Director Hostetler’s rankings are listed in the table, as he is not able to attend the April 16th meeting.

<table>
<thead>
<tr>
<th>Name</th>
<th>Hostetler</th>
<th>Cavanaugh</th>
<th>O'Brien</th>
<th>Freeman</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Zachary Bernstein</td>
<td>6</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jessica Estrada</td>
<td></td>
<td>5</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Steven Chavez</td>
<td></td>
<td></td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Keyla Treitman</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>4</td>
</tr>
<tr>
<td>Tom Ray</td>
<td></td>
<td></td>
<td></td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Allison Bernstein</td>
<td></td>
<td></td>
<td></td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>Jean Charter</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>--</td>
</tr>
</tbody>
</table>

RECOMMENDATION

Staff recommends the Board select and appoint two candidates to serve on the Oak Park – Park and Recreation Planning Committee, for a term effective April 17, 2015 to January 31, 2017.

Larry Peterson
District Manager
RANCHO SIMI RECREATION AND PARK DISTRICT
INTEROFFICE MEMORANDUM

DATE: April 2, 2015

TO: District Manager

FROM: Director of Planning and Maintenance

SUBJECT: Approval for the Purchase of Two Chevrolet Express Passenger Vans Through California Multiple Award Schedules (CMAS)

Background and Overview:

On March 5, 2015, the Board authorized the purchase of three Ford Transit Vans at a total cost of $62,748.00 (excluding sales tax and DMV registration fees). Two of these vans will be used as replacements vehicles for our custodial crews. The third van will be issued to Rancho Santa Susana Community Center to replace their small truck that was reassigned to Oak Park as a replacement for a vehicle deemed non-repairable following an accident. Staff anticipates that these vehicles will be ready for pick-up within the next three weeks.

Attached to the March 5, 2015 staff report was an analysis done by the Park District’s Senior Building Maintenance Supervisor and Chief Mechanic identifying the top nine vehicles recommended for replacement (copy attached). To continue the District’s vehicle replacement program, staff is recommending the purchase of two 2015 Chevrolet Express Passenger Vans which will be used as replacements for Vehicle No. 16, the Recreation Department’s 1991 Ford Taurus Station Wagon, and Vehicle No. 17, the Recreation Department’s 1991 Ford Astro Van. Both of these vehicles have served the Park District well for the past 24 years. Recreation will use the new vans to transport supplies, staff, and participants in its recreation and after school club programs.

The Chevrolet Express Passenger Van is an eight (8) seat passenger van with a 135 inch wheel base. The van’s base package comes equipped with air conditioning, power door locks, power windows, anti-lock brakes, and an AM/FM stereo system. The van has a Kelly Blue Book Consumer Rating of 8.1 out of 10 stars, with an estimated in-city mileage of 15 miles per gallon.

Staff has obtained a price quote for the purchase of the vans from California Multiple Award Schedules (CMAS), an approved Public Agency Purchasing Cooperative. Through CMAS, the vans will be purchased from Wondries Fleet Group located in Anaheim, California under CMAS Contract No. 1-14-23-23E. The Los Angeles purchase price of the van, excluding sales tax and DMV registration fees, is $20,850.00. Both vans will be equipped with the optional rear air conditioning unit, moulded side assist step, chrome appearance package, and factory spare keys for an additional $2010.00. Therefore, the aggregate purchase price for both vehicles, not including sales tax and DMV registration fees, totals $45,720.00.
Fiscal Impact:

As part of the District’s approved Fiscal Year 2014-15 Annual Budget, $240,000.00 was earmarked for the purchase of new vehicles and capital equipment under the Simi Valley Assessment Fund (Fund 30). After deducting the previous Board authorized purchases of a Toro Groundsmaster 5900 riding mower ($87,310.03) on August 7, 2014 and three Ford Connect Transit Vans ($62,748.00) on March 5, 2015, a balance of $89,941.97 remains for the purchase of additional vehicles and capital equipment. Adequate funds are therefore available to purchase the Chevrolet Express Passenger Vans.

Board Action Requested:

That the Board approve and authorize staff to purchase two new 2015 Chevrolet Express Passenger Vans through California Multiple Award Schedules (CMAS) with the issuance of a purchase order.

Wayne Nakaoka  
Director Planning and Maintenance

WN:bjm
<table>
<thead>
<tr>
<th>VEH. #</th>
<th>YEAR</th>
<th>MODEL</th>
<th>MAKE</th>
<th>LIC. #</th>
<th>ASSIGNED</th>
<th>MILEAGE</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>83</td>
<td>2004</td>
<td>Van</td>
<td>Dodge</td>
<td>4060148</td>
<td>PMO</td>
<td>221,264</td>
<td></td>
</tr>
<tr>
<td>86</td>
<td>2002</td>
<td>Van</td>
<td>Dodge</td>
<td>4427462</td>
<td>PMO</td>
<td>244,744</td>
<td></td>
</tr>
<tr>
<td>78</td>
<td>1998</td>
<td>Sonoma</td>
<td>GMC</td>
<td>E999807</td>
<td>PMO-OP</td>
<td>434,749</td>
<td>District Manager authorized disposal of vehicle on 9/9/14 after non-repairable accident. Vehicle no. 101 assigned to Oak Park from RSSCC.</td>
</tr>
<tr>
<td>16</td>
<td>1991</td>
<td>Taurus SW</td>
<td>Ford</td>
<td>E347940</td>
<td>Rec</td>
<td>134,130</td>
<td></td>
</tr>
<tr>
<td>18</td>
<td>1991</td>
<td>Tempo</td>
<td>Ford</td>
<td>E361948</td>
<td>PMO</td>
<td>73,106</td>
<td></td>
</tr>
<tr>
<td>17</td>
<td>1991</td>
<td>Astro Van</td>
<td>Ford</td>
<td>E420089</td>
<td>Rec</td>
<td>134,736</td>
<td></td>
</tr>
<tr>
<td>68</td>
<td>1992</td>
<td>F-150 PU</td>
<td>Ford</td>
<td>E360011</td>
<td>PMO OP</td>
<td>87,420</td>
<td></td>
</tr>
<tr>
<td>67</td>
<td>1992</td>
<td>F-250 PU</td>
<td>Ford</td>
<td>E360007</td>
<td>PMO</td>
<td>142,727</td>
<td></td>
</tr>
</tbody>
</table>
# STATE OF CALIFORNIA CONTRACT # - VANS 1-14-23-23E

