

Rancho Simi Recreation and Park District Board of Directors Meeting

A G E N D A

Wednesday, April 17, 2024 at 6:30pm

Rancho Simi Recreation and Park District
4201 Guardian Street, Simi Valley, CA 93063 • Activity Room 3

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 participate or view the meeting:

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

Via Zoom. <https://us02web.zoom.us/j/88035378179?pwd=OFNQdld5azZVdURqZDJEBHhmZnBJdz09>

Via Phone. Please call 1-669-900-6833. Enter Meeting ID: 880 3537 8179. Passcode: 248472.

View Via YouTube. Click <https://www.youtube.com/rsrpd>

If you would like to speak, please follow these simple steps:

- 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 you would like to speak about an item that 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 people in attendance who would like to comment on the item.

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 on the Agenda that require action will likely be voted upon by the Board of Directors. We appreciate your attendance and hope to see you again.

BOARD OF DIRECTORS

Chair
Elaine Freeman

Vice Chair
Ed Abele

Director
Brian Dennert

Director
Josh Gray

Director
Kate O'Brien

STAFF
District Manager
Dan Paranick

To view this meeting, please visit youtube.com/rsrpd or click [here](#).

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. AGENDA REVIEW **00:00:57**
4. PUBLIC STATEMENTS (ITEMS NOT ON THE AGENDA) **00:01:04**
5. APPROVAL OF MINUTES **00:05:34**
 - a. Rancho Simi Recreation and Park District Board of Directors Meeting – March 20, 2024
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.) **00:06:19**
 - a. Approval of 3/15/24 Accounts Payable Check Register & 3/8/24 and 3/22/24 Payroll Check Registers
 - b. Approval of Notice of Completion and Final Acceptance for the Arroyo Simi Greenway Phase 4 Construction Project
 - c. Authorization to Solicit Bids for Weed Abatement Services at Various District Parks and Open Space Areas
7. PRESENTATIONS, SCHEDULED ITEMS AND PUBLIC HEARINGS
 - a. Recognition of Earth Day Award Winners for their Contributions to Environmental Stewardship and Sustainability: Dr. Stephen Pietrolungo, Daimian Carrillo, Noe Cisneros, Adrian Quezada, Occie Real, Dylan Dang, Thomas Arreola, Raquel Kanalz, Sophia Piscitello, Chloe Dennert, and Jetta Rose – Verbal Report **00:07:03**
 - b. Presentation of Resolution No. 2074 to Brian Reed, Golf Course Manager, Recognizing His Retirement on April 30, 2024 and His Contributions and Service to the Rancho Simi Recreation and Park District **00:17:39**
 - c. Presentation of the Full-Time Employee of the Month for March 2024 to Jason Duarte, Groundskeeper I **00:33:26**
 - d. Presentation of the Part-Time Employee of the Month for March 2024 to Spencer Borth, Assistant Site Director **00:38:05**
 - e. Annual Presentation by the Simi Valley Historical Society – Verbal Report **00:39:31**
 - f. Annual Presentation by the Rancho Simi Foundation – Verbal Report **00:55:25**
8. CONTINUED BUSINESS – NONE

9. NEW BUSINESS

- a. Review and Consideration of Memorandum of Understanding (MOU) between the UC Cooperative Extension Ventura County Master Gardener Program and Rancho Simi Recreation and Park District **01:20:03**
- b. Authorization to Purchase Two (2) 2023 Ford F-150 Crew Cab 4x4 Lightning Pros and One (1) 2023 Ford E-Transit T350 Medium Roof Cargo Van from Downtown Ford of Sacramento, California, under CMAS Contract No. 1-22-23-20F; and Authorization to Purchase (1) Chevrolet Silverado 3500 HD 4x4 Regular Cab with Royal Toolbox Upfit from Winner Chevrolet of Elk Grove, California, under CMAS Contract No. 1-22-23-20D **01:26:04**
- c. Consideration of California Special Districts Association (CSDA) Call for Nominations to Fill Coastal Network Seat A and B on their Board of Directors for the New Term from 2025 to 2027 **01:36:30**

10. WRITTEN COMMUNICATIONS OF NOTE **01:41:01**

11. REPORTS BY BOARD MEMBERS **01:42:09**

12. REPORT BY DISTRICT MANAGER **02:06:58**

13. CLOSED SESSION **02:19:02**

- a. Closed Session Pursuant to Government Code Section 54956.95
Claimant: Alex Fitzsimmons
Agency Claimed Against: Rancho Simi Recreation and Park District

14. ADJOURNMENT



Dan Paranick, District Manager / District Clerk

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.

Rancho Simi Recreation and Park District Board of Directors Meeting

MINUTES

Wednesday, March 20, 2024, 6:30pm

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

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

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE – Chair Freeman called the Meeting to order at 6:31pm. The Pledge of Allegiance was led by Director O'Brien.
2. ROLL CALL – Directors Dennert, Gray, O'Brien, Vice Chair Abele, and Chair Freeman were in attendance. Staff in attendance included: Richard Lemmo, Jeannie Liss, Zach Miller, Wayne Nakaoka, Dan Paranick, Theresa Pennington, Alex Stumfall, Gina Viecco, and District Counsel Ryan Guiboa.

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

3. AGENDA REVIEW- There were no changes to tonight's Agenda.
4. PUBLIC STATEMENTS (ITEMS NOT ON THE AGENDA)

Glenn Lipman's son, Brian, is the owner of Longball Academy here in Simi Valley. Mr. Lipman is speaking on behalf of Longball Academy and all Simi Valley Youth Baseball and Softball teams. They are requesting the removal of design use #25 under Ordinance #3 and are also requesting the removal of the park rule "no hitting baseballs on a softball field." Currently there is not enough practice space for all the teams, by removing these rules it would allow more practice fields to be available.

Rebecca Jeffrey is an eighth grader at Hillside Middle School. She thanked Director Dennert for suggesting she speak at a meeting. Currently, there is only one handball court located at Mayfair Park. An additional handball court would be helpful for the sport which is currently growing. She thanked the Board for their work in the community and asked what she can do to help get an additional court in Simi Valley. District Manager Dan Paranick suggested collecting data relating to how many people are playing handball to demonstrate current demands.

5. APPROVAL OF MINUTES
 - a. Rancho Simi Recreation and Park District Board of Directors Meeting – March 6, 2024 – Motion: Director O'Brien moved to approve the Minutes as written. Director Gray 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 2/29/24 Accounts Payable Check Register and 2/23/24 Payroll Check Register - Motion: Director O'Brien moved to approve the Consent Agenda. Director 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 Part-Time Employee of the Month for February 2024 to Brandon Pearce-Harris, Youth Sports Referee – Staff Report was provided by Theresa Pennington, Director of Administration. Brandon has worked for the District for 5 years; this is his 1st award. Brandon was unable to attend tonight's meeting and will receive his check and plaque during work hours. The entire Board thanked Brandon for working in several different positions within the District.

8. CONTINUED BUSINESS – NONE

9. NEW BUSINESS

- a. Authorization to Purchase Two (2) New Ford F-550, Regular Cab and Chassis, from Downtown Ford of Sacramento, California, Under CMAS Contract No. 1-22-23-20F – Staff Report was provided by – Staff Report was provided by Wayne Nakaoka, Director of Planning and Maintenance. According to Downtown Ford's Fleet Sales Representative, these vehicles were originally ordered for another municipal agency who only purchased a portion of their initial order leaving these two vehicles available. Funds for the purchase have been earmarked in the District's approved Budget for FY 2023-24.

O'Brien asked if the price quote from last October is still valid. Nakaoka responded, yes and it is a great deal for the District.

Freeman asked how the trucks would get to the District. Nakaoka replied, the delivery fee is included in the price of the vehicles.

Motion: Director Gray moved to approve the purchase of 2 vehicles from Downtown Ford of Sacramento. 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

Director Dennert received an email with feedback regarding Oak Park Pickleball Courts. The contractor did not include sand in the painted lines, this is needed for the balls to bounce correctly. They also complained the worker onsite was rude to them. Vice Chair Abele received the same email.

11. REPORTS BY BOARD MEMBERS

Vice Chair Abele asked if there is an update regarding the complaint about the pickleball lines being painted incorrectly. Director of Recreation Zach Miller is aware of the issue and District staff are working to get it corrected. He would like the public to be invited to the ribbon cutting for the Arroyo Greenway project along with local dignitaries and elected officials. Paranick replied, Community Outreach Officer Richard Lemmo is already working on this.

Director Dennert was at Runkle Canyon for a volleyball match when someone made inappropriate comments to the players. District Rangers responded right away, and the players felt safe to continue their game. He spoke to Earth Savers, which is a group of about five eight-year-olds wanting to save the world. They have created custom Bug Hotels, see Dennert if interested in having one of these hotels.

Director Gray appreciated seeing the social media post about the Medallion Hunt. He congratulated Dennert on receiving the Roy Erickson Civic Education Leadership award from the California Council for Social Studies. He wished his wife a happy 1-year wedding anniversary. He thanked Jeannie Liss for collaborating with them on their wedding held at Strathearn Historical Park.

Director O'Brien attended the State of the (Simi Valley) City talk today. It was a different format this year with the Mayor providing comments via a pre-recorded video instead of in-person. She and Freeman went to Rancho Simi Community Center to see the Little House on the Prairie setup. It was impressive and she is excited to volunteer on Sunday. She also congratulated Dennert on his award.

Chair Freeman attended the "Every 15 Minutes" Assembly at Simi High school. It is an amazing event with a lot of coordination between agencies. She was invited to attend the Ventura County DA's Office community event for Family Justice Centers. There is currently a center in Ventura, another will open in Oxnard with the goal of having an additional center in East Ventura. She attended the State of the City today with O'Brien. The Little House on the Prairie setup has been done very professionally. Miller added there will be an interview tomorrow on Good Morning America from the Little House location.

12. REPORT BY DISTRICT MANAGER – Dan Paranick provided comments. District staff have started the budget process for 2024/25. Outreach to Oak Park will include office hours by Board members and/or staff every other month at the Community Center. He provided a presentation to the local Republican Women's group and spoke about the Arroyo Greenway project. Paranick and staff will be meeting with a representative from Ventura County Behavioral Health to discuss

possibly implementing enhanced mental health education and programming. Regarding the per capita grant for the Knolls parking lot, staff will attempt to have this re-assigned to the kiosk project. Staff have reviewed the February financials, and everything is in good shape. The BMX status is the same, the City is looking at alternative uses for the land.

Upcoming Events: The rescheduled Active Shooter presentation will be held at 10:00am on April 4th at the Activity Center; this will be recorded for viewing in the future. Thursday, March 28th at 3:30pm will be the Ribbon Cutting for the Arroyo Greenway project.

Future Agenda Items: Historical Society's annual report, contract extension for the Birdie Bar, Master Gardener program at Strathearn, necessary repair work at Sinaloa Golf Course, CSDA Coastal Network nominations, two notices of completion for the Pool and Arroyo Greenway projects, golf fees, and Earth Day certificates.

Committee Activity: Strathearn Historical Society Committee meets the first Monday of the Month.

13. CLOSED SESSION – Chair Freeman announced Closed Session at 7:15pm.

a. Closed Session Pursuant to Government Code Section 54956.8

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Property: Assessor's Parcel Number:
2826-012-014, 015, 018 & 019 and 2826-015-036 (Los Angeles County)
615-0-100-045, 055, 065, 075 & 085 (Ventura County)

Agency Negotiator: District Manager Dan Paranick

Negotiating Parties: Dale and Maggie Poe Ranch, LLC

Under Negotiation: Price, Terms and Conditions Regarding Potential Purchase, Exchange, or Lease of Real Property

Chair Freeman called the Meeting back to order at 7:41pm.

Board action: There was no reportable action taken by the Board.

