

# Rancho Simi Recreation and Park District Board of Directors Meeting

## A G E N D A

Wednesday, February 15, 2023 at 6:30 p.m.

Rancho Simi Recreation and Park District  
4201 Guardian Street, Simi Valley, CA 93063 • Activity Room 3  
(805) 584-4400 • [www.rsrpd.org](http://www.rsrpd.org)

Welcome to a meeting of the Board of Directors of the Rancho Simi Recreation and Park District. The Park District welcomes citizen participation. There are multiple ways you may attend, participate or view a Board Meeting, including:

**In Person.** You may attend the Board Meeting in person at the time and location listed above.

**Via Zoom.** <https://us02web.zoom.us/j/81375935912?pwd=VTB5NGZJZ1pEenU2eWFKYWdJWitGUT09>

**Via Phone.** Please call 1-669-444-9171 and enter Meeting ID: 813 7593 5912. Passcode: 676830.

**View Via YouTube.** Click [www.rsrpd.org](http://www.rsrpd.org) then “Board Meeting Videos” on the District homepage.

If you’d like to attend in person and wish to speak, please fill out a green Speaker Card, available at the sign-in table, and hand the card to the Recording Secretary or Board of Directors. If the item you would like to speak about is not on the Agenda, be prepared to speak when the Board Chair calls for “Public Discussion”. The Chair will call the names appearing on the Speaker Cards. If you do not hear your name called, please make this fact known, so that you may be recognized. If the item you would like to speak about is on the Agenda, the Board Chair will announce the item, request a report from staff, ask Board Members if they have questions or comments, and then ask if there are others who wish to comment.

When recognized, please speak from the podium and be professional. Speakers are allowed a maximum of three (3) minutes to comment. Depending upon the circumstances, the Board Chair may increase or decrease speaker time. At the conclusion of public comments, the Board Chair will thank the speaker(s).

The Board Chair may also determine appropriate action, if any, to be taken in response to comments received. Comments will be listened to, questions may be answered, speakers may be requested to further discuss the matter with staff, or an item could be added to a future Board Meeting Agenda or referred to a Board Committee, among other things. Items listed on the Agenda that require action will likely be voted upon by the Board of Directors.

Members of the public may also participate by providing written comments to the Board by sending an email to [sandee@rsrpd.us](mailto:sandee@rsrpd.us) by Wednesday, February 15, 2023 at 5:00pm. The Chair will read comments during the meeting at the appropriate time for up to three minutes for each comment. Please call Sandee Covone at 805-823-0971 if you have any questions. We appreciate your participation.

### **BOARD OF DIRECTORS**

**Chair**  
Josh Gray

**Vice Chair**  
Elaine Freeman

**Director**  
Ed Abele

**Director**  
Brian Dennert

**Director**  
Kate O’Brien

**STAFF**  
District Manager  
Dan Paranick

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. AGENDA REVIEW
4. PUBLIC STATEMENTS (ITEMS NOT ON THE AGENDA)
5. APPROVAL OF MINUTES
  - a. Rancho Simi Recreation and Park District Board of Directors Meeting – February 1, 2023
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 1/31/23 Accounts Payable Check Register and 1/27/23 Payroll Check Register
  - b. Approval of First Amendment to Communications Site Lease Agreement between the Rancho Simi Recreation and Park District and PTI US Towers II, LLC (dba T-Mobile) for the Conveyance of an Additional 132 Square Feet to the Original Communications Site Lease Agreement and Installation of a Back-Up Emergency Generator at the Conifer Water Tank Site
  - c. Ratification of Appointment of Members to the Oak Park – Park and Recreation Planning Committee
7. PRESENTATIONS, SCHEDULED ITEMS AND PUBLIC HEARINGS
  - a. Presentation of the Part-Time Employee of the Month for February 2023 to Tricia Frederich, Specialist Instructor
  - b. Presentation of the Annual Park Ranger Program Update - Verbal Report
8. CONTINUED BUSINESS - NONE
9. NEW BUSINESS
  - a. Review of Expanded Learning Opportunities Program (ELO-P) and Potential Service Agreement with Rancho Simi Recreation and Park District and the Simi Valley Unified School District
  - b. Consideration of the Long-Term Management of a 15.44-Acre Riparian Mitigation Conservation Area Located Within the Lost Canyons Development in Simi Valley
  - c. Update Regarding New Ralph M. Brown Act Provisions Allowing Remote Meeting Attendance Options for Board Members

- d. Discussion and Direction Regarding the Calendar, Process, and Protocols for Holding Upcoming Board Meetings in March and April 2023 – Verbal Report

10. WRITTEN COMMUNICATIONS OF NOTE

11. REPORTS BY BOARD MEMBERS

12. REPORT BY DISTRICT MANAGER

13. CLOSED SESSION - NONE

14. ADJOURNMENT



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Dan Paranick, District Manager / District Clerk

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If any individual has a disability that may require accommodation to participate in the meeting, please contact Human Resources at 805-584-4400. Upon advance notification of the need for accommodation, reasonable arrangements will be made to provide accessibility to the meeting.

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# Rancho Simi Recreation and Park District Board of Directors Meeting

## MINUTES

Wednesday, February 1, 2023 at 6:30 p.m.

Rancho Simi Recreation and Park District

1000 Kanan Road, Oak Park, CA 91377

(818) 865-9304 • [www.rsrpd.org](http://www.rsrpd.org)

**Meeting Held Via Zoom Only**

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE – Chair Gray called the Meeting to Order at 6:30pm. The Pledge of Allegiance was led by Chief Park Ranger Jim Rosales.
2. ROLL CALL – Directors Abele, Dennert, O’Brien, Vice Chair Freeman, and Chair Gray were in attendance. Staff in attendance included: Sandee Covone, Richard Lemmo, Jeannie Liss, Zach Miller, Wayne Nakaoka, Dan Paranick, Theresa Pennington, Brian Reed, Jim Rosales, Jennifer Santos, Alex Stumfall, and District Counsel Brian Hamblet. Guests in attendance at this evening’s meeting are listed under the appropriate item below.
3. AGENDA REVIEW – Staff had no changes to the agenda.
4. PUBLIC STATEMENTS (ITEMS NOT ON THE AGENDA) – Bill Meneray is a family friend of Rick McClure “The Bike Guy” who recently passed away and is making a request on behalf of the McClure family to recognize him and honor his legacy. Director Dennert shared the District’s naming policy with Mr. Meneray and suggested a bike repair station. Paranick said the item would be added to a future meeting agenda and will inform Mr. Meneray of the meeting date.
5. APPROVAL OF MINUTES
  - a. Rancho Simi Recreation and Park District Board of Directors Meeting – January 18, 2023 – Motion: Vice Chair Freeman moved to approve the Minutes as written. Director O’Brien seconded the motion. The motion carried with the following Roll Call Vote:  
  
Ayes: Abele, Dennert, Freeman, Gray, O’Brien  
Noes:  
Absent:  
Abstain:
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 1/15/23 Accounts Payable Check Register and 1/13/23 Payroll Check Register – Staff responded to questions from the Board. Motion: Director O’Brien moved to approve Item 6a on the Consent Agenda. Chair Gray seconded the motion. The motion carried with the following Roll Call Vote:

Ayes: Abele, Dennert, Freeman, Gray, O'Brien

Noes:

Absent:

Abstain:

- b. Adoption of Resolution No. 2052 Regarding Holding Public Meetings During the Continued COVID-19 Pandemic State of Emergency Pursuant to Assembly Bill 361 – Motion: Vice Chair Freeman moved to approve Item 6b on the Consent Agenda. Chair Gray seconded the motion. The motion carried with the following Roll Call Vote:

Ayes: Abele, Dennert, Freeman, Gray, O'Brien

Noes:

Absent:

Abstain:

## 7. PRESENTATIONS, SCHEDULED ITEMS AND PUBLIC HEARINGS

- a. Presentation of the Full-Time Employee of the Month for January 2023 to Jennifer Santos, Senior Management Analyst – Theresa Pennington, Director of Administration, gave the report. Jennifer has worked for the District for ten months and has been a wonderful addition to the Planning Department and the District. Director Abele said Jennifer is a friendly face and is a great addition and is deserving of the award. Vice Chair Freeman had the pleasure of working with her at the City stating she's a great gain for the District. Director Dennert appreciates her and thanked her. Chair Gray thanked her for the outstanding job she does. Director O'Brien agrees. Nakaoka states Jennifer is an outstanding employee and has taken over a great deal of his work, noting she is one of the best hires the District has made. Jennifer thanked everyone.
- b. Recognition of Chief Park Ranger Santiago (Jim) Rosales for Receiving the Elks Lodge First Responder of the Year Award – Verbal Report – Theresa Pennington, Director of Administration, gave the report. Congratulated Chief Rosales for being chosen to receive the Responder of the Year award. This is the second year the District has been invited to participate in this prestigious event. Jim is an asset to our residents, community, and the District. Paranick commended him for advancing the Board's directives. Vice Chair Freeman said it was an honor to attend the event and present Jim with the award, noting that he is greatly respected among other agencies. Director Abele congratulated him and said the award is well-deserved. Director Dennert appreciates his knowledge of open space and says it was an honor to attend – he appreciates his compassion and all that he does. Director O'Brien appreciates his attention to the homeless population and participation in the recent homeless count. Chair Gray said he's heard only positive comments regarding Chief Ranger Rosales and appreciates his hard work on behalf of the District.

## 8. CONTINUED BUSINESS - NONE

## 9. NEW BUSINESS

- a. Report by Representative of the Oak Park – Park and Recreation Planning Committee Member regarding its January 12, 2023 Committee Meeting, Including Direction Regarding Possible Construction of Sand Volleyball Courts at Deerhill Park, Installation of an

Emergency Generator in Support of Telecommunications Improvements at the Conifer Water Tank Site, a Request by Southern California Gas Company to Use a Portion of Sunrise Meadow Open Space for Gas Line Testing, Longer Term Oak Park Area Budget/Financial Planning and the Location of and Committee Member Representation at Future Board Meetings – Sherri Wentworth, Oak Park – Park and Recreation Planning Committee member, gave the report. Actions taken at the January 12, 2023 meeting: Committee made an advisory recommendation to pursue installation of three sand volleyball courts at Deerhill Park including lights in partnership with Oak Park Unified School District (OPUSD); Appointed Youth Committee Member Lila Zwag a student at Oak Park High School, Committee asked the District to allow for the installation of the emergency generator at the T-Mobile cell tower cite required per new state mandates; Committee expressed significant concern regarding the impact of the proposed Southern California Gas Company’s testing project and asked Staff to pursue alternative locations and discuss their concerns with Southern California Gas; in regards to the Oak Park budget, the Committee prefers to maintain current levels of service and pursue alternate revenue sources, and wants to remain part of RSRPD; Committee prefers to host future board meetings in Simi Valley due to the lack of remote video capabilities in Oak Park and allow Oak Park residents to attend remotely; and Committee recommended representation at future board meetings which will be discussed at their next meeting for greater clarification on what that will look like.

Director Abele commented that he met with Oak Park Staff, toured Medea Creek, and visited Deerhill and Mae Boyar Parks. Feels the sand volleyball project is problematic since budgetary concerns weren’t addressed and feels OPUSD should significantly contribute to the project. Agrees the issues with pickleball line color at Deerhill Park is valid - they are difficult to see. Suggested Paranick speak with Miguel Enciso regarding line color. Suggested courts at Deerhill be dedicated to pickleball only since there are parks with tennis courts close by. Suggested the Oak Park Committee consider starting their meetings at 6:30pm - asked that it be placed on the next agenda. Thanked Ms. Wentworth for four years of service, stating she’s an excellent advocate, voice of reason, and a leader on the Committee. She will truly be missed. The other Directors thanked her for her service.

- b. Adoption of Resolution No. 2053 Modifying District Policy Manual Chapter 12, Facility Use, Fees and Conditions Regarding Fee Adjustments for Facility Rentals at Strathearn Historical Park and Museum – Jeannie Liss, Recreation Coordinator, gave the report. The District issues approximately 30 facility rental permits for Strathearn each year between February and October (approximately 1 per weekend) resulting in \$50,000 - \$60,000 in facility rental revenue annually. In February, 2022 the Board approved a sizable rental rate increase which will be realized next year. Director Abele noted that the increases have seemingly not affected demand. Vice Chair Freeman said we have not felt the effect of the increase yet – 16 rentals were booked for 2023 at the lower rate prior to the increase. 13 rental dates remain available in 2023 which will be at the higher rate once booked. Vice Chair Freeman asked if we compared our fees to the private sector. Director of Recreation Miller said we did last year, stating the District facility rental fees remain equal to or less than private sector facilities. Chair Gray said Strathearn is slightly below its competitors, noting its best attribute is allowing greater flexibility with outside vendors. Vice Chair Freeman asked what the impact of a 6% increase would be. Liss feels that it may slow rentals, but she is confident that the facility will be fully rented this year based on how frequently she receives inquiries. Director Freeman prefers a 3% increase since we haven’t felt the impact of the increase from last year.

Chair Gray isn't opposed to 6% but is opposed to large spikes. Director O'Brien prefers a 6% increase.

Motion: Director Abele moved to approve and adopt Resolution No. 2053 to include a 6% increase in facility use fees at Strathearn Historical Park and Museum. Director O'Brien seconded the motion. The motion carried with the following Roll Call Vote:

Ayes: Abele, Dennert, Freeman, Gray, O'Brien

Noes:

Absent:

Abstain:

Chair Gray called a 5-minute recess at 7:55pm.

- c. Adoption of Resolution No. 2054 Directing Preparation of the Engineer's Report for the Continuation of the Parks, Recreation and Open Space Maintenance and Improvement District of the Rancho Simi Recreation and Park District – Director of Administration, Theresa Pennington, gave the report. Staff recommends the Board authorize the preparation of the engineer's report for fiscal year 2023/24 by SCI Consulting Group as described in the Staff Report. Director Abele feels the assessment is of concern and commended Staff for improving the process by allowing for various options, however he doesn't think it's practical that the annual budget is formed assuming there will be an increase in the assessment. Director Abele requested that the budget be presented in a manner that does not assume an increase in the assessment. Director Dennert requested that Staff present the assessment as a percent and a dollar figure. Paranick confirmed the items requested by Directors Abele and Dennert would be incorporated into the 2023/24 budget process.

Motion: Vice Chair Freeman moved to approve and adopt Resolution No. 2054 as presented in the staff report. Director Dennert seconded the motion. The motion carried with the following Roll Call Vote:

Ayes: Dennert, Freeman, Gray, O'Brien

Noes: Abele

Absent:

Abstain:

- d. Adoption of Resolution No. 2055 Modifying District Policy Manual, Chapter 2 Personnel: Sections 1600-1619 Regarding Employer-Employee Relations – Director of Administration Theresa Pennington, gave the report. In 2022, the Board of Directors recognized a new Employee Group: Maintenance and Grounds Association who chose to form a separate bargaining group due to their different working conditions in comparison to office staff. The draft changes to the Districts policy manual were submitted to all three employee groups including Middle Management, Rancho Simi Employee Association and Maintenance & Grounds Association with all three groups in agreement with the proposed changes.

Motion: Vice Chair Freeman moved to approve and adopt Resolution No. 2055 as presented in the staff report. Director O'Brien seconded the motion. The motion carried with the following Roll Call Vote:

Ayes: Abele, Dennert, Freeman, Gray, O'Brien

Noes:

Absent:

Abstain:

#### 10. WRITTEN COMMUNICATIONS OF NOTE – NONE

#### 11. REPORTS BY BOARDMEMBERS

Director Dennert – Will attend Mountain Lion P22 celebration of life event this Saturday. Attended First Responders Awards dinner. Visited Teen Center at Berylwood Park - likes all the innovative things they have planned. Participated in a recent pickleball tournament. Spoke on 99.1 The Ranch Radio regarding upcoming programs including wildfire walks. Met with Paranick regarding open space procurement.

Director O'Brien – Attended First Responders Awards dinner – the event was great fun and she was delighted that Chief Ranger Rosales was among those honored – great to see all the First Responders. Participated in the annual homeless count with Rangers Rosales and Kanagi.

Director Abele – Asked if attending board meetings remotely after 2/28/23 was allowable with the end of the COVID executive order and new Brown Act meeting rules. Paranick said he plans to review the rules with District counsel and will report back to the Board. Asked that the Budget Workshop PowerPoint presentation in May be focused on giving the public more time to provide input at the meeting. Paranick confirmed he will focus on capital projects. Inquired about baseball league opening day ceremonies. Paranick will have Staff provide information to the Board. Visited several parks and met with staff in Simi Valley and Oak Park.

Vice Chair Freeman – Attended the Youth Council meeting at the Ronald Reagan Library regarding the impacts of social media on young people – event was well attended. Was honored to present Chief Ranger Rosales with the First Responder of the Year award – it was great to see all the First Responders there. Attended the Chambers Legislative Update meeting, CSDA by-law committee meeting, and CARPD and CSDA legislative committee meetings.

Chair Gray – Met with the District Manager and will attend Leadership Class Local Government Day. He is unable to attend the Youth Summit on March 10<sup>th</sup> but encourages others to attend.

12. REPORT BY DISTRICT MANAGER – Report was given by District Manager, Dan Paranick. Completed the Oak Park election cycle. Three seats were up for election - Dan Cooper, Dani Brusius, and Sherri Wentworth. The three newly elected members of the Committee are Dan Cooper, Eric Tescher and Brian Mattson - subject to Board ratification. Both voting liaison seats on the committee have changed - Jim Moynihan is the new OPUSD representative, and Brian Trushinski is the new MAC representative. Paranick and Tom Evans will attend the next Soccer Foundation meeting on 2/8/23 to review plans for RSSCP Phase 4. Two Ranger appointments have been made. Commended Staff on the Teen Center Grand Opening event. Met with the Equestrian group again - working on a proposal to bring to the Board. December Financials look good – we're doing well halfway through the year. The BMX Track item will most likely be on a City Council agenda in late February or early March. Meeting with BMX Board President Chris Desantis this week. Price of natural gas has increased from \$1.05 to \$3.44 per therm which will make a significant impact on the budget, especially at the pool. VCSDA annual awards meeting is 2/7/23.



Next meetings: 2/15/23 – District Manager evaluation process, annual Ranger update, kiosks, pickleball fees for nonprofits, generator final decision, SVUSD ASC agreement, Lost Canyons property management, ratification of newly elected Oak Park Committee Members. 3/1/23 – Apollo field agreements, equestrian fees, ASC fees, expanded outdoor programming. No committee meetings are scheduled aside from the regular Historical Society meeting.

Chair Gray adjourned the meeting to Closed Session at 8:41pm.

