Rancho Simi Recreation and Park District Board of Directors Meeting

M I N U T E S

April 5, 2018
Sycamore Drive Community Center
1692 Sycamore Drive, Simi Valley, CA 93065
(805) 584-4400; www.rsrd.org

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE- The meeting was called to order by Chair Johnson at 6:30 pm. The Pledge of Allegiance was led by Doug Gale.

2. ROLL CALL- Directors Abele, Freeman, Hostetler, Johnson and O’Brien were present. The following staff members were in attendance: Doug Gale, Tracy Engel, Wayne Nakaoka, Renee Peace, Theresa Pennington, Larry Peterson, Brian Pierce, Brian Pierik Brian Reed and Gina Viecco. Guests in attendance were Rana Ghabban, President/CEO of Simi Valley Chamber of Commerce, Greg Stratton, Vice-Chair of the El Rancho Simi Cemetery and guests from Leadership.

3. PUBLIC STATEMENTS (ITEMS NOT ON THE AGENDA) - NONE

4. APPROVAL OF MINUTES

a. Regular Meeting – March 1, 2018 at 6:30 pm – Director Hostetler moved to approve the minutes. Director O’Brien seconded the motion. The motion carried with Vice Chair Freeman abstaining.

b. Special Meeting – March 15, 2018 at 6:30 pm – Vice Chair Freeman moved to approve the minutes. Director Abele seconded the motion. The motion carried with a unanimous vote.

c. Special Meeting – March 26, 2018 at 6:30 pm – Director O’Brien moved to approve the minutes. Director Hostetler seconded the motion. The motion carried with Vice Chair Freeman abstaining.

5. SCHEDULED ITEMS AND PUBLIC HEARINGS

a. Presentation of the Part-Time Employee of the Month for February 2018 to Jessica DePew – Jessica was unable to attend the meeting, her plaque and check will be delivered to her in person.
6. CONSENT AGENDA

a. Approval of Check Registers: 2/28/18 and 3/15/18 (Accounts Payable); 2/16/18, 3/2/18 and 3/16/18 (Payroll) –Director Hostetler moved to approve the consent agenda. Director Abele seconded the motion. The motion passed with a unanimous vote.

7. CONTINUED BUSINESS- NONE

8. NEW BUSINESS

a. Discussion Regarding Request Received from the El Rancho Simi Cemetery District to use a Portion of Rancho Simi Community Park in Order to Expand - The staff report was presented by District Manager Peterson who stated that the request had been brought up before but that the Board never voted on it.

Greg Stratton, the Vice-Chair of the El Rancho Simi Cemetery, presented their request to the Board. The current site is filling up and more room is needed for gravesites. The only other sites for burial in Simi Valley are Jewish or Catholic cemeteries. The bike path needs to be relocated for this to work. The Cemetery would like to collaborate with RSPD staff to see what could be done to expand the cemetery for the community.

Director O’Brien asked if it would effect the bike path. Mr. Stratton stated it would either need to be moved or gates would need to added for nighttime, the cemetery is open during the day so there is no issue for access during those hours.

District Manager Peterson asked if the bike path area serves as drainage for the park. Director of Planning and Maintenance Nakaoka replied that the path does provide some drainage for the back of the park.

Director Freeman asked if the acreage of the parcel is known. Mr. Stratton estimated that it looks like about an acre. Director Freeman feels that the Cemetery’s request should be looked into as it would provide a service to the community.

Director Abele inquired if some of the trees would need to be removed. District Manager Peterson feels that some would need to be removed, but perhaps not all of them. Abele questioned if this is a frequently used bike path. Peterson responded yes. Abele inquired if this has been presented to the Board before. Peterson responded that it was briefly discussed in the past but there was no formal decision from the Board.

Director Hostetler asked if some sort of legal agreement would need to be drawn up. Mr. Stratton responded yes and that they would need to figure out how to do so.
Chair Johnson added that he has many questions before making a decision; there are lots of questions but no answers yet.

Director Abele inquired if there any upsides to RSRPD. Vice Chair Freeman stated they would be providing a service to the community. Director Abele asked District Manager Peterson his opinion. Peterson views the area as parkland and it serves that purpose well physically and esthetically; his recommendation is not to proceed with the request.

Legal Counsel Brian Pierik added that this could be subject to surplus property laws and would need to be checked into as there could be restrictions.

Vice Chair Freeman moved to open up a discussion on the proposed Cemetery expansion. Director O’Brien seconded the motion. The motion did not carry with the following vote:

Ayes: Directors Freeman and O’Brien

Noes: Directors Abele, Hostetler and Johnson

b. Presentation Regarding Before and After School Club Enrollment Options and Rates (Verbal). The oral report was presented by Renee Peace, Recreation Supervisor II. The software program Max Galaxy has allowed the After School Clubs to streamline registration and provide the convenience of online registrations for the participants. Peace presented the new fee structures to the Board. Chair Johnson stated his concerns regarding the price increase for part-time attendance. The 2-3 times per week option is used by many and this is an issue for part-time people. He is concerned that this is not equitable for all participants of the program. Peace responded that only 25% of participants are on the 3 day per week program, everyone else is 4-5 days per week. They are currently discussing other options for pricing and are open to making changes moving forward.

