MINUTES
RANCHO SIMI RECREATION AND PARK DISTRICT
REGULAR MEETING, BOARD OF DIRECTORS
1000 N. KANAN ROAD, OAK PARK, CA 91377
JULY 21, 2016, 6:30 P.M.

AGENDA
ITEM

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

PLEDGE OF ALLEGIANCE: Led by Tom Evans

II. ROLL CALL: Present: Directors Cavanaugh, Johnson, Chair Hostetler

Staff: Tom Evans, Doug Gale, Richard Lemmo, Linsey Mead, Wayne Nakaoka, Carol Odenberg, Renee Peace, Theresa Pennington, Larry Peterson, Brian Plerik, Esq., Breanna Nuss

Guests: Dan Mason, Dennis Wheeler, James Ebert

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

Dan Mason, representing AYSO / Soccer Foundation, thanked the Board for considering their proposal to prioritize the lighting project at the Rancho Simi Park soccer field and for responding in a positive way. He said having a lighted field at the Park will be a plus safety-wise and it will allow more opportunities for the players to practice.

IV. APPROVAL OF MINUTES:

(A) Approval of Minutes of the Regular Meeting – July 7, 2016

ACTION: Director Johnson moved to Approve the Minutes of the Regular Meeting of July 7, 2016; Director Cavanaugh seconded the motion. Motion carried with a unanimous vote.

V. SCHEDULED ITEMS AND PUBLIC HEARINGS:

(A) Public Hearing on the Rancho Simi Recreation and Park District Annual Budget, Planning and Maintenance Projects and Three Year Project Plan for FY 2016-17 124-16-c

District Manager said the report includes the preliminary budget that the Board had approved at the first Regular Board Meeting in June and that there has been only one change since then. He said the Board received testimony from individuals who requested prioritizing the lighting of Rancho Simi Community Park’s soccer field. The Finance Committee reviewed their request, and recommended an amendment to the preliminary budget to include the reallocation of funds for lighting the soccer field. This reallocation of funds was incorporated into the District’s preliminary budget. This item is the subject of the Public Hearing. There will be another Public Hearing on this item occurring at the Board’s Regular Meeting on August 18, 2016

The Chair called a Public Hearing at 6:35 p.m.
As there were no public comments on the proposed budget, the Chair closed the Public Hearing at 6:36 p.m.

(B) Presentation of the Part-time Employee of the Month for June 2016 to Breanna Nuss 35-16-s

Director of Administration reviewed the nomination followed by Chair Hostetler’s presentation of the Employee of the Month award to Breanna Nuss. He thanked her for all her hard work on behalf of the Board. Breanna thanked the District for the award and for the honor to be at this Meeting. Director of Recreation Gale said she has been a Site Director and is so talented. He also noted that Breanna has been selected to take over the Administrative Assistant position at the Rancho Santa Susana Community Center, and that staff is very happy that she will be joining the team there. Recreation Supervisor Peace said that Breanna has been very supportive assisting Recreation Coordinator Pierce on a number of programs and special events. Recreation Coordinator Lemmo said she has also collaborated with others working with the Spark program. A portion of this program is for providing some added structure and focus to teen building for students.

(C) Presentation of the Full-time Employee of the Month for June 2016 to Carol Odenberg 35-16-t

Director of Administration reviewed the nomination and Chair Hostetler presented the Employee of the Month award. Carol congratulated Breanna on receiving her award and said she and all the Site Directors do a tremendous job. She said she appreciated the nomination and the kind words that the employee conveyed, and thanked the District for the award. District Manager stated that Carol is a very hard worker, and that she puts in a tireless effort to make certain the District is properly following procedures, policies and laws. He stated that the HR Department has had only one employee for most of Carol’s time here, even though the District is one of the largest employers in the area. He reminded those present that she has also served as the Executive Assistant to the District Manager and Board Members during that same time period. Finally, District Manager stated that Carol works until she’s done; and then he thanked her for her hard work, dedication and commitment to excellence. Director Cavanaugh said that she appreciates the wonderful work she does for the Board of Directors.

VI. CONSENT AGENDA:

(A) Approval of Check Registers: 6/30/16 (payables)

(B) Receive and File Audit Results and Basic Financial Statements for Rancho Simi Recreation and Park District for Fiscal Year Ended June 30, 2015 31-16-a

(C) Approval of Payment Procedure for Cal Card Transactions 33-16-c

ACTION: Director Cavanaugh moved to Approve Items A-C; Director Johnson seconded the motion. Motion carried with a unanimous vote.