### 13. CLOSED SESSION

- a. Closed Session Pursuant to Government Code Section 54956.95
  - Claimant: Michael Shenkman c/o Kosnett Law Firm
  - Agency Claimed Against: Rancho Simi Recreation and Park District
  
  - Public Comment: There was no public comment
  - Board Action: The Board rejected the claim

14. ADJOURNMENT – Chair Gray adjourned the meeting at 8:52pm.

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Dan Paranick, District Manager / District Clerk



4201 Guardian St., Simi Valley, CA 93063 - (805) 584-4400

## ACCOUNTS PAYABLE CHECK REGISTER – 1/31/23

Presented to the Board of Directors

Prepared by:

Miguel Chavez

**Rancho Simi Recreation and Park District**  
**Check Listing with Accounting Distribution Jan 16-31, 2023**

<u>Check Number</u>	<u>Check Date</u>	<u>Vendor Number &amp; Name</u>	<u>Invoice Number</u>	<u>Bill Description</u>	<u>Account Description</u>	<u>Check Amount</u>
102549	1/19/2023	777 CLEANERS & LAUNDRY - Invoices D123528, D123749, D123750	D123528 D123749	Ranger Uniform Cleaning Service Ranger Uniform Cleaning Service	Supplies - Uniform Allowance	38.00
102550	1/19/2023	ACORN/ADS - Jr. Page Ad - Simi Valley	195411	Jr. Page Ad - Simi Valley	Marketing	876.60
102551	1/19/2023	ASTRA INDUSTRIAL - SV/OP Irrigation	285037	SV/OP Irrigation	Maintenance - Other Grounds District	1,254.83
102552	1/19/2023	CAL STATE SITE SERVICES - SV-PORTA-POTTIES	236646	SV-PORTA-POTTIES	Contract Services Grounds District	183.72
102553	1/19/2023	CALIFORNIA DO IT CENTER - SV/OP - Supplies	43167	SV/OP - Supplies	Maintenance - Other Grounds District	13.20
102555	1/19/2023	ENGRAVING WIZARD - Engraving On Small Name Plate for Brian Hamblet Esq	3401	Engraving On Small Name Plate	Supplies - Office	14.21
102556	1/19/2023	EDUARDO FLORIAN - Pickleball Instructor	20221207	Pickleball Instructor	Instructor Fees	2,593.50
102557	1/19/2023	IMPERIAL SPRINKLER SUPPLY - SV/OP Irrigation Supplies	521217000	SV/OP Irrigation Supplies	Maintenance - Other Grounds District	883.08
102558	1/19/2023	SIMI PACIFIC BUILDING MATERIAL - Hardware/Supplies	91705	Hardware/Supplies	Maintenance - Other Grounds District Deferred Maintenance	485.20
102559	1/19/2023	SIMI VALLEY HISTORICAL SOCIETY - Community Grant		Community Grant	Community Grants	25,444.00
102560	1/19/2023	SIMI VALLEY UNIFIED SCHOOL DST - Bus Fees - Summer Camp	120624 A & B	Bus Fees - Summer Camp	Trip/Transportation Fees Trip/Transportation Fees	1,675.11
1-212B	1/25/2023	US BANK-BANKING - LAIF deposit			LAIF	300,000.00
102561	1/26/2023	777 CLEANERS & LAUNDRY - Invoices D123610, D123770, D123802, D123979, M123978	D123610 D123770	Ranger Uniform Cleaning Servic Ranger Uniform Cleaning Servic	Supplies - Uniform Allowance	74.45
102562	1/26/2023	A & R CARPET CARE - SV After School Clubs	26961	SV After School Clubs	Contract Services Buildings District	4,445.00
102563	1/26/2023	ADIDAS - Invoices 6158663027, 6158675173, 6158680781	6158663027 6158675173 6158680781	Golf Shop Merchandise Golf Shop Merchandise Golf Shop Merchandise	Inventory Shipping/Frieght	1,128.44
102564	1/26/2023	AT & T - U VERSE - Berylwood Internet Service		Berylwood Internet Service	Utilities Phone/Internet	80.25
102565	1/26/2023	AT & T - U VERSE - Garden Grove ASC Internet Service		Garden Grove ASC Internet Serv	Utilities Phone/Internet	69.55

**Rancho Simi Recreation and Park District**  
**Check Listing with Accounting Distribution Jan 16-31, 2023**

<u>Check Number</u>	<u>Check Date</u>	<u>Vendor Number &amp; Name</u>	<u>Invoice Number</u>	<u>Bill Description</u>	<u>Account Description</u>	<u>Check Amount</u>
102566	1/26/2023	AT & T - U VERSE - Rscp Maint. Internet Service		Rscp Maint. Internet Service	Utilities Phone/Internet	90.24
102567	1/26/2023	AT & T - U VERSE - SHGC Maint. Bldg. Internet Service		SHGC Maint. Bldg. Internet Ser	Utilities Phone/Internet	165.14
102568	1/26/2023	AT & T - U VERSE - Senior Center Internet Service		Senior Center Internet Service	Utilities Phone/Internet	101.65
102569	1/26/2023	AT & T - U VERSE - Madera ASC Internet Service		Madera ASC Internet Service	Utilities Phone/Internet	80.25
102570	1/26/2023	AT & T - U VERSE - RSCP Internet Service		RSCP Internet Service	Utilities Phone/Internet	85.60
102571	1/26/2023	AT & T - U VERSE - Sinaloa Teen Club Internet Service		Sinaloa Teen Club Internet Ser	Utilities Phone/Internet	90.95
102572	1/26/2023	AT & T CAL NET 3 - Phone Service Cal Net 3		Phone Service Cal Net 3	Utilities Phone/Internet	2,389.46
102573	1/26/2023	BMC - Invoices 7282075900, 7285874200, 7285944500, 7286173300, 7287065800	7282075900 7285874200	SV-Supplies SV-Supplies	Maintenance - Other Buildings District	306.25
102574	1/26/2023	BRIDGESTONE GOLF - SGC Golf Merchandise	1003142025	SGC Golf Merchandise	Inventory Shipping/Freight	560.14
102575	1/26/2023	CAL STATE SITE SERVICES - Invoices 236081, 236089	236081 236089	OP - PORTA POTTIES OP - PORTA POTTIES	Contract Services Grounds	235.65
102576	1/26/2023	CALIFORNIA DO IT CENTER - Invoices 11807E, 11829E, 11903E, 43407, 43487, 43667	11807E 11829E	SV/OP - Supplies SV/OP - Supplies	Maintenance - Other Grounds District	727.27
102577	1/26/2023	CITY OF SIMI VALLEY - WATER - Waterworks (water)		Waterworks (water)	Utilities Water District Utilities Water	10,197.52
102578	1/26/2023	COMPUTERWORKS NFP SOLUTIONS - Computer Support - Req Routing	5005	Computer Support - Req Routing	Professional & Special Services	137.50
102579	1/26/2023	REFUND CUSTOMER - 805 Lambert - Easton Select 805 customer refund	60943145	Easton Select 805 customer ref	Refunds Payable	216.00
102580	1/26/2023	REFUND CUSTOMER - Tommy Lam - Tommy Lam Refund	65299303	Tommy Lam Refund	Refunds Payable	12.00
102581	1/26/2023	DELL BUSINESS CREDIT - 3 Dell Inspiron Laptops & Sleeves	1142023	3 Dell Inspiron Laptops & Slee	Office Equipment/Maintenance	2,768.51
102582	1/26/2023	DELTA ELEVATOR - Elevator Service	12222485	Elevator Service	Contract Services Buildings District	1,919.95

**Rancho Simi Recreation and Park District**  
**Check Listing with Accounting Distribution Jan 16-31, 2023**

<u>Check Number</u>	<u>Check Date</u>	<u>Vendor Number &amp; Name</u>	<u>Invoice Number</u>	<u>Bill Description</u>	<u>Account Description</u>	<u>Check Amount</u>
102583	1/26/2023	ENVICOM CORPORATION - Invoices 0018034, 0018037	0018034 0018037	OCCP Permitting & Compliance OCCP Permitting & Compliance	Disaster Expense- Insured Capital Improvements- Madea Creek	6,488.46
102584	1/26/2023	TIMOTHY FOREMAN - Corriganville_DG	2156	Corriganville_DG	Maintenance - Other Grounds District	1,190.48
102585	1/26/2023	GILLIBRAND COMPANY INC - SV/OP- AggregateProd.	208793	SV/OP-AggregateProd.	Maintenance - Other Grounds District	352.43
102586	1/26/2023	GOLDEN STATE WATER COMPANY - Water		Water	Utilities Water District	4,327.91
102587	1/26/2023	HOUSE SANITARY SUPPLY INC - SV/OP Custodial Supplies	273153	SV/OP Custodial Supplies	Maintenance - Other Grounds District	2,938.02
102588	1/26/2023	KIMBERLY SWOISH - Education Reimbursement		Education Reimbursement	Education & Travel Expense District	2,650.44
102589	1/26/2023	NICOLE LEWIN - Yoga Instructor	YB121422	Yoga Instructor	Instructor Fees	780.00
102590	1/26/2023	MESA ENERGY SYSTEMS - RSCP Pool Repair	911007488	RSCP Pool Repair	Pool Equipment/Maintenance District	2,368.70
102591	1/26/2023	MUSTANG MARKETING - January Retainer	107920	January Retainer	Marketing..	3,000.00
102592	1/26/2023	NUTRIEN AG SOLUTIONS - Preemergent_herbicide	50157080	Preemergent_herbicide	Maintenance - Other Grounds District	1,032.30
102593	1/26/2023	ORKIN - Invoices 232280477, 237379996, 237407425	232280477 237379996 237407425	SV/OP Pest Control SV/OP Pest Control Strathearn-FY22-23	Contract Services Buildings District Contract Services Buildings	462.83
102594	1/26/2023	PAPER RECYCLING & SHREDDING - Invoices 536048, 536049	536048 536049	Shred service Shred service	Contract Services	156.00
102595	1/26/2023	PEAK ADVENTURES - summer camp	pa499	summer camp	Instructor Fees	2,419.20
102596	1/26/2023	PRUDENTIAL OVERALL SUPPLY - Invoices 172184975, 172184984, 172185327,	172184975 172184984	3 mos.-SV/OP/SHGC/SGC 3 mos.-SV/OP/SHGC/SGC	Supplies - Uniform Allowance District	631.08
102597	1/26/2023	PUKKA INC. - Golf Shop Merchandise	GW08514IN	Golf Shop Merchandise	Inventory Shipping/Frieght	1,554.24
102598	1/26/2023	SIMI VALLEY UNIFIED SCHOOL DST - Invoices 120679, 122001AB, 122002, 122003A, 122003B, 122004, 122006A, 122006B, 122007,	120679 122001AB 122002 122002	Summer Camp Transportation Summer Camp Transportation Summer Camp Transportation	Utilities Water District Trip/Transportation Fees Trip/Transportation Fees	5,142.90
102599	1/26/2023	SOUTHERN CALIFORNIA EDISON - Electric		Electric	Utilities Electric RSSCC Utilities Electric OPCC	15,318.62

**Rancho Simi Recreation and Park District**  
**Check Listing with Accounting Distribution Jan 16-31, 2023**

<u>Check Number</u>	<u>Check Date</u>	<u>Vendor Number &amp; Name</u>	<u>Invoice Number</u>	<u>Bill Description</u>	<u>Account Description</u>	<u>Check Amount</u>
102600	1/26/2023	SOUTHERN CALIFORNIA EDISON - Electric		Electric	Utilities Electric District Utilities Electric	5,787.82
102601	1/26/2023	SOUTHERN CALIFORNIA EDISON - Electric		Electric	Utilities Electric District	88.30
102602	1/26/2023	SPECTRUM BUSINESS - Fiber Internet SHGC	1.23497E+14	Fiber Internet SHGC	Utilities Phone/Internet	370.94
102603	1/26/2023	SPECTRUM REACH - Invoices 320015559, 620017133	320015559 620017133	November Digital Ads December Digital Ads	Marketing	2,400.00
102604	1/26/2023	SUPER-COM COMMUNICATIONS - RUN 2 CAT6 JACKS CABLES TO AR3	7322	RUN 2 CAT6 JACKS CABLES TO AR3	Utilities Phone/Internet	393.94
102605	1/26/2023	TAPO PLUMBING SUPPLY - SV/OP Plumbing Supplies	57692	SV/OP Plumbing Supplies	Maintenance - Other Grounds District	119.94
102606	1/26/2023	TEAM GOLF - SHGC Golf Shop Merchandise	1285159	SHGC Golf Shop Merchandise	Inventory Shipping/Frieght	520.48
102607	1/26/2023	TITLEIST - Invoices 914797774, 914806949	914797774 914806949	SHGC Golf Merchandise and Rang SHGC Golf Merchandise and Rang	Inventory Golf Supplies Shipping/Frieght	5,013.76
102608	1/26/2023	DEANNA VEGA-HAMMERSLEY - Invoices 100, 101, 102	100 101 102	Belly Dance Instructor Belly Dance Instructor Belly Dance Instructor	Instructor Fees	2,093.99
102609	1/26/2023	VERIZON WIRELESS - Cell/Radio Service		Cell/Radio Service	Utilities Phone/Internet	1,654.22
102610	1/26/2023	VERIZON WIRELESS - Cell/Radio Service		Cell/Radio Service	Utilities Phone/Internet	154.38
102611	1/26/2023	WELLS FARGO VENDOR FINANCIAL SERVICES - Copier Lease	5023446298	Copier Lease	Rents & Leases - Equipment District	386.10
102612	1/26/2023	XEROX FINANCIAL SERVICES - Copier lease	3701845	Copier lease	Rents & Leases - Equipment District	393.02
Total Checks						<u><u>429,533.72</u></u>



4201 Guardian St., Simi Valley, CA 93063 - (805) 584-4400

## PAYROLL CHECK REGISTER – 01/27/2023

Presented to the Board of Directors

Prepared by:

Tracy Heminuk

**CHECK REGISTER SUMMARY**  
**1/27/2023**

DUF TAXES DEBITED	01/27/23	ADP	64,335.88	FED, STATE, SOCIAL SECURITY, M/C
OCB TAXES DEBITED	01/27/23	ADP	43,467.47	FED, STATE, SOCIAL SECURITY, M/C
DUF ADP DIRECT DEPOSIT	01/27/23	ADP	193,009.56	DIRECT DEPOSIT
OCB ADP DIRECT DEPOSIT	01/27/23	ADP	119,133.30	DIRECT DEPOSIT
DUF ADP CHECKS	01/27/23	ADP	0.00	ADP PAYROLL
OCB ADP CHECKS	01/27/23	ADP	0.00	ADP PAYROLL
DUF WAGE GARNISHMENTS	01/27/23	ADP	193.00	GARNISHMENTS
OCB WAGE GARNISHMENTS	01/27/23	ADP	1,093.67	GARNISHMENTS
	01/27/23	9325	0.00	Void
	01/27/23	9326	75.00	Salvador Casillas Jr. PT EOM 12/2022
	01/27/23	9327	842.21	Ashley Danko - PR 01/27/23
	01/27/23	9328	113.26	Ashley Danko - Final Check
	01/27/23	9329	31.75	Jack Jessing - Replace State Dated CK
	01/27/23	16902529	(31.75)	Jack Jessing - Stale Dated CK PR 09/23/22
	01/27/23	EFT	1,475.96	EDD - SDI
	01/27/23	EFT	29,087.16	PERS - Classic 535
	01/27/23	EFT	25,062.31	PERS - PEPRA 26602
	01/27/23	EFT	1,466.02	Anthem Blue Cross Life - 02/2023
	01/27/23	EFT	7,659.08	Mission Square Retirement - 457 PR 01/27/23
SUBTOTAL:			487,013.88	
<b>GRAND TOTAL:</b>			<u><u>487,013.88</u></u>	



**ADP Check Register - PR 01/27/23**

<b>Job Title Description</b>	<b>NetPay</b>	<b>AutoDep</b>	<b>File #</b>
Accountant	0.00	2,392.51	159884
Accountant-Payroll	0.00	2,430.73	103555
Accounting Specialist	0.00	2,358.74	105813
Administrative Assistant IV	0.00	624.05	100957
Administrative Assistant IV	0.00	396.35	160069
Administrative Assistant V	0.00	801.25	103279
Administrative Assistant VI	0.00	790.51	255843
Administrative Assistant VI	955.47	0.00	160020
Administrative Assistant VI	0.00	217.66	107074
Administrative Secretary	0.00	2,079.35	101779
Administrative Secretary	0.00	1,910.18	105660
Administrative Specialist	0.00	1,823.56	197643
Assistant Director	0.00	0.00	255858
Assistant Golf Course Superintendent	0.00	3,089.15	101232
Assistant Golf Course Superintendent	0.00	1,360.41	255747
Assistant Pool Manager	0.00	0.00	197736
Assistant Pool Manager	0.00	103.26	197741
Assistant Pool Manager	0.00	0.00	197760
Assistant Pool Manager	0.00	156.74	159913
Assistant Site Director	0.00	702.34	197750
Assistant Site Director	0.00	842.19	160006
Assistant Site Director	0.00	675.67	160200
Assistant Site Director	0.00	0.00	197824
Assistant Site Director	0.00	940.00	197601
Assistant Site Director	0.00	597.81	160330
Assistant Site Director	0.00	1,083.15	197788
Bldgs. Maint. Worker II - Cust	0.00	2,498.49	103181
Bldgs. Maint. Worker II - Cust	0.00	2,009.84	104685
Bldgs. Maint. Worker II - Mech	0.00	1,897.32	108393
Bldgs. Specialist - Electrician	0.00	2,227.12	160026
Bldgs. Specialist - Mechanic	0.00	2,875.28	107332
Bldgs. Specialist - Utility	0.00	2,514.38	159926
Bldgs. Specialist - Utility	0.00	2,328.88	103556
Bldgs. Specialist - Utility	0.00	1,877.07	105838
Board of Director	0.00	461.75	160300
Board of Director	0.00	305.00	102927
Buildings Maintenance Worker I	0.00	1,891.12	100921
Buildings Maintenance Worker I	0.00	2,152.40	160120
Buildings Maintenance Worker I	0.00	2,104.28	164645
Buildings Specialist - Pools & Water Features	0.00	1,839.97	170001
Computer Support Specialist	0.00	2,657.95	101054
Crew Leader	0.00	2,075.29	100864
Crew Leader	0.00	1,871.07	101292
Crew Leader	0.00	2,272.17	101805
Crew Leader	0.00	2,266.87	105445
Crew Leader	0.00	2,282.46	107478

**ADP Check Register - PR 01/27/23**

<b>Job Title Description</b>	<b>NetPay</b>	<b>AutoDep</b>	<b>File #</b>
Crew Leader - Heavy Equipment	0.00	2,197.40	105329
Crew Leader - Heavy Equipment	0.00	1,546.38	108379
Crew Leader - Irrigation	0.00	2,307.31	159977
Crew Leader-Buildings Maint.	0.00	2,459.69	103430
Customer Service Representative	0.00	2,002.62	106354
Customer Service Representative	0.00	2,017.39	108198
Director of Administration	0.00	5,672.24	106987
Director of Planning & Maintenance	0.00	8,738.01	105972
Director of Recreation	0.00	4,088.46	197748
District Manager	0.00	5,981.98	160284
Executive Assistant	0.00	2,538.19	170010
Golf Assistant I	0.00	433.00	197691
Golf Assistant I	0.00	275.56	255853
Golf Assistant I	0.00	382.91	197784
Golf Assistant I	0.00	454.47	197787
Golf Assistant I	0.00	365.01	255831
Golf Assistant I	0.00	329.23	255768
Golf Assistant I	0.00	225.46	255849
Golf Assistant I	0.00	286.29	197749
Golf Assistant I	0.00	286.29	255806
Golf Assistant I	0.00	282.71	197715
Golf Assistant I	0.00	592.56	255827
Golf Assistant II	0.00	638.24	255801
Golf Assistant II	0.00	418.51	197649
Golf Assistant II	0.00	165.09	101300
Golf Assistant II	0.00	425.56	255848
Golf Assistant II	0.00	193.83	010288
Golf Assistant II	0.00	363.19	197799
Golf Assistant II	0.00	333.85	197792
Golf Assistant II	0.00	322.84	160217
Golf Assistant II	0.00	238.46	255865
Golf Assistant II	0.00	363.19	197778
Golf Course Assistant	0.00	422.27	197677
Golf Course Assistant	0.00	541.50	255820
Golf Course Manager - Head Gol	0.00	3,649.48	107370
Golf Professional	0.00	1,123.05	197722
Golf Professional	0.00	1,030.11	160118
Golf Professional	0.00	688.35	109443
Golf Specialist	0.00	886.76	159929
Groundskeeper I	0.00	1,754.00	159885
Groundskeeper I	0.00	1,742.72	159944
Groundskeeper I	0.00	1,387.75	197651
Groundskeeper I	0.00	1,378.60	159874
Groundskeeper I	0.00	1,764.71	197653
Groundskeeper I	0.00	1,735.29	197647
Groundskeeper I	0.00	1,891.96	160126