14. ADJOURNMENT – Chair Freeman adjourned the Meeting at 7:42pm.

Dan Paranick, District Manager/Clerk



ACCOUNTS PAYABLE CHECK REGISTER

March 1-15, 2024

Prepared by:
Heather Ramirez

**Rancho Simi Recreation and Park District
A/P Detail Check Register March 1-15, 2024**

Check #	Check Date	Vendor	Description	Account Description	Amount
3-201	3/01/2024	US BANK-BANKING	Monthly analysis fees	Bank/Credit Card Fees	\$ 225.15
3-216	3/01/2024	AMILIA TECHNOLOGIES USA INC	Monthly Recreation Software Charges + CC fees	Bank/Credit Card Fees	\$ 17,189.25
106283	3/07/2024	ALBERTSONS SAFEWAY	OP Water	Special Department Expense District	\$ 13.18
106284	3/07/2024	ALEXANDER BUICK GMC OF SIMI VALLEY	TRUCK#97, #128	Automotive Equipment/Maintenance	\$ 1,397.60
106285	3/07/2024	ARDALAN CONSTRUCTION - ASG4_CONST	ASG4_CONST	Grants- Arroyo Simi Phase 4 Construction	\$ 204,184.80
106286	3/07/2024	AT & T - Copper Lines	Copper Lines	Utilities Phone/Internet	\$ 54.47
106287	3/07/2024	AT & T - U VERSE	RTCP Maint. Bldg. Internet Service	Utilities Phone/Internet	\$ 116.99
106288	3/07/2024	AT & T - U VERSE	Knolls Fire Station Internet S	Utilities Phone/Internet	\$ 107.00
106289	3/07/2024	AT & T - U VERSE	Mountain View ASC Internet Ser	Utilities Phone/Internet	\$ 181.90
106290	3/07/2024	AT & T CAL NET 3	Phone Service Cal Net 3	Utilities Phone/Internet	\$ 150.49
106291	3/07/2024	AT & T- INTERNET	Mae Boyar ASC Internet Service	Utilities Phone/Internet	\$ 133.75
106292	3/07/2024	BE LIMITLESS FUTBOL SCHOOL	Youth Soccer Instructor	Instructor Fees	\$ 1,422.40
106293	3/07/2024	JAMES BENKERT	Football Clinics Instructor	Instructor Fees	\$ 1,246.00
106294	3/07/2024	SHEPHAN VIDEO PRODUCTION	Videotape and Livestream Board	Professional & Special Services	\$ 1,000.00
106295	3/07/2024	BMC	SV-Supplies	Maintenance - Other Buildings District	\$ 189.62
106296	3/07/2024	BREAKTHROUGH SPORTS LLC	Basketball Instructor	Instructor Fees	\$ 1,899.80
106297	3/07/2024	BRITE TURF LLC	Foothill_neighbor	Maintenance - Other Grounds District	\$ 935.85
106298	3/07/2024	SUZANNE BROCKHAUS	REFIT Instructor	Instructor Fees	\$ 84.00
106299	3/07/2024	BURKE WILLIAMS & SORENSON	Legal Services	Professional & Special Services	\$ 5,327.50
106300	3/07/2024	CAL STATE SITE SERVICES	OP-Porta Potties	Contract Services Grounds	\$ 257.96
106301	3/07/2024	MIGUEL CHAVEZ	Accounting Support	Professional & Special Services	\$ 520.00
106302	3/07/2024	CITY OF SIMI VALLEY-SANITATION	Sewer usage	Utilities Sewer District	\$ 502.76
106303	3/07/2024	CITY OF SIMI VALLEY-WATER	Water usage	Utilities Water District	\$ 6,392.84
106304	3/07/2024	CONDOR INC	RSCP_POOLDECK	Capital Improvements Rancho Simi Community Park	\$ 323,617.50
106305	3/07/2024	DELTA ELEVATOR	Activity Ctr Service	Contract Services Buildings District	\$ 262.03
106306	3/07/2024	DEX COMM	After Hours Answering Service	Utilities Phone/Internet	\$ 174.62
106307	3/07/2024	HOLLY DIPOMA-A 5678 DANCE	Dance Instructor	Instructor Fees	\$ 4,370.40
106308	3/07/2024	DIY HOME CENTER	SV/OP Supplies	Maintenance - Other Buildings District	\$ 87.94
106309	3/07/2024	DUNN-EDWARDS CORP	SV - Paint & Supplies	Maintenance - Other Buildings District	\$ 466.75
106310	3/07/2024	ENGRAVING WIZARD	Employee Plaques and Trophies	Professional & Special Services	\$ 129.77
106311	3/07/2024	ENVICOM CORPORATION	MEDEA CREEK ENVIRONMENTAL PERM	Capital Improvements- Madea Creek	\$ 3,647.61
106312	3/07/2024	FULLER ENGINEERING INC	SV/OP-Pool/Water Features	Pool Equipment/Maintenance District	\$ 3,404.69
106313	3/07/2024	GOLDEN WEST INDUSTRIAL SUPPLY	DRILL BIT SET	Maintenance - Other Buildings District	\$ 462.21
106314	3/07/2024	KATHRYN HAVEN	Fitness Instructor	Instructor Fees	\$ 243.00
106315	3/07/2024	HOUSE SANITARY SUPPLY INC	SV/OP Custodial Supplies	Supplies - Custodial District	\$ 1,251.61
106316	3/07/2024	JIM'S TIRE CENTER	SV - Auto Supplies	Automotive Equipment/Maintenance	\$ 1,563.42
106317	3/07/2024	777 CLEANERS	Ranger Uniform Cleaning Service	Supplies - Uniform Allowance	\$ 122.50
106318	3/07/2024	KNORR SYSTEMS INC	SV/OP Pool Supplies	Pool Equipment/Maintenance District	\$ 163.45
106319	3/07/2024	LET'S RIDE MOTORSPORTS	Golf Cart Repairs SHGC	Other Equipment/Maintenance	\$ 479.26
106320	3/07/2024	LISTER RENTS	SV/OP Concrete	Maintenance - Other Buildings District	\$ 1,006.96
106321	3/07/2024	LITTLE MUSIC MAKERS	PAM Family Music Together Instructor	Instructor Fees	\$ 297.00
106322	3/07/2024	KYLE MENDEZ-MENDEZ FABRICATION	ALUMINUM PLATES FOR ARROYO SIGNS	Maintenance - Other Buildings District	\$ 1,758.88
106323	3/07/2024	BRANDI MICHEL	Odyssey of the Mind Instructor	Instructor Fees	\$ 300.00
106324	3/07/2024	NAPA AUTO PARTS	SV Parts & Supplies	Automotive Equipment/Maintenance	\$ 728.51
106325	3/07/2024	O'REILLY AUTO PARTS	SV/OP Auto Maint.	Automotive Equipment/Maintenance	\$ 198.94
106326	3/07/2024	ORKIN	SV/OP Pest Control	Contract Services Buildings District	\$ 1,365.92
106327	3/07/2024	PAPER RECYCLING & SHREDDING	Shred Service	Contract Services	\$ 176.00
106328	3/07/2024	PEPPERTREE BUSINESS PARK LLC	Guardian Street Business Park	Professional & Special Services	\$ 623.52
106329	3/07/2024	PRUDENTIAL OVERALL SUPPLY	SV/OCCP-Uniform Rentals	Supplies - Uniform Allowance District	\$ 602.17

**Rancho Simi Recreation and Park District
A/P Detail Check Register March 1-15, 2024**

Check #	Check Date	Vendor	Description	Account Description	Amount
106330	3/07/2024	REXEL	SV-Electrical Supplies	Maintenance - Other Buildings District	\$ 2,350.50
106331	3/07/2024	SC FUELS	Fleet Oil	Supplies - Gasoline, Oil Fleet District	\$ 3,399.24
106332	3/07/2024	SHERWIN WILLIAMS CO	SV/OP - Paint & Supplies	Maintenance - Other Buildings District	\$ 39.19
106333	3/07/2024	SITESERVER INC	Internet ASC	Utilities Phone/Internet District	\$ 745.00
106334	3/07/2024	SOUTHERN CALIFORNIA EDISON	Electricity usage	Utilities Electric District	\$ 14,317.47
106335	3/07/2024	SOUTHERN CALIFORNIA GAS CO	Gas usage	Utilities Gas District	\$ 1,943.49
106336	3/07/2024	SPECTRUM BUSINESS	Cable TV / Internet RSSCC	Utilities Phone/Internet RSSCC	\$ 749.00
106337	3/07/2024	STERLING GARDENS INC	Vista_Del-Arroyo_plants	Maintenance - Other Grounds District	\$ 1,351.35
106338	3/07/2024	TAPO PLUMBING SUPPLY	SV/OP Gnds Supplies	Maintenance - Other Buildings District	\$ 392.82
106339	3/07/2024	RON TERRIT	Reimbursement for telephone	Utilities Phone/Internet	\$ 240.00
106340	3/07/2024	STACY A THOMPSON	ASL Kids Instructor	Instructor Fees	\$ 210.00
106341	3/07/2024	US BANK-CAL CARD	District Cal-Card purchases	Special Department Expense	\$ 62,551.63
106342	3/07/2024	VENTURA DJ'S	Monthly DJ Services Alt Rec Dance	Professional Services	\$ 200.00
106343	3/07/2024	WALTERS WHOLESALE ELECTRIC	SV-Electrical Supplies	Maintenance - Other Buildings	\$ 79.22
106344	3/07/2024	WASTE MANAGEMENT	Refuse Disposal	Refuse Disposal	\$ 3,120.45
106345	3/07/2024	WESTERN NRG INC	Computer Support	Professional & Special Services	\$ 994.00
106346	3/07/2024	WESTLAND CIVIL INC	CONST_STAKING_ASG4	Arroyo Simi Phase 4 Construction	\$ 1,440.00
106347	3/07/2024	Z SIGNS AND GRAPHICS INC	NEW SPLASH PAD SIGN OP	Pool Equipment/Maintenance Buildings	\$ 536.25
106348	3/07/2024	COMMERCE TRUCK & EQUIPMENT SALES LLC	NEW WATER TRUCK	Capital Improvements RSRPD Activity Center	\$ 146,071.09
3-213	3/07/2024	CALIFORNIA FRANCHISE TAX BOARD	February pre-payment of GC sales tax	Sales Tax Payable	\$ 1,009.84
3-215	3/07/2024	ITS- INTEGRATED TELEMANAGEMENT SERVICES	On-Line Payment- Phone service	Utilities Phone/Internet	\$ 1,833.73
3-214	3/11/2024	SHELL PAYMENT CENTER	DISTRICT GAS PURCHASES	Supplies - Gasoline, Oil Fleet District	\$ 17,328.70
106349	3/14/2024	ADIDAS AMERICA INC	Golf Shop Merchandise	Inventory	\$ 1,072.64
106350	3/14/2024	AMERICAN RED CROSS	Certifications - CPR/Safety/Lifeguard	Education & Travel Expense District	\$ 2,384.00
106351	3/14/2024	AT & T - U VERSE	Garden Grove ASC Internet Service	Utilities Phone/Internet	\$ 85.60
106352	3/14/2024	AT & T - U VERSE	Strathearn Internet Service	Utilities Phone/Internet	\$ 117.70
106353	3/14/2024	AT & T CAL NET 3	Internet Fiber Connection	Utilities Phone/Internet	\$ 762.31
106354	3/14/2024	AT & T CAL NET 3	PHONE SERVICE CAL NET 3-Sinaloa Golf Course	Utilities Phone/Internet	\$ 58.22
106355	3/14/2024	BREAKTHROUGH SPORTS LLC	Basketball Instructor	Instructor Fees	\$ 529.20
106356	3/14/2024	BRINKS INC	Weekly deposit pick up	Bank/Credit Card Fees	\$ 947.80
106357	3/14/2024	CAL STATE SITE SERVICES	SV-Porta Potties	Contract Services Grounds District	\$ 201.91
106358	3/14/2024	CAL-COAST MACHINERY	JOHN DEERE GATOR	Other Equipment/Maintenance	\$ 1,840.56
106359	3/14/2024	CAPRI	Annual Workers Comp Ins & Prop	Insurance State Compensation	\$ 228,774.50
106360	3/14/2024	CITY OF SIMI VALLEY-Water	Water usage	Utilities Water District	\$ 3,734.31
106361	3/14/2024	CLUB PROCURE	Golf Range Supplies	Golf Supplies	\$ 360.00
106362	3/14/2024	CRAGOE PEST SERVICES INC	SGC Gopher Service	Contract Services Grounds	\$ 270.00
106363	3/14/2024	CUSTOMER REFUND	Diana Anderson-refund cancelled class	Refunds Payable	\$ 60.00
106364	3/14/2024	CUSTOMER REFUND	Brianne Yamada-refund	Refunds Payable	\$ 43.50
106365	3/14/2024	CUSTOMER REFUND	Soroptimist Int'l of Simi Valley-Cleaning deposit	Refunds Payable	\$ 100.00
106366	3/14/2024	JENNIFER DEVINE	Art Instructor	Instructor Fees	\$ 897.60
106367	3/14/2024	DIRECT TV	SHGC Clubhouse TV	Utilities Phone/Internet	\$ 199.18
106368	3/14/2024	EVELYN EISELE	Clogging Instructor	Instructor Fees	\$ 42.00
106369	3/14/2024	FERGUSON ENTERPRISES INC	SV Elec/Plumb Supplies	Maintenance - Other Buildings District	\$ 86.35
106370	3/14/2024	FOUR SEASONS LANDSCAPE	(2) Oak Tree Pruning Medea Creek	Contract Services Grounds	\$ 1,150.00
106371	3/14/2024	GARY FRIEDMAN	Watercolor Art Instructor	Instructor Fees	\$ 441.00
106372	3/14/2024	GLOBAL TOUR GOLF	Golf Merchandise and Supplies	Inventory	\$ 475.26
106373	3/14/2024	GOLDEN STATE WATER COMPANY	Water usage	Utilities Water District	\$ 317.87
106374	3/14/2024	MARTIN GONZALEZ	Guitar Instructor	Instructor Fees	\$ 336.00
106375	3/14/2024	GORIAN AND ASSOCIATES	RSCP_POOL_DECK	Capital Improvements Rancho Simi Community Park	\$ 4,873.50

