Rancho Simi Recreation and Park District  
Board of Directors Meeting  

M I N U T E S  
April 16, 2020 at 6:30 p.m.  
Rancho Simi Recreation and Park District  
4201 Guardian Avenue, Activity Room # 1  
Simi Valley, CA 93063  
(805) 584-4400; www.rsrpd.org  
Meeting held via Teleconference  

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE – Chair Abele called the Meeting to Order at 6:35 p.m. The Pledge of Allegiance was led by Mr. Thomas Herdering.  

2. ROLL CALL – Directors Freeman, Johnson, O’Brien, Vice-Chair Dennert, and Chair Abele were in attendance. Staff in attendance included Tracy Engel, Lee Martin, Wayne Nakaoka, Dan Paranick, District Counsel Brian Pierik, and Theresa Pennington. Guests included Jill Abele, Thomas Herdering, Mayor Keith Mashburn, County Supervisor Bob Huber, John Morales representing Assembly Candidate Mike Garcia, Ryan Valencia representing Assembly Woman Christy Smith, SVUSD Board President Dawn Smollen, Dorina Timbol, John Tolson, Tony Falato and others.  

3. AGENDA REVIEW – No changes were made to the Agenda.  

Chair Abele called a Recess at 6:37 pm to conduct the Special Meeting.  

Chair Abele reconvened the Meeting at 7:15 pm.  

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

5. APPROVAL OF MINUTES  

a. Rancho Simi Recreation and Park District Board Meeting – April 2, 2020 – Director Johnson moved to approve the minutes from the April 2, 2020 Board Meeting; Director Freeman seconded the motion. The Minutes were approved as written by unanimous vote.  

6. PRESENTATIONS, SCHEDULED ITEMS AND PUBLIC HEARINGS  

a. Status of the Districts Response to the COVID-19 Coronavirus Pandemic – The Verbal Report was presented by District Manager Paranick. The park closures are unchanged from last meeting; the parks are busy but not overwhelmed. There is one trail in Oak Park that we are watching. There were fewer written correspondences this week. Staff participates in the weekly EOC call which includes the hospital, fire, school and City of Simi Valley departments. Paranick expects a new health order this week which may open up some recreational activities. Vice Chair Dennert asked that staff place the Stay Well At Home Order on social media. In regards to staffing, employees are doing a great job stepping up and taking care of services. The District received a request from the City to help at the Samaritan Center.
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. Approval of 3/31/20 Accounts Payable Check Register and 3/13/20 & 3/27/20 Payroll Check Registers – Staff responded to questions from the Board.

b. Update to the Local Agency Investment Fund (“LAIF”) Account Authorizing District Manager and Director of Planning and Maintenance to Process Transfers – Staff responded to questions from the Board.

Motion: Director Dennert 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 Third Addendum to Agreement for Joint Use of Grounds, Building, Facilities, and Equipment by the Rancho Simi Recreation and Park District and the Simi Valley Unified School District allowing for the Assumption of Maintenance and Programming Responsibilities of the Apollo High School Athletic Field Located at 3150 School Street, Simi Valley – The staff report was presented by District Manager Dan Paranick who responded to questions from the Board.

Motion: Director Johnson moved to approve the agreement. Vice Chair Dennert seconded the motion. The motion carried with a unanimous vote.

b. Authorization to Solicit Bids for the Rancho Santa Susana Community Park Phase Two Parking Lot and Rancho Tapo Community Park Ballfield Parking Lot Renovation Project – The staff report was presented by Director of Planning and Maintenance Wayne Nakaoka. The Board Members all agreed the timing of this project was excellent.

Motion: Director Freeman moved to approve the authorization to solicit bids. Director O’Brien seconded the motion. The motion carried with a unanimous vote.

c. Call for Nominations of Candidate(s) to Serve on the Board of Directors of the California Association of Recreation and Park Districts (CARPD) – The Staff Report was presented by Dan Paranick, District Manager.

Director Johnson stated he would like to be the Director at large for CARPD.

Motion: Director Freeman moved to nominate Mark Johnson for CARPD Director at large. Director Dennert seconded the motion. The motion carried with a unanimous vote.

10. WRITTEN COMMUNICATIONS OF NOTE – Paranick sent correspondence to the Board regarding closures related to COVID 19. Only a few additional comments have come in from residents.
11. REPORTS BY BOARD MEMBERS

Director Freeman attended CSDA webinar; there may be grant money available for Special Districts; she will send a legislative update to the Board. There is discussion about impact fees which could negatively impact Districts. She also congratulated the Recreation Staff for coming up with creative ideas for the District.

Director Johnson attended CARPD meeting; their Conference has been cancelled. They may try to conduct some of the scheduled items via a webinar. Thanks to staff, the parks looks great, the employees are doing a fantastic job.

Director O’Brien attended Community Action of Ventura County, they are looking into a CARES loan to cover payroll. She inquired if RSRPD Board meetings could take place via Zoom. Paranick responded if visuals such as a Power Point are needed, the District can then utilize Zoom.

Vice Chair Dennert attended the Easter Egg give away, he was happy to help. He asked if the BMX group has come back with a plan, Paranick reported they have not. He requested the No Trespassing sign on Las Lajas trail head be removed. Nakaoka confirmed he would handle.

Chair Abele added the Parks look beautiful. He thanked the Board, Paranick and District Staff, everyone is doing a great job during these stressful times.

12. REPORT BY DISTRICT MANAGER – Comments were provided by Dan Paranick. There has been some confusion regarding trails on the East end of town, MRCA owns some of the connecting trails in that area and have closed those trails. O’Brien and her Rotary group provided lunch to staff; it was greatly appreciated. The Tri Agency meeting has been cancelled until further notice. Staff is currently working on the 2020-21 District Budget. Richard Lemmo became a Dad for the second time, congratulations to him and his family.

Upcoming Events: All events are cancelled until further notice.

Future Board Meeting Items: Bike and skateboarding in the Parks, soliciting Bids for the Caretaker house in Oak Park, an update on Woolsey Fire damages, OPEB, and request to purchase vehicles.

Committee Activity: There was no Committee activity to report.

13. CLOSED SESSION – NONE

14. ADJOURNMENT – Chair Abele adjourned the Meeting at 8:00 pm.

Dan Paranick, District Clerk