**ADP Check Register - PR 01/27/23**

<b>Job Title Description</b>	<b>NetPay</b>	<b>AutoDep</b>	<b>File #</b>
Groundskeeper I	0.00	1,896.21	105163
Groundskeeper I	0.00	1,951.07	105217
Groundskeeper I	0.00	2,148.73	159871
Groundskeeper I	0.00	1,720.60	197652
Groundskeeper I	0.00	1,873.79	105499
Groundskeeper I	0.00	184.70	105485
Groundskeeper I	0.00	1,507.25	105493
Groundskeeper I	0.00	1,977.15	106450
Groundskeeper I	0.00	1,393.67	159914
Groundskeeper I	0.00	1,399.86	197642
Groundskeeper II	0.00	2,499.51	100389
Groundskeeper II	0.00	546.48	101319
Groundskeeper II	0.00	1,935.36	101343
Groundskeeper II	0.00	2,294.31	105839
Groundskeeper II	0.00	2,486.49	107837
Groundskeeper II	0.00	1,763.79	109223
Head Golf Pro	0.00	2,958.52	197755
Human Resources Coordinator	0.00	2,623.42	170000
Landscape Designer	0.00	2,838.23	101970
Landscape Designer	0.00	2,494.15	102592
Landscape Designer	0.00	2,306.74	160071
Lifeguard	0.00	937.66	255775
Lifeguard	0.00	164.16	255816
Lifeguard	0.00	443.98	255773
Lifeguard	0.00	74.62	255771
Lifeguard	0.00	33.58	255778
Lifeguard	0.00	14.92	255800
Lifeguard	0.00	283.56	255765
Lifeguard	0.00	89.54	255824
Lifeguard	0.00	63.43	255797
Lifeguard	0.00	115.66	255780
Lifeguard	0.00	218.80	255774
Lifeguard	0.00	0.00	255795
Lifeguard	0.00	14.92	255789
Lifeguard	0.00	235.05	255782
Lifeguard	0.00	14.92	197739
Lifeguard	0.00	227.58	255779
Lifeguard	0.00	179.08	197729
Lifeguard	0.00	182.81	255769
Lifeguard	0.00	97.00	255799
Lifeguard	0.00	67.15	197726
Lifeguard	0.00	59.69	255814
Lifeguard	0.00	152.97	255813
Lifeguard	0.00	705.79	255776
Lifeguard	0.00	388.02	197724
Limited Term: Management Analyst Internship	0.00	616.08	197789

## ADP Check Register - PR 01/27/23

Job Title Description	NetPay	AutoDep	File #
Maintenance Worker III - PT	0.00	645.65	255851
Maintenance Worker III - PT	0.00	981.04	107180
Maintenance Worker IV - PT	0.00	523.56	255809
Maintenance Worker IV - PT	0.00	524.71	255830
Maintenance Worker IV - PT	0.00	470.67	197662
Maintenance Worker IV - PT	0.00	1,060.87	255757
Maintenance Worker IV - PT	0.00	495.44	101131
Maintenance Worker IV - PT	0.00	832.86	197814
Maintenance Worker IV - PT	75.00	657.82	255822
Maintenance Worker IV - PT	0.00	907.27	101339
Maintenance Worker IV - PT	0.00	1,124.38	197813
Maintenance Worker IV - PT	0.00	992.31	255861
Maintenance Worker IV - PT	0.00	484.06	159946
Maintenance Worker IV - PT	0.00	1,590.00	160155
Maintenance Worker IV - PT	0.00	808.56	255832
Maintenance Worker IV - PT	0.00	426.47	103407
Maintenance Worker IV - PT	0.00	688.53	105086
Maintenance Worker IV - PT	0.00	1,205.29	105438
Maintenance Worker IV - PT	0.00	917.86	160121
Maintenance Worker IV - PT	0.00	912.40	105679
Maintenance Worker IV - PT	0.00	909.57	105897
Maintenance Worker IV - PT	0.00	1,078.55	160244
Maintenance Worker IV - PT	0.00	1,166.26	197702
Maintenance Worker IV - PT	0.00	904.74	160262
Maintenance Worker IV - PT	0.00	850.30	157091
Maintenance Worker IV - PT	0.00	699.31	255850
Maintenance Worker IV - PT	0.00	741.75	197762
Maintenance Worker IV - PT	0.00	1,173.14	159876
Maintenance Worker IV - PT	0.00	400.64	255844
Marketing & Community Outreach	0.00	2,710.35	105212
Mechanic - Golf Courses	0.00	1,772.93	103331
Mechanic - Golf Courses	0.00	960.33	160135
Park Ranger II	0.00	244.57	160296
Park Ranger II	0.00	404.68	197577
Park Ranger II	0.00	1,164.21	197756
Park Ranger II	0.00	703.16	160294
Park Ranger II	0.00	0.00	197566
Park Ranger II	0.00	910.13	197633
Part-time Computer Technician	0.00	1,100.33	160332
Part-time Recreation Coordinat	0.00	735.85	104824
Pool Manager	0.00	1,221.40	197590
Pool Manager	0.00	364.80	108892
Preschool Instructor & Spec.	0.00	563.01	109887
Program Assistant	0.00	165.09	101317
Program Assistant	0.00	168.76	159999
Program Assistant	0.00	396.21	104413

**ADP Check Register - PR 01/27/23**

<b>Job Title Description</b>	<b>NetPay</b>	<b>AutoDep</b>	<b>File #</b>
Program Assistant	0.00	261.24	197786
Rec Attendant	0.00	186.08	255856
Rec Attendant	0.00	175.34	255818
Rec Attendant	0.00	150.30	197731
Rec Attendant	0.00	36.69	255867
Rec Attendant	0.00	207.56	197616
Recreation Aide	0.00	458.06	255834
Recreation Aide	0.00	0.00	197810
Recreation Aide	0.00	304.19	255836
Recreation Aide	0.00	329.22	255857
Recreation Aide	0.00	407.95	197833
Recreation Aide	0.00	214.71	255826
Recreation Aide	0.00	519.17	255833
Recreation Aide	0.00	447.33	255860
Recreation Aide	0.00	339.97	255838
Recreation Aide	0.00	486.68	255837
Recreation Assistant	0.00	1,448.44	197644
Recreation Coordinator	0.00	1,887.46	110802
Recreation Coordinator	0.00	2,139.45	255846
Recreation Coordinator	0.00	768.88	160124
Recreation Coordinator	0.00	2,269.00	105146
Recreation Coordinator	0.00	3,104.19	105277
Recreation Coordinator	0.00	2,307.04	205815
Recreation Coordinator	0.00	1,768.10	255786
Recreation Coordinator	0.00	2,426.20	197834
Recreation Counselor	0.00	500.91	197655
Recreation Counselor	0.00	694.94	220000
Recreation Counselor	0.00	591.28	197806
Recreation Counselor	0.00	651.85	197796
Recreation Counselor	0.00	450.61	255802
Recreation Counselor	0.00	133.66	101653
Recreation Counselor	0.00	97.00	255862
Recreation Counselor	0.00	276.09	255847
Recreation Counselor	0.00	347.50	255825
Recreation Counselor	0.00	0.00	255752
Recreation Counselor	0.00	696.88	255791
Recreation Counselor	0.00	637.74	197768
Recreation Counselor	0.00	644.72	160141
Recreation Counselor	0.00	540.21	197751
Recreation Counselor	0.00	287.28	255750
Recreation Counselor	0.00	703.57	197770
Recreation Counselor	0.00	644.33	197621
Recreation Counselor	0.00	0.00	197818
Recreation Counselor	0.00	519.79	255829
Recreation Counselor	0.00	425.32	255855
Recreation Counselor	0.00	652.13	159850

**ADP Check Register - PR 01/27/23**

<b>Job Title Description</b>	<b>NetPay</b>	<b>AutoDep</b>	<b>File #</b>
Recreation Counselor	0.00	317.13	255761
Recreation Counselor	0.00	701.59	197819
Recreation Counselor	0.00	256.74	160256
Recreation Counselor	0.00	638.31	197823
Recreation Counselor	0.00	449.24	160302
Recreation Counselor	0.00	869.53	255828
Recreation Counselor	0.00	523.67	197573
Recreation Counselor	0.00	438.20	159966
Recreation Counselor	0.00	141.77	197809
Recreation Counselor	0.00	619.60	160334
Recreation Counselor	0.00	655.34	197712
Recreation Counselor	0.00	623.04	160073
Recreation Counselor	0.00	631.26	255835
Recreation Counselor	0.00	589.46	160140
Recreation Counselor	0.00	268.63	255787
Recreation Program Specialsit	0.00	2,289.31	108439
Recreation Program Specialsit	0.00	1,848.53	103733
Recreation Program Specialsit	0.00	1,883.13	197650
Recreation Specialist I - PT	0.00	498.86	106962
Recreation Specialist II - PT	0.00	40.03	100350
Recreation Specialist II - PT	0.00	67.16	197651
Recreation Specialist II - PT	0.00	80.06	159961
Recreation Supervisor II	0.00	2,776.86	100797
Recreation Supervisor II	0.00	2,907.58	104769
Recreation Supervisor II	0.00	2,546.14	255842
Senior Management Analyst	0.00	3,636.97	255751
Site Director	0.00	1,070.55	108070
Site Director	0.00	1,022.30	255845
Site Director	0.00	1,076.60	103435
Site Director	0.00	1,167.32	153736
Site Director	0.00	0.00	197767
Site Director	0.00	1,038.83	160318
Site Director	0.00	1,175.19	155207
Site Director	0.00	736.38	255823
Site Director	0.00	1,093.99	107889
Specialist Instructor	0.00	770.06	160282
Specialist Instructor	0.00	826.94	102930
Specialist Instructor	0.00	161.86	109875
Specialist Instructor - Dance	0.00	353.23	108416
Sports Official	0.00	96.04	103313
Sr. Maint. Supv. - Bldgs.	0.00	2,631.63	105666
Sr. Maint. Supv. - Grounds	0.00	3,476.70	102935
Sr. Maint. Supv. - Grounds	0.00	2,510.23	105042
Sr. Maint. Supv. - Grounds	0.00	2,970.99	105780
Sr. Maintenance Supervisor - S	0.00	2,880.10	103371
Sr. Park Ranger	0.00	2,538.06	197565

**ADP Check Register - PR 01/27/23**

<b>Job Title Description</b>	<b>NetPay</b>	<b>AutoDep</b>	<b>File #</b>
Transit Van Driver	0.00	305.79	104897
Weekend Lead Person	0.00	1,823.36	197648
Youth Sports Referee	0.00	455.62	255810
Youth Sports Referee	0.00	192.08	160210
Youth Sports Referee	0.00	71.57	197821
Youth Sports Referee	0.00	100.20	197820
Youth Sports Referee	0.00	207.56	255852
Youth Sports Referee	0.00	359.36	160307
Youth Sports Referee	0.00	82.31	197654
Grand Totals			
Total	1,030.47	306,279.66	
Count		285	

**RANCHO SIMI RECREATION AND PARK DISTRICT  
INTEROFFICE MEMORANDUM**

DATE: February 15, 2023

TO: District Manager

FROM: Director of Planning and Maintenance

SUBJECT: Approval of First Amendment to Communication Site Lease Agreement between the Rancho Simi Recreation and Park District and PTI US Towers II, LLC (dba T-Mobile) for the Conveyance of an Additional 132 Square Feet to the Original Communication Site Lease Agreement and Installation of a Back-Up Emergency Generator at the Conifer Water Tank Site

**Background:**

On April 25, 2011, the Triunfo Sanitation District (Triunfo) and the Park District entered into an agreement for the exchange of real property interests to accommodate the construction of a new water tank for the community of Oak Park. The selected location for the new tank was within Park District open space property, more specifically at the top of the hill between Oak Park Community Center and the Oak Canyon Dog Park. In exchange for the new water tank location, Triunfo agreed to convey to the Park District the decommissioned Conifer Water Tank Site and to relinquish multiple easements encumbering our open space. This agreement also included the transference of two existing Conifer Water Tank telecommunication agreements, which were entered into by Triunfo in 1999 and 2002.

Once the new water tank was constructed, Triunfo decommissioned and removed the old Conifer Water Tank and relocated all of the existing telecommunication equipment that was on the Conifer Water Tank within the confines of the water tank property. The Park District received the decommissioned Conifer Water Tank property and transference of the existing telecommunication agreements on February 5, 2015.

Since that time, PTI US Towers II, LLC (T-Mobile), has become the successor-in-interest to SBC Tower Holdings LLC, the assignee of the Pacific Bell Mobile Services agreements.

Currently, T-Mobile has requested the Park District to execute an amendment to the original communication site lease agreement to install an Emergency Back-Up Generator at the Conifer Water Tank Site. This installation is similar to the emergency back-up generator installed by AT&T earlier this year.

This request was presented to the Oak Park Committee on October 20, 2022, at which time the Oak Park Committee requested staff to continue the item until further research could be



performed to determine if the installation of back-up generators is a mandatory requirement for telecommunication sites.

According to staff's research, on July 16, 2020, the California Public Utility Commission (Docket No. R.18-03-011) mandated California Wireless Companies to adopt and install a 72-hour backup power source for all telecommunication sites to ensure that a minimum level of service and coverage is maintained during disasters or power outages in Tier 2 and Tier 3 High Fire Threat Districts. The community of Oak Park falls into a Tier 2 High Fire Threat District as a result of the Woolsey Fire.

While the original Communication Site Lease Agreement does allow T-Mobile the right to make improvements and/or upgrades to its telecommunication equipment within the original lease area, T-Mobile is requesting that an additional 132 square feet be added to its lease area for the installation of the emergency back-up generator. A site plan for the additional lease area and installation of the Back-Up Emergency Generator is attached to the First Amendment to Communication Site Lease Agreement (see Exhibit "A"). As compensation for the additional lease area, T-Mobile has agreed to pay an additional \$200 per month to its current monthly rental of \$1,695.33.

On January 12, 2023, the Oak Park Committee recommended approval of the additional 132 square feet to the original lease area and installation of the back-up emergency generator to the Park District's Board of Directors.

Construction plans for the project have been reviewed by the County of Ventura Planning Department, Building and Safety Department, and Ventura County Fire Protection District.

The First Amendment to Communication Site Lease Agreement has also been reviewed by District Legal Counsel.

**Board Action Requested:**

1. That the Board approve the First Amendment to Communication Site Lease Agreement between the Rancho Simi Recreation and Park District and PTI US Towers II, LLC for the Conveyance of an Additional 132 Square Feet to the Original Communication Site Lease Agreement and Installation of a Back-Up Emergency Generator at the Conifer Water Tank Site.
2. Authorize the District Manager to execute the First Amendment to Communication Site Lease Agreement on behalf of the Park District.

  
Wayne Nakaoka  
Director of Planning & Maintenance

# Exhibit “A”

First Amendment to Communication Site  
Lease Agreement between  
Rancho Simi Recreation and Park District  
and PTI US Towers II, LLC (dba T-Mobile)

## FIRST AMENDMENT TO COMMUNICATIONS SITE LEASE AGREEMENT

THIS FIRST AMENDMENT TO OPTION AND SITE LEASE AGREEMENT ("*First Amendment*") is made on this \_\_\_\_ day of \_\_\_\_\_, 2023 (the "*Effective Date*"), by and between PTI US Towers II, LLC, a Delaware limited liability company as successor in interest to SBC Tower Holdings LLC, assignee of Pacific Bell Wireless LLC, f/k/a Pacific Bell Mobile Services d/b/a Pacific Bell Wireless ("*Tenant*") and Rancho Simi Recreation and Park District as successor in interest to Triunfo Sanitation District, a sanitation district formed pursuant to California Health and Safety Code Section 4700, et seq. ("*Landlord*").

WHEREAS, Landlord and Tenant, or their respective predecessors-in-interest, entered into that certain Communications Site Lease Agreement, dated April 26, 1999 (the "*Agreement*") for the use of a certain portion of the Property and the lease of the Premises (as the terms "*Property*" and "*Premises*" are defined in the Agreement), for all purposes stated in the Agreement; and

WHEREAS, Landlord and Tenant desire to amend and affirm the Agreement on the same terms and conditions set forth in the Agreement and this First Amendment; and

WHEREAS, Landlord and Tenant desire to expand the Site to allow for the installation of a back-up power generator on the terms and conditions set forth in this First Amendment; and

NOW THEREFORE, in consideration of the agreements contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Landlord and Tenant, intending to be legally bound, agree as follows:

1. Ratification. Landlord and Tenant hereby ratify, confirm, and adopt the terms and conditions of the Agreement as amended herein, and further acknowledge and agree that the Agreement is in full force and effect, and neither Landlord or Tenant, as of the Effective Date, is in breach under the terms of the Agreement.
2. Expansion of Premises. Notwithstanding anything in the Agreement to the contrary, as of the Effective Date, Landlord agrees that Tenant shall be granted an additional One Hundred and Thirty-Two (132) square feet of ground space, including any and all access and utility easements thereto, as further described on Exhibit B to this First Amendment, attached hereto and by this reference made a part hereof (the "*Additional Lease Area*"), for the installation of a back-up power generator for use by Tenant, its sublessees or licensees. Exhibit B to this First Amendment shall amend Exhibit B in the Agreement, and any reference in the Agreement to Premises or to Exhibit B shall be deemed to include the Exhibit B to this First Amendment.
3. Ground Expansion Fee. In consideration of the Additional Lease Area being granted by Landlord hereunder, within ten (10) days of the commencement of construction or installation of the back-up power generator, the Rent shall be increased by Two Hundred and 00/100 Dollars (\$200.00) per month from the then current Rent ("*Additional Rent*"). This Additional Rent shall be paid at the same

time and to the same address and is subject to the same escalations as set forth in the Agreement. The Additional Lease Area shall be subject to the same Term as set forth in the Agreement.

4. Return of Additional Premises. At any time during the term of the Agreement, Tenant may elect to return the Additional Lease Area to Landlord. In such event, Tenant shall notify Landlord in writing and Tenant shall remove, at Tenant's sole cost and expense, any improvements or equipment located thereon. In this occurrence, Tenant shall return the Additional Lease Area to its original condition, reasonable wear and tear excepted. Thereafter, Tenant shall no longer be required to pay the Additional Rent.
5. Miscellaneous. Except as otherwise provided for in this First Amendment, the Agreement shall remain in full force and effect in accordance with the original terms of the Agreement. Unless otherwise provided herein, all defined terms shall have the same meaning as ascribed to such terms in the Agreement. In the event of any conflict or inconsistency between the terms of this First Amendment and the Agreement, the terms of this First Amendment shall govern and control. This First Amendment may be executed by facsimile and in any number of counterparts, any of which need not contain the signature of more than one party, but all of which shall together constitute one and the same instrument. This First Amendment shall become binding when one or more counterparts hereof, individually or taken together, shall bear the signatures of all of the parties reflected hereon as the signatories and shall have been delivered to all parties. The parties understand, acknowledge and agree that execution and delivery of this First Amendment by facsimile or as a ".pdf" shall be deemed for all purposes to be enforceable as an original.
6. Headings. Any and all headings in the Agreement, and any amendments thereto, are for reference and/or clarification purposes only and shall not be deemed to define or limit the scope or intent of any terms, covenants, conditions, or agreements contained therein.

*[Signature Page Follows]*

IN WITNESS WHEREOF, the parties have caused this First Amendment to be executed as of the Effective Date.

