Rancho Simi Recreation and Park District
Board of Directors Meeting

M I N U T E S

April 4, 2019 6:30 p.m.
Rancho Simi Recreation and Park District
4201 Guardian Street, Activity Room 3
Simi Valley, CA 93063
(805) 584-4400; www.rsrpd.org

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

2. ROLL CALL – Director Dennert, Director Johnson, Director O’Brien, Vice Chair Abele, and Chair Freeman were present. Staff in attendance included: Laura Ballantoni, Tracy Engel, Danielle June, John Krieger, Anthony Lesny, Wayne Nakaoka, Kelly Negrete, Dan Paranick, Theresa Pennington, Legal Counsel Brian Pierik, Brian Reed, and Gina Viecco.

Guests in attendance included: Jake Finch from Simi Valley School District and family members of Anthony Lesny.

3. AGENDA REVIEW – There were no requested changes to the Agenda.

4. PUBLIC STATEMENTS (ITEMS NOT ON THE AGENDA) – NONE

5. APPROVAL OF MINUTES

   a. Regular Meeting March 21, 2019 – Director O’Brien moved to approve the minutes as written. Vice Chair Abele seconded the motion. The motion carried with a unanimous vote.

6. SCHEDULED ITEMS AND PUBLIC HEARINGS

   a. Presentation of the Full-time Employee of the Month Award for March 2019 to Anthony Lesny – Director of Administration Theresa Pennington presented Mr. Lesny with his plaque and he will receive a paid day off. He has been working with the District for 3.5 years, this is his first Employee of the Month Award. Mr. Lesny thanked everyone for the recognition. He added it is an honor to work for the Community and Park District, he can’t wait to see what the future holds for the District. Director Abele visited with Anthony, he and his co-workers were very positive and uplifting. Abele thanked him for his great work in keeping the parks so well maintained. District Manager Paranick also thanked Anthony for his dedicated work for the District.
7. 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. 3/31/2019 Accounts Payable Check Register; 3/15/19 Payroll Check Register - Staff responded to questions from the Board.

   b. Approval of Notice of Completion and Final Acceptance for BMX Bike Park Dirt Hauling Project

   c. Approval of Notice of Completion and Final Acceptance for the Activity Center Phase 2 - Maintenance Area Construction Project

      District Manager Paranick will pull data regarding Election Fees from previous years for the Board’s review.

      Vice Chair Abele moved to approve the Consent Agenda. Director O’Brien seconded the motion. The motion carried with a unanimous vote.

8. CONTINUED BUSINESS - NONE

9. NEW BUSINESS

   a. Approval of Award of Contract for Tree Trimming and Pruning Services at Various District Parks - The staff report was provided by Wayne Nakaoka, Director of Planning and Maintenance. Previous bids last year were rejected due to higher costs than expected. The contract this year is within budget and does save the District money compared with the previous rejected bids. Staff is requesting the Board award the contract to the lowest bidder, Mariposa Landscape, Inc. for tree trimming services at various park locations. Director Johnson moved to award the Contract to Mariposa Landscape, Inc. Vice Chair Abele seconded the motion. The motion carried with a unanimous vote.

      Chair Freeman called a recess at 6:42pm. Chair Freeman called the meeting back to order at 6:48pm.

   b. Review of Social Media Practices and Consideration of Enhanced Communication and Community Outreach Efforts - The staff report was presented by Danielle June, Recreation Supervisor. The District currently uses a variety of efforts to promote programs to the Community. June provided an overview of how Recreation currently handles Social Media posting and monitoring. They use a monthly thematic approach with the goal being to boost enrollments, rentals and engagement with the community.

      Jake Finch, from the Simi Valley School District provided information on how they utilize Social Media. She provided some tips on dealing with various issues that may come up. Some benefits they have found are having an immediate outlet
amended - approved

to your audience, it is a good way to communicate during emergencies and getting information distributed immediately.

Director Dennert provided a handout with his ideas and suggestions for enhancing the District’s Social Media presence.

Director Johnson expressed concern about the idea of posting any photos or videos with children or with the public as there could be a liability issue.

Vice Chair Abele appreciates how effective Social Media can be. He feels the District is doing a great job but thinks it’s possible to take it to another level. He inquired about the cost of hiring a Marketing Firm and if the District has enough staff in place to support the additional work.