VII. CONTINUED BUSINESS:

None.

VIII. NEW BUSINESS:

(A) Authorization to Solicit Bids for the Valley View Playground Renovation Project 7-16-f, S1E-16-a

ACTION: Director Cavanaugh moved to Approve Authorization to Solicit Bids for the Valley View Playground Renovation Project; Director Johnson seconded the motion. Motion carried with a unanimous vote:
(B) Report on the Oak Park Recreation Programs 51K-16-f

This was an informational item only. No action was taken by the Board.

Recreation Supervisor Peace handed out a flyer for the Oak Park 50th Year Celebration on September 18, 2016, and described some of the planned activities for the event.

(C) Report on the Planning and Development Issues and Grounds Maintenance Report for Oak Park 51K-16-g

This was an informational item only. No action was taken by the Board.

(D) Report on Status of Financial Matters in Oak Park Area 51K-16-h

This was an informational item only. No action was taken by the Board.

IX.

WRITTEN COMMUNICATIONS OF NOTE:

None.

X.

REPORTS BY BOARD MEMBERS:

Director Cavanaugh attended a Finance Committee meeting. She said as a banker and having gone through audits to have a perfect one is a major accomplishment. She congratulated Director of Administration Pennington on the District’s achievement of a perfect audit.

Director of Cavanaugh attended an Oak Park Committee meeting along with Chair Hostetler. She said there was some discussion on the renovation project for Valley View Park, and everyone seemed pleased with the plans. She said the plans include a unique, new playground.

Director Johnson attended the Finance Committee meetings, one of which was a meeting with the auditor.

Director Johnson attended a Personnel Committee meeting, and those minutes have been distributed.

Director Johnson along with Chair Hostetler attended a CARPD meeting in Sacramento.

Director Johnson attended a Santa Monica Mountains Conservancy meeting on July 18th. He said that Lisa Soghor who has been the architect designing all the parks in the LA area for the last 20 years was honored. She is leaving to become the Assistant City Manager for the City of Malibu.

Chair Hostetler said his committees have been covered - CARPD and the Personnel Committee.

XI.

REPORT BY DISTRICT MANAGER:

District Manager attended a Linkage Implementation meeting in regards to various agencies' efforts to preserve open space areas connecting the Santa Monica Mountain range with those to the north. This is a collaboration of people from Fish and Wildlife, the Santa Monica Mountains Conservancy, National Parks Service, Ventura County, Nature Conservancy, and Rancho Simi Recreation and Park District. The District has been very involved in open space and wildlife preservation and is close to finalizing an acquisition of Alamos Canyon. This area is considered
by many agencies to be an important connection for wildlife and animal habitat. The District is also working toward the acquisition of open space property adjacent to Sage Ranch.

The Chair called a Closed Session at 7:30 p.m.

The Chair reconvened the meeting at 7:46 p.m.

XII.

CLOSED SESSION:

(A) 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

Agency Negotiators: District Manager, Director of Planning and Maintenance and Legal Counsel

Negotiating Parties: Area Housing Authority/USA Properties

Under Negotiation: Price and Terms of Payment

(B) Closed Session Pursuant to Government Code Section 54956.8

Conference with Real Property Negotiator

Re: Land Acquisition: Property Located in Ventura County Commonly Referred to as Alamos Canyon Located West Adjacent to the Simi Valley Landfill and Recycling Center
Assessor Parcel Numbers:

   615-0-150-37     615-0-150-35
   615-0-150-32 (portion)  615-0-150-28
   615-0-150-14     615-0-150-13
   615-0-110-13 (portion) 500-0-292-26
   500-0-292-25     500-0-292-24
   500-0-292-23     500-0-292-18
   500-0-292-17 (portion) 500-0-292-15
   500-0-292-10     500-0-291-32
   500-0-291-28     500-0-291-26

Which together total approximately 326 acres

Agency Negotiators: District Manager, Director of Planning and Maintenance and Legal Counsel
Negotiating Parties: The Nature Conservancy and Waste Management
Under Negotiation: Price and Terms of Payment

The Chair stated that there were no reportable actions taken on Items XII. (A) and (B).

XIII. ADJOURNMENT: Director Johnson moved to adjourn the meeting at 7:47 p.m.; Director Cavanaugh seconded the motion. Motion carried with a unanimous vote.

Larry Peterson, District Clerk