**TENANT:**

**LANDLORD:**

**PTI US Towers II, LLC**  
a Delaware limited liability company

**Rancho Simi Recreation and Park District**  
a California governmental entity

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: Dagan Kasavana

Name: Dan Paranick

Title: CEO

Title: District Manager

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**TENANT ACKNOWLEDGMENT**

STATE OF FLORIDA )  
 ) ss.  
COUNTY OF PALM BEACH )

I certify that I know or have satisfactory evidence that \_\_\_\_\_ is the person who appeared before me, and said person acknowledged that (s)he signed this instrument, on oath stated that (s)he was authorized to execute the instrument and acknowledged it as the \_\_\_\_\_ of **PTI US Towers II, LLC**, a Delaware limited liability company to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Notary Public

Print Name \_\_\_\_\_

My commission expires \_\_\_\_\_

(Use this space for notary stamp/seal)

**LANDLORD ACKNOWLEDGMENT**

**A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy or validity of that document.**

STATE OF CALIFORNIA      )  
  )ss.:  
COUNTY OF VENTURA    )

On the \_\_\_\_ day of \_\_\_\_\_ in the year 2023 before me, \_\_\_\_\_, a notary public, personally appeared \_\_\_\_\_, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct

WITNESS my hand and official seal.

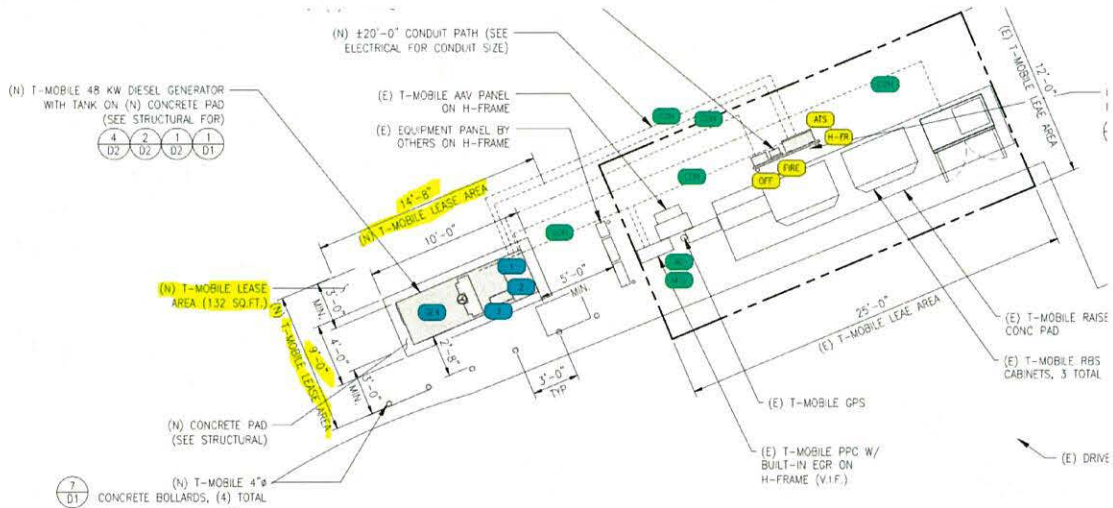
\_\_\_\_\_  
Notary Public  
Printed Name: \_\_\_\_\_

SEAL:

## EXHIBIT B

### DESCRIPTION OF ADDITIONAL LEASE AREA

The Additional Lease Area shall constitute all portions of the Property contained within the areas labeled as “(N) T-Mobile Lease Area (132 SQ.FT.)” and in the drawing attached to this Exhibit B (it being agreed upon that upon the occupation of the Expanded Premises, Tenant shall have the right to survey the Additional Lease Area and upon completion of such survey, the legal description provided thereon with respect to the Expanded Premises shall, upon written notice to Landlord, replace this Exhibit B).



(Site plan below to be replaced with a full survey.)

A final drawing or copy of a property survey depicting the above will replace this Exhibit "B" when initialed by Landlord



**RANCHO SIMI RECREATION AND PARK DISTRICT**  
**INTEROFFICE MEMORANDUM**

DATE: February 15, 2023  
TO: District Manager  
FROM: Director of Recreation  
SUBJECT: Ratification of Appointment of Members to the Oak Park -Park and Recreation Planning Committee

**SUMMARY**

In January 2023, the Rancho Simi Recreation and Park District held an election to fill three open seats on the Oak Park – Park and Recreation Planning Committee for the February 2023 to January 2025 term.

Three candidates submitted nomination forms: Mr. Dan Cooper, Mr. Eric Tescher, and Mr. Brian Mattson. Voting was held on Thursday, January 26, 2023 from 1:00pm to 5:00pm and on Friday, January 27, 2023 from 8:00am to 7:00pm.

The following nominees were elected:

Community At Large: Dan Cooper, Eric Tescher, Brian Mattson

The two continuing members of the seven-member committee are Harry Medved and Ning Rosenthal.

The Oak Park Municipal Advisory Council has appointed Brian Trushinski to serve on the committee, and the Oak Park Unified School District has appointed Jim Moynihan to serve on the committee.

**BOARD ACTION REQUESTED**

Staff recommends the Board ratify the appointment of Community At Large members Dan Cooper, Eric Tescher, and Brian Mattson to serve on the Oak Park - Park and Recreation Planning Committee for the February 2023 through January 2025 term.



Zach Miller

Director of Recreation

# RANCHO SIMI RECREATION AND PARK DISTRICT

## INTEROFFICE MEMORANDUM

DATE: February 15, 2023  
TO: District Manager  
FROM: Director of Administration  
SUBJECT: Presentation of the Part-Time Employee of the Month for February 2023 to Tricia Frederich, Specialist Instructor

### **BACKGROUND**

The Part-Time Employee of the Month for February 2023 is Tricia Frederich. Tricia is a Specialist Instructor with the Recreation Department. She has worked for the District for 16 years; this is her first Employee of the Month Award.



### **NOMINATION NARRATION**

The person who submitted the nomination stated: Tricia's main position with the District is Preschool Instructor. She also assists at the Oak Park Community Center when help is needed to oversee special event rentals. Tricia has been proactive in dealing with issues at the Community Center, even going above and beyond her job duties to deal with a broken ice machine.

Recently, Tricia was scheduled to oversee a special event; when she arrived early on a Sunday morning, she had to compensate for the nighttime cleaning crew's shortcomings by restocking restrooms, moving the dance floor, cleaning the banquet room, and setting up the tables and chairs. She saved the day, tackling these issues and allowing the event to go on as scheduled.

Tricia was commended by our staff as well as the rental group that morning for all of her hard work. Her efforts allowed the event to take place for our patrons which was appreciated. She handled it with professionalism and was a great representative of the District. Tricia deserves the recognition of the Employee of the Month Award.

### **BOARD ACTION**

Tricia has been invited to attend the February 15, 2023, Board Meeting to receive a plaque and a check for \$75.00 from the Board Chair.

A handwritten signature in blue ink that reads "Theresa Pennington". The signature is written in a cursive style.

Theresa Pennington  
Director of Administration

# RANCHO SIMI RECREATION AND PARK DISTRICT

## INTEROFFICE MEMORANDUM

DATE: February 15, 2023  
TO: District Manager  
FROM: Director of Recreation  
SUBJECT: Review of Expanded Learning Opportunities Program (ELO-P) and Potential Service Agreement with Rancho Simi Recreation and Park District and the Simi Valley Unified School District

### BACKGROUND

The Expanded Learning Opportunities Program (ELO-P), derived from Assembly Bill (AB) 130, provides funding for after school and summer school enrichment programs for transitional kindergarten through sixth grade. Simi Valley Unified School District, a grantee, recently received \$5.5 million dollars to launch the program locally. Simi Valley Unified School District is working with after school care providers such as the YMCA and Boys and Girls Club to accomplish the goals of AB130 and hopes to partner with Rancho Simi Recreation and Park District as well.

### DISCUSSION

The ELO-P seeks to provide a safe physical and emotional environment, opportunities for relationship building and promote active engagement and enrichment. Grant requirements include providing academic support through homework assistance, enrichment through recreation, technology and the arts, physical activity, and a nutritional snack. Staff is confident that RSRPD's existing program meets most if not all the grant requirements, but reserves the right to terminate partnership with the grantee should the program requirements extend too much beyond the scope and programmatic goals of RSRPD's current afterschool program.

In review of current RSRPD After School Club enrollment and qualifying criteria, if implemented, the grant would immediately provide 109 current youth with free after school care for the remainder of the 2022-2023 School Year, pending submission of qualifying documents to SVUSD. Staff has been in discussion with SVUSD about enhancing the existing ASC program to ensure compliance with the ELO-P guidelines, and will continue to work with them on successful implementation of the program going forward. Because AB130 is new for SVUSD and RSRPD, staff wants to ensure RSRPD maintains systematic and programmatic control of the ASC program with the added enhancements the ELO-P program reimbursements could provide. SVUSD and RSRPD would work together over the next couple of months to identify, and qualify, additional youth to receive the grant in the 2023-2024 School Year, based primarily on physical space to operate and our ability to provide adequate staffing for additional participants in the program.

Simi Valley Unified School District is seeking a service agreement for the remainder of the 2022-2023 School Year. RSRPD staff will meet with SVUSD over the Spring and Summer to insure program goals, expectations, and limitations are discussed in advance of a Memorandum of Understanding (MOU) for the ELO-P program for the 2023-2024 school year. That MOU will come before the Board before the 2023-2024 school year.

## RECOMMENDATIONS

Staff recommends the Board of Directors authorize the District Manager to enter into a service agreement with Simi Valley Unified School District for the implementation of the ELO-P program for the remainder of the 2022-2023 school year.

A handwritten signature in black ink, appearing to read 'Z Miller', written in a cursive style.

Zach Miller

Director of Recreation

**RANCHO SIMI RECREATION AND PARK DISTRICT  
INTEROFFICE MEMORANDUM**

DATE: February 15, 2023

TO: District Manager

FROM: Senior Management Analyst

SUBJECT: Consideration of the Long-Term Management of a 15.44-Acre Riparian Mitigation Conservation Area Located Within the Lost Canyons Development in Simi Valley

**Background and Overview:**

In 2013, the Simi Valley City Council approved the Whiteface Specific Plan – Volume II Dry and Tapo Canyon/Lost Canyons (Lost Canyons) consisting of a phased development located north of Lost Canyons Drive and west of Tapo Canyon Road. Overall, the Lost Canyons development will include 364 single-family homes, golf course renovations, and open space dedications. The first phase of the Lost Canyons development was approved by the City of Simi Valley Planning Commission on September 2, 2020, and consists of 184 homes.

As part of the Lost Canyons development requirements to construct the 184 homes, the California Department of Fish and Wildlife (CDFW) is requiring habitat mitigation on 15.44 acres (Conservation Area) and placement of conservation easements over the land (Attachment A). The 15.44 acres are spread across three separate parcels and consist of riparian areas that are owned by two separate private parties, the developer, and the golf course operator. The developer is required to restore and monitor the Conservation Area over five (5), seven (7), and 10-year monitoring periods. Portions of the Conservation Area will be eligible for regulatory agency sign-off five (5) years after the implementation of the required mitigation. CDFW requires different agencies to hold the conservation easements (Conservation Area Manager) and to conduct long-term maintenance (Long-Term Manager) on the Conservation Area. Mitigation activities are expected to be implemented by the developer when construction begins, which is anticipated to commence during the fall of this year.

The Conservation Area will be required to be maintained in perpetuity. The developer will be required to provide the necessary funding through a self-sustaining endowment to an agency that will be approved as the Long-Term Manager. No taxpayer money will be utilized for the long-term management of the site. The Mountains Recreation and Conservation Authority (MRCA) has agreed to be the Conservation Area Manager and has been approved by CDFW. MRCA has used the National Fish and Wildlife Foundation (NFWF) to hold and disperse its endowment funds for the long-term management of conserved properties. NFWF acts solely as an agent to ensure endowment funds are applied to satisfy the mitigation requirements specified in the applicable laws and long-term land management plans. MRCA has indicated a preference for the Park District to be the Long-Term Manager of the Conservation Area. As currently planned, the Conservation Area would be owned by the Lost Canyons Homeowners Association (HOA) or the golf course operator.

The long-term maintenance would be under the direction of MRCA, as the Conservation Area Manager. The requirements of the Long-Term Manager would include vegetation management, invasive species control, removal of trash and debris, signage and fencing maintenance, and erosion control. If the Board provides direction for the Park District to be the Long-Term Manager, staff would anticipate contracting the maintenance work out to a qualified contracting firm, with the Park District providing oversight. However, this situation is unique and new to the Park District since the District will not own the land of the conversation easement. This may present a burden if there is a catastrophic event that would require a lot of maintenance to restore any affected areas.

**Fiscal Impact:**

A sustaining endowment will be established by the developer to cover the funding of the long-term management of the Conservation Area. Therefore, no anticipated fiscal impacts are expected to occur to the Park District.

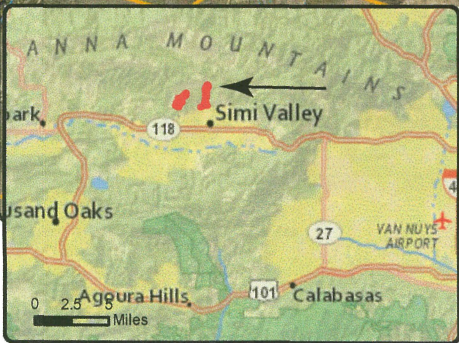
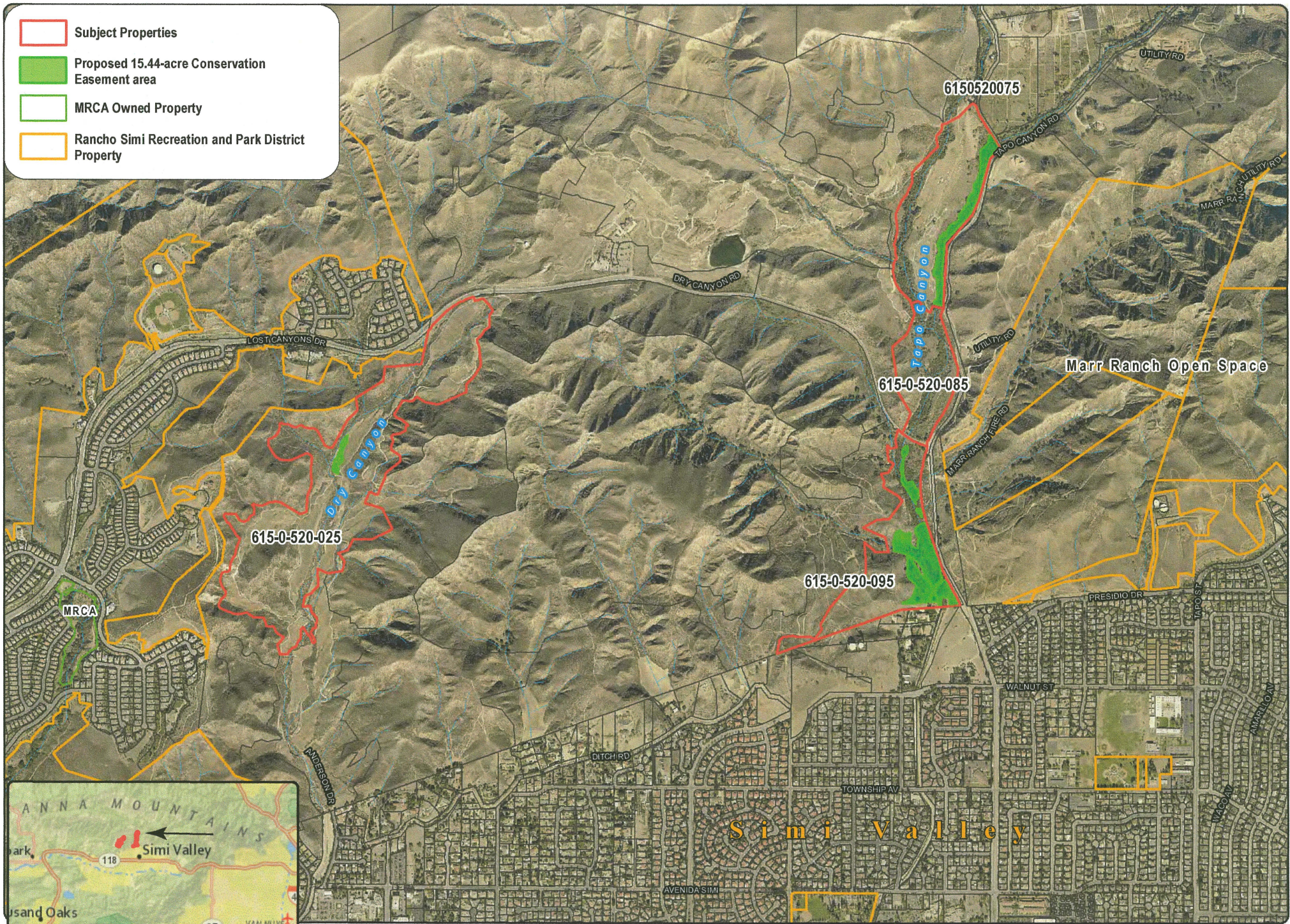
**Alternatives:**

Historically, the Park District has owned the properties that are maintained by the Park District. However, much of the Conservation Area transverses through properties that are designated as HOA Common Areas on the approved Tract Map for the Lost Canyons development. There are potentially four options available to the Board regarding the process of the Conservation Area land ownership and endowment holder, as provided below:

1. The HOA, or Golf Course Operator holds fee title to the Conservation Area land and NFWF holds the endowment and disperses to the Park District. As indicated, NFWF focuses on endowment management and can generate the highest interest return, meaning more *additional* money available for land management. MRCA has consistently used NFWF to hold its endowments.
2. HOA, or Golf Course Operator holds fee title to the Conservation Area land and MRCA holds the endowment and disperses to the Park District. MRCA has indicated they can generate 1.5% less interest income than NFWF, meaning *less additional* money available for land management.
3. The Park District holds fee title to the Conservation Area land and the endowment. This option is mutually inclusive, meaning that California State Law requires that for an entity such as the Park District to hold the endowment, it must hold fee title. However, the Park District has never held an endowment and anticipates that the capitalization rate would be lower than an entity with experience in this area, and thus less additional money (money above the annual budgeted amount) would be available for land management. CDFW would require the Park District to be approved to hold the endowment. Please note, in order for the Park District to hold fee title and the endowment, the project would be further delayed to develop the site.
4. Direct staff to not pursue approval for the Park District to be the Long-Term Manager for the Conservation Area.

  
Jennifer Santos  
Senior Management Analyst

- Subject Properties
- Proposed 15.44-acre Conservation Easement area
- MRCA Owned Property
- Rancho Simi Recreation and Park District Property



# RANCHO SIMI RECREATION AND PARK DISTRICT INTEROFFICE MEMORANDUM

DATE: February 15, 2023

TO: District Manager

FROM: Director of Administration

SUBJECT: Update Regarding New Ralph M. Brown Act Provisions Allowing Remote Meeting Attendance Options for Board Members

## **BACKGROUND**

In March 2020, the Governor, on behalf of the State of California, issued various executive orders which relaxed requirements under the Ralph M. Brown Act (Brown Act) allowing public agencies the flexibility to successfully continue conducting public meetings during the COVID-19 Pandemic. On September 30, 2021, the State rescinded those orders. However, in lieu of the rescinded executive orders, the State passed Assembly Bill 361 (AB 361) which modified the Brown Act and provided essentially the same flexibility for conducting public meetings during a declared emergency. In conjunction with the end of the COVID-19 State of Emergency, effective February 28, 2023, AB361 is no longer in effect.

