Rancho Simi Recreation and Park District
Board of Directors Special Meeting

M I N U T E S

September 18, 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.rsrd.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 Kate O’Brien.

2. ROLL CALL – Director Johnson, O’Brien, Vice Chair Abele, and Chair Freeman were in attendance, Director Dennert arrived late. Staff in attendance included: Shadoe Austin, Alex Barsky, Sandee Covone, Tracy Engel, Ron Goldberg, Dylan Gunning, Danielle June, Courtney Kanagi, Richard Lemmo, Zachary Lemmo, Jeannie Liss, Wayne Nakaoka, Dan Paranick, Theresa Pennington, Legal Counsel Brian Pierik, Brian Reed, Jim Rosales, Gina Viecco, Paul Vollmer, and Abigail Windle. Guests in attendance: Linda Bosley, Board Member from the Simi Valley Historical Society.

3. AGENDA REVIEW – Chair Freeman suggested a change in the order of topics under Item #6, moving item A after item C.

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

5. APPROVAL OF MINUTES

   a. Regular Meeting August 15, 2019 – Director O’Brien moved to approve the minutes as written. Vice Chair Abele seconded the motion. The motion carried with a unanimous vote with Director Dennert absent.

6. SCHEDULED ITEMS AND PUBLIC HEARINGS

   a. Report on School Tours and Education Outreach by Simi Valley Historical Society – Oral Report was presented by Linda Bosley, Board Member from Hist Society and Chair of the Educational Outreach program. Currently there is a free field trip offered to all Simi Valley 3rd grader students. The focus is local Simi Valley History along with a module on Chumash Indians. The program currently operates 2 days per week and is staffed by volunteers. There are 9 volunteers needed for each field trip and there are many interactive activities with small groups of 5 children. Chair Freeman commented it is phenomenal the activities that go on at Strathearn Park.

   Item 6.a was presented after items 6.b and 6.c below.
b. Presentation of the Part-time Employee of the Month for August 2019 to Paul Vollmer – Director of Administration Theresa Pennington presented Mr. Vollmer with his plaque and check. He has worked for the District for over three years, this is his first Employee of the Month Award. Paul thanked everyone, adding he appreciates this award. District Manager Paranick stated the District is lucky to have an employee like Paul, he is a great team player. Director of Recreation Tracy Engel added the Recreation Department really appreciates Paul’s work. He always works 2 steps ahead and anticipates what needs to be done. It was a busy summer and he really stepped up.

c. Presentation of the Full-time Employee of the Month for August 2019 to Jim Rosales – Director of Administration Theresa Pennington presented Mr. Rosales with his plaque and he will receive a paid day off. He has worked with the District for over ten years, this is his fourth Employee of the Month Award. Ranger Jim thanked everyone for his award. Director Abele stated Jim’s knowledge of the District is outstanding in addition to his Ranger duties. He is also great with the residents and goes above and beyond for his job. Paranick added Jim has been in the Chief/Head Ranger position for about 1 year and there have been great improvements in the program with him in charge. The District is lucky to have him.

Dylan Gunning from the Garden Grove ASC reported his club uses a Harry Potter theme to organize the activities, including a point system for behavior. The children enjoy this, and it allows all ages to interact. Chair Freeman asked if all children are familiar enough with Harry Potter. Gunning replied most are and if not, the movie is played during Club time. Vice Chair Abele asked how the Club came up with this idea. Gunning replied it started with a behavior chart, and they hit on the idea of using Harry Potter and the Houses. Director Dennert really likes this idea, he noted both he and Gunning are Hufflepuffs. Dennert asked if the Club has the Harry Potter books. Gunning replied they do not.

Zachary Lemmo from Crestview ASC reported they offer a variety of activities including Arts/Crafts, Sports, and Chromebooks to assist with homework as well as an option to learn any foreign language. Their Club offers a popular Kids Night Out in the evenings. All children are welcome, the last event had 37 children in attendance. Director Dennert was impressed with this option, he asked how the Club gets the word out. Lemmo responded flyers are sent out to the parents and information is posted at the school site.

Abigail Windle from Township ASC reported they provide extreme flexibility for the parents and their schedules. They have over 40 children who use the Club with only a pass and not daily. This year the Club included the children in choosing decorations/theme. There were many but ended up Marvel, Minecraft, and a Glitter Wall. Chair Freeman asked how many daily students attend the Club. Windle
responded approximately 55. Director Dennert- likes the idea of the children participating in their environment.

District Manager Paranick suggested the Tri-Agency Meeting could be a good time to present to the School Board with information regarding the After-School Clubs.

