Rancho Simi Recreation and Park District Board of Directors Meeting

MINUTES

August 2, 2018 6:30 p.m.
Rancho Simi Recreation and Park District
4201 Guardian Street, Activity Room 3
Simi Valley, CA 93063
(805) 584-4400; www.rsrd.org

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

2. ROLL CALL – Directors Abele, Hostetler, O’Brien, Freeman and Johnson were present. Staff in attendance included: Miguel Chavez, Douglas Duran, Tracy Engel, Greg Laranjo, Jeannie Liss, Wayne Nakaoka, Legal Counsel Brian Pierik, Theresa Pennington, Brian Reed and Gina Viecco. Guests in attendance included: Dan Paranick & Family, Jamie Extract and Bryan Dennert.

3. PUBLIC STATEMENTS (ITEMS NOT ON THE AGENDA) – Jamie Extract representing Simi Green & Casablanca HOAs addressed the Board to thank the District for listening to their concerns about the Cell Site Tower that had been proposed for Stargaze Park. They appreciated the District being a good neighbor and not approving that location for the tower.

4. APPROVAL OF MINUTES

   a. Special Meeting – July 16, 2018 – Director O’Brien moved to approve the Minutes as written. Director Hostetler seconded the motion. The motion carried with a unanimous vote.

   b. Regular Meeting – July 19, 2018 – Director Freeman questioned the use of the wording “these funds were promised for Mae Boyar Park” under Speaker Comments by Janna Orkney. Freeman feels this will need to be addressed with the Oak Park Committee in the future. Director Hostetler moved to approve the Minutes as written. Director O’Brien seconded the motion. The motion carried with unanimous vote.

   c. Special Meeting – July 19, 2018 – Director Freeman moved to approve the Minutes as written. Director Abele seconded the motion. The motion carried with a unanimous vote.

5. SCHEDULED ITEMS AND PUBLIC HEARINGS

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a. Presentation of the Part-Time Employee of the month for July 2018 to Josh Barragan – Mr. Barragan was not present at the meeting; his plaque and check will be delivered to him at work.

6. CONSENT AGENDA (Matters listed under the Consent Agenda are considered routine and shall be acted upon without discussion by one motion approving the Consent Agenda. If discussion is desired the item may be removed from the Consent Agenda upon a Director's request.)

a. 7/6/18 Payroll Check register – Director Freeman moved to approve the Consent Agenda. Director Abele seconded the motion. The motion carried with a unanimous vote.

Chair Johnson called the Meeting to Closed Session at 6:35pm for Items 12 A and 12 B.

Chair Johnson reconvened the Meeting back to Open Session at 6:40pm and announced that there was no reportable action taken by the Board.

7. CONTINUED BUSINESS – NONE

8. NEW BUSINESS

a. Employment Agreement for District Manager Position – The staff report was presented by Brian Pierik, District Counsel. After recruiting for a candidate to fill the position of District Manager the District is considering entering into an Employment Agreement with Dan Paranick. A proposed Employment Agreement is included in the staff report for consideration. Mr. Paranick's extensive work experience makes him a highly qualified candidate for this position. Mr. Paranick stated he is very excited and honored to accept the position of District Manager. He is looking forward to getting to know the Staff and starting work with the Community of Simi Valley. District Counsel Brian Pierik noted that Mr. Paranick's first day of employment would be on 8/27/18.

Director Freeman, with great pleasure, moved to enter into the Agreement with Mr. Paranick. Director O'Brien seconded the motion. The motion carried with a unanimous vote with Mr. Paranick accepting the position.

b. Receive and File Governmental Accounting Standards Board ("GASB") 75 Actuarial Valuation for the District's Retiree Health Insurance Program as of July 1, 2017 – The staff report was presented by Director of Administration Theresa Pennington. The Governmental Accounting Standards Board (GASB) understatement 75 requires government agencies to conduct an actuarial valuation every three years on post employment benefits. The District provides a health benefit to eligible retirees up to a maximum of $438.42 per month if enrolled in CalPERS health insurance. The report accompanying the staff report was prepared.
by Demsey, Filliger and Associates. The District’s practice has been the “pay as you go approach.” In fiscal year 2018-2019 that cost is $251,265. Staff is recommending continuing the pay-as-you-go approach and that GASB 75 valuation is received and filed by the Board. Directors O’Brien and Freeman had questions regarding the information reported: (1) Further explanation of the difference between the actuarial liability of $9,736,848 and the $7,462,635 Other Post Employment Benefit Liability as of July 1, 2017; (2) explanation of implicit subsidy; and (3) explanation of the discount rate. Legal Counsel Pierik suggested that this item be continued until the next meeting so that Staff can have these questions clarified and produce a supplemental report for the Board. Director Hostetler moved to continue this Item to the next Board Meeting on August 16, 2018. Director Freeman seconded the motion. The motion carried with a unanimous vote.