## **SUMMARY**

Effective January 1, 2023, Assembly Bill 2449: Open Meetings: local agencies: teleconference, (AB2449) amends the Brown Act to provide additional procedures for members of legislative bodies to attend meetings remotely. Under the new law, members of a legislative body may attend public meetings without identifying their teleconference site on the agenda in certain circumstances. A summary of AB 2449, as provided by the District's legal counsel, is provided as Attachment A to this report for the Board's review. Attachment B to the report provides the full text of AB 2449.

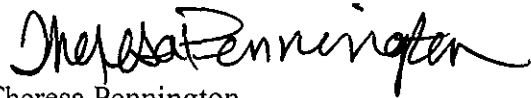
As it relates to the new rules established by AB2449, which provides additional flexibility for Board Members to attend meetings via teleconference, the Board may also wish to discuss and provide direction as to who will Chair the meeting in the event that the Chair attends the meeting via teleconference.

It should be noted, that in addition to the new flexibility provided by AB 2449, Board Members may also still participate in meetings via teleconference in accordance with the traditional Brown Act rules of identifying the teleconference location of the Board Member on the agenda, posting the agenda at the teleconference location and ensuring it is accessible for the public to attend.



**BOARD ACTION**

Review the new rules as it relates to the Brown Act and provide staff with any desired direction.

A handwritten signature in black ink, appearing to read "Theresa Pennington". The signature is written in a cursive style with a large initial "T" and a long, sweeping underline.

Theresa Pennington  
Director of Administration

# **ATTACHMENT A**

# New Brown Act Provisions Allow Additional Process For Remote Meeting Attendance

OCT 04, 2022

AB 2449 amends the Brown Act to provide an additional procedure for members of legislative bodies to attend public meetings remotely. It will become effective on January 1, 2023.

Under this new law, members of a legislative body may attend public meetings remotely without identifying their teleconference site on the agency's agenda or ensuring it is accessible to the public if the procedures below are followed.

As long as a quorum of the legislative body participates in person from a physical location open to the public, the remaining agency members can participate remotely in two situations:

## 1. Just Cause

*Just cause* is defined as any one of the following:

- childcare or caregiving of a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner that requires a member to participate remotely;
- a contagious illness that prevents a member from attending in person;
- a need related to a physical or mental disability; or
- travel while on business of the legislative body or another state or local agency.

In order to participate remotely under the *just cause* provisions, the member must notify the legislative body at the earliest possible opportunity, including at the start of a meeting, of their need to participate remotely and provide a general description of the circumstances related to one of the four items above.

A member may only participate remotely under the *just cause* provisions up to two meetings per calendar year.

## 2. Emergency Circumstances

*Emergency circumstances* means a physical or family medical emergency that prevents a member from attending in person.

In order to participate remotely under the *emergency circumstances* provisions, the member must request that the legislative body allow them to participate in the meeting remotely because of emergency circumstances and the legislative body must take action to approve the request.

A member must make a request to participate remotely under the *emergency circumstances* provisions as soon as possible. The legislative body may take action on this request at the earliest opportunity. If the request does not allow sufficient time to place it on the agenda for the meeting for which the request is made, the legislative body may take action on the request at the beginning of the meeting by majority vote.

The legislative body must request a general description of the circumstances relating to the member's need to appear remotely. This description does not have to be more than 20 words and the member does not have to disclose any personal medical information.

#### Additional Rules if Members Participate Remotely

If agency members participate remotely under this new law for either the *just cause* or *emergency circumstances* situations described above then the following rules apply:

- The legislative body must provide a way for the public to remotely hear, visually observe, and remotely address the legislative body, either by a two-way audiovisual platform or a two-way telephonic service and a live webcasting of the meeting.
- The legislative body must provide notice of how the public can access the meeting and offer comments.
- The agenda must identify and include an opportunity for the public to attend and directly address the legislative body through a call-in option, an internet-based service option, and in-person at the location of the meeting.
- The body cannot require comments to be submitted before the start of the meeting. The public must be allowed to make "real time" public comment.
- If there is a disruption to the meeting broadcast or in the ability to take call-in or internet-based public comment, no further action can be taken on agenda items until the issue is resolved.
- The legislative body must implement a procedure for receiving and resolving requests for reasonable accommodations for individuals with disabilities, and must give notice of these procedures.
- Members participating remotely must participate through both audio and visual technology.
- Members participating remotely must publicly disclose at the meeting before any action is taken whether any other individuals 18 years of age or older are present in the room at the remote location with the

member and the general nature of the member's relationship with the individual.

- A member may not participate in meetings solely by teleconference under this law for more than three consecutive months or 20% of the regular meetings for the public agency within a calendar year. If the legislative body regularly meets less than 10 times a year, a member may not participate remotely for more than two meetings.

Legislative bodies may still meet via teleconference by following the traditional Brown Act rules of identifying the teleconference site on the agency's agenda and ensuring it is accessible for the public to attend. Further, legislative bodies may meet by teleconference under AB 361 until January 1, 2024 during the Governor's proclaimed State of Emergency and as long as other requirements are met.

# **ATTACHMENT B**



**AB-2449 Open meetings: local agencies: teleconferences.** (2021-2022)

SHARE THIS:



Date Published: 09/14/2022 09:00 PM

**Assembly Bill No. 2449**

**CHAPTER 285**

An act to amend, repeal, and add Sections 54953 and 54954.2 of the Government Code, relating to local government.

[ Approved by Governor September 13, 2022. Filed with Secretary of State September 13, 2022. ]

**LEGISLATIVE COUNSEL'S DIGEST**

AB 2449, Blanca Rubio. Open meetings: local agencies: teleconferences.

Existing law, the Ralph M. Brown Act, requires, with specified exceptions, that all meetings of a legislative body of a local agency, as those terms are defined, be open and public and that all persons be permitted to attend and participate. The act generally requires posting an agenda at least 72 hours before a regular meeting that contains a brief general description of each item of business to be transacted or discussed at the meeting, and prohibits any action or discussion from being undertaken on any item not appearing on the posted agenda. The act authorizes a legislative body to take action on items of business not appearing on the posted agenda under specified conditions. The act contains specified provisions regarding providing for the ability of the public to observe and provide comment. The act allows for meetings to occur via teleconferencing subject to certain requirements, particularly that the legislative body notice each teleconference location of each member that will be participating in the public meeting, that each teleconference location be accessible to the public, that members of the public be allowed to address the legislative body at each teleconference location, that the legislative body post an agenda at each teleconference location, and that at least a quorum of the legislative body participate from locations within the boundaries of the local agency's jurisdiction. The act provides an exemption to the jurisdictional requirement for health authorities, as defined.

Existing law, until January 1, 2024, authorizes a local agency to use teleconferencing without complying with those specified teleconferencing requirements in specified circumstances when a declared state of emergency is in effect, or in other situations related to public health.

This bill would revise and recast those teleconferencing provisions and, until January 1, 2026, would authorize a local agency to use teleconferencing without complying with the teleconferencing requirements that each teleconference location be identified in the notice and agenda and that each teleconference location be accessible to the public if at least a quorum of the members of the legislative body participates in person from a singular physical location clearly identified on the agenda that is open to the public and situated within the local agency's jurisdiction. Under this exception, the bill would authorize a member to participate remotely under specified circumstances, including participating remotely for just cause or due to emergency circumstances. The emergency circumstances basis for remote participation would be contingent on a request to, and action by, the legislative body, as prescribed. The bill, until January 1, 2026, would authorize a legislative body to consider and

take action on a request from a member to participate in a meeting remotely due to emergency circumstances if the request does not allow sufficient time to place the proposed action on the posted agenda for the meeting for which the request is made. The bill would define terms for purposes of these teleconferencing provisions.

This bill would impose prescribed requirements for this exception relating to notice, agendas, the means and manner of access, and procedures for disruptions. The bill would require the legislative body to implement a procedure for receiving and swiftly resolving requests for reasonable accommodation for individuals with disabilities, consistent with federal law.

Existing constitutional provisions require that a statute that limits the right of access to the meetings of public bodies or the writings of public officials and agencies be adopted with findings demonstrating the interest protected by the limitation and the need for protecting that interest.

This bill would make legislative findings to that effect.

The California Constitution requires local agencies, for the purpose of ensuring public access to the meetings of public bodies and the writings of public officials and agencies, to comply with a statutory enactment that amends or enacts laws relating to public records or open meetings and contains findings demonstrating that the enactment furthers the constitutional requirements relating to this purpose.

This bill would make legislative findings to that effect.

Vote: majority Appropriation: no Fiscal Committee: no Local Program: no

## THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:

**SECTION 1.** Section 54953 of the Government Code, as amended by Section 3 of Chapter 165 of the Statutes of 2021, is amended to read:

**54953. (a)** All meetings of the legislative body of a local agency shall be open and public, and all persons shall be permitted to attend any meeting of the legislative body of a local agency, except as otherwise provided in this chapter.

(b) (1) Notwithstanding any other provision of law, the legislative body of a local agency may use teleconferencing for the benefit of the public and the legislative body of a local agency in connection with any meeting or proceeding authorized by law. The teleconferenced meeting or proceeding shall comply with all otherwise applicable requirements of this chapter and all otherwise applicable provisions of law relating to a specific type of meeting or proceeding.

(2) Teleconferencing, as authorized by this section, may be used for all purposes in connection with any meeting within the subject matter jurisdiction of the legislative body. If the legislative body of a local agency elects to use teleconferencing, the legislative body of a local agency shall comply with all of the following:

(A) All votes taken during a teleconferenced meeting shall be by rollcall.

(B) The teleconferenced meetings shall be conducted in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the legislative body of a local agency.

(C) The legislative body shall give notice of the meeting and post agendas as otherwise required by this chapter.

(D) The legislative body shall allow members of the public to access the meeting and the agenda shall provide an opportunity for members of the public to address the legislative body directly pursuant to Section 54954.3.

(3) If the legislative body of a local agency elects to use teleconferencing, it shall post agendas at all teleconference locations. Each teleconference location shall be identified in the notice and agenda of the meeting or proceeding, and each teleconference location shall be accessible to the public. During the teleconference, at least a quorum of the members of the legislative body shall participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction, except as provided in subdivisions (d) and (e).

(c) (1) No legislative body shall take action by secret ballot, whether preliminary or final.



(2) The legislative body of a local agency shall publicly report any action taken and the vote or abstention on that action of each member present for the action.

(3) Prior to taking final action, the legislative body shall orally report a summary of a recommendation for a final action on the salaries, salary schedules, or compensation paid in the form of fringe benefits of a local agency executive, as defined in subdivision (d) of Section 3511.1, during the open meeting in which the final action is to be taken. This paragraph shall not affect the public's right under the California Public Records Act (Division 10 (commencing with Section 7920.000) of Title 1) to inspect or copy records created or received in the process of developing the recommendation.

(d) (1) Notwithstanding the provisions relating to a quorum in paragraph (3) of subdivision (b), if a health authority conducts a teleconference meeting, members who are outside the jurisdiction of the authority may be counted toward the establishment of a quorum when participating in the teleconference if at least 50 percent of the number of members that would establish a quorum are present within the boundaries of the territory over which the authority exercises jurisdiction, and the health authority provides a teleconference number, and associated access codes, if any, that allows any person to call in to participate in the meeting and the number and access codes are identified in the notice and agenda of the meeting.

(2) Nothing in this subdivision shall be construed as discouraging health authority members from regularly meeting at a common physical site within the jurisdiction of the authority or from using teleconference locations within or near the jurisdiction of the authority. A teleconference meeting for which a quorum is established pursuant to this subdivision shall be subject to all other requirements of this section.

(3) For purposes of this subdivision, a health authority means any entity created pursuant to Sections 14018.7, 14087.31, 14087.35, 14087.36, 14087.38, and 14087.9605 of the Welfare and Institutions Code, any joint powers authority created pursuant to Article 1 (commencing with Section 6500) of Chapter 5 of Division 7 for the purpose of contracting pursuant to Section 14087.3 of the Welfare and Institutions Code, and any advisory committee to a county-sponsored health plan licensed pursuant to Chapter 2.2 (commencing with Section 1340) of Division 2 of the Health and Safety Code if the advisory committee has 12 or more members.

(e) (1) The legislative body of a local agency may use teleconferencing without complying with the requirements of paragraph (3) of subdivision (b) if the legislative body complies with the requirements of paragraph (2) of this subdivision in any of the following circumstances:

(A) The legislative body holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing.

(B) The legislative body holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

(C) The legislative body holds a meeting during a proclaimed state of emergency and has determined, by majority vote, pursuant to subparagraph (B), that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

(2) A legislative body that holds a meeting pursuant to this subdivision shall do all of the following:

(A) In each instance in which notice of the time of the teleconferenced meeting is otherwise given or the agenda for the meeting is otherwise posted, the legislative body shall also give notice of the means by which members of the public may access the meeting and offer public comment. The agenda shall identify and include an opportunity for all persons to attend via a call-in option or an internet-based service option.

(B) In the event of a disruption that prevents the legislative body from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the local agency's control that prevents members of the public from offering public comments using the call-in option or internet-based service option, the legislative body shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. Actions taken on agenda items during a disruption that prevents the legislative body from broadcasting the meeting may be challenged pursuant to Section 54960.1.

(C) The legislative body shall not require public comments to be submitted in advance of the meeting and must provide an opportunity for the public to address the legislative body and offer comment in real time.

(D) Notwithstanding Section 54953.3, an individual desiring to provide public comment through the use of an internet website, or other online platform, not under the control of the local legislative body, that requires registration to log in to a teleconference may be required to register as required by the third-party internet website or online platform to participate.

(E) (i) A legislative body that provides a timed public comment period for each agenda item shall not close the public comment period for the agenda item, or the opportunity to register, pursuant to subparagraph (F), to provide public comment until that timed public comment period has elapsed.

(ii) A legislative body that does not provide a timed public comment period, but takes public comment separately on each agenda item, shall allow a reasonable amount of time per agenda item to allow public members the opportunity to provide public comment, including time for members of the public to register pursuant to subparagraph (F), or otherwise be recognized for the purpose of providing public comment.

(iii) A legislative body that provides a timed general public comment period that does not correspond to a specific agenda item shall not close the public comment period or the opportunity to register, pursuant to subparagraph (F), until the timed general public comment period has elapsed.

(3) If a state of emergency remains active, or state or local officials have imposed or recommended measures to promote social distancing, in order to continue to teleconference without compliance with paragraph (3) of subdivision (b), the legislative body shall, not later than 30 days after teleconferencing for the first time pursuant to subparagraph (A), (B), or (C) of paragraph (1), and every 30 days thereafter, make the following findings by majority vote:

(A) The legislative body has reconsidered the circumstances of the state of emergency.

(B) Any of the following circumstances exist:

(i) The state of emergency continues to directly impact the ability of the members to meet safely in person.

(ii) State or local officials continue to impose or recommend measures to promote social distancing.

(4) This subdivision shall not be construed to require the legislative body to provide a physical location from which the public may attend or comment.

(f) (1) The legislative body of a local agency may use teleconferencing without complying with paragraph (3) of subdivision (b) if, during the teleconference meeting, at least a quorum of the members of the legislative body participates in person from a singular physical location clearly identified on the agenda, which location shall be open to the public and situated within the boundaries of the territory over which the local agency exercises jurisdiction and the legislative body complies with all of the following:

(A) The legislative body shall provide at least one of the following as a means by which the public may remotely hear and visually observe the meeting, and remotely address the legislative body:

(i) A two-way audiovisual platform.

(ii) A two-way telephonic service and a live webcasting of the meeting.

(B) In each instance in which notice of the time of the teleconferenced meeting is otherwise given or the agenda for the meeting is otherwise posted, the legislative body shall also give notice of the means by which members of the public may access the meeting and offer public comment.

(C) The agenda shall identify and include an opportunity for all persons to attend and address the legislative body directly pursuant to Section 54954.3 via a call-in option, via an internet-based service option, and at the in-person location of the meeting.

(D) In the event of a disruption that prevents the legislative body from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the local agency's control that prevents members of the public from offering public comments using the call-in option or internet-based service option, the legislative body shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. Actions taken on agenda items during a disruption that prevents the legislative body from broadcasting the meeting may be challenged pursuant to Section 54960.1.

(E) The legislative body shall not require public comments to be submitted in advance of the meeting and must provide an opportunity for the public to address the legislative body and offer comment in real time.

(F) Notwithstanding Section 54953.3, an individual desiring to provide public comment through the use of an internet website, or other online platform, not under the control of the local legislative body, that requires registration to log in to a teleconference may be required to register as required by the third-party internet website or online platform to participate.

(2) A member of the legislative body shall only participate in the meeting remotely pursuant to this subdivision, if all of the following requirements are met:

(A) One of the following circumstances applies:

(i) The member notifies the legislative body at the earliest opportunity possible, including at the start of a regular meeting, of their need to participate remotely for just cause, including a general description of the circumstances relating to their need to appear remotely at the given meeting. The provisions of this clause shall not be used by any member of the legislative body for more than two meetings per calendar year.

(ii) The member requests the legislative body to allow them to participate in the meeting remotely due to emergency circumstances and the legislative body takes action to approve the request. The legislative body shall request a general description of the circumstances relating to their need to appear remotely at the given meeting. A general description of an item generally need not exceed 20 words and shall not require the member to disclose any medical diagnosis or disability, or any personal medical information that is already exempt under existing law, such as the Confidentiality of Medical Information Act (Chapter 1 (commencing with Section 56) of Part 2.6 of Division 1 of the Civil Code). For the purposes of this clause, the following requirements apply:

(I) A member shall make a request to participate remotely at a meeting pursuant to this clause as soon as possible. The member shall make a separate request for each meeting in which they seek to participate remotely.

(II) The legislative body may take action on a request to participate remotely at the earliest opportunity. If the request does not allow sufficient time to place proposed action on such a request on the posted agenda for the meeting for which the request is made, the legislative body may take action at the beginning of the meeting in accordance with paragraph (4) of subdivision (b) of Section 54954.2.

(B) The member shall publicly disclose at the meeting before any action is taken, whether any other individuals 18 years of age or older are present in the room at the remote location with the member, and the general nature of the member's relationship with any such individuals.

(C) The member shall participate through both audio and visual technology.

(3) The provisions of this subdivision shall not serve as a means for any member of a legislative body to participate in meetings of the legislative body solely by teleconference from a remote location for a period of more than three consecutive months or 20 percent of the regular meetings for the local agency within a calendar year, or more than two meetings if the legislative body regularly meets fewer than 10 times per calendar year.

(g) The legislative body shall have and implement a procedure for receiving and swiftly resolving requests for reasonable accommodation for individuals with disabilities, consistent with the federal Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and resolving any doubt in favor of accessibility. In each instance in which notice of the time of the meeting is otherwise given or the agenda for the meeting is otherwise posted, the legislative body shall also give notice of the procedure for receiving and resolving requests for accommodation.

(h) The legislative body shall conduct meetings subject to this chapter consistent with applicable civil rights and nondiscrimination laws.

(i) (1) Nothing in this section shall prohibit a legislative body from providing the public with additional teleconference locations.

(2) Nothing in this section shall prohibit a legislative body from providing members of the public with additional physical locations in which the public may observe and address the legislative body by electronic means.

(j) For the purposes of this section, the following definitions shall apply:

(1) "Emergency circumstances" means a physical or family medical emergency that prevents a member from attending in person.

(2) "Just cause" means any of the following:

(A) A childcare or caregiving need of a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner that requires them to participate remotely. "Child," "parent," "grandparent," "grandchild," and "sibling" have the same meaning as those terms do in Section 12945.2.

(B) A contagious illness that prevents a member from attending in person.

(C) A need related to a physical or mental disability as defined in Sections 12926 and 12926.1 not otherwise accommodated by subdivision (g).