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. 8/15/19 and 8/31/19 Accounts Payable Check Registers, 8/16/19 and 8/30/19 Payroll Check Registers – Staff responded to questions from the Board.

   b. Approval of Notice of Completion and Final Acceptance for Weed Abatement Services at Various District Parks and Open Space Areas

   c. Approval of Notice of Completion and Final Acceptance for Tree Trimming and Pruning Services at Various District Parks

Motion: Director Johnson moved to approve the Consent Agenda. Vice Chair Abele seconded the motion. The motion carried with a unanimous vote.

8. CONTINUED BUSINESS – NONE

9. NEW BUSINESS

   a. Approval of Mountains Recreation and Conservation Authority (MRCA) Final Budget for Fiscal Year 2019-20 – Basem Mosaad, Deputy Financial Officer from MRCA presented the Final Budget and responded to questions from the Board. Mosaad reported there is an increase related to personnel, damages due to Woolsey Fires for items not covered by FEMA, and some funding Prop. A has not been as lucrative as anticipated. Chair Freeman asked if there was a natural park in Ramona Gardens. Mosaad responded he would have to get information and respond back to the Board. Director Johnson added there are a lot of little parks within the City of LA which use money from Prop. A or City taxes. Over the years the MRCA have been asked to create the parks for some of the Cities

Motion: Director Johnson moved to approve the Final Budget. Director O’Brien seconded the motion. The motion carried with a unanimous vote.

   b. Approval of Resolution 1985 Modifying District Policy Manual, Chapter 2 Personnel: Section 802, 808 and 1310 Regarding Employee Benefits. The staff report was presented by Theresa Pennington, Director of Administration. The modifications are a result of the 2019-20 employee negotiations regarding Employee Benefits.

Motion: Director Johnson moved to approve Resolution 1985. Director O’Brien seconded the motion. The motion carried with the following Roll Call Vote:
Ayes: Abele, Dennert, Freeman, Johnson, O’Brien
Noes:
Absent:
Abstain:

c. Approval for the Purchase of Two (2) Chevrolet Silverado 2500 Pick-Up Trucks Through California Multiple Award Schedules (CMAS) – The staff report was presented by Wayne Nakaoka, Director of Planning and Maintenance. Due to the Woolsey Fire the District lost vehicles stationed at the Oak Park Maintenance Facility. The cost of the vehicles is directly reimbursable through the District’s insurance carrier. Director Johnson asked how many more new vehicles will be needed down the line. Nakaoka responded if it were up to him, 72 new vehicles. Many of the District vehicles are from the 1970s and 1980s. They are still running due to the great work of the District mechanic.

Motion: Vice Chair Abele move to approve the purchase of the two new vehicles. Director O’Brien seconded the motion. The motion carried with a unanimous vote.

d. Approval of Amendment No. 6 to the Agreement for Providing Funds for Tierra Rejada Landfill Monitoring and Corrective Action Requirements – The staff report was presented by Dan Paranick, District Manager. Previous funding was exhausted last year. The partnership was created to continue the funding for the next 5 years. This agreement will require an estimated $24,000 per each of the next five years. Funds have been included in the FY 2019-20 budget to provide the District’s 25% share. This site is right next to the Arroyo, the landfill came to the District with an additional land acquisition.

Motion: Director Johnson moved to approve Amendment No. 6. Director O’Brien seconded the motion. The motion carried with a unanimous vote.

e. Authorization to Solicit Bids for the Berylwood Skate Park Project – The staff report was presented by Wayne Nakaoka, Director of Planning and Maintenance. The City of Simi Valley has approved the plans for this project and the Community is looking forward to its completion. Staff requests the Board’s authorization to solicit bids for this project. Chair Freeman asked if Nakaoka was comfortable with the $650K budget. Nakaoka responded it is pretty tight, but they will make the Project fit the Budget. Paranick added the Board will have to make some decisions regarding this Project in the future.

Motion: Director O’Brien moved to authorize the solicitation for bids. Vice Chair Abele seconded the motion. The motion carried with a unanimous vote.

10. WRITTEN COMMUNICATIONS OF NOTE – NONE

11. REPORTS BY BOARD MEMBERS

Director Dennert attended the Special Events Committee, there is a request to hold an event at a District park for Medical Marijuana and CBD, this will most likely come to the entire Board. He attended the Harassment Seminar; it was great to see so many District employees
together. He suggested a future Agenda item to discuss and find a possible solution for the Hillside fields.

Director Johnson attended the Soccer Foundation meeting with Dennert who tried to speed up the meeting, but it did not work. The Hillside Fields did not get mowed causing an issue, this will probably come back to the District for help due to another entity dropping the ball. He commented the MRCA added $750K to their Budget for fire suppression equipment, there is $2.5 million allocated for fire response.