**Rancho Simi Recreation and Park District
A/P Detail Check Register March 1-15, 2024**

Check #	Check Date	Vendor	Description	Account Description	Amount
106376	3/14/2024	INABA HORTICULTURE LLC	OP - Arborist Services	Contract Services Grounds	\$ 937.50
106377	3/14/2024	KNORR SYSTEMS INC	SV/OP Pool Supplies	Pool Equipment/Maintenance District	\$ 510.69
106378	3/14/2024	LET'S RIDE MOTORSPORTS	Golf Cart Repairs SHGC	Other Equipment/Maintenance	\$ 681.95
106379	3/14/2024	NICOLE LEWIN	Yoga Instructor	Instructor Fees	\$ 1,117.80
106380	3/14/2024	LISTER RENTS	SV/OP Concrete	Maintenance - Other Buildings District	\$ 965.81
106381	3/14/2024	DORENA MARTIN	Travelers French Instructor	Instructor Fees	\$ 231.00
106382	3/14/2024	MOBILE MODULAR	Vista ASC, Garden Grove ASC, Hillside ASC	Rents & Leases - Real Property	\$ 2,900.90
106383	3/14/2024	NEWCASTLE MOTORS	REPAIR VEHICLE DAMAGED # 110	Automotive Equipment/Maintenance	\$ 1,683.68
106384	3/14/2024	O'REILLY AUTO PARTS	SV/OP Auto Maint	Automotive Equipment/Maintenance	\$ 325.22
106385	3/14/2024	SANDRA PATTERSON	Aerobic Dance Instructor	Instructor Fees	\$ 365.40
106386	3/14/2024	PAUL WILLIAMS	Cell Phone Reimbursement PT	Utilities Phone/Internet	\$ 90.00
106387	3/14/2024	PREMIER PROPERTY PRESERVATION LLC	OP - Cleaning	Contract Services Buildings District	\$ 5,675.00
106388	3/14/2024	PRICE FORD OF SIMI VALLEY	TRUCK#115	Automotive Equipment/Maintenance	\$ 329.48
106389	3/14/2024	PRUDENTIAL OVERALL SUPPLY	New Jackets (Winter)/ SV & OPCC-Uniforms	Supplies - Uniform Allowance District	\$ 651.07
106390	3/14/2024	REFRIGERATION SUPPLIES DISTRIBUTOR	SV & OP - Supplies	Maintenance - Other Buildings District	\$ 45.93
106391	3/14/2024	SUSAN RIBA	Oil & Acrylic Painting Instructor	Instructor Fees	\$ 441.00
106392	3/14/2024	RUSH TRUCK CENTER INC	TRUCK#109	Automotive Equipment/Maintenance	\$ 2,587.62
106393	3/14/2024	SHERWIN WILLIAMS CO	SV/OP - Paint & Supplies	Maintenance - Other Buildings District	\$ 68.75
106394	3/14/2024	SIMI PACIFIC BUILDING MATERIAL	SV-Hardware/Supplies	Maintenance - Other Grounds District	\$ 257.24
106395	3/14/2024	SNAPOLOGY OF THOUSAND OAKS	PAM Instructor	Instructor Fees	\$ 1,488.00
106396	3/14/2024	SOUTHERN CALIFORNIA EDISON	Electricity usage	Utilities Electric District	\$ 2,676.27
106397	3/14/2024	SOUTHERN CALIFORNIA EDISON	Electricity usage	Utilities Electric	\$ 16,724.20
106398	3/14/2024	SOUTHERN CALIFORNIA GAS CO	Gas usage	Utilities Gas District Utilities Gas OPCC	\$ 679.56
106399	3/14/2024	SPECTRUM ENTERPRISES	Fiber Internet SHGC	Utilities Phone/Internet	\$ 371.95
106400	3/14/2024	TAYLOR MADE GOLF COMPANY INC.	Golf Shop Merchandise	Inventory	\$ 1,839.38
106401	3/14/2024	THE ROB WEST MARKETING COMPANY	Golf Course Websites	Professional & Special Services	\$ 2,200.00
106402	3/14/2024	TITLEIST	SHGC Golf Merchandise	Inventory	\$ 1,536.39
106403	3/14/2024	TRIUNFO WATER & SANITATION DISTRICT	Water usage	Utilities Water District	\$ 6,104.89
106404	3/14/2024	TURF STAR - WESTERN	TORO MOWER OP	Other Equipment/Maintenance Buildings	\$ 1,710.15
106405	3/14/2024	TUSHITA KADAMPA BUDDHIST CENTER	Got Peace Instructor	Instructor Fees	\$ 144.00
106406	3/14/2024	VERIZON WIRELESS	Cell/Radio Service February 20	Utilities Phone/Internet	\$ 2,388.22
106407	3/14/2024	WASTE MANAGEMENT	Refuse Disposal	Refuse Disposal	\$ 1,002.61
106408	3/14/2024	WASTE MANAGEMENT	Refuse Disposal	Refuse Disposal	\$ 8,120.65
106409	3/14/2024	WASTE MANAGEMENT	Refuse Disposal	Refuse Disposal	\$ 1,528.10
106410	3/14/2024	RICHARD WHITE	Wood Carving Instructor	Instructor Fees	\$ 210.00
106411	3/14/2024	JENNIFER WOOD	Zumba Instructor	Instructor Fees	\$ 2,906.40
106412	3/14/2024	XEROX FINANCIAL SERVICES	Copier lease	Rents & Leases - Equipment	\$ 393.02
106413	3/14/2024	YAMAHA MOTOR CORP	Lease Golf Carts	Rents & Leases - Equipment	\$ 10,438.93
106414	3/14/2024	Z SIGNS AND GRAPHICS INC	GATEWAY ASG4	Grants- Arroyo Simi Phase 4 Construction	\$ 4,662.50
106415	3/14/2024	JODY ZIESKA	Keeping Moving Instructor	Instructor Fees	\$ 515.20
				Total:	1,189,608.41



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

PAYROLL CHECK REGISTER – 03/08/2024

Presented to the Board of Directors

Prepared by:

Tracy Heminuk

CHECK REGISTER SUMMARY
3/8/2024

DUF TAXES DEBITED	03/08/24	ADP	70,534.36	FED, STATE, SOCIAL SECURITY, M/C
OCB TAXES DEBITED	03/08/24	ADP	48,203.51	FED, STATE, SOCIAL SECURITY, M/C
DUF ADP DIRECT DEPOSIT	03/08/24	ADP	210,561.68	DIRECT DEPOSIT
OCB ADP DIRECT DEPOSIT	03/08/24	ADP	131,445.33	DIRECT DEPOSIT
DUF ADP CHECKS	03/08/24	ADP	0.00	ADP PAYROLL
OCB ADP CHECKS	03/08/24	ADP	0.00	ADP PAYROLL
DUF WAGE GARNISHMENTS	03/08/24	ADP	607.21	GARNISHMENTS
OCB WAGE GARNISHMENTS	03/08/24	ADP	207.69	GARNISHMENTS
	03/08/24	9433	174.17	Robbie Woods - Final Check
	03/08/24	9434	751.68	Alberto Cardenas - PR 03/08/24
	03/08/24	EFT	1,982.71	EDD - SDI
	03/08/24	EFT	31,616.86	PERS - Classic 535
	03/08/24	EFT	31,681.67	PERS - PEPRA 26602
	03/08/24	EFT	144,888.95	PERS Health - 03/2024
	03/08/24	EFT	9,381.10	Mission Square Retirement - 457 PR 03/08/24

SUBTOTAL: 682,036.92

GRAND TOTAL: 682,036.92

ADP Check Register - PR 03/08/24

Job Title Description	NetPay	AutoDep	File #
Accountant	0.00	969.78	256008
Accountant-Payroll	0.00	2,252.23	103555
Accounting Specialist	0.00	2,118.75	197655
Administrative Assistant III	0.00	75.73	108416
Administrative Assistant IV	0.00	761.95	100957
Administrative Assistant IV	0.00	408.60	160069
Administrative Assistant V	0.00	909.60	103279
Administrative Assistant VI	0.00	975.75	255843
Administrative Assistant VI	0.00	304.46	104897
Administrative Assistant VI	0.00	362.74	107074
Administrative Assistant VI	0.00	603.30	109024
Administrative Secretary	0.00	2,142.91	101779
Administrative Secretary	0.00	2,027.28	105660
Administrative Specialist	0.00	1,948.23	197643
Adult Softball Umpire	0.00	146.61	159889
Adult Softball Umpire	0.00	96.97	105548
Adult Softball Umpire	0.00	193.93	106044
Adult Sports Official	0.00	64.64	255874
Adult Sports Official	0.00	96.97	160313
Assistant Director	0.00	692.28	160006
Assistant Director	0.00	896.21	255829
Assistant Director	0.00	761.44	255828
Assistant Golf Course Superintendent	0.00	2,270.12	101232
Assistant Golf Course Superintendent	0.00	1,416.18	255747
Assistant Pool Manager	0.00	71.11	255765
Assistant Pool Manager	0.00	95.49	255795
Assistant Pool Manager	0.00	133.11	197729
Assistant Pool Manager	0.00	80.00	197724
Assistant Site Director	0.00	799.29	197796
Assistant Site Director	0.00	870.43	197750
Assistant Site Director	0.00	579.03	197666
Assistant Site Director	0.00	582.35	197621
Assistant Site Director	0.00	770.50	160334
Bldgs. Maint. Worker II - Cust	0.00	2,523.41	103181
Bldgs. Maint. Worker II - Cust	0.00	2,125.69	104685
Bldgs. Maint. Worker II - Mech	0.00	2,155.88	108393
Bldgs. Specialist - Electrician	0.00	2,366.39	160026
Bldgs. Specialist - Mechanic	0.00	2,783.99	107332
Bldgs. Specialist - Utility	0.00	818.43	159926
Bldgs. Specialist - Utility	0.00	2,662.74	103556
Bldgs. Specialist - Utility	0.00	1,964.19	105838
Board of Director	0.00	461.75	160300
Board of Director	0.00	272.15	197714
Board of Director	0.00	461.75	106240
Buildings Maintenance Worker I	0.00	2,010.13	100921
Buildings Maintenance Worker I	0.00	1,872.23	255834

ADP Check Register - PR 03/08/24

Job Title Description	NetPay	AutoDep	File #
Buildings Maintenance Worker I	0.00	2,265.07	160120
Buildings Maintenance Worker II	0.00	2,152.19	164645
Buildings Specialist - Pools & Water Features	0.00	1,998.22	170001
Computer Support Specialist	0.00	2,707.53	101054
Crew Leader	0.00	2,329.15	100864
Crew Leader	0.00	2,003.13	101292
Crew Leader	0.00	2,370.69	101805
Crew Leader	0.00	2,142.97	105217
Crew Leader	0.00	2,649.34	105445
Crew Leader	0.00	2,327.39	107478
Crew Leader - Heavy Equipment	0.00	1,674.13	108379
Crew Leader - Irrigation	0.00	2,421.54	159977
Crew Leader-Buildings Maint.	0.00	2,568.12	103430
Customer Service Representative	0.00	2,096.73	106354
Customer Service Representative	0.00	2,101.03	108198
Director of Administration	0.00	4,337.77	106987
Director of Planning & Maintenance	0.00	4,230.23	105972
Director of Recreation	0.00	4,249.89	197748
District Manager	0.00	6,273.62	160284
Executive Assistant	0.00	2,375.86	170010
Golf Assistant I	0.00	446.97	197691
Golf Assistant I	0.00	530.49	255853
Golf Assistant I	0.00	520.47	197784
Golf Assistant I	0.00	480.22	197820
Golf Assistant I	0.00	199.48	197787
Golf Assistant I	0.00	151.45	255988
Golf Assistant I	0.00	365.71	255849
Golf Assistant I	0.00	362.02	255806
Golf Assistant I	0.00	291.81	255996
Golf Assistant I	0.00	450.68	255877
Golf Assistant I	0.00	247.49	256003
Golf Assistant I	0.00	473.76	255827
Golf Assistant I	0.00	754.39	255950
Golf Assistant II	0.00	375.99	197649
Golf Assistant II	0.00	302.22	101300
Golf Assistant II	0.00	842.63	255870
Golf Assistant II	0.00	517.81	256004
Golf Assistant II	0.00	304.07	255848
Golf Assistant II	0.00	248.08	010288
Golf Assistant II	0.00	310.06	197799
Golf Assistant II	0.00	396.42	197792
Golf Assistant II	0.00	671.43	255991
Golf Assistant II	0.00	458.19	255975
Golf Assistant II	0.00	412.11	160217
Golf Assistant II	0.00	352.50	255999
Golf Assistant II	0.00	577.64	255997