<table>
<thead>
<tr>
<th>Description</th>
<th>Line Item Number(s)</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>2014 CHEVROLET EXPRESS 1500 VAN</td>
<td>35</td>
<td>20,850.00</td>
</tr>
</tbody>
</table>

## STANDARD EQUIPMENT:

<table>
<thead>
<tr>
<th>Description</th>
<th>Line Item Number(s)</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.3 LITER V8 ENGINE FFV CAPABLE</td>
<td>Standard</td>
<td>X</td>
</tr>
<tr>
<td>FOUR SPEED AUTOMATIC TRANSMISSION</td>
<td>Standard</td>
<td>X</td>
</tr>
<tr>
<td>P245/70R17 AS BSW TIRES</td>
<td>Standard</td>
<td>X</td>
</tr>
<tr>
<td>FULL SIZE SPARE TIRE</td>
<td>Standard</td>
<td>X</td>
</tr>
<tr>
<td>LS DECOR LEVEL</td>
<td>Standard</td>
<td>X</td>
</tr>
<tr>
<td>VINYL SEAT TRIM</td>
<td>Standard</td>
<td>X</td>
</tr>
<tr>
<td>AM FM RADIO</td>
<td>Standard</td>
<td>X</td>
</tr>
<tr>
<td>31GALLON FUEL TANK</td>
<td>Standard</td>
<td>X</td>
</tr>
<tr>
<td>SEATING CAPACITY OF EIGHT</td>
<td>Standard</td>
<td>X</td>
</tr>
<tr>
<td>SPLIT SWING OUT RIGHT REAR DOOR</td>
<td>Standard</td>
<td>X</td>
</tr>
<tr>
<td>FRONT AIR CONDITIONING</td>
<td>Standard</td>
<td>X</td>
</tr>
</tbody>
</table>

## OPTIONAL FACTORY EQUIPMENT:

<table>
<thead>
<tr>
<th>Description</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>HEAVY DUTY REAR LOCKING DIFFERENTIAL</td>
<td>315.00</td>
</tr>
<tr>
<td>POWER DRIVERS SEAT (INCLUDES CLOTH SEATS)</td>
<td>436.00</td>
</tr>
<tr>
<td>REAR AIR CONDITIONING</td>
<td>875.00</td>
</tr>
<tr>
<td>AM FM CD RADIO</td>
<td>225.00</td>
</tr>
<tr>
<td>AM FM CD/DVD/MP3/NAVIGATION</td>
<td>1,375.00</td>
</tr>
<tr>
<td>BLUETOOTH FOR CELLPHONE</td>
<td>76.00</td>
</tr>
<tr>
<td>REMOTE KEYLESS ENTRY</td>
<td>164.00</td>
</tr>
<tr>
<td>SMOKER'S PACKAGE</td>
<td>33.00</td>
</tr>
<tr>
<td>COLD CLIMATE PACKAGE</td>
<td>79.00</td>
</tr>
<tr>
<td>MOULDED SIDE ASSIST STEPS</td>
<td>725.00</td>
</tr>
</tbody>
</table>

## OPTIONAL AFTERMARKET EQUIPMENT / ACCESSORIES:

<table>
<thead>
<tr>
<th>Description</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHROME APPEARANCE PACKAGE</td>
<td>345.00</td>
</tr>
<tr>
<td>SLIDING PASSENGER SIDE DOOR</td>
<td>156.00</td>
</tr>
<tr>
<td>REAR PARK ASSIST W/ AUDIBLE WARNING</td>
<td>292.00</td>
</tr>
<tr>
<td>POWER ADJUSTABLE HEATED MIRRORS</td>
<td>125.00</td>
</tr>
<tr>
<td>HEAVY DUTY TRAILERING PACKAGE</td>
<td>275.00</td>
</tr>
<tr>
<td>TWO ADDITIONAL SPARE KEYS</td>
<td>65.00</td>
</tr>
</tbody>
</table>

## FACTORY EXTENDED WARRANTY (STANDARD $ 200.00 DEDUCTIBLE)

<table>
<thead>
<tr>
<th>Description</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>5 Years / 100,000 Miles</td>
<td>795.00</td>
</tr>
<tr>
<td>6 Years / 100,000 Miles</td>
<td>1,685.00</td>
</tr>
<tr>
<td>7 Years / 100,000 Miles</td>
<td>2,280.00</td>
</tr>
</tbody>
</table>

If zero ($0.00) deductible is desired, please add N/A

For standard deductible of $200.00 please credit N/A

## TOTAL

TOTAL $