District Manager Peterson stated the real impact is on the 3 days per week participant, but that participants would have some options available to them, either reducing or increasing program attendance. The District has received a few complaints out of 200 families and is considering all feedback and what if any steps should be taken to reduce the amount of the increase. It does allow scholarships for those in financial need.

Director O’Brien asked how we compared with the Boys & Girls Club. Peace responded that it’s not really an apples to apples comparison due to the structure of the programs. Brian Pierce, Recreation Coordinator, explained that they operate on more of a drop-in basis and while their rates are less, it is a different type of program. We are still more cost effective than the YMCA which would be the main competition.
Both Renee Peace and Brian Pierce feel that with certain clubs being full, the 2-3 day a week families take spots away from families that enroll in 4-5 days per week.

c. Approval of Resolution Accepting a Tax Deed to Purchaser of Tax-Defaulted Property from the Ventura County Tax Collector for APN 620-0-080-025

The staff report was presented by District Manager Peterson. This is the acquisition of another small parcel located within the Marr Ranch open space. Peterson still has not received the deed from the County, but has been told by them that it will be sent very soon.

Vice Chair Freeman moved to approve the resolution. Director Hostetler seconded the motion. The motion carried with the following roll call vote:

Ayes: Directors Able, Freeman, Hostetler, Johnson and O’Brien  
Noes:  
Absent:  
Abstain:

d. Approval of Resolution Nominating Candidate to Serve on the Countywide Oversight Board - The staff report was presented by District Manager Peterson as an opportunity for the Board to consider a nominee, he is not personally recommending any particular candidate. The District received a call to consider nominees. Vice-Chair Freeman stated that this oversight Board will meet once per month and it’s an important position as it will be overseeing the wind down of the redevelopment agencies.

Director Hostetler moved to nominate Chair Mark Johnson to serve on the Countywide Oversight Board. Director O’Brien seconded the motion. The motion carried with the following roll call vote:

Ayes: Directors Able, Freeman, Hostetler, Johnson and O’Brien  
Noes:  
Absent:  
Abstain:

e. Ribbon Cutting and Open House at the Activity Center - The staff report was presented by Director of Administration Pennington. The District offices are moving to a new location after more than 50 years at the current offices. The tentative date for the Open House and Ribbon Cutting event is Thursday, May 3, 2018. The proposed time is from 4:30 to 6:30 pm and then follow with the regular Board Meeting if this timing would work for the Board Members. Vice-Chair Freeman stated that this is really exciting and asked if there will be tours of the building. Pennington responded that there will be different stations with food and District Employees and/or Boards Members will be there to provide information to
attendees. All Board Members can make it on that date, it sounds wonderful and everyone is very excited.

f. Approval of Memorandum of Understanding between Rancho Simi Recreation and Park District, City of Simi Valley and Simi Valley Chamber of Commerce. The staff report was presented by District Manager Peterson. He stated the District is transitioning the 4th of July event to be a partnership with the Simi Valley Chamber of Commerce instead of the Rotary Club. The School District was against launching the fireworks from Simi Valley High School so the launch location will be back at the park. The Chamber will lose the revenue from parking as that area will go back to being the launch area and so the District and Chamber agreed to allow use of a portion of the Community Center for the VIP area.

Rana Ghadban, President/CEO of Simi Valley Chamber of Commerce addressed the Board by first saying thank you for making this event available all these years. The Chamber is very excited to take on this event this year. While she believes it is possible to come to launch at the park, she does acknowledge that it is a challenge for the revenue. Approximately 80K is needed to fund the entire event. Currently the Chamber is trying to leverage space for vendors and VIP sponsorships to make up the lost revenue from the parking.

Vice-Chair Freeman inquired about parking at the High School and if a shuttle would be provided. Rana Ghadban responded that shuttles can be very expensive and they incur a liability with people crossing streets, if they direct them to specific parking areas.

Director O’Brien inquired about the Smart ‘n Final parking lot. Rana Ghadban responded that no, it is not a possible location.

District Manager Peterson outlined the modifications to the Memorandum for the Board.

Legal Counsel Brian Pierek requested a change to the last page to read District instead of General Manager and General Counsel.

Vice-Chair Freeman moved to approve the Memorandum of Understanding. Director O’Brien seconded the motion. The motion carried with a unanimous vote.

g. Discussion and Possible Approval of Request to Plant Tree and Memorial Plaque during a Memorial Service at Corriganville in Recognition of Tom Corrigan - Son of Ray “Crash” Corrigan - The staff report was presented by District Manager Peterson. The District policy does not allow memorial plaques at park sites as the memorial becomes a permanent part of the landscape.

Vice-Chair Freeman asked what if we add an informational sign, similar to those that are already at the park. Peterson answered that we are currently making
changes to those. There is now a printed or interactive walking guide available at the kiosk and our website. That could be amended to add an additional point of interest.