ADP Check Register - PR 03/08/24

Job Title Description	NetPay	AutoDep	File #
Golf Assistant II	0.00	451.36	255989
Golf Course Assistant	0.00	295.52	255899
Golf Course Manager - Head Gol	0.00	3,883.86	107370
Golf Professional	0.00	879.64	160118
Golf Professional	0.00	1,105.82	255881
Golf Professional	0.00	713.39	109443
Golf Specialist	0.00	909.25	159929
Groundskeeper I	0.00	1,765.37	255757
Groundskeeper I	0.00	1,708.36	159885
Groundskeeper I	0.00	1,892.20	159944
Groundskeeper I	0.00	1,498.52	197651
Groundskeeper I	0.00	1,432.02	159874
Groundskeeper I	0.00	2,011.29	197653
Groundskeeper I	0.00	1,875.15	197647
Groundskeeper I	0.00	2,029.40	160126
Groundskeeper I	0.00	1,547.92	255832
Groundskeeper I	0.00	2,029.40	105163
Groundskeeper I	0.00	2,310.68	159871
Groundskeeper I	0.00	1,914.13	197652
Groundskeeper I	0.00	1,976.00	105499
Groundskeeper I	0.00	184.70	105485
Groundskeeper I	0.00	2,157.28	105493
Groundskeeper I	0.00	1,413.50	159914
Groundskeeper I	0.00	1,817.38	197642
Groundskeeper II	0.00	2,685.40	100389
Groundskeeper II	0.00	2,002.50	101319
Groundskeeper II	0.00	1,957.01	101343
Groundskeeper II	0.00	3,017.85	105839
Groundskeeper II	0.00	2,236.98	106450
Groundskeeper II	0.00	2,633.89	107837
Groundskeeper II	0.00	2,063.82	109223
Head Golf Pro	0.00	2,973.24	197755
Human Resources Coordinator	0.00	2,807.13	170000
Landscape Designer	0.00	2,716.82	101970
Landscape Designer	0.00	2,940.01	102592
Landscape Designer	0.00	2,240.81	160071
Lifeguard	0.00	224.31	255773
Lifeguard	0.00	104.16	255931
Lifeguard	0.00	184.93	255771
Lifeguard	0.00	28.77	255778
Lifeguard	0.00	100.15	255906
Lifeguard	0.00	32.04	255824
Lifeguard	0.00	96.13	255797
Lifeguard	0.00	112.73	255774
Lifeguard	0.00	50.43	197764
Lifeguard	0.00	28.04	255901

ADP Check Register - PR 03/08/24

Job Title Description	NetPay	AutoDep	File #
Lifeguard	0.00	0.00	255936
Lifeguard	0.00	104.16	255903
Lifeguard	0.00	100.14	255782
Lifeguard	0.00	64.09	255918
Lifeguard	0.00	112.16	255907
Lifeguard	0.00	96.13	255908
Lifeguard	0.00	123.29	255779
Lifeguard	0.00	160.22	255889
Lifeguard	0.00	141.29	255951
Lifeguard	0.00	65.76	255892
Lifeguard	0.00	31.40	255884
Lifeguard	0.00	139.73	255799
Lifeguard	0.00	98.64	255788
Lifeguard	0.00	94.20	255920
Lifeguard	0.00	98.63	255784
Lifeguard	0.00	79.84	197726
Lifeguard	0.00	100.13	255905
Maintenance Worker III - PT	0.00	547.00	255851
Maintenance Worker III - PT	0.00	769.09	255958
Maintenance Worker III - PT	0.00	129.43	255875
Maintenance Worker III - PT	0.00	866.95	107180
Maintenance Worker IV - PT	0.00	880.72	255809
Maintenance Worker IV - PT	0.00	1,068.25	255830
Maintenance Worker IV - PT	0.00	266.18	197662
Maintenance Worker IV - PT	0.00	464.06	101131
Maintenance Worker IV - PT	751.68	0.00	197814
Maintenance Worker IV - PT	0.00	1,280.91	255822
Maintenance Worker IV - PT	0.00	726.69	101339
Maintenance Worker IV - PT	0.00	743.25	197813
Maintenance Worker IV - PT	0.00	952.10	255861
Maintenance Worker IV - PT	0.00	1,065.09	255912
Maintenance Worker IV - PT	0.00	1,173.24	255895
Maintenance Worker IV - PT	0.00	837.28	105086
Maintenance Worker IV - PT	0.00	1,267.95	105438
Maintenance Worker IV - PT	0.00	124.44	255946
Maintenance Worker IV - PT	0.00	1,076.94	105679
Maintenance Worker IV - PT	0.00	1,051.84	255956
Maintenance Worker IV - PT	0.00	1,215.58	105897
Maintenance Worker IV - PT	0.00	980.13	160244
Maintenance Worker IV - PT	0.00	1,152.52	160262
Maintenance Worker IV - PT	0.00	1,125.23	157091
Maintenance Worker IV - PT	0.00	843.39	197762
Maintenance Worker IV - PT	0.00	905.68	255879
Maintenance Worker IV - PT	0.00	1,051.05	255893
Maintenance Worker IV - PT	0.00	1,293.44	159876
Maintenance Worker V	0.00	1,155.09	255844

ADP Check Register - PR 03/08/24

Job Title Description	NetPay	AutoDep	File #
Marketing & Community Outreach	0.00	2,976.61	105212
Mechanic - Golf Courses	0.00	1,887.50	103331
Mechanic - Golf Courses	0.00	668.80	160135
Museum Director	0.00	0.00	255965
Park Ranger	0.00	2,279.52	197654
Park Ranger	0.00	1,882.66	197656
Park Ranger II	0.00	487.41	160296
Park Ranger II	0.00	189.50	197577
Park Ranger II	0.00	389.98	197756
Park Ranger II	0.00	140.46	160294
Part-time Computer Technician	0.00	921.63	160332
Part-time Recreation Coordinat	0.00	531.65	104824
Pool Manager	0.00	588.00	197736
Pool Manager	0.00	1,325.10	197590
Pool Manager	0.00	410.49	109361
Program Assistant	0.00	55.50	197623
Rec Attendant	0.00	55.41	255986
Rec Attendant	0.00	29.56	255767
Rec Attendant	0.00	180.99	255963
Rec Attendant	0.00	88.66	255878
Rec Attendant	0.00	321.39	255876
Rec Attendant	0.00	0.00	255898
Recreation Aide	0.00	556.83	255945
Recreation Aide	0.00	258.58	255943
Recreation Aide	0.00	291.81	255957
Recreation Aide	0.00	206.88	255982
Recreation Aide	0.00	325.08	255882
Recreation Aide	0.00	424.07	255923
Recreation Aide	0.00	428.50	256007
Recreation Aide	0.00	48.03	255981
Recreation Aide	0.00	398.96	255836
Recreation Aide	0.00	393.77	255857
Recreation Aide	0.00	247.51	255942
Recreation Aide	0.00	362.00	256001
Recreation Aide	0.00	217.93	255967
Recreation Aide	0.00	277.05	256006
Recreation Aide	0.00	332.46	255979
Recreation Aide	0.00	258.58	255960
Recreation Aide	0.00	253.67	255917
Recreation Aide	0.00	405.14	255916
Recreation Aide	0.00	416.64	255868
Recreation Aide	0.00	461.75	255980
Recreation Aide	0.00	291.81	255992
Recreation Aide	0.00	424.07	255891
Recreation Aide	174.17	0.00	255894
Recreation Aide	0.00	623.74	255897

ADP Check Register - PR 03/08/24

Job Title Description	NetPay	AutoDep	File #
Recreation Assistant	0.00	839.26	197644
Recreation Coordinator	0.00	1,993.89	110802
Recreation Coordinator	0.00	2,355.95	255846
Recreation Coordinator	0.00	537.60	160124
Recreation Coordinator	0.00	2,460.78	105146
Recreation Coordinator	0.00	395.18	155207
Recreation Coordinator	0.00	2,157.44	105277
Recreation Coordinator	0.00	2,351.92	205815
Recreation Coordinator	0.00	1,949.45	255786
Recreation Coordinator	0.00	2,637.94	197834
Recreation Counselor	0.00	539.13	255873
Recreation Counselor	0.00	508.24	220000
Recreation Counselor	0.00	332.47	197806
Recreation Counselor	0.00	390.69	197610
Recreation Counselor	0.00	353.23	255978
Recreation Counselor	0.00	620.34	255954
Recreation Counselor	0.00	588.13	255955
Recreation Counselor	0.00	0.00	197810
Recreation Counselor	0.00	361.09	255953
Recreation Counselor	0.00	368.93	255995
Recreation Counselor	0.00	581.13	256000
Recreation Counselor	0.00	654.41	255990
Recreation Counselor	0.00	332.47	255869
Recreation Counselor	0.00	223.73	255962
Recreation Counselor	0.00	516.74	255847
Recreation Counselor	0.00	31.40	255984
Recreation Counselor	0.00	620.35	255974
Recreation Counselor	0.00	145.22	255972
Recreation Counselor	0.00	0.00	255752
Recreation Counselor	0.00	345.39	255944
Recreation Counselor	0.00	549.64	255755
Recreation Counselor	0.00	617.87	197833
Recreation Counselor	0.00	635.20	197768
Recreation Counselor	0.00	560.90	160141
Recreation Counselor	0.00	511.99	197751
Recreation Counselor	0.00	577.64	255941
Recreation Counselor	0.00	665.18	255976
Recreation Counselor	0.00	94.19	255922
Recreation Counselor	0.00	365.17	197770
Recreation Counselor	0.00	0.00	197818
Recreation Counselor	0.00	538.36	255859
Recreation Counselor	0.00	348.48	255855
Recreation Counselor	0.00	715.72	255977
Recreation Counselor	0.00	371.54	159850
Recreation Counselor	0.00	308.44	255761
Recreation Counselor	0.00	719.55	197823

ADP Check Register - PR 03/08/24

Job Title Description	NetPay	AutoDep	File #
Recreation Counselor	0.00	484.69	255925
Recreation Counselor	0.00	566.95	255833
Recreation Counselor	0.00	734.55	255860
Recreation Counselor	0.00	239.42	255948
Recreation Counselor	0.00	574.09	255871
Recreation Counselor	0.00	492.94	159966
Recreation Counselor	0.00	294.37	255959
Recreation Counselor	0.00	689.16	197712
Recreation Counselor	0.00	455.21	160073
Recreation Counselor	0.00	528.64	256005
Recreation Counselor	0.00	542.64	255966
Recreation Counselor	0.00	549.83	255835
Recreation Counselor	0.00	476.66	255837
Recreation Counselor	0.00	425.42	160140
Recreation Counselor	0.00	556.63	197779
Recreation Counselor	0.00	423.89	255909
Recreation Counselor	0.00	396.41	255949
Recreation Program Specialsit	0.00	2,472.62	108439
Recreation Program Specialsit	0.00	1,908.71	103733
Recreation Program Specialsit	0.00	1,993.67	197650
Recreation Specialist II - PT	0.00	214.31	100350
Recreation Specialist II - PT	0.00	704.79	255930
Recreation Specialist II - PT	0.00	149.15	101317
Recreation Specialist II - PT	0.00	149.15	159999
Recreation Specialist II - PT	0.00	506.31	104413
Recreation Specialist II - PT	0.00	451.36	197786
Recreation Specialist II - PT	0.00	66.72	197651
Recreation Specialist II - PT	0.00	189.09	159961
Recreation Specialist II - PT	0.00	821.74	109887
Recreation Supervisor II	0.00	2,860.05	100797
Recreation Supervisor II	0.00	3,127.47	104769
Recreation Supervisor II	0.00	2,849.46	255842
Senior Management Analyst	0.00	3,869.49	255751
Site Director	0.00	1,341.97	108070
Site Director	0.00	780.28	255845
Site Director	0.00	1,003.31	255825
Site Director	0.00	1,300.92	103435
Site Director	0.00	1,337.61	153736
Site Director	0.00	0.00	197767
Site Director	0.00	1,231.59	160200
Site Director	0.00	639.88	197819
Site Director	0.00	1,013.09	160149
Site Director	0.00	1,101.28	197601
Site Director	0.00	1,307.55	107889
Specialist Instructor	0.00	981.42	160282
Specialist Instructor	0.00	2,793.52	104826

ADP Check Register - PR 03/08/24

Job Title Description	NetPay	AutoDep	File #
Specialist Instructor	0.00	1,111.34	102930
Specialist Instructor	0.00	613.95	108384
Specialist Instructor	0.00	58.44	109875
Sports Official	0.00	64.64	160210
Sports Official	0.00	161.61	101166
Sports Official	0.00	161.61	101431
Sports Official	0.00	0.00	101279
Sports Official	0.00	64.64	106947
Sr. Maint. Supv. - Bldgs.	0.00	2,796.56	105666
Sr. Maint. Supv. - Grounds	0.00	3,706.25	102935
Sr. Maint. Supv. - Grounds	0.00	2,672.44	105042
Sr. Maint. Supv. - Grounds	0.00	3,152.25	105780
Sr. Maintenance Supervisor - S	0.00	3,253.05	103371
Sr. Park Ranger	0.00	2,690.75	197565
Weekend Lead Person	0.00	2,016.66	197648
Youth Sports Referee	0.00	62.81	255983
Youth Sports Referee	0.00	129.52	255968
Youth Sports Referee	0.00	196.25	255852
Youth Sports Referee	0.00	78.13	160307
Grand Totals			
Total	925.85	335,614.97	
Count		341	