c. Approval of Notice of Completion and Final Acceptance for Weed Abatement Services at Various District Parks and Open Space Areas – The staff report was presented by Director of Planning and Maintenance/Interim District Manager Wayne Nakaoka. This project was completed on July 19, 2018 with all contractual obligations being met. Staff is requesting authorization of the final payment for the Project. Director Hostetler moved to approve the Notice of Completion and issue final payment. The motion was seconded by Director Freeman. The motion carried with a unanimous vote.

d. Authorization to Solicit Bids for the Activity Center Phase Two Maintenance Area Construction Project – The staff report was presented by Director of Planning and Maintenance/Interim District Manager Wayne Nakaoka. The construction plans for Phase Two of the project were approved by the City of Simi Valley on July 11, 2018. Nakaoka provided an overview of the project and provided visual plans of the improvements. Funding for this project has already been earmarked in the District’s Preliminary Budget for FY 2018-19. Staff is requesting authorization to take the next step which is the solicitation of bids. Director Freeman inquired if the project is on track to be completed on schedule. Nakaoka feels the time frame is pretty liberal and will be able to be completed on schedule. Director O’Brien inquired if there is a Plan B if needed. Nakaoka responded that they have already moved certain groups to other locations and there is little left to be moved to the Guardian Building. Director Hostetler moved to authorize the Solicitation of Bids for Phase Two of the Guardian Building. Director O’Brien seconded the motion. The motion carried with a unanimous vote.

e. Approval of Award of Contract for the Rancho Simi Community Park Soccer and Tennis Courts Lighting Project – The staff report was presented by Director of Planning and Maintenance/Interim District Manager Wayne Nakaoka. This project will replace the RSCP Soccer and Tennis Courts lighting with a more efficient LED
lighting system. Ace Electric, Inc. has submitted the lowest bid and staff is suggesting the project contract be awarded to them.

Director Freeman is concerned about taking money from future Sycamore Drive sale proceeds. If we continue to do that there will be nothing left, she suggests that the Board look at the Budget and evaluate the best use of the sale proceeds. She is not opposed to this contract but wants everyone to be aware that this could become a negative trend moving forward.

Director Hostetler suggested that the Board create a chart to keep track of the funds and where they are being used.

Director Abele pointed out that this project will be a cost saver down the road for the District.

Director Johnson commented that this was promised to the groups utilizing the facilities. He does however agree with Freeman about monitoring future allocation of funds.

Director Abele moved to approve the contract for the RSCP Soccer and Tennis Court Lighting project. Director Hostetler seconded the motion. The motion carried with a unanimous vote.

9. WRITTEN COMMUNICATIONS OF NOTE – Chair Johnson received correspondence from LAFCO which he gave to Nakaoka for inclusion on the next Agenda. Director Freeman is terming out on their Board, this item will need to be to discussed if she should be replaced.

10. REPORTS BY BOARD MEMBERS

Director Hostetler had no meetings or events to report.

Director O’Brien finally made it to the Simi Hills Golf Club Bar/Grill and said she enjoyed it.

Director Abele had no meetings or events to report.

Director Freeman attended the Concert in the Park, it was good. At the Chamber Board Meeting they were amazed by the maintenance staff after the 4th of July event. They did make money from the event and appreciated the District’s assistance. Freeman inquired into a few classes that were moved back to Sycamore Drive. Tracy Engel explained that a few activities needed the padded flooring, there are no classes scheduled for the Fall at Sycamore Drive. Freeman also met with Staff members Wayne Nakaoka, Theresa Pennington and Tracy Engel. She is concerned about the issue with the homeless people in the parks and would like a report from Staff, Rangers and Maintenance Crews to see what we could possibly do to address the problem. She would like to request an Agenda item to open a discussion on this topic as it is important to protect the District and maintain our good reputation.

Director Johnson attended the Santa Monica Mountain Conservancy meeting. Everything seems good, they received the money from Prop 68 and they are already spending the
money. Johnson was shocked that they had already received money, if we do receive funds it would not be until May.

11. REPORT BY DISTRICT MANAGER – Director of Planning and Maintenance/Interim District Manager Wayne Nakaoka reported that he had no items to add at this time.

12. CLOSED SESSION – Director Johnson called the Meeting to Closed Session at 7:20pm to address Item C.
   a. Closed session pursuant to Government Code Section 54957:

   PUBLIC EMPLOYEE APPOINTMENT

   Title: District Manager

   b. Closed session pursuant to Government Code Section 54957.6:

   CONFERENCE WITH LABOR NEGOTIATORS

   Agency designated representative: District Counsel

   Unrepresented employee: District Manager

   c. Closed Session pursuant to Government Code 54956.95

   Claimants: Contreras, Engel, Hernandez

   Agency Claimed Against: Rancho Simi Recreation and Park District

   Director Johnson reconvened the Meeting back to Open Session at 7:39pm and announced that there was no reportable action taken by the Board.

13. ADJOURNMENT – The Meeting was adjourned at 7:40pm by Chair Johnson.

Theresa Pennington, Deputy District Clerk