Paranick responded it could be in the area of $15-20,000 to hire an outside firm to conduct a marketing study for the District. It could be possible to combine these extra duties with another position once the marketing plan is in place. Paranick wanted to know how important the Board feels implementing a Social Media plan would be. He would consider this issue a high priority item to improve and work on.

Vice Chair Abele commended Dennert for bringing this to the Board for review and commended Danielle June for the thorough report. He feels while the issue is not urgent, it is very important.

Director Dennert expressed concerns about using an outside company as he feels the District can do it in-house. He does not like the use of the word “formal” in relating to developing a plan to increase Social Media presence. He would like that wording removed; he does not want it to become too restrictive.

Vice Chair Abele moved for staff to develop a more detailed plan for increasing the District’s Social Media presence and present this to the Board during the 2019-20 budget process. Director Johnson seconded the motion. The motion carried with a unanimous vote.

c. Review and Consider Changes to the Current Part-Time Employee Program Discounts – The staff report was presented by Theresa Pennington, Director of Administration. Director Dennert requested a review of this program. Pennington provided an overview of the current discounts that are offered to employees. These are available to full time employees, Board members, and some discounts are extended to additional family members. The proposed change would extend the discounts to select part time employees who have worked for the District for a minimum of 5 years and work an average of 30 hours per week. Vice Chair Abele moved to approve the requested change. Director O’Brien seconded the motion. The motion carried with a unanimous vote.

d. Approval of Resolution 1976 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 -Seat B – The staff report was presented by Dan
Paranick, District Manager. The Board members declined to nominate a candidate at this time.

10. WRITTEN COMMUNICATIONS OF NOTE

Paranick received a request to permit an electric motorcycle race at Corriganville.

11. REPORTS BY BOARD MEMBERS

Director O’Brien attended the VCSDA Meeting with Chair Freeman. Speaker John Christ provided interesting information on farming. She attended the Youth Council lunch with Director Dennert, this was a great event. She also attended the State of the City Meeting and met new Council Member Luevanos. Luevanos mentioned an incident involving a Pickleball player and Dance Troupe at one of the parks. District Manager Paranick has already contacted the parties involved and will follow up. She also visited Bottle Village with her Red Hat Group; it was fun to see.

Vice Chair Abele visited with Employee of the Month Anthony Lesny and the maintenance Crew; the park was as beautiful as ever. He also attended the State of the City Lunch.

Director Dennert hiked the Chumash Trail which he enjoyed. He attended the Youth Summit which he felt was great as he encourages students to be involved in the community.

Director Johnson had the Santa Monica Conservancy meeting. This week he will be heading to Sacramento for CARPD. Johnson requested time at the next meeting to present some information he feels could be important regarding the new golf cart fees and possible ramifications.

Chair Freeman viewed the poppies blooming at Corriganville, it was a beautiful day and hundreds of people were there. She attended VCSDA with Director O’Brien, as well as the community meeting with Katie Hill who requested a tour of the Activity Center. The Youth Summit was great, it was very refreshing being with the students in attendance. She attended the State of the City meeting. Freeman also met with a member of the Oak Park tennis group. She provided Freeman with research on grants for pickleball courts and provided good information regarding the situation with the courts.

12. REPORT BY DISTRICT MANAGER – Comments were provided by District Manager Dan Paranick. Staff has completed the damage report for FEMA and are currently working with CAPRI to mitigate the mud and rain damage. Challenger Park is still closed, the District is currently looking at ways to get this fixed. Paranick met with John McClure from Lost Canyon, they are currently pursuing Phase I, some conservation lands will go to the District. The City approved the memorial Borderline Bench to be located on their property as well as the plan to move forward with the 4th of July Event. Paranick will be providing the Board with information regarding the Clean Power Alliance at an upcoming meeting. A meeting with the school district is being scheduled. Staff has started the Budget process for 2019-20. The Oak Park Committee Meeting will be held
next Thursday. Upcoming District events include: Oak Park Volunteer Event and Cleanup Day, Junk in the Trunk, 2 Easter Egg hunts, and the Huck Finn Fishing Derby.

13. CLOSED SESSION - NONE

14. ADJOURNMENT – Director Johnson moved to adjourn the meeting. Director Dennert seconded the motion. Chair Freeman adjourned the meeting at 8:15pm.

Dan Paranick, District Clerk