(D) Travel while on official business of the legislative body or another state or local agency.

(3) "Remote location" means a location from which a member of a legislative body participates in a meeting pursuant to subdivision (f), other than any physical meeting location designated in the notice of the meeting. Remote locations need not be accessible to the public.

(4) "Remote participation" means participation in a meeting by teleconference at a location other than any physical meeting location designated in the notice of the meeting. Watching or listening to a meeting via webcasting or another similar electronic medium that does not permit members to interactively hear, discuss, or deliberate on matters, does not constitute remote participation.

(5) "State of emergency" means a state of emergency proclaimed pursuant to Section 8625 of the California Emergency Services Act (Article 1 (commencing with Section 8550) of Chapter 7 of Division 1 of Title 2).

(6) "Teleconference" means a meeting of a legislative body, the members of which are in different locations, connected by electronic means, through either audio or video, or both.

(7) "Two-way audiovisual platform" means an online platform that provides participants with the ability to participate in a meeting via both an interactive video conference and a two-way telephonic function.

(8) "Two-way telephonic service" means a telephone service that does not require internet access, is not provided as part of a two-way audiovisual platform, and allows participants to dial a telephone number to listen and verbally participate.

(9) "Webcasting" means a streaming video broadcast online or on television, using streaming media technology to distribute a single content source to many simultaneous listeners and viewers.

(k) This section shall remain in effect only until January 1, 2024, and as of that date is repealed.

**SEC. 2.** Section 54953 of the Government Code, as added by Section 4 of Chapter 165 of the Statutes of 2021, is amended to read:

**54953.** (a) All meetings of the legislative body of a local agency shall be open and public, and all persons shall be permitted to attend any meeting of the legislative body of a local agency, except as otherwise provided in this chapter.

(b) (1) Notwithstanding any other provision of law, the legislative body of a local agency may use teleconferencing for the benefit of the public and the legislative body of a local agency in connection with any meeting or proceeding authorized by law. The teleconferenced meeting or proceeding shall comply with all otherwise applicable requirements of this chapter and all otherwise applicable provisions of law relating to a specific type of meeting or proceeding.

(2) Teleconferencing, as authorized by this section, may be used for all purposes in connection with any meeting within the subject matter jurisdiction of the legislative body. If the legislative body of a local agency elects to use teleconferencing, the legislative body of a local agency shall comply with all of the following:

(A) All votes taken during a teleconferenced meeting shall be by rollcall.

(B) The teleconferenced meetings shall be conducted in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the legislative body of a local agency.

(C) The legislative body shall give notice of the meeting and post agendas as otherwise required by this chapter.

(D) The legislative body shall allow members of the public to access the meeting and the agenda shall provide an opportunity for members of the public to address the legislative body directly pursuant to Section 54954.3.

(3) If the legislative body of a local agency elects to use teleconferencing, it shall post agendas at all teleconference locations. Each teleconference location shall be identified in the notice and agenda of the meeting or proceeding, and each teleconference location shall be accessible to the public. During the teleconference, at least a quorum of the members of the legislative body shall participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction, except as provided in subdivision (d).

(c) (1) No legislative body shall take action by secret ballot, whether preliminary or final.

(2) The legislative body of a local agency shall publicly report any action taken and the vote or abstention on that action of each member present for the action.

(3) Prior to taking final action, the legislative body shall orally report a summary of a recommendation for a final action on the salaries, salary schedules, or compensation paid in the form of fringe benefits of a local agency executive, as defined in subdivision (d) of Section 3511.1, during the open meeting in which the final action is to be taken. This paragraph shall not affect the public's right under the California Public Records Act (Division 10 (commencing with Section 7920.000) of Title 1) to inspect or copy records created or received in the process of developing the recommendation.

(d) (1) Notwithstanding the provisions relating to a quorum in paragraph (3) of subdivision (b), if a health authority conducts a teleconference meeting, members who are outside the jurisdiction of the authority may be counted toward the establishment of a quorum when participating in the teleconference if at least 50 percent of the number of members that would establish a quorum are present within the boundaries of the territory over which the authority exercises jurisdiction, and the health authority provides a teleconference number, and associated access codes, if any, that allows any person to call in to participate in the meeting and the number and access codes are identified in the notice and agenda of the meeting.

(2) Nothing in this subdivision shall be construed as discouraging health authority members from regularly meeting at a common physical site within the jurisdiction of the authority or from using teleconference locations within or near the jurisdiction of the authority. A teleconference meeting for which a quorum is established pursuant to this subdivision shall be subject to all other requirements of this section.

(3) For purposes of this subdivision, a health authority means any entity created pursuant to Sections 14018.7, 14087.31, 14087.35, 14087.36, 14087.38, and 14087.9605 of the Welfare and Institutions Code, any joint powers authority created pursuant to Article 1 (commencing with Section 6500) of Chapter 5 of Division 7 for the purpose of contracting pursuant to Section 14087.3 of the Welfare and Institutions Code, and any advisory committee to a county-sponsored health plan licensed pursuant to Chapter 2.2 (commencing with Section 1340) of Division 2 of the Health and Safety Code if the advisory committee has 12 or more members.

(e) (1) The legislative body of a local agency may use teleconferencing without complying with paragraph (3) of subdivision (b) if, during the teleconference meeting, at least a quorum of the members of the legislative body participates in person from a singular physical location clearly identified on the agenda, which location shall be open to the public and situated within the boundaries of the territory over which the local agency exercises jurisdiction and the legislative body complies with all of the following:

(A) The legislative body shall provide at least one of the following as a means by which the public may remotely hear and visually observe the meeting, and remotely address the legislative body:

(i) A two-way audiovisual platform.

(ii) A two-way telephonic service and a live webcasting of the meeting.

(B) In each instance in which notice of the time of the teleconferenced meeting is otherwise given or the agenda for the meeting is otherwise posted, the legislative body shall also give notice of the means by which members of the public may access the meeting and offer public comment.

(C) The agenda shall identify and include an opportunity for all persons to attend and address the legislative body directly pursuant to Section 54954.3 via a call-in option, via an internet-based service option, and at the in-person location of the meeting.

(D) In the event of a disruption that prevents the legislative body from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the local agency's control that prevents members of the public from offering public comments using the call-in option or internet-based service option, the legislative body shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. Actions taken on agenda items during a disruption that prevents the legislative body from broadcasting the meeting may be challenged pursuant to Section 54960.1.

(E) The legislative body shall not require public comments to be submitted in advance of the meeting and must provide an opportunity for the public to address the legislative body and offer comment in real time.

(F) Notwithstanding Section 54953.3, an individual desiring to provide public comment through the use of an internet website, or other online platform, not under the control of the local legislative body, that requires registration to log in to a teleconference may be required to register as required by the third-party internet website or online platform to participate.

(2) A member of the legislative body shall only participate in the meeting remotely pursuant to this subdivision, if all of the following requirements are met:

(A) One of the following circumstances applies:

(i) The member notifies the legislative body at the earliest opportunity possible, including at the start of a regular meeting, of their need to participate remotely for just cause, including a general description of the circumstances relating to their need to appear remotely at the given meeting. The provisions of this clause shall not be used by any member of the legislative body for more than two meetings per calendar year.

(ii) The member requests the legislative body to allow them to participate in the meeting remotely due to emergency circumstances and the legislative body takes action to approve the request. The legislative body shall request a general description of the circumstances relating to their need to appear remotely at the given meeting. A general description of an item generally need not exceed 20 words and shall not require the member to disclose any medical diagnosis or disability, or any personal medical information that is already exempt under existing law, such as the Confidentiality of Medical Information Act (Chapter 1 (commencing with Section 56) of Part 2.6 of Division 1 of the Civil Code). For the purposes of this clause, the following requirements apply:

(I) A member shall make a request to participate remotely at a meeting pursuant to this clause as soon as possible. The member shall make a separate request for each meeting in which they seek to participate remotely.

(II) The legislative body may take action on a request to participate remotely at the earliest opportunity. If the request does not allow sufficient time to place proposed action on such a request on the posted agenda for the meeting for which the request is made, the legislative body may take action at the beginning of the meeting in accordance with paragraph (4) of subdivision (b) of Section 54954.2.

(B) The member shall publicly disclose at the meeting before any action is taken whether any other individuals 18 years of age or older are present in the room at the remote location with the member, and the general nature of the member's relationship with any such individuals.

(C) The member shall participate through both audio and visual technology.

(3) The provisions of this subdivision shall not serve as a means for any member of a legislative body to participate in meetings of the legislative body solely by teleconference from a remote location for a period of more than three consecutive months or 20 percent of the regular meetings for the local agency within a calendar year, or more than two meetings if the legislative body regularly meets fewer than 10 times per calendar year.

(f) The legislative body shall have and implement a procedure for receiving and swiftly resolving requests for reasonable accommodation for individuals with disabilities, consistent with the federal Americans with Disabilities

Act of 1990 (42 U.S.C. Sec. 12132), and resolving any doubt in favor of accessibility. In each instance in which notice of the time of the meeting is otherwise given or the agenda for the meeting is otherwise posted, the legislative body shall also give notice of the procedure for receiving and resolving requests for accommodation.

(g) The legislative body shall conduct meetings subject to this chapter consistent with applicable civil rights and nondiscrimination laws.

(h) (1) Nothing in this section shall prohibit a legislative body from providing the public with additional teleconference locations.

(2) Nothing in this section shall prohibit a legislative body from providing members of the public with additional physical locations in which the public may observe and address the legislative body by electronic means.

(i) For the purposes of this section, the following definitions shall apply:

(1) "Emergency circumstances" means a physical or family medical emergency that prevents a member from attending in person.

(2) "Just cause" means any of the following:

(A) A childcare or caregiving need of a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner that requires them to participate remotely. "Child," "parent," "grandparent," "grandchild," and "sibling" have the same meaning as those terms do in Section 12945.2.

(B) A contagious illness that prevents a member from attending in person.

(C) A need related to a physical or mental disability as defined in Sections 12926 and 12926.1 not otherwise accommodated by subdivision (f).

(D) Travel while on official business of the legislative body or another state or local agency.

(3) "Remote location" means a location from which a member of a legislative body participates in a meeting pursuant to subdivision (e), other than any physical meeting location designated in the notice of the meeting. Remote locations need not be accessible to the public.

(4) "Remote participation" means participation in a meeting by teleconference at a location other than any physical meeting location designated in the notice of the meeting. Watching or listening to a meeting via webcasting or another similar electronic medium that does not permit members to interactively hear, discuss, or deliberate on matters, does not constitute remote participation.

(5) "Teleconference" means a meeting of a legislative body, the members of which are in different locations, connected by electronic means, through either audio or video, or both.

(6) "Two-way audiovisual platform" means an online platform that provides participants with the ability to participate in a meeting via both an interactive video conference and a two-way telephonic function.

(7) "Two-way telephonic service" means a telephone service that does not require internet access, is not provided as part of a two-way audiovisual platform, and allows participants to dial a telephone number to listen and verbally participate.

(8) "Webcasting" means a streaming video broadcast online or on television, using streaming media technology to distribute a single content source to many simultaneous listeners and viewers.

(j) This section shall become operative January 1, 2024, shall remain in effect only until January 1, 2026, and as of that date is repealed.

**SEC. 3.** Section 54953 is added to the Government Code, to read:

**54953.** (a) All meetings of the legislative body of a local agency shall be open and public, and all persons shall be permitted to attend any meeting of the legislative body of a local agency, except as otherwise provided in this chapter.

(b) (1) Notwithstanding any other provision of law, the legislative body of a local agency may use teleconferencing for the benefit of the public and the legislative body of a local agency in connection with any meeting or proceeding authorized by law. The teleconferenced meeting or proceeding shall comply with all

requirements of this chapter and all otherwise applicable provisions of law relating to a specific type of meeting or proceeding.

(2) Teleconferencing, as authorized by this section, may be used for all purposes in connection with any meeting within the subject matter jurisdiction of the legislative body. All votes taken during a teleconferenced meeting shall be by rollcall.

(3) If the legislative body of a local agency elects to use teleconferencing, it shall post agendas at all teleconference locations and conduct teleconference meetings in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the legislative body of a local agency. Each teleconference location shall be identified in the notice and agenda of the meeting or proceeding, and each teleconference location shall be accessible to the public. During the teleconference, at least a quorum of the members of the legislative body shall participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction, except as provided in subdivision (d). The agenda shall provide an opportunity for members of the public to address the legislative body directly pursuant to Section 54954.3 at each teleconference location.

(4) For the purposes of this section, "teleconference" means a meeting of a legislative body, the members of which are in different locations, connected by electronic means, through either audio or video, or both. Nothing in this section shall prohibit a local agency from providing the public with additional teleconference locations.

(c) (1) No legislative body shall take action by secret ballot, whether preliminary or final.

(2) The legislative body of a local agency shall publicly report any action taken and the vote or abstention on that action of each member present for the action.

(3) Prior to taking final action, the legislative body shall orally report a summary of a recommendation for a final action on the salaries, salary schedules, or compensation paid in the form of fringe benefits of a local agency executive, as defined in subdivision (d) of Section 3511.1, during the open meeting in which the final action is to be taken. This paragraph shall not affect the public's right under the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1) to inspect or copy records created or received in the process of developing the recommendation.

(d) (1) Notwithstanding the provisions relating to a quorum in paragraph (3) of subdivision (b), if a health authority conducts a teleconference meeting, members who are outside the jurisdiction of the authority may be counted toward the establishment of a quorum when participating in the teleconference if at least 50 percent of the number of members that would establish a quorum are present within the boundaries of the territory over which the authority exercises jurisdiction, and the health authority provides a teleconference number, and associated access codes, if any, that allows any person to call in to participate in the meeting and the number and access codes are identified in the notice and agenda of the meeting.

(2) Nothing in this subdivision shall be construed as discouraging health authority members from regularly meeting at a common physical site within the jurisdiction of the authority or from using teleconference locations within or near the jurisdiction of the authority. A teleconference meeting for which a quorum is established pursuant to this subdivision shall be subject to all other requirements of this section.

(3) For purposes of this subdivision, a health authority means any entity created pursuant to Sections 14018.7, 14087.31, 14087.35, 14087.36, 14087.38, and 14087.9605 of the Welfare and Institutions Code, any joint powers authority created pursuant to Article 1 (commencing with Section 6500) of Chapter 5 of Division 7 for the purpose of contracting pursuant to Section 14087.3 of the Welfare and Institutions Code, and any advisory committee to a county-sponsored health plan licensed pursuant to Chapter 2.2 (commencing with Section 1340) of Division 2 of the Health and Safety Code if the advisory committee has 12 or more members.

(e) This section shall become operative January 1, 2026.

**SEC. 4.** Section 54954.2 of the Government Code is amended to read:

**54954.2.** (a) (1) At least 72 hours before a regular meeting, the legislative body of the local agency, or its designee, shall post an agenda containing a brief general description of each item of business to be transacted or discussed at the meeting, including items to be discussed in closed session. A brief general description of an item generally need not exceed 20 words. The agenda shall specify the time and location of the regular meeting and shall be posted in a location that is freely accessible to members of the public and on the local agency's Internet Web site, if the local agency has one. If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42



U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. The agenda shall include information regarding how, to whom, and when a request for disability-related modification or accommodation, including auxiliary aids or services, may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting.

(2) For a meeting occurring on and after January 1, 2019, of a legislative body of a city, county, city and county, special district, school district, or political subdivision established by the state that has an Internet Web site, the following provisions shall apply:

(A) An online posting of an agenda shall be posted on the primary Internet Web site homepage of a city, county, city and county, special district, school district, or political subdivision established by the state that is accessible through a prominent, direct link to the current agenda. The direct link to the agenda shall not be in a contextual menu; however, a link in addition to the direct link to the agenda may be accessible through a contextual menu.

(B) An online posting of an agenda including, but not limited to, an agenda posted in an integrated agenda management platform, shall be posted in an open format that meets all of the following requirements:

(i) Retrievable, downloadable, indexable, and electronically searchable by commonly used Internet search applications.

(ii) Platform independent and machine readable.

(iii) Available to the public free of charge and without any restriction that would impede the reuse or redistribution of the agenda.

(C) A legislative body of a city, county, city and county, special district, school district, or political subdivision established by the state that has an Internet Web site and an integrated agenda management platform shall not be required to comply with subparagraph (A) if all of the following are met:

(i) A direct link to the integrated agenda management platform shall be posted on the primary Internet Web site homepage of a city, county, city and county, special district, school district, or political subdivision established by the state. The direct link to the integrated agenda management platform shall not be in a contextual menu. When a person clicks on the direct link to the integrated agenda management platform, the direct link shall take the person directly to an Internet Web site with the agendas of the legislative body of a city, county, city and county, special district, school district, or political subdivision established by the state.

(ii) The integrated agenda management platform may contain the prior agendas of a legislative body of a city, county, city and county, special district, school district, or political subdivision established by the state for all meetings occurring on or after January 1, 2019.

(iii) The current agenda of the legislative body of a city, county, city and county, special district, school district, or political subdivision established by the state shall be the first agenda available at the top of the integrated agenda management platform.

(iv) All agendas posted in the integrated agenda management platform shall comply with the requirements in clauses (i), (ii), and (iii) of subparagraph (B).

(D) For the purposes of this paragraph, both of the following definitions shall apply:

(i) "Integrated agenda management platform" means an Internet Web site of a city, county, city and county, special district, school district, or political subdivision established by the state dedicated to providing the entirety of the agenda information for the legislative body of the city, county, city and county, special district, school district, or political subdivision established by the state to the public.

(ii) "Legislative body" has the same meaning as that term is used in subdivision (a) of Section 54952.

(E) The provisions of this paragraph shall not apply to a political subdivision of a local agency that was established by the legislative body of the city, county, city and county, special district, school district, or political subdivision established by the state.

(3) No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of a legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3. In addition, on their own initiative or in

response to questions posed by the public, a member of a legislative body or its staff may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. Furthermore, a member of a legislative body, or the body itself, subject to rules or procedures of the legislative body, may provide a reference to staff or other resources for factual information, request staff to report back to the body at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda.

(b) Notwithstanding subdivision (a), the legislative body may take action on items of business not appearing on the posted agenda under any of the conditions stated below. Prior to discussing any item pursuant to this subdivision, the legislative body shall publicly identify the item.

(1) Upon a determination by a majority vote of the legislative body that an emergency situation exists, as defined in Section 54956.5.

(2) Upon a determination by a two-thirds vote of the members of the legislative body present at the meeting, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the local agency subsequent to the agenda being posted as specified in subdivision (a).

(3) The item was posted pursuant to subdivision (a) for a prior meeting of the legislative body occurring not more than five calendar days prior to the date action is taken on the item, and at the prior meeting the item was continued to the meeting at which action is being taken.

(4) To consider action on a request from a member to participate in a meeting remotely due to emergency circumstances, pursuant to Section 54953, if the request does not allow sufficient time to place the proposed action on the posted agenda for the meeting for which the request is made. The legislative body may approve such a request by a majority vote of the legislative body.

(c) This section is necessary to implement and reasonably within the scope of paragraph (1) of subdivision (b) of Section 3 of Article I of the California Constitution.

(d) For purposes of subdivision (a), the requirement that the agenda be posted on the local agency's Internet Web site, if the local agency has one, shall only apply to a legislative body that meets either of the following standards:

(1) A legislative body as that term is defined by subdivision (a) of Section 54952.

(2) A legislative body as that term is defined by subdivision (b) of Section 54952, if the members of the legislative body are compensated for their appearance, and if one or more of the members of the legislative body are also members of a legislative body as that term is defined by subdivision (a) of Section 54952.

(e) This section shall remain in effect only until January 1, 2026, and as of that date is repealed.