Director O’Brien attended the Historical Society with Chair Freeman, the report on the school tours was the highlight of the meeting. She also attended the Special Events Committee with Director Dennert and the Marijuana/CBD event will come to the entire Board. At Community Action of Ventura County, the existing Director is retiring, and they will announce the new one soon. O’Brien asked Paranick if any of the Oak Park residents or Committee Members have met with him since he offered at the last meeting. Paranick responded no one has met with him.

Vice Chair Abele met with the Employees of the Month. He attended the Concert in the Park, the Michael Jackson Experience. This concert was very entertaining and top notch. He attended all of the shows this Summer, he felt it was a great series and well attended. He commended Director of Recreation Tracy Engel and her Staff, she has done a great job and he’s very impressed. He also attended the Glow Event held in Simi. It was well done and spectacular to see, everyone there was happy with the Park District’s involvement.

Abele reported he, Chair Freeman, and District Manager Paranick met with County Supervisor Parks. The discussion was regarding Oak Park and the possibility of them becoming part of the Conejo Valley Park District.

Chair Freeman felt everyone handled the meeting with County Supervisor Parks very well. The next step will be meeting with the General Manager of Conejo, Jim Friedl to explore if the idea of Oak Park joining the Conejo District is even possible. She attended the Historical Society meeting, on Oct 19th there will be a free trick or treat event at Strathearn. She reported to the Board on different legislature from the CSDA conference. Freeman welcomed new District Employee Sandee Covone.

District Manager Paranick introduced Sandee Covone, the new Executive Assistant. Sandee will be assisting Paranick as well as the Board of Directors, she is available to assist with anything the Board needs.

12. REPORT BY DISTRICT MANAGER – Comments were provided by Dan Paranick. There have been several changes within the Recreation Department personnel, he commended Tracy Engel on a great job in thinking things through and placing people in the appropriate positions. The Arroyo Simi Phase 4 Grant will be ready for the conceptual step, this topic will be brought to Board. He spoke with Greg Stratton from the Simi Valley Cemetery. They are requesting land for the Cemetery to use, Paranick will speak with him again to get more details. The BMX project is now with the Fish and Wildlife Department, there should be some news within several weeks. However, the District will not meet the deadline for moving ahead with the underground pipes. The District Audit is complete and went well, the Auditors will be back sometime in November. The District is looking at providing the Park Rangers with Tasers, this item will be brought to the Board. Paranick met with the Simi School District and discussed the possibility of sharing the cost of
internet expenses. The CalOES, FEMA, and SCE claims for the Fire Recovery are moving along, the paperwork required has been very time intensive. The Tri-Agency Meeting with the City and School District will be scheduled soon. If the Board would like to contribute any Topics for the Agenda, please notify Paranick. The issue with the Simi Valley Youth Baseball has been resolved with them paying what was owed. The hearing regarding the Murphy Property will be held in December. The BeerFest and Glow Event went very well. The Cajun Festival will be taking a one-year hiatus, they plan to regroup and return the following year. This does open up Memorial Day Weekend at RSSCP for 2020.

Upcoming District Events: The Barn dance this Saturday at Strathearn is sold out, Junk in the Trunk will be held on the following Saturday.

Future Agenda Items: the next Board Meeting on Oct. 3rd will be the first joint meeting in Oak Park with the Oak Park Committee. Topics will be the Lagoon Rehabilitation options, Bike riding in the Parks, the possible removal of trees at Mae Boyar, and the Ribbon Cutting for the new playground at Eagle View will be held before the meeting.

Committee Meeting Activity: No meetings other than Historical Society.

Director Dennert asked if the Eagle View Ribbon Cutting could be posted in the Acorn or if there is a different way to notify the volunteers and residents. Chair Freeman suggested posting the event on the Nextdoor website. Paranick responded Staff will look into the options.

Legal Counsel Brian Pierik added the District has initiated Legislation against SCE for damages due to the Woolsey Fire.

13. CLOSED SESSION – Chair Freeman announced the meeting to Closed Session at 8:21pm.

   a. Closed Session pursuant to Government Code Section 54957.6
      Conference with Labor Negotiators
      Agency designated representative: District Counsel
      Unrepresented: District Manager

   b. Claimant: County Vista II Homeowner’s Association
      Agency Claimed against: Rancho Simi Recreation and Park District

Chair Freeman called the meeting back to Open Session at 8:37pm and announced for Item 13.a no reportable action was taken by the Board. Item 13.b the Board denied the claim and it will be referred to Capri.
14. ADJOURNMENT – Director Johnson moved to adjourn the meeting. Director O’Brien seconded the motion. Chair Freeman adjourned the meeting at 8:38pm.

Dan Paranick, District Clerk