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

PAYROLL CHECK REGISTER – 03/22/2024

Presented to the Board of Directors

Prepared by:

Tracy Heminuk

ADP Check Register - PR 03/22/24

Job Title Description	NetPay	AutoDep	File #
Accountant	0.00	2,500.32	256008
Accountant-Payroll	0.00	2,252.23	103555
Accounting Specialist	0.00	2,118.76	197655
Administrative Assistant III	0.00	37.86	108416
Administrative Assistant IV	0.00	838.31	100957
Administrative Assistant IV	0.00	488.42	160069
Administrative Assistant V	0.00	1,169.02	103279
Administrative Assistant VI	0.00	1,075.36	255843
Administrative Assistant VI	0.00	240.28	104897
Administrative Assistant VI	0.00	368.08	107074
Administrative Assistant VI	0.00	720.66	109024
Administrative Secretary	0.00	2,142.90	101779
Administrative Secretary	0.00	2,027.27	105660
Administrative Specialist	0.00	1,948.22	197643
Adult Softball Umpire	0.00	275.90	159889
Adult Softball Umpire	0.00	64.64	105331
Adult Softball Umpire	0.00	64.64	105548
Adult Softball Umpire	0.00	290.90	106044
Adult Sports Official	0.00	64.65	255874
Adult Sports Official	0.00	226.25	160313
Assistant Director	0.00	684.90	160006
Assistant Director	0.00	1,004.95	255829
Assistant Director	0.00	819.06	255871
Assistant Director	0.00	837.28	255828
Assistant Golf Course Superintendent	0.00	2,270.10	101232
Assistant Golf Course Superintendent	0.00	1,416.19	255747
Assistant Pool Manager	0.00	284.44	255765
Assistant Pool Manager	0.00	264.76	255795
Assistant Pool Manager	0.00	451.41	197729
Assistant Pool Manager	0.00	143.15	255776
Assistant Pool Manager	0.00	571.36	197724
Assistant Site Director	0.00	893.86	197796
Assistant Site Director	0.00	705.15	197750
Assistant Site Director	0.00	971.11	197666
Assistant Site Director	0.00	699.36	197621
Assistant Site Director	0.00	867.93	160334
Bldgs. Maint. Worker II - Cust	0.00	2,523.42	103181
Bldgs. Maint. Worker II - Cust	0.00	2,125.70	104685
Bldgs. Maint. Worker II - Mech	0.00	2,061.04	108393
Bldgs. Specialist - Electrician	0.00	2,366.39	160026
Bldgs. Specialist - Mechanic	0.00	2,784.00	107332
Bldgs. Specialist - Utility	0.00	301.86	159926
Bldgs. Specialist - Utility	0.00	2,662.74	103556
Bldgs. Specialist - Utility	0.00	1,964.18	105838
Board of Director	0.00	461.75	160067
Board of Director	0.00	461.75	102927

ADP Check Register - PR 03/22/24

Job Title Description	NetPay	AutoDep	File #
Buildings Maintenance Worker I	0.00	2,010.13	100921
Buildings Maintenance Worker I	0.00	1,797.81	255834
Buildings Maintenance Worker I	2,265.08	0.00	160120
Buildings Maintenance Worker II	0.00	2,402.20	164645
Buildings Specialist - Pools & Water Features	0.00	1,925.81	170001
Computer Support Specialist	0.00	2,707.52	101054
Crew Leader	0.00	2,129.14	100864
Crew Leader	0.00	2,003.15	101292
Crew Leader	0.00	2,370.67	101805
Crew Leader	0.00	2,142.97	105217
Crew Leader	0.00	2,649.34	105445
Crew Leader	0.00	1,734.78	107478
Crew Leader - Heavy Equipment	0.00	1,674.12	108379
Crew Leader - Irrigation	0.00	2,421.53	159977
Crew Leader-Buildings Maint.	0.00	2,568.11	103430
Customer Service Representative	0.00	2,096.75	106354
Customer Service Representative	0.00	2,101.02	108198
Director of Administration	0.00	4,337.78	106987
Director of Planning & Maintenance	0.00	4,230.22	105972
Director of Recreation	0.00	4,249.91	197748
District Manager	0.00	6,273.62	160284
Executive Assistant	0.00	2,375.84	170010
Golf Assistant I	0.00	527.20	197691
Golf Assistant I	0.00	693.47	255853
Golf Assistant I	0.00	628.62	197784
Golf Assistant I	0.00	439.59	197820
Golf Assistant I	0.00	203.17	197787
Golf Assistant I	0.00	435.90	255988
Golf Assistant I	0.00	417.43	255849
Golf Assistant I	0.00	424.81	255806
Golf Assistant I	0.00	214.26	255996
Golf Assistant I	0.00	387.87	255877
Golf Assistant I	0.00	446.97	256003
Golf Assistant I	0.00	365.46	255827
Golf Assistant I	0.00	837.74	255950
Golf Assistant II	0.00	523.32	197649
Golf Assistant II	0.00	594.67	101300
Golf Assistant II	0.00	911.59	255870
Golf Assistant II	0.00	810.53	256004
Golf Assistant II	0.00	384.57	255848
Golf Assistant II	0.00	309.20	010288
Golf Assistant II	0.00	62.81	197799
Golf Assistant II	0.00	412.11	197792
Golf Assistant II	0.00	372.85	255991
Golf Assistant II	0.00	595.13	255975
Golf Assistant II	0.00	341.47	160217

ADP Check Register - PR 03/22/24

Job Title Description	NetPay	AutoDep	File #
Golf Assistant II	0.00	460.64	255999
Golf Assistant II	0.00	845.17	255997
Golf Assistant II	0.00	365.01	255989
Golf Course Assistant	0.00	435.88	255899
Golf Course Manager - Head Gol	0.00	3,883.86	107370
Golf Professional	0.00	983.12	160118
Golf Professional	0.00	1,239.27	255881
Golf Professional	0.00	779.34	109443
Golf Specialist	0.00	898.71	159929
Groundskeeper I	0.00	1,765.35	255757
Groundskeeper I	0.00	1,903.80	159885
Groundskeeper I	0.00	1,961.42	159944
Groundskeeper I	0.00	1,430.43	197651
Groundskeeper I	0.00	1,432.00	159874
Groundskeeper I	0.00	1,946.64	197653
Groundskeeper I	0.00	1,875.15	197647
Groundskeeper I	0.00	2,029.39	160126
Groundskeeper I	0.00	1,940.35	255832
Groundskeeper I	0.00	573.30	105163
Groundskeeper I	0.00	2,310.69	159871
Groundskeeper I	0.00	1,846.35	197652
Groundskeeper I	0.00	1,976.00	105499
Groundskeeper I	0.00	184.70	105485
Groundskeeper I	0.00	2,157.29	105493
Groundskeeper I	0.00	1,722.73	159914
Groundskeeper I	0.00	1,639.23	197642
Groundskeeper II	0.00	2,685.41	100389
Groundskeeper II	0.00	2,002.51	101319
Groundskeeper II	0.00	1,957.01	101343
Groundskeeper II	0.00	2,543.86	105839
Groundskeeper II	0.00	2,236.98	106450
Groundskeeper II	0.00	2,783.86	107837
Groundskeeper II	0.00	2,063.83	109223
Head Golf Pro	0.00	2,973.24	197755
Human Resources Coordinator	0.00	2,807.14	170000
Landscape Designer	0.00	3,041.82	101970
Landscape Designer	0.00	2,833.01	102592
Landscape Designer	0.00	2,440.81	160071
Lifeguard	0.00	670.02	255773
Lifeguard	0.00	0.00	255781
Lifeguard	0.00	376.53	255931
Lifeguard	0.00	357.53	255771
Lifeguard	0.00	254.79	255778
Lifeguard	0.00	44.07	255824
Lifeguard	0.00	80.11	255797
Lifeguard	0.00	217.68	255774

ADP Check Register - PR 03/22/24

Job Title Description	NetPay	AutoDep	File #
Lifeguard	0.00	591.95	255901
Lifeguard	0.00	0.00	255936
Lifeguard	0.00	44.06	255903
Lifeguard	0.00	212.31	255782
Lifeguard	0.00	136.20	255918
Lifeguard	0.00	36.06	255907
Lifeguard	0.00	152.05	255779
Lifeguard	0.00	141.30	255890
Lifeguard	0.00	288.41	255889
Lifeguard	0.00	369.86	255799
Lifeguard	0.00	82.19	255788
Lifeguard	0.00	102.74	255784
Lifeguard	0.00	37.82	197726
Lifeguard	0.00	39.24	255885
Lifeguard	0.00	152.22	255905
Lifeguard	0.00	36.05	255939
Maintenance Worker III - PT	0.00	787.17	255851
Maintenance Worker III - PT	0.00	532.76	255958
Maintenance Worker III - PT	0.00	47.10	255933
Maintenance Worker III - PT	0.00	190.57	255875
Maintenance Worker III - PT	0.00	943.30	107180
Maintenance Worker III - PT	0.00	306.14	255969
Maintenance Worker IV - PT	0.00	391.64	255809
Maintenance Worker IV - PT	0.00	1,053.28	255830
Maintenance Worker IV - PT	0.00	396.90	197662
Maintenance Worker IV - PT	0.00	556.88	101131
Maintenance Worker IV - PT	0.00	912.60	197814
Maintenance Worker IV - PT	0.00	1,062.34	255822
Maintenance Worker IV - PT	0.00	934.21	101339
Maintenance Worker IV - PT	0.00	743.25	197813
Maintenance Worker IV - PT	0.00	1,258.31	255861
Maintenance Worker IV - PT	0.00	1,148.88	255912
Maintenance Worker IV - PT	0.00	1,052.89	255895
Maintenance Worker IV - PT	0.00	907.97	105086
Maintenance Worker IV - PT	0.00	1,267.94	105438
Maintenance Worker IV - PT	(16.90)	16.90	255946
Maintenance Worker IV - PT	0.00	1,030.50	105679
Maintenance Worker IV - PT	0.00	1,086.68	255956
Maintenance Worker IV - PT	0.00	1,267.96	105897
Maintenance Worker IV - PT	0.00	425.95	160244
Maintenance Worker IV - PT	0.00	1,224.15	160262
Maintenance Worker IV - PT	0.00	1,004.63	157091
Maintenance Worker IV - PT	0.00	924.76	197762
Maintenance Worker IV - PT	0.00	1,075.15	255879
Maintenance Worker IV - PT	0.00	1,051.04	255893
Maintenance Worker IV - PT	0.00	1,293.44	159876

ADP Check Register - PR 03/22/24

Job Title Description	NetPay	AutoDep	File #
Maintenance Worker V	0.00	1,191.73	255844
Marketing & Community Outreach	0.00	2,976.59	105212
Mechanic - Golf Courses	0.00	1,900.24	103331
Mechanic - Golf Courses	0.00	678.61	160135
Museum Director	0.00	0.00	255965
Park Ranger	0.00	2,129.52	197654
Park Ranger	0.00	1,895.03	197656
Park Ranger II	0.00	427.02	197756
Park Ranger II	0.00	387.80	160294
Park Ranger II	0.00	0.00	197566
Part-time Computer Technician	0.00	1,134.81	160332
Part-time Recreation Coordinat	0.00	849.26	104824
Pool Manager	0.00	923.35	197736
Pool Manager	0.00	1,487.01	197590
Rec Attendant	0.00	66.48	255986
Rec Attendant	0.00	62.79	255767
Rec Attendant	0.00	144.07	255963
Rec Attendant	0.00	225.33	255878
Rec Attendant	0.00	180.99	255876
Rec Attendant	0.00	64.36	109033
Rec Attendant	0.00	0.00	255898
Recreation Aide	0.00	556.83	255945
Recreation Aide	0.00	66.50	256011
Recreation Aide	0.00	454.37	255943
Recreation Aide	0.00	295.52	255957
Recreation Aide	0.00	280.74	255982
Recreation Aide	0.00	350.93	255882
Recreation Aide	0.00	431.64	255923
Recreation Aide	0.00	410.03	256007
Recreation Aide	0.00	406.34	255836
Recreation Aide	0.00	336.15	255942
Recreation Aide	0.00	450.68	256001
Recreation Aide	0.00	306.61	255967
Recreation Aide	0.00	33.25	256006
Recreation Aide	0.00	284.43	255979
Recreation Aide	0.00	384.16	255960
Recreation Aide	0.00	405.14	255916
Recreation Aide	0.00	40.65	255914
Recreation Aide	0.00	450.73	255868
Recreation Aide	0.00	546.96	255980
Recreation Aide	0.00	402.65	255992
Recreation Aide	0.00	545.72	255891
Recreation Aide	0.00	613.25	255897
Recreation Assistant	0.00	839.26	197644
Recreation Coordinator	0.00	1,993.89	110802
Recreation Coordinator	0.00	2,355.95	255846

