Rancho Simi Recreation and Park District
Board of Directors Meeting
M I N U T E S

Thursday, November 18, 2021, at 6:30pm

Rancho Simi Recreation and Park District • Activity Room 3
4201 Guardian Street, Simi Valley, CA 93063 • (805) 584-4400

A video recording of tonight's meeting is available on
the District Website at www.rsrpd.org.

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE – Chair Dennert called the Meeting to Order at 6:30pm. The Pledge of Allegiance was led by Kevin Born and Scout Troup 3605.

2. ROLLCALL – Directors Abele, Freeman, Gray, Vice Chair O'Brien, and Chair Dennert were in attendance. Staff in attendance included: Danielle June, Zach Miller, Shana Moore, Wayne Nakaoka, Kelly Negrete, Dan Paranick, Theresa Pennington, Brian Reed, Alex Stumfall, Gina Viecco, Brittany Wilson, and Legal Counsel Brian Pierik.

   Guests attended tonight's meeting in-person and via Zoom. Those who made public comments are listed under the appropriate Item below.

3. AGENDA REVIEW – There were no requested changes to tonight's Agenda.

4. PUBLIC STATEMENTS (ITEMS NOT ON THE AGENDA)

   Simi Valley Veteran Douglas Banforth thanked the Board, District Manager, and Staff for another wonderful Veteran's Day celebration.

   Dylan Johnston thanked the Board for the abundance of parks and recreational programming here in Simi Valley. His boys recently joined a Soccer Club, he is concerned there are far fewer soccer fields as opposed to other sports. The fields are shared with other groups, and it seems to have caused more wear and tear. He is requesting staff to analyze the amount of soccer activity and offer more fields.

5. APPROVAL OF MINUTES

   a. Rancho Simi Recreation and Park District Board of Directors Meeting – November 4, 2021 – Motion: Vice Chair O'Brien moved to approve the Minutes as written. Director Freeman seconded the motion. The motion carried with a unanimous vote.

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. Approval of 10/31/21 Accounts Payable Check Register and 11/5/21 Payroll Check Register – Motion: Director Freeman moved to approve the Consent Agenda. Vice Chair O'Brien seconded the motion. The motion carried with a unanimous vote.

7. PRESENTATIONS, SCHEDULED ITEMS AND PUBLIC HEARINGS

a. Presentation of the Full-Time Employee of the Month for October 2021 to Brittany Wilson – Director of Administration Theresa Pennington presented Brittany with her plaque, and she will receive a paid day off. Brittany is the District's Human Resource Coordinator. She has been with the District for 5.5 years; this is her third award. Pennington added, this nomination is extra special as it was submitted from another Department. Her door is always open, and she provides a great combination of support and advocating for employees. Brittany thanked everyone; she appreciates the recognition.

   Dennert commended Brittany for also managing the ever-changing COVID protocols during the last year.

   Abele added, he thinks Brittany does an amazing job. He agrees the nomination coming from a different department makes it more special. Congratulations and well deserved.

   Freeman, Gray, and O'Brien agreed with all the previous comments.

b. Introduction of the New Oak Park Recreation Supervisor Kelly Negrete and Appreciation to Interim Oak Park Recreation Supervisor Bryan McQueen – Director of Recreation Zach Miller provided the verbal report. Miller officially announced that Negrete will be moving over to the Oak Park Community Center. Unfortunately, McQueen was unable to attend tonight's meeting, but his support as the Interim Supervisor was appreciated.

   The entire Board congratulated Negrete and are looking forward to working with her in Oak Park. They also thanked McQueen for his work during the transition in Oak Park.

c. Presentation of Award in Honor and Appreciation of Wayne Nakaoka's 35 Years of Service to the Rancho Simi Recreation and Park District – District Manager Dan Paranick provided the verbal report. Nakaoka has been the heart and soul of the District during his 35 years at the District. He cares passionately about the parks, residents, and employees. The District is lucky to have him, he is a true public servant. His service and commitment to the District has been outstanding.

   Nakaoka stated it has been quite a fun journey working at the District for 35 years. He has enjoyed working with the Board members, both present and past and his fellow employees.