**SEC. 5.** Section 54954.2 is added to the Government Code, to read:

**54954.2.** (a) (1) At least 72 hours before a regular meeting, the legislative body of the local agency, or its designee, shall post an agenda containing a brief general description of each item of business to be transacted or discussed at the meeting, including items to be discussed in closed session. A brief general description of an item generally need not exceed 20 words. The agenda shall specify the time and location of the regular meeting and shall be posted in a location that is freely accessible to members of the public and on the local agency's Internet Web site, if the local agency has one. If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. The agenda shall include information regarding how, to whom, and when a request for disability-related modification or accommodation, including auxiliary aids or services, may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting.

(2) For a meeting occurring on and after January 1, 2019, of a legislative body of a city, county, city and county, special district, school district, or political subdivision established by the state that has an Internet Web site, the following provisions shall apply:

(A) An online posting of an agenda shall be posted on the primary Internet Web site homepage of a city, county, city and county, special district, school district, or political subdivision established by the state that is accessible through a prominent, direct link to the current agenda. The direct link to the agenda shall not

be in a contextual menu; however, a link in addition to the direct link to the agenda may be accessible through a contextual menu.

(B) An online posting of an agenda including, but not limited to, an agenda posted in an integrated agenda management platform, shall be posted in an open format that meets all of the following requirements:

(i) Retrievable, downloadable, indexable, and electronically searchable by commonly used Internet search applications.

(ii) Platform independent and machine readable.

(iii) Available to the public free of charge and without any restriction that would impede the reuse or redistribution of the agenda.

(C) A legislative body of a city, county, city and county, special district, school district, or political subdivision established by the state that has an Internet Web site and an integrated agenda management platform shall not be required to comply with subparagraph (A) if all of the following are met:

(i) A direct link to the integrated agenda management platform shall be posted on the primary Internet Web site homepage of a city, county, city and county, special district, school district, or political subdivision established by the state. The direct link to the integrated agenda management platform shall not be in a contextual menu. When a person clicks on the direct link to the integrated agenda management platform, the direct link shall take the person directly to an Internet Web site with the agendas of the legislative body of a city, county, city and county, special district, school district, or political subdivision established by the state.

(ii) The integrated agenda management platform may contain the prior agendas of a legislative body of a city, county, city and county, special district, school district, or political subdivision established by the state for all meetings occurring on or after January 1, 2019.

(iii) The current agenda of the legislative body of a city, county, city and county, special district, school district, or political subdivision established by the state shall be the first agenda available at the top of the integrated agenda management platform.

(iv) All agendas posted in the integrated agenda management platform shall comply with the requirements in clauses (i), (ii), and (iii) of subparagraph (B).

(D) For the purposes of this paragraph, both of the following definitions shall apply:

(i) "Integrated agenda management platform" means an Internet Web site of a city, county, city and county, special district, school district, or political subdivision established by the state dedicated to providing the entirety of the agenda information for the legislative body of the city, county, city and county, special district, school district, or political subdivision established by the state to the public.

(ii) "Legislative body" has the same meaning as that term is used in subdivision (a) of Section 54952.

(E) The provisions of this paragraph shall not apply to a political subdivision of a local agency that was established by the legislative body of the city, county, city and county, special district, school district, or political subdivision established by the state.

(3) No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of a legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3. In addition, on their own initiative or in response to questions posed by the public, a member of a legislative body or its staff may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. Furthermore, a member of a legislative body, or the body itself, subject to rules or procedures of the legislative body, may provide a reference to staff or other resources for factual information, request staff to report back to the body at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda.

(b) Notwithstanding subdivision (a), the legislative body may take action on items of business not appearing on the posted agenda under any of the conditions stated below. Prior to discussing any item pursuant to this subdivision, the legislative body shall publicly identify the item.

(1) Upon a determination by a majority vote of the legislative body that an emergency situation exists, as defined in Section 54956.5.

(2) Upon a determination by a two-thirds vote of the members of the legislative body present at the meeting, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the local agency subsequent to the agenda being posted as specified in subdivision (a).

(3) The item was posted pursuant to subdivision (a) for a prior meeting of the legislative body occurring not more than five calendar days prior to the date action is taken on the item, and at the prior meeting the item was continued to the meeting at which action is being taken.

(c) This section is necessary to implement and reasonably within the scope of paragraph (1) of subdivision (b) of Section 3 of Article I of the California Constitution.

(d) For purposes of subdivision (a), the requirement that the agenda be posted on the local agency's Internet Web site, if the local agency has one, shall only apply to a legislative body that meets either of the following standards:

(1) A legislative body as that term is defined by subdivision (a) of Section 54952.

(2) A legislative body as that term is defined by subdivision (b) of Section 54952, if the members of the legislative body are compensated for their appearance, and if one or more of the members of the legislative body are also members of a legislative body as that term is defined by subdivision (a) of Section 54952.

(e) This section shall become operative January 1, 2026.

**SEC. 6.** The Legislature finds and declares that Sections 1 and 2 of this act, which amend Section 54953 of the Government Code, impose a limitation on the public's right of access to the meetings of public bodies or the writings of public officials and agencies within the meaning of Section 3 of Article I of the California Constitution. Pursuant to that constitutional provision, the Legislature makes the following findings to demonstrate the interest protected by this limitation and the need for protecting that interest:

By removing the requirement for agendas to be placed at the location of each public official participating in a public meeting remotely, including from the member's private home or hospital room, this act protects the personal, private information of public officials and their families while preserving the public's right to access information concerning the conduct of the people's business.

**SEC. 7.** The Legislature finds and declares that Sections 1 and 2 of this act, which amend Section 54953 of the Government Code, further, within the meaning of paragraph (7) of subdivision (b) of Section 3 of Article I of the California Constitution, the purposes of that constitutional section as it relates to the right of public access to the meetings of local public bodies or the writings of local public officials and local agencies. Pursuant to paragraph (7) of subdivision (b) of Section 3 of Article I of the California Constitution, the Legislature makes the following findings:

This act is necessary to ensure minimum standards for public participation and notice requirements allowing for greater public participation in teleconference meetings.

RANCHO SIMI RECREATION AND PARK DISTRICT  
INTEROFFICE MEMORANDUM

DATE: February 15, 2023  
TO: Board of Directors  
FROM: District Manager  
SUBJECT: Public Statements (Items Not On The Agenda) - **Supplemental Information**

For your review, attached please find correspondence that was received subsequent to the posting of the February 15, 2023 Board Meeting agenda.



Dan Paranick  
District Manager



February 6, 2023

Delivered via Email, Standard Mail and Hand Delivery

Mr. Dan Paranick, District Manager  
Rancho Simi Recreation and Park District  
4201 Guardian Street  
Simi Valley, California 93063

Subject: Conejo Valley Multisport Masters (CVMM) / Pool Schedule at Rancho Simi Community Park Pool

Dear Mr. Paranick,

We are Simi Valley residents and members of the Conejo Valley Multisport Masters (CVMM) swim program, which currently holds organized workouts at the Rancho Simi Community Park Pool complex. On January 13<sup>th</sup>, we were stunned and dismayed to receive a verbal notice from the Rancho Simi Recreation and Park District (RSRPD) Recreation Supervisor, advising us that CVMM would be losing its pool time at the Rancho Simi pool effective March 1, 2023. In response, a CVMM Steering Committee was formed to find a mutually agreeable arrangement concerning CVMM's pool time for the remainder of 2023.

A nationally ranked U.S. Masters and triathlon program, CVMM serves adults between the ages of 18 and 85 (average age is 51) and provides coaching and structured training to swimmers and triathletes over a wide spectrum of skill levels, ranging from new beginners to advanced swimmers competing at the national and international level. CVMM currently serves 104 members from the Conejo/Simi Valley area, with thirty members residing within Simi Valley and Oak Park.

CVMM has long regarded itself as an active supportive partner of RSRPD, having utilized the Rancho Simi pool to coach and train local adult swimmers/triathletes for over fifteen years. During this time, CVMM has worked closely with RSRPD recreation staff to co-promote programs and coordinate activities, shifting our training schedule as needed to accommodate RSRPD summer programs. Over the years, both organizations have benefitted greatly from this collaborative effort, and we were understandably shocked and confused upon receiving an abrupt six-week notice to leave the pool without any forewarning or proactive engagement toward an amicable solution.

CVMM's current scheduled use of the pool is as follows: Monday, Wednesday and Friday mornings 6 – 7 a.m. (2 long-course lanes), Tuesday and Thursday evenings 6 – 7 p.m. (5 short-course lanes), Saturday mornings 8 – 9 a.m. (3 long-course lanes). Negotiations to date have resulted in the recreation supervisor granting a one-month extension until March 31<sup>st</sup> to accommodate the 8th Annual Matt Biondi Classic swim meet, with subsequent CVMM pool use limited to only Monday and Wednesday

mornings (6 – 7 a.m.). Unfortunately, such a limited schedule prevents Simi Valley CVMM members from effectively pursuing their various training goals.

We cannot overstate the degree to which CVMM wants RSRPD to succeed and is highly supportive of expanding the aquatics program at the Rancho Simi pool. CVMM members understand that program diversity is essential in building a robust aquatics community. That said, we are utterly mystified as to the rationale and opaque nature of CVMM/RSRPD negotiations in this matter. Other than a general reference for “an expanded and more inclusive aquatics program”, the recreation supervisor has provided little to no guidance or explanation concerning why the largest and most reliable aquatics program cannot continue to rent the facility or how CVMM can continue to play a constructive role in advancing the facility’s aquatics program. We believe this lack of clarity presents a fundamental barrier to a successful resolution, and we are looking to you as RSRPD District Manager to convene both sides for the purpose of finding a mutually agreeable resolution.

While we have intentionally asked our membership to withhold public comment or direct communication with the RSRPD Board of Directors on this issue, we also believe time is of the essence in resolving this matter and would like to schedule a meeting with you and pool management as soon as possible this week to discuss the situation more fully. While we hope that the current impasse is a result of two organizations “talking past each other” and would vastly prefer resolving this issue in private, we are willing if necessary to take our case to the RSRPD Board and the general public should we feel that our concerns are not taken seriously.

Please contact Coach Nancy Reno at [nancy@conejovalleymultisportmasters.com](mailto:nancy@conejovalleymultisportmasters.com) or \_\_\_\_\_ with any questions or concerns. Thank you for your consideration of our situation and we look forward to a constructive conversation with you later this week.

Sincerely,

CONEJO VALLEY MULTISPORT MASTERS STEERING COMMITTEE

Members:

Helen Cox  
Gary King  
Nancy Kilpatrick-Reno  
Shelly Marshall  
William Marshall  
Robert Perry  
Ani Shirinian

CC (RSRPD Staff):

Zach Miller ([zachm@rsrpd.us](mailto:zachm@rsrpd.us))  
Danielle June ([daniellej@rsrpd.us](mailto:daniellej@rsrpd.us))  
Erin Pierik ([erinp@rsrpd.us](mailto:erinp@rsrpd.us))



February 10, 2023

Rancho Simi Recreation and Park District Board of Directors

**RE: Conejo Valley Multisport Masters (CVMM) /Pool Schedule at Rancho Simi Community Park Pool**

Dear Board Members,

I am writing to you today to address the loss of pool rental space at the Rancho Simi Community Park pool. I have been the Head Swim and Triathlon Coach for (CVMM), a non-profit 501 C3 organization for the past 15 years. CVMM has rented pool space during these 15 years and partnered with RSRPD offering various programs over the years. Mainly an adult master's program and a beginner learn to swim adult program. As a renter/partner we have paid twenty to twenty-five thousand dollars annually for the past fifteen years. We have never had any issues or missed a payment. We host a swim meet each year in March to honor 11x Olympic Medalist (8 Gold Medals) Matt Biondi which draws adult swimmers from across the US each year.

CVMM helped RSRPD Pool stay open during Covid-19 by taking out loans to pay higher swim pool rental fees and keep some of the aquatics staff on payroll. I was told that the pool would have closed to everyone including the public had CVMM not rented the pool! CVMM has offered adults 50 and over a structured program to train in year-round for over 15 years. CVMM was the only option for adults in Simi Valley or Oak Park during the pandemic when CVMM continued to offer its programs. We have trained 100's of fitness swimmers, competitive swimmers, open water swimmers and triathletes at the Rancho Simi Pool. The Rancho Simi pool is the only public pool in Simi Valley/Oak Park and CVMM has met the needs of these citizens with much success. We have donated items to the different programs when asked and recently donated six timing touch pads to the Royal High School Swim Team which uses the park pool as their home pool. Value of these pads is about \$6,000.

The CVMM program has grown to over 100 members year-round and, in the summer, we surge to about 150. We are the largest adult swimming program from San Luis Obispo to Pasadena. We have all kinds of swimmers in our program offering something for everyone 18 to 84. Masters swim coaches do not make a living wage we do this because we love swimming and see the mental and physical benefits in our swimmers every day! We are more than a lap swim program we are a group of like-minded fitness swimmers who have built friendships, social activities, and fitness over the past 15 years. We do not turn anyone away and help those adults who cannot afford to pay due to loss of jobs or other financial obstacles. Overall, swimming is one of the safest and most effective forms of exercise for older citizens, providing numerous physical and mental health benefits while minimizing risk of injury when taught by an experienced coach. Here are just a few:



1. Improved physical health: Swimming is a low-impact form of exercise that can help improve cardiovascular health, muscle strength, and flexibility.
2. Better balance and coordination: Swimming requires coordination and balance, which can help improve these skills and reduce the risk of falls.
3. Arthritis relief: The buoyancy of the water can help relieve pressure on joints, making it an ideal form of exercise for people with arthritis.
4. Mental health benefits: Swimming can be a great way to reduce stress, boost mood, and improve mental health.
5. Social benefits: Swimming can provide a sense of community and social support for senior citizens. We support activities from movie nights to meals on wheels for injured/sick teammates.
6. Weight management: Swimming is a great way to burn calories and maintain a healthy weight, which can help reduce the risk of obesity and related health problems.
7. Reduced risk of chronic diseases: Regular swimming can reduce the risk of chronic diseases such as heart disease, stroke, and diabetes.

Why has the largest aquatics group users of the pool (senior citizens, median age 51) been asked to leave the pool? What other groups have been asked to leave for your new program? Why is the only senior female (68 yrs. old) coached program being singled out? I know as do my swimmers in the water that there is plenty of space for our program to continue and allow your programs to grow also. If at some point in the future your programs grow to the point, there is no space we would understand. But today the pool is largely underutilized. We do not understand why management would kick out a 15-year program that is paying rent and meeting the needs of 30 plus Simi and Oak Park residents today for a program yet to be started. In addition, when the Simi Pool is inoperable or too cold to swim, as it has been over the past four months, we have given Simi and Oak Park residents a place to swim in our Thousand Oaks pool location.

I do not understand the business reason to call me in on January 13<sup>th</sup> and tell me you're creating a more inclusive program that Simi residents are looking for without even doing a survey of the community. This was done verbally without anything in writing. We were told to be out of the pool March 1<sup>st</sup>. We were asked to be gone with less than a six-week notice. And for what? To this day no one on the RSRPD staff or management team has told us what program is replacing us? We have learned from the close-knit swim community that your Recreation Coordinator has asked one of our coaches to help her build a program like we have at CVMM. We are the biggest supporters of Aquatics you will ever find, we should be thriving together. We have had a long-term great relationship with the RSRPD, and we would like to continue that.

I have given the Aquatics team information on how to renovate the pool at lower cost than traditional renovations speeding up the pool closure time. I've been asked by Aquatics Supervisor what programs would help Rancho Simi aquatics grow and have offered suggestions. I've been asked about all the pool outages and tried to offer preventative maintenance ideas used by other pools. We truly want to be a partner in Aquatics.

We have been a partner with RSRPD over the years we have been meeting the needs of the adult swim community year-round at no cost to you. Our program fills the need of the City and Park and Recreation to meet a diverse senior citizen population at no cost to you, in fact you gain revenue from our pool rental.

We are asking to continue to rent our small amount of pool time year-round and continue to support the needs of the adult and senior swimming population.

Thank you,

Nancy Kirkpatrick-Reno

Head Coach and CEO

[Nancy@conejovalleymultisportmasters.com](mailto:Nancy@conejovalleymultisportmasters.com)

### **Coach Reno holds the following certifications and Achievements –**

United States Masters Coach of the Year 2008

Southern Pacific Masters Coach of the Year three times. (2008, 2016, 2018)

Certified US Masters Swim Coach, Level 4, highest level.

Certified USA Swimming Coach Level 3

Certified USA Triathlon Coach Level 1, 10 years plus coaching Triathlon

Certified Safe Sport (every year)

NSPF Certified Pool Operator

Certified Red Cross CPR & First Aid

Certified Red Cross Coaches Safety Training.

Lifetime Member of ASCA – American Swim Coaches Association

Her swimmers have achieved hundreds of World Record, USA Records, National and World Top Ten times.

Her videos have achieved over 78,000 views on UTUBE.

She has authored articles for LA Times Health and Fitness section to help individuals who are not exercising to get up off the couch and to a local pool.

She has authored articles on exercise in the pool for Weight Watchers.

She has written workouts for the US Masters Magazine for race prep and general workouts.

2008-2012 Amgen Corporate Triathlon Team Co-Head Coach for Malibu Triathlon.

Triunfo YMCA Board Member (2007-2009)

Southern Pacific Masters Swimming Board Member

Board of Directors  
Rancho Simi Recreation and Park District

February 13, 2023

To: Rancho Simi Recreation and Park District Board of Directors  
Re: Conejo Valley Multisport Masters (CVMM)/Pool Schedule at Rancho Simi Community Park Pool

I am one of dozens of adult swimmers who will be adversely affected by the sudden and distressing decision by Rancho Simi Recreation and Park District (RSRPD) recreation staff to terminate our group's pool time at the Rancho Simi pool effective March 1, 2023. Our program, Conejo Valley Multisport Masters (CVMM), has used the pool for its adult swim coaching for more than fifteen years, and is featured as one of the Simi Valley Athletic Organizations in the RSRPD recreation guides and listed by RSRPD under their Aquatics Classes.

CVMM provides adult swimming coaching at all levels from beginning swimmers to individuals competing at the national and international level. We have swimmers who learned to swim with us fifteen years ago and have gone on to complete major open water swims like the English Channel crossing. We have an eleven-time Olympic medalist in our squad. From the twenty-year old who wants to swim without the commitment of an NCAA training regime to the budding tri-athletes perfecting their stroke to the seniors who want to stay in shape, we accommodate them and everyone else in between. Our program serves adults between eighteen and eighty-five. Our average age is 51. We have a hundred and four members from the local area. Thirty are Simi Valley/Oak Park residents. Our program is a nationally ranked U.S. Masters Swimming team, and one of the fastest growing in the country (ranked second last year). It is something that the Simi community should, and has always, embraced with pride.

Since learning of the directive to leave the Simi pool, our coach, Nancy Reno, has worked patiently and diligently with the RSRPD Recreation Supervisor to understand the rationale behind the decision, to request an extension of the deadline, and to request reconsideration. As a result of her negotiations and conversations with RSRPD staff, we have learned that RSRPD is interested in developing its own aquatics program and desires additional pool time/space to accommodate it. No further details have been provided.

Our team currently uses the pool for four morning and two evening one-hour practices each week. As a result of several conversations with the Recreation Supervisor, Coach Nancy was able to negotiate a one-month extension of the deadline from the beginning to the end of March, and continuing use of the pool on Monday and Wednesday mornings (6 – 7 a.m.). The team requested that evening and Saturday morning pool use also continue. On January 27, the Recreation Supervisor offered that our program would also be able to return one evening a week, which our team was happy to accept. However, in a retaliatory move, the same staff member withdrew this offer a week later after being informed that CVMM would continue to pursue its other time slots by bringing the matter to the attention of the RSRPD Board.