ADP Check Register - PR 03/22/24

Job Title Description	NetPay	AutoDep	File #
Recreation Coordinator	0.00	857.15	160124
Recreation Coordinator	0.00	2,460.77	105146
Recreation Coordinator	0.00	565.63	155207
Recreation Coordinator	0.00	2,157.44	105277
Recreation Coordinator	0.00	2,351.91	205815
Recreation Coordinator	0.00	1,949.43	255786
Recreation Coordinator	0.00	2,637.94	197834
Recreation Counselor	0.00	602.14	255873
Recreation Counselor	0.00	552.57	220000
Recreation Counselor	0.00	212.30	197806
Recreation Counselor	0.00	217.63	197610
Recreation Counselor	0.00	595.14	255978
Recreation Counselor	591.63	0.00	255954
Recreation Counselor	0.00	616.93	255955
Recreation Counselor	0.00	0.00	197810
Recreation Counselor	0.00	400.34	255953
Recreation Counselor	0.00	416.04	255995
Recreation Counselor	0.00	704.78	256000
Recreation Counselor	0.00	712.31	255990
Recreation Counselor	0.00	504.72	255869
Recreation Counselor	0.00	380.71	255962
Recreation Counselor	0.00	659.58	255847
Recreation Counselor	0.00	78.49	255984
Recreation Counselor	0.00	681.65	255974
Recreation Counselor	0.00	157.00	255972
Recreation Counselor	0.00	282.60	255857
Recreation Counselor	0.00	0.00	255752
Recreation Counselor	0.00	372.86	255944
Recreation Counselor	0.00	352.45	255755
Recreation Counselor	0.00	645.67	197833
Recreation Counselor	0.00	688.57	197768
Recreation Counselor	625.33	0.00	160141
Recreation Counselor	0.00	714.62	197751
Recreation Counselor	0.00	654.40	255941
Recreation Counselor	0.00	435.06	255976
Recreation Counselor	0.00	372.87	255922
Recreation Counselor	0.00	515.68	197770
Recreation Counselor	0.00	0.00	197818
Recreation Counselor	0.00	725.65	255859
Recreation Counselor	0.00	448.64	255855
Recreation Counselor	0.00	719.13	255977
Recreation Counselor	0.00	438.98	159850
Recreation Counselor	0.00	520.50	255761
Recreation Counselor	0.00	661.69	197823
Recreation Counselor	0.00	500.71	255925
Recreation Counselor	0.00	711.03	255833

ADP Check Register - PR 03/22/24

Job Title Description	NetPay	AutoDep	File #
Recreation Counselor	0.00	802.36	255860
Recreation Counselor	0.00	251.20	255917
Recreation Counselor	0.00	357.17	255948
Recreation Counselor	0.00	59.10	256010
Recreation Counselor	0.00	441.48	159966
Recreation Counselor	105.98	0.00	256012
Recreation Counselor	0.00	486.68	255959
Recreation Counselor	0.00	795.95	197712
Recreation Counselor	0.00	637.64	160073
Recreation Counselor	0.00	588.14	256005
Recreation Counselor	0.00	605.63	255966
Recreation Counselor	0.00	631.12	255835
Recreation Counselor	0.00	516.74	255837
Recreation Counselor	0.00	552.58	160140
Recreation Counselor	0.00	654.40	197779
Recreation Counselor	0.00	486.68	255909
Recreation Counselor	0.00	591.64	255949
Recreation Program Specialsit	0.00	2,472.61	108439
Recreation Program Specialsit	0.00	1,908.70	103733
Recreation Program Specialsit	0.00	1,993.68	197650
Recreation Specialist II - PT	0.00	100.85	100350
Recreation Specialist II - PT	0.00	885.16	255930
Recreation Specialist II - PT	0.00	223.71	101317
Recreation Specialist II - PT	0.00	153.06	159999
Recreation Specialist II - PT	0.00	569.12	104413
Recreation Specialist II - PT	0.00	490.61	197786
Recreation Specialist II - PT	0.00	66.72	197651
Recreation Specialist II - PT	0.00	277.33	159961
Recreation Specialist II - PT	0.00	785.22	109887
Recreation Supervisor II	0.00	2,860.04	100797
Recreation Supervisor II	0.00	3,127.47	104769
Recreation Supervisor II	0.00	2,849.45	255842
Senior Management Analyst	0.00	3,869.49	255751
Site Coordinator	0.00	117.74	256009
Site Coordinator	0.00	90.27	197660
Site Director	0.00	1,446.57	108070
Site Director	0.00	669.30	255845
Site Director	0.00	653.96	255825
Site Director	0.00	1,411.50	103435
Site Director	0.00	1,424.11	153736
Site Director	0.00	0.00	197767
Site Director	0.00	1,303.32	160200
Site Director	0.00	884.49	197819
Site Director	0.00	1,134.59	160149
Site Director	0.00	1,245.33	197601
Site Director	0.00	1,403.16	107889

ADP Check Register - PR 03/22/24

Job Title Description	NetPay	AutoDep	File #
Specialist Instructor	0.00	1,043.84	160282
Specialist Instructor	0.00	1,265.28	102930
Specialist Instructor	0.00	160.69	107695
Specialist Instructor	0.00	58.42	109875
Sports Official	0.00	64.65	160210
Sports Official	0.00	258.58	101166
Sports Official	0.00	226.26	101431
Sports Official	0.00	129.29	106947
Sr. Maint. Supv. - Bldgs.	0.00	2,796.56	105666
Sr. Maint. Supv. - Grounds	0.00	3,706.26	102935
Sr. Maint. Supv. - Grounds	0.00	2,771.44	105042
Sr. Maint. Supv. - Grounds	0.00	3,152.26	105780
Sr. Maintenance Supervisor - S	0.00	3,253.06	103371
Sr. Park Ranger	0.00	2,716.91	197565
Weekend Lead Person	0.00	1,919.40	197648
Youth Sports Referee	0.00	74.58	255810
Youth Sports Referee	0.00	196.24	255968
Youth Sports Referee	0.00	98.12	255852
Youth Sports Referee	0.00	239.94	160307
Grand Totals			
Total	3,571.12	342,538.38	
Count			341

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

DATE: April 17, 2024

TO: District Manager

FROM: Director of Planning and Maintenance


SUBJECT: Approval of Notice of Completion and Final Acceptance for the Arroyo Simi Greenway Phase 4 Construction Project

At its meeting of June 21, 2023, the Board of Directors awarded a contract to Ardalan Construction Company, Inc. of Thousand Oaks in the amount of \$1,038,631.31 for the Arroyo Simi Greenway Phase 4 Construction Project. This project included the construction of a new asphalt paved bike trail along the north side of the Arroyo Simi from Sequoia Avenue to Tapo Street and along the south side of the Arroyo Simi from Tapo Canyon Road to Tapo Street. The project also included six new decorative wrought iron access gates and park site amenities.

The project was completed by Ardalan Construction on February 29, 2024. The Contractor has fulfilled all contractual obligations. At the time of award of contract, the Board authorized an expenditure not to exceed \$110,000, if and when the need arose for extra work or modifications to the contract. One Change Order in the amount of \$96,978.14 was written for the project. The final cost of the contract is therefore \$1,135,609.45.

Board Action Requested:

That the Board of Directors accept the work as complete for the Arroyo Simi Greenway Phase 4 Construction Project and authorize the final payment.



Wayne Nakaoka
Director of Planning and Maintenance

RANCHO SIMI RECREATION AND PARK DISTRICT
4201 Guardian Street
Simi Valley, California 93063

NOTICE OF ACCEPTANCE

Notice is hereby given that on April 17, 2024, the Rancho Simi Recreation and Park District, organized and existing under Division 5, Chapter 4 of the California Public Resources Code, accepted the Arroyo Simi Greenway Phase 4 Construction Project from Ardalan Construction Company, Inc., 8 E. Gainsborough Road, Thousand Oaks, CA 91360 of the site commonly known as the Arroyo Simi Flood Control Channel, Simi Valley, California (APN No's.: Sequoia Ave. East to Tapo St. - 642-0-253-045; 634-0-010-415; 626-0-284-185; 626-0-040-475; 626-0-040-495; 626-0-040-385; 626-0-310-085; 626-0-040-405; 626-0-310-075; 626-0-060-745; 626-0-060-055; 626-0-060-695; 626-0-051-145; 626-0-060-265; 626-0-051-015; 626-0-060-315; 626-0-051-035; 626-0-075-065; 626-0-060-365; 626-0-070-475; 626-0-070-495; 626-0-075-140; 626-0-073-105; 626-0-073-095; 626-0-073-085; 626-0-073-075; 626-0-073-065; 626-0-051-055; 626-0-084-325; 626-0-084-315; 626-0-084-305; 626-0-084-295; 626-0-084-385; 626-0-084-375; 626-0-060-255; 626-0-060-265; 626-0-060-275; 626-0-060-285; 626-0-060-295; 626-0-060-305; 626-0-060-315; 626-0-060-325; 626-0-075-095; 626-0-075-085; 626-0-075-075; 626-0-075-065; 626-0-075-030; 626-0-073-105; 626-0-073-095; 626-0-073-085; 626-0-073-075; 626-0-073-065; 626-0-084-305; 626-0-080-565; 626-0-084-365; 626-0-083-245; 626-0-083-115; 626-0-083-285; 626-0-083-435; 626-0-083-425; 626-0-083-565) in the County of Ventura, State of California.

Dated: April 17, 2024

Rancho Simi Recreation and Park District

By: _____
Elaine Friedman, Chair
Board of Directors

RECORDING REQUESTED BY
RANCHO SIMI RECREATION
AND PARK DISTRICT

AND WHEN RECORDED MAIL TO
RANCHO SIMI RECREATION
AND PARK DISTRICT
ATTN: Wayne Nakaoka
4201 Guardian St.
Simi Valley, California 93063

Free recording pursuant to Government Code Section 6103

NOTICE OF COMPLETION

Notice is hereby given that:

1. The undersigned is owner of the interest or estate stated below in the property hereinafter described.
2. The full name of the undersigned is: RANCHO SIMI RECREATION AND PARK DISTRICT
3. The full address of the undersigned is: 4201 Guardian St., Simi Valley, California 93063
4. The nature of the title of the undersigned is: In fee.
5. The full names and full addresses of all persons and entities, if any, who hold title with the undersigned are:

<u>NAMES</u>	<u>ADDRESSES</u>
None	
6. The names of the predecessors in interest of the undersigned, if the property was transferred subsequent to the commencement of the work of improvement herein referred to:

<u>NAMES</u>	<u>ADDRESSES</u>
None	
7. A work of improvement consisting of the Arroyo Simi Greenway Phase 4 Construction Project was completed on February 29, 2024.
8. The name of the contractor for such work of improvement was Ardalan Construction Company, Inc., 8 E. Gainsborough Road, Thousand Oaks, CA 91360.
9. The property on which said work of improvement was completed is in the City of Simi Valley, County of Ventura, State of California, and is described as follows: Arroyo Simi Flood Control Channel (APN No.'s: Sequoia Avenue East to Tapo St. – 642-0-253-045; 634-0-010-415; 626-0-284-185; 626-0-040-475; 626-0-040-495; 626-0-040-385; 626-0-310-085; 626-0-040-405; 626-0-310-075; 626-0-060-745; 626-0-060-055; 626-0-060-695; 626-0-051-145; 626-0-060-265; 626-0-051-015; 626-0-060-315; 626-0-051-035; 626-0-075-065; 626-0-060-365; 626-0-070-475; 626-0-070-495; 626-0-075-140; 626-0-073-105; 626-0-073-095; 626-0-073-085; 626-0-073-075; 626-0-073-065; 626-0-051-055; 626-0-084-325; 626-0-084-315; 626-0-084-305; 626-0-084-295; 626-0-084-385; 626-0-084-375; 626-0-060-255; 626-0-060-265; 626-0-060-275; 626-0-060-285; 626-0-060-295; 626-0-060-305; 626-0-060-315; 626-0-060-325; 626-0-075-095; 626-0-075-085; 626-0-075-075; 626-0-075-065; 626-0-075-030; 626-0-073-105; 626-0-073-095; 626-0-073-085; 626-0-073-075; 626-0-073-065; 626-0-084-305; 626-0-080-565; 626-0-084-365; 626-0-083-245; 626-0-083-115; 626-0-083-285; 626-0-083-435; 626-0-083-425; 626-0-083-565) in the County of Ventura, State of California.
10. The street address of said property is (see No. 9 above).

Rancho Simi Recreation and Park District

Dated: April 17, 2024

By: _____
Elaine Freeman, Chair, Board of Directors

Verification for NON-INDIVIDUAL owner: I, the undersigned, declare under penalty of perjury under the laws of the state of California that I am the Chairman of the Board of Directors of the owner of the aforesaid interest or estate in the property described in the above notice; that I have read the said notice, that I know and understand the contents thereof, and that the facts stated therein are true and correct.