   Freeman added, she doesn't know what the District would do without Wayne. She is so grateful for the many years of working together.

   Abele stated, Wayne's knowledge is at 35 years, but his enthusiasm for the job is still like a new kid on the block. He appreciates the honest and open communication with him. Wayne has headed the Planning Department during numerous projects, plus his leadership during the tough time of the Pandemic has been invaluable.

   O'Brien congratulated Wayne on the achievement of 35 years with the District. She doesn't know what the District will do without him.

   Gray congratulated Wayne, adding there has not been a year of his life that Wayne hasn't contributed to the District. Gray is looking forward to working with Nakaoka more and will gladly buy lunch.

Former Board Member Mark Johnson stated, Wayne has always been top-notch and has contributed so much to the District. The Public thanks you for doing an excellent job.

Chair Dennert thanked Wayne for all of his work with the District. There are so many great family memories made here in parks that Wayne designed. Dennert congratulated Wayne again and presented him with a plaque and check.

d. Status of the Districts Response to the COVID-19 Coronavirus Pandemic – District Manager Dan Paranick presented the Verbal Report. Staff received a complaint regarding non-compliance with masking near recreational classes. There was one positive COVID case amongst employees. The After School Clubs are currently holding steady. The mandate requiring COVID testing for all employees is currently on hold.

8. CONTINUED BUSINESS

a. Amendment to Ordinance No. 3 Allowing the Use of Drones in Various Areas of the District – District Manager Dan Paranick presented the Staff Report. After discussion at the October 7, 2021, Board of Directors meeting, the Board directed District staff to amend Ordinance No. 3 to allow recreational Drone usage in specific park areas and open space.

Gray questioned the wording of Rule 33, it mentions commercial and educational events only. Paranick replied "special events" can be added to the verbiage.

Freeman cannot support this change, three of the local agencies do not allow the use of drones. She feels people using the parks should not be bothered with Drones flying overhead, she feels it is a violation of privacy. She wishes the Board would consider not allowing Drones.

O'Brien suggested contacting the other agencies to find out why they do not allow Drones.

Douglas Banforth agreed with Freeman's point, people are concerned about their privacy.

Abele doesn't feel privacy in a public park is an issue. He is in favor of allowing Drone use and appreciates the changes. Our District could set a trend for the other agencies.

Gray has not heard of any other agencies denying the use of Drones. Rule 62 was crafted to maintain privacy. Usage will not be at all parks and staff can use their discretion on usage. He added cell phones are more common and widely used than Drones.

Freeman respects the other opinions, adding the Board Members don't always have to agree.

Dennert doesn't feel the Ordinance change will cause a noticeable difference in the actual usage of Drones and the Board can be open to adjusting in the future if needed. He thanked Gray for bringing the item to the Board.

Paranick requested District Counsel read the Ordinance title.

Motion: Director Gray moved to approve the Amendment to Ordinance No. 3 including the addition of "Special Events" to Rule 33. Director Abele seconded the motion. The motion carried with a 4 to 1 vote, with Freeman voting no.

9. NEW BUSINESS

a. Approval of the Rancho Simi Recreation and Park District Board Schedule for 2022 Meetings, Workshops and Conferences – District Manager Dan Paranick provided the Staff. The proposed Board Meeting Schedule for 2022 was discussed by the Board. Paranick highlighted any adjustments caused by other events.

Abele suggested removing the meeting on May 17th as there are already 2 this month with the Budget Meeting.

Dennert suggested removing the 1st meeting in July (the 6th) as the meeting is usually cancelled.

Motion: Director Abele moved to the approve the Meeting Calendar as amended by removing the May 17th and July 6th meetings. Vice Chair O'Brien seconded the motion, the motion carried with a unanimous vote.

b. Approval of Award of Contract for Tree Trimming and Pruning Services at Various District Parks in Simi Valley – Director of Planning and Maintenance Wayne Nakaoka presented the Staff Report. During its September 2, 2021 meeting, the Board authorized staff to solicit bids for Tree Trimming and Pruning at District parks in Simi Valley. Staff recommends awarding the contract to the apparent lowest bidder, West Coast Arborists, Inc. of Anaheim, CA. This Company has a great reputation and handle many other local areas.