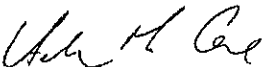
We only occupy a few lanes at the Rancho Simi pool (we swim several folks to one lane), and most of the time the rest of the pool is empty or nearly so. This is particularly true between September and May. It's cold and dark (and often windy) between six and seven in the morning and evening, and takes some dedication and hardiness to be in the pool or on deck in a swimsuit. It's not for everyone. In the mornings, there are only two or three lap swimmers outside our lanes. We have endured multiple equipment and pool heater outages over the past few years, including many days where we have swum in water below 78 degrees. It is hard to find members of the public willing to do that (and pay for it).

Our rental price is \$13 per long-course lane and \$6 per short-course lane versus \$1.20 - \$2 per lane paid by the public lap swimmers. We also pay the lifeguard cost at \$29/hour. We provide stable and reliable funding that helps cover the pool's operational costs. Our annual pool rental is over \$20,000 per year. We also bring in other revenue to the City. Our swimmers drive in from the San Fernando Valley, and throughout Ventura County to train with us. They shop, dine and fill their vehicles in Simi Valley.

We are fully supportive of a new Simi aquatics program. There is plenty of room at the pool for both, or for a joint one. Our group occupies only 2 out of 8 long-course lanes in the mornings, and 5 out of 16 short-course lanes in the evenings. Most of the other lanes are empty. Why not start a new program in those lanes? It is baffling to us why one would want to close an active successful program that took so long to build if one is trying to expand aquatics offerings. We are happy to co-promote programs, as we have always done, and to build a partnership whereby Simi can take pride in the existing program and build alongside it and with it. If the proposed new aquatics program expands beyond the available capacity of the empty lanes surrounding ours, we're flexible over times and space to accommodate the growing program.

We look forward to your review and reconsideration of this decision. Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Helen Cox". The signature is fluid and cursive, written in a professional style.

Helen Cox

✓  
**Sandee Covone**

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**From:** noreply=revize.com@turbo-smtp.info on behalf of noreply@revize.com  
**Sent:** Monday, February 13, 2023 10:57 AM  
**To:** comments  
**Subject:** Board contact submit form

checkbox-group-1652168297644[] = on  
text-1652168298762 = Dusty Nabor  
text-1652168299200 = Westlake Village  
text-1652168299616 =

textarea-1652168301152 = I write you today on behalf of the Conejo Valley Multisport Masters program. A program that I have been a member of for more than 12 years now. My goal by writing to you would be to leave you with an understanding of, one, how much this program means to me and my teammates and, two, a better understanding of the value this program brings to the entire community. During my years with CVMM I have seen and been a part of a masters program that embodies what it means to be inclusive, diverse and welcoming while maintaining a high level of athletic training. This program has produced many National Champions and been the home to former Olympic medalists. At the same time, providing a safe and nurturing space to first time, adult onset swimmers. Not an easy thing to do within the same practices and environments. However, as good as CVMM is at bringing the sport of swimming to all adults, its real meaning lies in the general benefit to the community. You see, CVMM makes it a point to build relationships outside the pool. Over the years I have attended team functions, holiday parties and socials. Of course we see some members come and go as life takes them in different directions but the vast majority of the team are all long time members. The bonds and friendships formed through this team are lifelong. I've been to BBQ's, birthday parties, weddings and yes, even a funeral. I've also seen new members come from all over the country and even the world to make our community their home. As anyone who has ever moved to a new area knows, it can be very difficult to cultivate new friendships in a new town. One of the easiest ways to do this is through a shared hobby or, even better, a shared sport. CVMM provides an easily accessible route to meeting new people while endeavoring to maintain a healthy lifestyle. I share these anecdotes today about the CVMM team because it is my understanding that the district wishes to also implement a swim program. One that also embodies the same goals of diversity, inclusion and athletics but one that replaces CVMM. While this goal is to be applauded as it is a very worthwhile goal, might I suggest looking to CVMM as the model and not something to do away with. What you would be essentially doing is removing a proven entity of the community for an experiment. CVMM has already accomplished what the district is looking to do. I ask that the district not only let our program continue to use the Rancho Simi facilities but to use CVMM as a resource and not view it as a road block in your pursuit of bringing aquatics to the community. It seems clear we all have the same goal. Thank you.

Client IP = 67.52.177.142

## Zach Miller

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**From:** Robert Perry |  
**Sent:** Tuesday, February 14, 2023 12:29 PM  
**To:** Kate O'Brien; Dan Paranick; Zach Miller; Erin Pierik  
**Cc:** Nancy Reno; Gary King; Ani Shirinian; Helen Cox; William Marshall; Shelly Marshall  
**Subject:** Conejo Valley Multisport Masters (CVMM) / Pool Schedule at Rancho Simi Community Park Pool  
**Attachments:** Perry - Ltr to RSRPD 2023-02-14.pdf

Note: a copy of the letter below is attached as a .pdf document. We will also be bringing hardcopies for the Board of Directors at tomorrow's RSRPD meeting.

Dear RSRPD Directors and Staff,

We have been residents of Simi Valley for roughly two and a half years (and wish we had moved here a lot earlier!). In fact, it was because the Rancho Simi facility was one of the few aquatics facilities still offering swim workouts during the pandemic that we began focusing our house-hunting efforts in the Simi Valley area. As long-time swimmers, finding a quality aquatics center with an established masters swim program was a major incentive and we were thrilled to find a house down the road from the Rancho Simi facility, which we love because of its spacious layout within the beautiful Rancho Simi park.

For us, organized swim workouts help us maintain physical and emotional equilibrium, and it is the supportive structure and camaraderie of the CVMM program that gets us out of bed in the pre-dawn hours and down to the pool before 6 a.m., especially during the winter months when the wind chill drops below 40 degrees! It always helps to know that there will be fellow kindred spirits down at the pool who will push us to bring our best effort every morning, and as a result, our early morning ritual with CVMM has become a central element of our life in Simi Valley.

We understand and fully support the effort by the Rancho Simi Recreation and Parks District (RSRPD) to increase attendance and program offerings at the Rancho Simi pool. *What we don't understand is why the RSRPD appears to regard the CVMM program as an impediment towards reaching that goal.* At present, CVMM workouts occupy approximately 25-30% of pool space and there is ample open space to schedule and host other aquatics programs. We would love to work with RSRPD to fill that unused space and come to a pool fully utilized by the entire community.

As an established aquatics institution, CVMM is invested in helping Rancho Simi to expand all its aquatic activities. CVMM members understand that for many, aquatics is a lifestyle choice that grows only through a program that promotes widespread community participation at all ages, levels and activities. CVMM also understands that higher utilization of the pool will generate more revenue to help pay for ongoing maintenance and upgrades. CVMM wants Rancho Simi to operate successfully and offer the highest value to the Simi Valley community!

*In conclusion, swimming is a valuable life skill that can save your life and the lives of others.* For a community located within a short drive of the Pacific Ocean, we believe that developing a strong aquatics program offers critical public safety benefits that are in the best interests of Simi Valley residents and neighboring communities. All we ask is for the RSRPD to constructively engage CVMM

as an active partner in any future plans for the Rancho Simi Pool and for both organizations to work together to build a robust aquatics program.

Thank you for your time and consideration. Please feel free to contact us if you have any questions or would like to discuss this matter further.

Sincerely,

Robert and Melanie Perry

✓

**Robert and Melanie Perry**

Simi Valley, CA 93065

February 14, 2023

By Email and Online Submission

Board of Directors and Staff  
Rancho Simi Recreation and Park District (RSRPD)  
4201 Guardian Street  
Simi Valley, California 93063

Subject: Conejo Valley Multisport Masters (CVMM) / Pool Schedule at Rancho Simi Community Park Pool

Dear RSRPD Directors and Staff,

We have been residents of Simi Valley for roughly two and a half years (and wish we had moved here a lot earlier!). In fact, it was because the Rancho Simi facility was one of the few aquatics facilities still offering swim workouts during the pandemic that we began focusing our house-hunting efforts in the Simi Valley area. As long-time swimmers, finding a quality aquatics center with an established masters swim program was a major incentive and we were thrilled to find a house down the road from the Rancho Simi facility, which we love because of its spacious layout within the beautiful Rancho Simi park.

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***Robert and Melanie Perry***

**Simi Valley, CA 93065**

*In conclusion, swimming is a valuable life skill that can save your life and the lives of others. For a community located within a short drive of the Pacific Ocean, we believe that developing a strong aquatics program offers critical public safety benefits that are in the best interests of Simi Valley residents and neighboring communities. All we ask is for the RSRPD to constructively engage CVMM as an active partner in any future plans for the Rancho Simi Pool and for both organizations to work together to build a robust aquatics program.*

Thank you for your time and consideration. Please feel free to contact us if you have any questions or would like to discuss this matter further.

Sincerely,

Robert and Melanie Perry

## Sandee Covone

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**From:** noreply=revize.com@turbo-smtp.info on behalf of noreply@revize.com  
**Sent:** Tuesday, February 14, 2023 3:33 PM  
**To:** comments  
**Subject:** Board contact submit form

checkbox-group-1652168297644[] = on  
checkbox-group-1652168297644[] = on  
checkbox-group-1652168297644[] = on  
checkbox-group-1652168297644[] = on  
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checkbox-group-1652168297644[] = on  
text-1652168298762 = Calley Prezzano  
text-1652168299200 =  
text-1652168299616 =

textarea-1652168301152 = To the Board of Directors:I am a member of CVMM, the local cross-valley Adult Masters Swim team. I currently practice with our team at the Rancho Simi Community Pool twice a week in the morning. I've been informed by our coach and board that the Simi Parks department is trying to 'evict' our team from the pool.No one seems to be able to figure out why our team will no longer be allowed to rent the pooltime at the Simi pool. I've heard that the Parks Dept. wants to expand their programming. Great- good for them! I don't understand why this is an issue for our pool time- there's literally maybe 2 other swimmers in the pool in the mornings, and we work around the age group club schedules on the weekend. I've been on the team since November 2020, have made dear friends and have swam fast in our annual meet that's been held at the pool (Matt Bondi Invitational). Now, yeah, I've made other plans when the heater goes out at Simi and the pool is too cold to swim in, or when there's been deck repairs of sorts and other pool closures. But having grown up swimming at the Simi pool through CSA Age Group Swimming, it's always been a great spot and I love to see it still in use, for myself and others! Our head coach, Nancy Reno, has made me feel welcome in the community and is constantly working to both promote aquatics to fast swimmers and novice interested folks, too. I now coach Oak Park High School Swimming and our team members are excited to use the Simi pool as life long swimmers themselves.Can you please review the team who's trying to take away our pool time, and rethink this situation? It seems to be illogical and impractical, not to mention loses the pool money- so I really can't figure out why it would be in anyone's interest to stop our team from renting the pool time.Thanks, Calley Prezzano  
Client IP = 76.89.160.161

## Sandee Covone

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**From:** noreply=revize.com@turbo-smtp.info on behalf of noreply@revize.com  
**Sent:** Tuesday, February 14, 2023 9:17 PM  
**To:** comments  
**Subject:** Board contact submit form

checkbox-group-1652168297644[] = on  
text-1652168298762 = Zac Sarich  
text-1652168299200 = Simi Valley  
text-1652168299616 =

textarea-1652168301152 = Dear RSRPD Directors and Staff, My name is Zac Sarich, I'm a current member of the Conejo Valley Multisport Masters swim team. I'm emailing to get some more feedback on our team's use of the Rancho Simi Community Pool. It's been relayed to the team that we will no longer be able to use the pool starting at the beginning of April, and I'm curious as to the reason(s) for why our contract will not be renewed. I usually swim Monday and Wednesday mornings, and I also volunteer coach the Friday morning practice. I will also occasionally come to the Tuesday and Thursday night practices. To my knowledge, CVMM hasn't missed a payment, and over the ~5 years I've been on the team we've been very flexible with pool use (having later evening practice times, switching from long course to short course, putting in/taking out lane lines, consolidating lanes, etc.) to accommodate the other programs/activities happening at the pool. In addition to that, I've noticed that there is ample pool space during our practice times and don't understand why a responsible organization like CVMM is having their contract canceled so suddenly. On a personal note, I'm a resident of Simi Valley, and having practice at a pool 5 minutes from my house gives me greater flexibility to get a swim in. Recently, my wife and I have been taking our two-year-old to play on the playgrounds outside of the pool while the other swims on Saturday morning. We were considering enrolling him in swim lessons at the pool this summer; however, with such an unexpected cancellation of CVMM's lease we're hesitant to do so because we're not sure what the park district has planned for the future of the pool programs. If there are new programs that the park district has in mind it would be nice to have an overview of these programs and what they entail. I've swam my entire life, so I'm all for creating new programs to increase pool traffic; however, it doesn't seem like there's been an effort to have multiple programs coexist to utilize the pool in an inclusive way and encourage children and adults of all ages to come find the program that best fits their needs. Thanks, Zac

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## Dan Paranick

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**From:** Ani Shirinian  
**Sent:** Tuesday, February 14, 2023 10:52 PM  
**To:** Dan Paranick; Zach Miller; Danielle June; Erin Pierik  
**Subject:** CVMM Usage of Rancho Simi Pool

Dear RSRPD Directors and Staff,

I have been a resident of Simi Valley for the past three years, and a member of the CVMM swim team for about seven years. My husband and I originally moved to the Conejo Valley area due to a change in his employment. Shortly after moving to Thousand Oaks and becoming a fully remote employee, I began searching for a masters swim team in an effort to help improve my physical and mental health. I came across CVMM's website and decided to attend the free one week trial that was and still is offered to-date. After my first practice, I was excited to be back in the water, surrounded by coaches and teammates who enjoyed swimming just as much as I did. This sense of comradery had nothing to do with competitions, swim meets or how quickly or slowly I swam. It was simply due to the fact that I was in the water with a supportive group of individuals who were also there to participate in an active workout with a coach on deck.

Over the past seven years, I have attended many of our team practices at the Rancho Simi pool. In fact, aquatics has been a large part of my life over the past 20 years. When I was in high school in a neighboring city, our team would participate in swim meets at the Rancho Simi pool, so I am not a stranger to the area. In my life, I have swam and played water polo on various teams and different pools in Southern California, lifeguarded, taught swim lessons and coached many teams. The pool deck has and will continue to remain a large part of my life. I have noticed a decline in pool usage at Rancho Simi, and would love nothing more than to see the pool thriving and traffic increasing.

I had an opportunity to speak with Erin Pierik (Coordinator at RSRPD) on Monday, February 13, 2023, and it was during this call that I was able to gain a better understanding of why CVMM is no longer able to hold practices at Rancho Simi during our regularly scheduled days and times (effective April 1, 2023). I have copied Erin on this email chain in the event I misunderstood aspects of our conversation. My understanding is that RSRPD Aquatics has been tasked with implementing new programs that will better serve the Simi Valley community. Based on our conversation, this includes a fitness program that would serve adults who seek something more than lap swimming, but who do not wish to join a team that follows a traditional masters program. I think this is a wonderful idea and I fully support it.

My confusion lies in the fact that RSRPD sees CVMM as a roadblock to meeting this goal. I have been to all of the workouts that are currently held at the Rancho Simi pool, and with the exception of Tuesday and Thursday evening workouts over the summertime, it is clear that there is ample pool space to accommodate our team, lap swimming, lessons and other rental groups that utilize the group. I would also like to note that in the past seven years that I have been an active swimmer at the Rancho Simi pool, I have never been approached by any aquatics staff members asking what I would like to see at the pool. I have never seen a survey or questionnaire requesting input from Simi Valley residents. I am not denying that individuals have approached aquatics staff members with process improvement ideas and programs they would like to see. I am simply stating that of the hundreds of times I have been on deck, I have never been approached, nor have I seen a survey presented.

I am very passionate about our team and the difference we make in our members' lives, so much so that I decided to become a volunteer coach. I help cover workouts when other coaches have conflicts, and I also co-lead our Pre-masters program. Our head coach, Nancy Reno, developed a Pre-masters program that focuses on swimmers who can swim freestyle across a 25 yard pool who are seeking stroke technique improvements, preparation for a competition or triathlon, building endurance, or simply lap swimmers who seek a more structured workout.

Our currently scheduled workouts are as follows: Monday/Wednesday/Friday from 6:00-7:00am, Tuesday and Thursday from 6:00 to 7:00pm, and Saturday from 8:00-9:00am. Since having my son, my husband and I can no longer swim during the same workout, so we balance our schedules to allow both of us opportunities to swim. He typically swims in the mornings and is a volunteer coach that coaches Friday morning. I typically attend weeknight workouts, and we switch off on Saturdays. Losing access to the pool as a team will definitely impact both of our abilities to workout.

At the end of the day, I understand that the Rancho Simi pool belongs to the City of Simi Valley and not CVMM or any other rental groups. However, given that I am a Simi Valley resident, I wanted to voice my thoughts and concerns, and pose the question of why it is that this decision was made, and with short notice. I would be more understanding of the situation if the pool was fully utilized during our practice times; however, that is simply not the case. Programs take time to build, especially year round programs. If the situation were different and the pool was fully utilized resulting in a negative impact on RSRPD programs, I would not question why it is that CVMM would not be allowed to use the pool per our current schedule.

I would appreciate an in-person discussion to figure out a resolution that would allow CVMM's relationship with RSRPD to continue in a way that would benefit both organizations. If this includes losing or rescheduling pool time to accommodate growing programs, I welcome the dialogue.

Thank you for your time in reading this email.

Sincerely,

Ani Sarich

## Dan Paranick

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**From:** Ray McLaughlin  
**Sent:** Wednesday, February 15, 2023 11:26 AM  
**To:** Dan Paranick  
**Subject:** Lending Support CVMM

Hi,

I am writing to lend my support for Nancy Reno and the CVMM swim program. I have been a member of the team for over 12 years. My experience with the team and swimming in general has been very positive; I do think Nancy and the club, working with you and your team, could partner to build out an even more beneficial program for the Simi community. The best part of the program is that we welcome all skill levels where everyone has the chance to progress and develop at their own pace.

Thanks for taking the time to consider my support.

-Ray

Ray McLaughlin  
OCIO  
Farmers Insurance

Proprietary

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## Sandee Covone

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**From:** noreply=revize.com@turbo-smtp.info on behalf of noreply@revize.com  
**Sent:** Wednesday, February 15, 2023 12:49 PM  
**To:** comments  
**Subject:** Board contact submit form

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text-1652168298762 = Lisa Inouye

text-1652168299200 = Calabasas

text-1652168299616 =

textarea-1652168301152 = Dear Esteemed Board Members, My name is Lisa Inouye. I am writing in attempts to save the Conejo Valley Multisport Masters Team from losing our swim time at the Rancho Simi pool. I am a member of CVMM and I have swam on the team at the Rancho Simi pool since 2010. The CVMM has made a positive impact on myself and the community. And now to hear we have been asked to leave the Rancho Simi Pool is unconscionable. I swim with this team because we are an inclusive to age, race, gender identity, LGBTQ etc. And just to give context, I'm an older Asian female who learned to swim with CVMM. Over the past 13 years the specific reason I make the drive from Calabasas to this pool, is to swim with this group of people and to be coached by Nancy Reno. CVMM has never missed a payment to the pool. And each time I drive out to the Rancho Simi pool, I end up frequenting Simi restaurants, grocery stores and gas stations. I am one of many team members who contribute to the Simi Valley businesses. Because of CVMM at Rancho Simi Pool's 50 meter course Long Course I have been able to enter several international Ironman triathlons and sporting events in which endurance swimming is required. I hope you will re-examine Rancho Simi Parks And Rec's decision to ask us to leave your community. Warmest Regards and Respect Lisa Inouye

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