Vice-Chair Freeman asked if we can we add something to the guide for Corrigan. Peterson answered that we already have information about Ray "Crash" Corrigan there and we could incorporate something about his son Tom Corrigan into the brochure as well.

Kate motioned to allow the planting of trees and memorial service at no charge and add information to the Brochure instead of a Memorial Plaque. Director Hostetler seconds the motion. The motion carried with a unanimous vote.

h. Discussion and Possible Conceptual Approval of a Change in Terms of a Site Lease Agreement between Rancho Simi Recreation and Park District and AT&T Wireless Services of California, LLC Regarding Cell Tower Located at Previous Location of Conifer Water Tank - Director O’Brien recused herself; she has a conflict of interest with AT&T and various wireless clients. The staff report was presented by District Manager Peterson. AT&T has hired another entity to look into renegotiating their current contract. Director Hostetler asked if they are current in payments and if they are just looking for lower payments. Peterson confirmed they are current. Director Hostetler stated there is no guarantee on renewing contracts he feels we should keep the current agreement and say no to negotiations or modifications. Vice-Chair Freeman moved to keep the current contract without negotiations. Director Hostetler seconded the motion. The motion carried with Director O’Brien abstaining.

i. Approval of Award of Contract for the Rancho Simi Community Park Pickleball Courts Project - The Staff Report was presented by Director of Planning and Maintenance Nakoaoka. This bid incorporates the addition of fencing with conversion of 2 Tennis Courts to 6 Pickleball Courts and resurfacing. The bid pricing is quite favorable. Staff recommends the bid from Pacific Tennis Courts located in Moorpark, previously known to us as Malibu Pacific Tennis Courts. They have done multiple projects for the District. Staff requests that this bid be approved and awarded to Pacific Tennis Courts, including Project Contingencies to be approved by the District Manager.

Director Abele moved to approve the awarding of the contract to Pacific Tennis Courts of Moorpark, CA. Director Hostetler seconded the motion. The motion carried with a unanimous vote.

9. WRITTEN COMMUNICATIONS OF NOTE - NONE

10. REPORTS BY BOARD MEMBERS

Director Abele had no meetings to report.
Vice-Chair Freeman- Attended a CARPD legislative meeting; the meeting was in Sacramento and she attended by conference call. There was a lot of legislation on school programs and after school/day camps and how the state can be more involved. So far there is no opposition to the park bond, there are many bills on a current watch basis. District Manager Peterson wrote great letter opposing the recreation of redevelopment which was sent to CSDA, the staff was very happy with it. She does not think the Governor will sign the Redevelopment Agency legislation this year.

Vice-Chair Freeman wanted to those present to note that this would be the last meeting in this room. She stated, just think of all the decisions that have been made in this room since the mid-60s and all of the decisions that have been made in this room that have brought the District to where it is today. This room has seen so much important information; it really is remarkable and she wanted to take a moment to reflect before the move to the new building.

Vice Chair Freeman also noted the move of the Colony House, and attended and spoke at the School District Open House event.

Director Hostetler met with the recruiter to discuss the search process for a new District Manager position.

Director O’Brien- attended a meeting with the Historical Society with Vice-Chair Freeman. She will be up at 1:00 am tonight for Printz/Powell Colony House move. She attended the State of City lunch also, the City seems to be doing well.

Chair Johnson- attended the CARPD meeting and met with the recruiter in regards to filling the District Manager position, and stated that it’s important to take time to find the right person. Johnson will take Director Hostetler’s position with CARPD.

11. REPORT BY DISTRICT MANAGER – District Manager Peterson presented the Guide periodical by the Simi Valley Chamber of Commerce which features the Rancho Simi Parks, facilities and amenities. He attended the MRCA board meeting and introduced Paul Friedeborn to them. Mr. Friedeborn is very excited to be the District’s representative to serve on the MRCA Board. He also stated that contacted the recruiter today and received the ad and brochure drafts this afternoon and will review them in the morning. He also mentioned that he received a request from a sheriff to land a helicopter at a District park for a preschool program and denied the request.

12. CLOSED SESSION - Chair Johnson called the meeting to a closed session at 8:07 pm.

a. Closed Session Pursuant to Government Code Section 54956.8
   Conference with Real Property Negotiator

   Re: Land Acquisition: Property Located in Ventura County Northeast of the Intersection of Tapo Canyon Road and Bennett Road in Simi Valley, Ca
Assessor Parcel Numbers: 620-0-320-095

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

Report and Instructions to Staff Regarding Price and Terms of Payment

b. Closed Session Pursuant to Government Code Section 54956.95

Claimant: Mr. Matt Bleckley
Agency Claimed Against: Rancho Simi Recreation and Park District

c. Closed Session Pursuant to Government Code Section 54957

Public Employment

Title: District Manager

There was no reportable action for items a. and c. The Board unanimously approved the claim reported in item b.

13. ADJOURNMENT – Director Hostetler moved to adjourn the meeting at 8:33 p.m.

Larry Peterson, District Clerk