Dennert asked what is done with the wood chips and when would the trimming start. Nakaoka replied, certain types of wood can be used in parks, the others are disposed of. The trimming would start the beginning of 2022 and will take approximately 30 days.

Freeman asked if Oak Park would go to bid separately. Nakaoka responded yes, and the bids will be brought to the Oak Park meeting.

Motion: Director Freeman moved to award the Contract to West Coast Arborists, Inc. with a $5K contingency. Vice Chair O'Brien seconded the motion. The motion carried with a unanimous vote.

10. WRITTEN COMMUNICATIONS OF NOTE - NONE

11. REPORTS BY BOARD MEMBERS

Director Gray attended Snowfest which was an incredible event. There were a lot of people and children having fun, thanks to staff for a great job. He attended the Soccer and Youth Services Committee meetings. He wished everyone a Happy Thanksgiving.

Director Abele attended the Youth Services Committee meeting with Gray. He feels it could and should have been held as a regular Board Meeting. He feels the Fee Study conducted by the District was flawed and he is not in favor of raising fees. He attended Veteran's Day, it was a great and important ceremony, this is always his favorite. He thanked Jeannie Liss for doing a great job with the event planning.

Director Freeman attended the Strathearn Volunteer dinner, there was an interesting presentation about aprons. She attended Snowfest, Staff did a great job, and it was fun to watch the children enjoying the snow. She complimented Staff on the Veterans Day event, the replica of the Tomb of the Unknown Soldier was a great addition this year, She thanked Staff for her birthday remembrance, it was a great day. She wished everyone a Happy Thanksgiving.

Vice Chair O'Brien complimented Staff for Veterans Day; it was a great event. She agreed with Freeman, the Apron Presentation at Strathearn was very interesting. She heard that Director Gray recently got engaged and congratulated him. She also wished everyone a Happy Thanksgiving.

Chair Dennert participated in a graffiti cleanup last weekend. They are making a lot of progress; the next scheduled cleanup is on Dec. 11th. The Veteran's Day was especially moving with the replica of the Tomb of the Unknown Soldier onsite. He thanked staff for their work on Snowfest, it was a massive and fun event. Miller added Danielle June's team took the lead along with Dave DeMaio. Dennert added the Library is hosting a Book Club, if anyone is interested, he has an extra book. He also donated books written by Alan Salazar to the After School Clubs. Salazar is a local resident of Chumash descent, for over 25 years, he has worked with youth and adult groups for the purpose of sharing and saving Native American culture and beliefs. Dennert wished everyone a Happy Thanksgiving, enjoying time with family.

12. REPORT BY DISTRICT MANAGER - Dan Paranick provided comments. All reports from the Skate Plaza have been good. Regarding the tree near Mae Boyar Park in Oak Park, the County has agreed to fund the additional amount needed to not remove the tree. Staff is currently waiting on Southern California Edison for the lighting at the Apollo Fields, they should be ready next week. The 2nd round of interviews for the Senior Analyst position in Planning and Maintenance was held this week. The Auditors are here this week, the results are good, thanks to Pennington and her Staff. Paranick attended a Community Council meeting and made a lunch presentation, the group had a lot of good things to say about the District.

    Upcoming Events: District Job Fair on December 8th.

    Future Agenda Items: Pickleball discussion, Part-Time minimum wage increase, conceptual Activity Center design, Chair and Vice-Chair appointments for 2022, agreement with the Historical Society, Land/Water Conservation Grant application, Facility Rental Fees, and Athletic Field contracts.

    Committee Activity: Historical Society meeting in the beginning of December.

    Chair Dennert called a 5-minute Recess at 7:59pm.

    Chair Dennert called the Meeting back to Open Session at 8:05pm.

13. CLOSED SESSION - Chair Dennert announced Closed Session at 8:05pm.

    a. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957.6
    CONFERENCE WITH LABOR NEGOTIATORS

Agency Designated Representative:	District Manager
Employee Organization:	Unrepresented Part Time Employees

    There was no reportable action taken by the Board tonight.

14. ADJOURNMENT: Chair Dennert adjourned the Meeting from Closed Session at 8:15pm.

Dan Paranick, District Manager / District Clerk