April 17, 2024, Simi Valley, California

Elaine Freeman, Chair, Board of Directors

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

DATE: April 17, 2024
TO: District Manager
FROM: Director of Planning and Maintenance
SUBJECT: Authorization to Solicit Bids for Weed Abatement Services at Various District Parks and Open Space Areas

Background and Overview:

The Park District is responsible for performing weed abatement and brush clearance services on properties owned by the Park District that are adjacent to private residential homes and developments. This clearance is required annually by the Ventura County Fire Protection District, and the areas to be cleared are commonly referred to as “Fuel Modification Zones”. These fuel modification zones typically extend 100 feet beyond all habitable buildings and structures. For the past eight years, the Park District has combined and publicly bid the Simi Valley and Oak Park weed abatement service contract as one comprehensive bid package. By doing so, the Park District has experienced a significant reduction in overall cost to perform the work.

Staff will once again be combining the Simi Valley and Oak Park weed abatement service contract into one comprehensive bid package. It is anticipated that the Ventura County Fire Department will request the Park District to clear additional areas not currently identified in the project’s Scope-of-Work due to heavier weed growth caused by this year’s excessive rainfall.

Fiscal Impact:

Adequate funds have been earmarked in the *FY 2023-24 Approved Budget* under the General Fund for Simi Valley (Fund 10) and the Oak Park Assessment Fund (Fund 30) to complete this work.

Board Action Requested:

That the Board authorize the Solicitation of Bids for Weed Abatement Services at Various District Parks and Open Space Areas.



Wayne Nakaoka
Director of Planning and Maintenance

RANCHO SIMI RECREATION AND PARK DISTRICT
INTEROFFICE MEMORANDUM

DATE: April 17, 2024

TO: Board of Directors

FROM: District Manager

SUBJECT: Presentation of Resolution No. 2074 to Brian Reed, Golf Course Manager, Recognizing His Retirement on April 30, 2024 and His Contributions and Service to the Rancho Simi Recreation and Park District

BACKGROUND

Brian Reed began working at Rancho Simi Recreation and Park District on May 1, 2007 as the Golf Course Manager overseeing Simi Hills Golf Course and overtime Sinaloa Golf Course as well. After 17 years of employment with the District, Brian has announced his retirement from the District and will conclude his position as Golf Course Manager on April 30, 2024.

SUMMARY

The Rancho Simi Recreation and Park District wishes to express its sincere gratitude to Brian Reed for his exceptional dedication and service to the Rancho Simi Recreation and Park District and the golf community in Simi Valley over the past 17 years.

Brian joined the RSRPD team at a pivotal time when the District took back golf course operations at Simi Hills and Sinaloa from American Golf. Since then, his hard work, unwavering dedication, and long hours have been instrumental in not only maintaining, but also enhancing the golf facilities and programs offered at Simi Hills and Sinaloa Golf Courses.

Through Brian's leadership and efforts, the District has seen tremendous growth and success in our golf operations, generating millions of dollars in revenue. Brian's commitment to excellence has not only benefited the District but has also enriched the experience of golfers who have visited our courses. Brian has made many contributions which the residents of Simi Valley and visitors to the golf courses will enjoy for decades to come.

Brian's contributions extend well beyond financial success; he has been a mentor, a team player, and a true asset to our organization. His passion for the golf community of Simi Valley has been evident in every aspect of his work.

As Brian embarks on the next chapter of his journey, the District extends our heartfelt thanks for his years of service, dedication, and positive impact on RSRPD and the Simi Valley community.

BOARD ACTION

Staff recommends the Board review and approve Resolution 2074 in appreciation of Brian Reed's employment and service at Rancho Simi Recreation and Park District in successfully managing Simi Hills Golf Course and Sinaloa Golf Course, and for his many contributions and unwavering dedication to the community, the District, the staff, and the Board.



Dan Paranick
District Manager

RANCHO SIMI RECREATION AND PARK DISTRICT
RESOLUTION NO. 2074
RESOLUTION OF APPRECIATION TO BRIAN REED

WHEREAS, Brian Reed has worked for Rancho Simi Recreation and Park District with honor, integrity, and dignity, for 17 years; and

WHEREAS, during his tenure at Rancho Simi Recreation and Park District, Brian Reed provided thoughtful and experienced leadership in the position he held; and

WHEREAS, these positions included Brian's role upon hire on May 1, 2007 as the Golf Course Manager for Simi Hills Golf Course and over time, Sinaloa Golf Course; and

WHEREAS, Brian Reed has provided tremendous contributions at the District by successfully managing Simi Hills Golf Course and Sinaloa Golf Course, advocating for improved golf facilities and infrastructure; advancing the golf courses organization, staffing and revenue streams; and implementing new golf programs and classes for the golf community; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Rancho Simi Recreation and Park District does hereby laud and publicly commend Brian Reed for his strong work ethic and dedication to the principles of honest public service. With the signature of the Chairman of the Board of Directors affixed on this Resolution, the District publicly recognizes and honors Brian Reed for his many years of service. May Brian Reed's years of retirement be filled with true happiness, good health, and continued service to the community.

The foregoing Resolution was approved by the Board of Directors of the Rancho Simi Recreation and Park District at a regular meeting held on April 17, 2024 at 4201 Guardian Street, Simi Valley, California, on a motion made by Director

Ayes:

Noes:

Abstained:

Absent:

Chair of the Board of Directors
Rancho Simi Recreation and Park District

RANCHO SIMI RECREATION AND PARK DISTRICT
Interoffice Memorandum

Date: April 17, 2024
To: District Manager
From: Director of Administration
Re: Presentation of the Full-Time Employee of the Month for March 2024 to
Jason Duarte, Groundskeeper I

BACKGROUND

The Full-Time Employee of the Month for March 2024 is Jason Duarte. Jason is a Groundskeeper in the Planning and Maintenance Department. He has been with the District for two years, and this is his first Employee of the Month Award.



NOMINATION NARRATION

The person who submitted the nomination stated: Jason is dedicated and committed to his job and community. He started working with the Buildings team as a part-time employee, transferred to the Mow Crew, promoted to full-time, and is now working weekends at Rancho Tapo Community Park. It is a pleasure working with Jason, someone that is self-motivated and enjoys serving the public. He keeps the parks in top shape. Jason multi-tasks by getting eight parks cleaned and ready for the weekends. He always volunteers for special events, such as Veteran's Day, and is flexible when needed for special projects. He brings an outstanding work ethic to his Crew, and he always gives 100%. Jason is organized and manages his time well. When given a task, he makes it a priority to finish it with an emphasis on being professional.

Jason has great personal relations with his peers and the public. He is very patient and respectful when interacting with many different personalities. His positive attitude helps his crew stay strong and united. These are just some examples of what a valuable employee he is and what makes the Park District successful.

BOARD ACTION

Jason has been invited to attend the April 17, 2024, Board Meeting to receive a plaque from the Board Chair. He is also eligible for a day off with pay within the next 60 days.

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

Theresa Pennington
Director of Administration

RANCHO SIMI RECREATION AND PARK DISTRICT

INTEROFFICE MEMORANDUM

DATE: April 17, 2024
TO: District Manager
FROM: Director of Administration
SUBJECT: Presentation of the Part-Time Employee of the Month for March 2024 to
Spencer Borth, Assistant Site Director

BACKGROUND

The Part-Time Employee of the Month for March 2024 is Spencer Borth. Spencer is an Assistant Site Director in the Recreation Department. He has been with the District for two years; this is his first employee of the month award.



NOMINATION NARRATION

The person who submitted the nomination stated: Spencer currently works at the Knolls After School Club as an Assistant Site Director. He started working with the Park District at Garden Grove After School Club where his dad was once a director for several years. Spencer is amazing with the kids, willing to talk to them when they are having a hard day or give them one-on-one time, and they're always happy to see him. In addition to summer, winter, and spring camps, Spencer assists at multiple locations when understaffed.

Employees such as Spencer are making a difference in the lives of children throughout the After School Club programs. He is a great asset, and we are extremely lucky to have him as an employee at RSRPD. For these reasons and many more, he is well deserving of this award!

BOARD ACTION

Spencer has been invited to attend the April 17, 2024 Board Meeting to receive a plaque and payment of \$75.00 from the Board Chair.

A handwritten signature in blue ink that reads "Theresa Pennington".

Theresa Pennington
Director of Administration

RANCHO SIMI RECREATION AND PARK DISTRICT
INTEROFFICE MEMORANDUM

DATE: April 17, 2024

TO: Board of Directors

FROM: Park and Museum Coordinator

SUBJECT Review and Consideration of Memorandum of Understanding (MOU) between the UC Cooperative Extension Ventura County Master Gardener Program and Rancho Simi Recreation and Park District.

BACKGROUND

The UC Cooperative Extension (UCCE) Ventura County Master Gardener Program (MGP) is a renowned community education program dedicated to providing research-based horticultural information to the residents of Ventura County. Through a network of trained volunteers, the program delivers workshops, demonstrations, and resources on sustainable gardening practices, water conservation, pest management, and more.

Over the past year, Rancho Simi Recreation and Park District has collaborated with the Master Gardeners to provide educational programs to our residents and surrounding communities. Recently, the Park District has been asked to expand the partnership by entering into an MOU, allowing the Master Gardeners to maintain the Educational Garden at Strathearn Historical Park.

DISCUSSION

The proposed MOU (Exhibit A attached) outlines a collaborative partnership between the UC Cooperative Extension Ventura County Master Gardener Program and Rancho Simi Recreation and Park District. Key components of the MOU include:

1. **Location** – Strathearn Historical Park and Museum – Educational Garden
2. **Terms** - (5) years with possibility of renewing upon written consent of both parties.
3. **Modifications** - Possible with a minimum of 60 days written notice to allow for negotiations of said proposal.
4. **Termination** - With 60 days written notice to the other party.
5. **Goals** - Volunteer Engagement - Free and low-cost education on horticultural for the community
6. **District Responsibilities** - Resource Sharing – Access to garden, restrooms, water, presentation location, tool storage, management direction on location and limitations
7. **Master Gardeners Responsibilities** – Assist with garden area – Host and co-host public education classes – Support District events if able.

UCCE is the entity responsible for the Master Gardener Program in its entirety within its respective county. MPG decisions are the responsibility of the UCCE County Director, in consultation with the MPG Coordinator.

FISCAL IMPACT

The MOU outlines where RSRPD may contribute to minor costs associated with materials and/or maintenance expense, but those will be agreed upon in advance. Funds would come from existing Strathern operations budget, with no additional impact on the existing Strathearn operations budget.

RECOMMENDATION

Staff recommends the Board approve the Memorandum of Understanding between Rancho Simi Recreation and Park District and UC Cooperative Extension Ventura County Master Gardener Program and authorize the District Manager to execute the agreement on behalf of the District.

Jeannie Liss

Jeannie Liss
Park and Museum Coordinator

MEMORANDUM OF UNDERSTANDING
BETWEEN
THE REGENTS OF THE UNIVERSITY OF CALIFORNIA
ON BEHALF OF ITS
UC Cooperative Extension Ventura County
Master Gardener Program
AND
Rancho Simi Recreation and Park District

This Memorandum of Understanding (“MOU”) is entered into for the use of R.P. Strathearn Historical Park and Museum, a property owned and operated by Rancho Simi Recreation and Park District (“Cooperator”) and The Regents of the University of California (“University”), on behalf of UC Agriculture and Natural Resources and its UC Cooperative Extension Ventura County (“UCCE”) for its Master Gardener Program (“MGP”).

I. PURPOSE

The purpose of this MOU is to develop and maintain specific gardens with the purpose of educating the public about research-based horticultural (“Project”), as further described in Exhibit A, Project Description, which is hereby attached and incorporated by reference. The Project will be conducted at the following location: Strathearn Historical Park and Museum, 137 Strathearn Place, Simi Valley, CA 93065 (“Premises”), as further depicted in Exhibit B, Map of Premises, which is hereby attached and incorporated by reference.

II. TERM

This MOU is to be in effect from the date of last signature below and extend for an initial period of five (5) years. At the end of the period, this MOU may be reissued for another five (5) year period upon written consent of both parties.

III. NOTICES

Any notice required or permitted to be given under this MOU shall be in writing and shall be conclusively delivered to the other party at the following respective addresses:

For Cooperator:

Dan Paranick
District Manager
Rancho Simi Recreation and Park District
4201 Guardian Street
Simi Valley, CA 93063
Email: danp@rsrpd.us

For University:

Jill Tyler, MGP Coordinator
UC Cooperative Extension Ventura County
669 County Square Dr., Suite 100
Ventura, CA 93003

Email: jtyler@ucanr.edu

IV. INDEPENDENCE OF PARTIES

Each party shall perform its responsibilities and activities described herein as an independent contractor and not as an officer, agent, employee, or volunteer of the other party hereto. Each party shall be solely responsible for the acts and omissions of its officers, agents, and employees. Nothing herein shall be considered as creating a partnership or joint venture between the parties.

V. INSURANCE

UCCE certified Master Gardeners who have completed formal training, and who periodically are re-trained, are considered formal volunteers or agents of the University, and therefore, are covered for their negligent acts or omissions by the University's general liability self-insurance program while acting in the course and scope of their volunteerism for the University.

