Rancho Simi Recreation and Park
District Board of Directors
Special Meeting
MINUTES
March 15, 2018
Sycamore Drive Community Center
1692 Sycamore Drive, Simi Valley, CA 93065
(805) 584-4400; www.rspd.org

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE – The meeting was called to order at 6:30 p.m. by Chair Johnson. Renee Peace led the Pledge of Allegiance.

2. ROLL CALL – Directors Abele, Freeman, Hostetter, Johnson and O'Brien were present. The following staff members were in attendance: Tracy Engel, Doug Gale, Wayne Nakaoka, Renee Peace, Theresa Pennington, Larry Peterson, Brian Pierik and Brian Reed. There were several guests in attendance, Mr. Jamie Extract spoke during public comments.

3. PUBLIC STATEMENTS - Mr. Jamie Extract spoke on behalf of the Simi Glen Community. He said Diane is also in attendance representing the Casablanca Home Owner's Association on the northeast side of Stargaze and Tierra Rejada. They are opposed to the proposed Verizon cell tower. It is a 32’ cell tower, 15' in diameter with vault constructed of concrete and steel with a back-up diesel operated generator without a disaster contingency plan that would be located in the middle of open space next to a nature trail. The size of the tower is larger than every home in the Simi Glen community. Building a cell tower is not consistent with the District's mission statement and he asked the Board to add a discussion of this to a future meeting agenda.

4. APPROVAL OF MINUTES - NONE

5. SCHEDULED ITEMS AND PUBLIC HEARINGS - NONE

6. CONSENT AGENDA - NONE

7. CONTINUED BUSINESS - NONE

8. NEW BUSINESS

a. Discussion and Possible Approval to Retain a Recruiting Company to Assist the Board of Directors in the Recruitment for the District Manager Position – District
Manager Peterson presented the staff report. He asked the recruiters to reduce their time frame by about 2 to 3 weeks. Legal Counsel has no objection to the recruiter talking to Board members. Peterson explained that both recruiters have a lot of experience dealing with special districts and government agencies. Their approaches are similar, they each contemplated a stakeholder meeting, such as with sports groups but that does not appear to be necessary. Director O'Brien suggested having staff provide input. Chair Johnson said it is not necessary to include user groups. Vice Chair Freeman said it is the Board's decision. Director Hostetler suggested the management staff provide input. Peterson explained the executive staff members include the three department heads and the District Manager. Vice Chair Freeman researched both of the companies on the internet and said they are both well qualified. Murray has 15 openings which are closing March and April and 19 active. CPS is recruiting for 39 positions and they have out of state recruiting. Murray focuses on California. Vice Chair Freeman noted the length of the guarantee was only one year for the Bob Murray firm, and that their advertising did not list CSDA or several other organizations. Peterson stated that CPS helped fill the Director of Recreation position in Conejo. Vice Chair Freeman stated that CPS lists more diverse positions and also consulting and interim appointments on their website. Director Hostetler said a recruiter who specializes in parks and special districts is needed. Chair Johnson said his first impression was to go with Murray. Director O'Brien said they are both qualified. Director Abele asked Vice Chair Freeman if she was leaning one way or another. She indicated she was leaning towards Murray due to their simple and direct website.

Director Hostetler moved to authorize the retention of Bob Murray & Associates to recruit for the District Manager position. Director O'Brien seconded the motion. The motion carried with a unanimous vote.

b. Approval of Resolution Directing Preparation of the Engineer's Report for the Continuation of the Parks, Recreation and Open Space Maintenance and Improvement District of the Rancho Simi Recreation and Park District - District Manager Peterson presented the staff report. Vice Chair Freeman moved to approve resolution 1949. Director Hostetler seconded the motion. The motion carried with the following role call vote:

Ayes: Directors Abele, Freeman, Hostetler, Johnson and O'Brien
Noes:
Absent:
Abstain:

c. 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 – Vice Chair Freeman moved to approve Resolution 1950 and nominated Elaine Magner. Director O'Brien seconded the motion. The motion carried with the following role call vote:
Ayes: Directors Abele, Freeman, Hostetler, Johnson and O'Brien
Noes:
Absent:
Abstain:

d. Approval of Resolution Accepting a Quitclaim Deed from Robert L. Robertson, Trustee of the Gail Laidoner Trust for APN 620-0-260-175 - District Manager Peterson presented the staff report and stated that the original notarized signature had not yet been received, but that it is anticipated. Director Hostetler moved to approve resolution 1951. Director Abele seconded the motion. The motion carried with the following roll call vote:

Ayes: Directors Abele, Freeman, Hostetler, Johnson and O'Brien
Noes:
Absent:
Abstain:

9. WRITTEN COMMUNICATIONS OF NOTE – NONE

10. REPORTS BY BOARD MEMBERS

Director Abele attended the Rancho Simi Grill opening at Simi Hills Golf Course. Vice Chair Freeman was in attendance; District staff members were also there, it was a good time and very nice.

Vice Chair Freeman said the Simi Grill is very nice and encouraged the Board to stop by to see it if they haven’t already. The Historical Society made $35,000 on the Simiopolis fundraiser. She attended a meeting with District Manager Peterson regarding USA properties and the story poles. It is problematic for this location, they would block the driveway and the BMX track. The meeting went well, Ted Drago suggested photo simulations and writing a letter to explain the reasoning. Peterson drafted a letter from the District explaining the difficulties in accommodating the story poles. The project is scheduled to go to the Planning Commission on May 9. She requested an update on the BMX track. Peterson said there is a lease agreement that has been prepared between the City of Simi Valley and the Park District, and that he sent it to the City Manager that morning. Peterson also stated that he called Eric Rasmussen and spoke with him today about the opportunity to work together as Rasmussen is interested in a place for his projects excess dirt which could elevate portions of the City’s property that are needed for the BMX track.

Director O’Brien attended the Historical Society meeting. She was suppose to have the Ventura Community Action meeting but it was cancelled due to a pipe bursting. She attended the CSDA audit and finance conference call. They discussed the audit for 20 minutes and finances for 40 minutes, everything is good. She took the Red Hat group to Strathearn for a tour. Carolyn conducted a great tour.
Director Hostetler attended the Golf Committee Meeting with Chair Johnson; he saw the new bar which looks nice; the golf course is doing great. They are encouraging golfers in the age range of 18 – 25 and offering a 10% discount to the active and reserve military. The main renovation project is on hold due to cost but expected to be added to the 3-year project list during the upcoming budget preparation process.

Chair Johnson said the projected expense numbers are now 2-3 years old and will need to be updated for the budget in May.

Director Freeman requested an update on the 4th of July event. Peterson said he drafted the terms of understanding which allows the Chamber to take the lead role. He asked Rana Ghadban, the Chamber President, to proceed in obtaining a fireworks company. The Chamber will contract directly with the fireworks company. It is contemplated that the pyrotech company will have 10 million in liability insurance and list RSRPD, the City and Chamber as additional insureds as primary, and that the exposure above that amount would then be shared between the City and RSRPD. The Chamber will have 2 million in coverage for the other aspects of the event. The parties are currently making the assumption that the fireworks will be shot from the high school. There is a planning meeting next week to begin working through the various items.

Director O’Brien requested an update on the move to the new District offices. Peterson responded and stated the District has met with two moving companies to get quotes and identify the cost. The desks have been assembled. The District expects to receive the certificate of occupancy next week and can move within a week or so after that. He anticipates the April 19 Board meeting to take place at the Guardian location.

11. REPORT BY DISTRICT MANAGER - Tom Corrigan passed away. His niece asked if they could plant a tree and place a plaque in his honor at Corriganville. Peterson suggested the matter go to the policy committee for consideration.

12. CLOSED SESSION - NONE

13. ADJOURNMENT - Vice Chair Freeman moved to adjourn in honor of Tom Corrigan. Director O’Brien seconded the motion. The motion carried with a unanimous vote. The meeting was adjourned at 7:16 pm.

Larry Peterson, District Clerk