Both parties agree to provide and maintain, at their own expense, a program of insurance, or self-insurance, covering the activities and operations of their respective officers, agents and employees for the term of this MOU. Insurance shall include, but is not limited to, comprehensive general liability, professional liability, and personal injury. The various policies of insurance shall have a minimum coverage of \$1,000,000 per occurrence and \$2,000,000 in the aggregate. Upon request, the parties will provide each other evidence of such coverage naming the other party as an additional insured including an additional insured endorsement issued by the insurance issuer or program of self-insurance.

VI. INDEMNIFICATION

University shall defend, indemnify and hold Cooperator, its officers, employees, and agents harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this Memorandum of Understanding (MOU) but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of University, its officers, agents or employees.

Cooperator shall defend, indemnify and hold University, its officers, employees and agents harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this Memorandum of Understanding but only in proportion

to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of Cooperator, its officers, agents or employees.

VII. OTHER TERMS

1. *Copyright:* The University shall own, solely and exclusively, the copyright and all copyrights to any written or otherwise copyrightable material developed by the UCCE under this MOU.
2. *Logos:* Where University and Cooperator logos are used on any signage or documentation arising from this MOU, the logos of each party will be of equal size.
3. *Information Privacy:* All parties shall endeavor to hold any personal information received in the course of this project confidential, to the greatest extent permitted by University and Cooperator policy and applicable federal and state statutes.
4. *ADA Compliance:* Cooperator represents and warrants that it has knowledge of the requirements of the federal Americans with Disabilities Act of 1990, and the Government Code and the Health and Safety Code of the State of California, relating to access to public buildings and accommodations for disabled persons, and relating to facilities for disabled persons. Cooperator will comply with reasonable provisions to the fullest extent possible with respect to this MOU, the Project, and all related matters.
5. *Non-Discrimination:* The University prohibits discrimination against or harassment of any person in any of its programs or activities on the basis of race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, age, disability, income derived from a public assistance program, or reprisal or retaliation for prior civil rights activity. UC Policy is intended to be consistent with the provisions of applicable State and Federal laws.
6. *Modification:* This MOU may be modified or amended with the written approval of both parties, provided that the party proposing a modification or amendment submits the same in writing to the other party at least sixty (60) days in advance to allow for negotiation of said proposal.
7. *Dispute Resolution:* Should any conflict arise as the result of this MOU, UCCE Director and Cooperator shall meet to resolve the conflict.
8. *Termination:* Either party may terminate this MOU upon giving sixty (60) days' written notice to the other party.
9. *Electronic Signatures:* This MOU may be executed by electronic signature(s) and transmitted either by facsimile or in a portable document format ("pdf") version by email and such electronic signature(s) shall be deemed as original for purposes of this MOU and shall have the same

force and effect as a manually executed original.

10. *Execution in Counterparts:* This MOU may be executed in two or more counterpart copies, each of which shall be deemed as an original and all of which, when taken together, shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties have executed this MOU on the latest date of execution set forth below.

COOPERATOR

Dan Paranick
District Manager
Rancho Simi Recreation and Park District

Date

THE REGENTS OF THE UNIVERSITY OF CALIFORNIA

Robin Sanchez, Director
Policies, Compliance and Programmatic Agreements
University of California Agriculture and Natural Resources

Date

Exhibit A: Project Description

I. BACKGROUND

The Cooperator is a Special District formed in 1961 for the specific purpose of providing parks and recreation activities for residents of Simi Valley and Oak Park. It is governed by a five-member elected Board of Directors. Decades of Simi Valley history have been preserved at the Strathearn Historical Park and Museum.

The University of California Cooperative Extension Master Gardener Program is an educational program designed to teach and extend information to address gardening needs in communities throughout the State of California. The purpose of the UCCE MGP is to identify, train, and develop community volunteers who, through the dissemination and application of horticultural and botanical information and knowledge, will enhance learning and therefore the quality of life for the people of the state of California.

R.P. Strathearn Historical Park and Museum is a six-acre site that houses numerous historical Simi Valley area artifacts and structures. The namesakes of the park are Robert P. and Mary Gray Lamb Strathearn, who purchased 15,000 acres of the old Spanish Rancho and built their Victorian-style farmhouse onto the front of the Simi Adobe.

Goals for this Project include:

- Recruiting and involving a diverse group of volunteers to help preserve and expand the gardens within the limitations of this unique historical site.
- Offering free and low-cost education on horticultural topics to residents of Simi Valley, Oak Park, and Ventura County through workshops, classes, and conferences.
- Having this location serve as a Master Garden Program demonstration garden and promoting it to the residents of Ventura County through newsletters, social media, and printed flyers.

II. RESPONSIBILITIES

1. Cooperator agrees to:

- a. Designate specific time/days for UCCE MGP volunteers to be on-site each week.
- b. Specify a primary point of contact to communicate with the UCCE MGP leads assigned to this site and the UCCE MGP coordinator.
- c. Provide UCCE MGP access to restrooms and a source of clean, potable water.
- d. Support UCCE MGP in hosting classes for the public at this site and collaborate as appropriate toward that purpose (including marketing).

- e. Provide and designate a secure location UCCE MGP to store tools and other limited supplies.
 - f. Provide direction from management on the location of projects and any limitations due to historical status.
 - g. Help share costs of materials necessary for the development and maintenance of the garden upon mutual agreement.
 - h. Provide access to water for the purpose of irrigation.
2. MGP agrees to:
- a. Assist with designated gardens on a weekly basis, meeting each TBD from 9:00am to 11:00am, with the option of adding meetings on Saturdays.
 - b. Host and co-host public education classes on research-based horticultural topics with input from the Cooperator and residents.
 - c. Host and co-host continuing education classes for MGP volunteers and staff.
 - d. Provide any necessary materials for classes or workshops outside the scope of Cooperator's mission (i.e. horticultural-based craft classes, etc.)
 - e. Research and share with the public the horticultural practices of the Chumash Indians of California who populated this land to further enhance the historical experience of the park.
 - f. Support events hosted by the Cooperator (as appropriate) by manning a booth with educational materials and free plant giveaways.
 - g. Help share costs of materials necessary for the development and maintenance of the garden upon mutual agreement.

UCCE is the entity responsible for the MGP in its entirety within its respective county. MGP decisions are the responsibility of the UCCE County Director, in consultation with the Master Gardener Program Coordinator.

Decisions regarding the development of the Project are to be made by UCCE MGP Coordinator and Cooperator's representative, upon mutual agreement. The UCCE MGP Program Coordinator may also be involved as needed.

With respect to fund raising activities conducted for the benefit of the Project, upon mutual agreement, each organization may share equally in any expenses and/or revenue generated.

Material expenses related to the Project are to be discussed based on the goals set by the Cooperator and UCCE Master Gardener Program and an annual site budget agreed upon by June 30 of every year.

It is understood that any and all improvements and/or installations made to the Premises shall be owned solely by the Cooperator. For the purposes of this provision, temporary or removable structures or installations maintained by MGP shall not be considered "improvements." Such structures or installations include but are not limited to temporary fencing, shade structures, hoop houses and greenhouses, pre-fabricated sheds, etc., that might be used on the Premises by MGP. Should this MOU be terminated in accordance with the above Item No. VII.8, MGP will remove all such structures and/or installations from the Premises.

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

DATE: April 17, 2024

TO: District Manager

FROM: Director of Planning and Maintenance

SUBJECT: Authorization to Purchase Two (2) 2023 Ford F-150 Crew Cab 4X4 Lightning Pros and One (1) 2023 Ford E-Transit T350 Medium Roof Cargo Van from Downtown Ford of Sacramento, California, under CMAS Contract No. 1-22-23-20F; and Authorization to Purchase One (1) Chevrolet Silverado 3500 HD 4X4 Regular Cab with Royal Toolbox Upfit from Winner Chevrolet of Elk Grove, California, under CMAS Contract No. 1-22-23-20D

Background and Overview:

As more municipal agencies prepare for the California Air Resources Control Board (CARB) milestone timeline conversion from fossil fuel to electric vehicles, many of these agencies have backed out of their vehicle purchase orders, leaving CMAS fleet dealerships with an overstock of new cars and trucks. Some of these vehicles are Model Year 2023 and have less than 50 registered miles on their odometers. While the recent cancellation of orders has been burdensome for CMAS dealerships, this situation has opened the opportunity for smaller municipal agencies to purchase new cars and trucks at discounted prices.

Based on the availability listing obtained from the Ford and Chevrolet CMAS Dealerships from whom we have purchased vehicles in the past, four (4) of the vehicles currently included in the Park District's *Approved Budget for FY 2023-24* are now immediately available. These vehicles are being sold on a first come, first served basis. Our Building Maintenance Supervisor has made arrangements with both dealerships to hold our proposed vehicle purchases until Friday, April 26, 2024.

One (1) of the proposed vehicle purchases is a 2023 Ford E-Transit T350 Medium Roof Cargo Van. This van will replace Vehicle No. 86 that is used by our Recreation Department to transport cargo and/or our sound system and staging to various Park District events. This is an all-electric van which will satisfy the Park District's current CARB fleet conversion requirements for 2025. In addition, staff is proposing to purchase two (2) 2023 Ford F-150 Crew Cab 4X4 Lightning Pros, which are also all-electric trucks. These trucks will be used by our Building Maintenance staff and will be housed and charged, along with the electric van, in the maintenance area of the Activity Center. The purchase of these two electric trucks will aid the Park District in meeting our future CARB mandated zero emission fleet conversion obligations. The fourth truck is a 2024 Chevrolet Silverado 3500 4X4 Regular Cab with a Royal Toolbox Upfit conversion. This truck will be used to replace our existing 1997 GMC mechanic's truck (No. 75) used for field service and repairs.

Downtown Ford of Sacramento is willing to sell us the 2023 Ford E-Transit T350 Medium Roof Cargo Van for \$55,145.69, and the two (2) 2023 Ford F-150 Crew Cab 4X4 Lightning Pros with extended range batteries and a spray-in bedliner for the combined price of \$129,238.56 (\$64,619.28 each). The 2024 Chevrolet Silverado 3500 4X4 Regular Cab Truck will be purchased from Winner Chevrolet of Elk Grove, California, but will be sent to Royal Truck Body in Carson, California for the installation of the toolbox upfit conversion. The total cost of this new truck, including the toolbox upfit, is \$66,087.01. It is anticipated that Winner Chevrolet will allow the Park District to pick up the completed truck directly from Royal Truck Body in Carson, California in-lieu of transporting the truck back to Winner Chevrolet. Both Downtown Ford and Winner Chevrolet are approved CMAS Fleet Dealerships.

Financial Impact:

Adequate funds for the purchase of new vehicles have been earmarked in the District's *Approved Budget for FY 2023-24* under the Simi Valley General Fund (Fund 10 - \$315,000) and Simi Valley Assessment Fund (Fund 30 - \$388,000) for a combined total of \$703,000.

To date, the Board has authorized the purchase of two (2) Ford F-550 Regular Cab and Chassis totaling \$132,651.44.

Board Action Requested:

1. That the Board authorize staff to purchase One (1) 2023 Ford E-Transit T350 Medium Roof Cargo Van (\$55,145.69) and two (2) new Ford F-150 Crew Cab 4X4 Lightning Pros (\$129,238.56) from Downtown Ford of Sacramento, California, under CMAS Contract No. 1-22-23-20F, in the aggregate amount of \$184,384.25 through the issuance of a purchase order,

And:

2. That the Board authorize staff to purchase One (1) 2024 Chevrolet Silverado 3500 HD 4X4 Regular Cab with Royal Toolbox Upfit from Winner Chevrolet of Elk Grove, California, under CMAS Contract No. 1-22-23-20D, in the amount of \$66,087.01 through the issuance of a purchase order.



Wayne Nakaoka
Director of Planning and Maintenance

DOWNTOWN  SACRAMENTO

KD40526

525 N16TH STREET, SACRAMENTO, CA 95811
PHONE: 916-299-3529

QUOTE

Customer

Name RANCHO SIMI REC AND PARK
Address 4201 GURADIAN ST
City SIMI VALLEY State CA Zip 93063
Phone ATTN: ROBERT MENDEZ

DATE 4/5/2024
SALES REP KAYLA
PHONE 916-717-0362
FOB SIMI VALLEY

Qty	Description	Unit Price	TOTAL
2	2023 FORD F150 CREW CAB 4X4 LIGHTNING PRO STATE OF CALIFORNIA CONTRACT 1-22-23-20F CLIN 42 EXTERIOR COLOR: WHITE	\$48,817.00	\$97,634.00
OPTIONS:			
PRICING BELOW SUBJECT TO CHANGE			
2	CHANGE TO EXTENDED RANGE BATTERY	\$10,000.00	\$20,000.00
2	SPRAY BEDLINER	\$595.00	\$1,190.00
2	DOC FEE	\$85.00	\$170.00
SALES TAX CALCULATED AT 7.25% BASED ON REGISTRATION ADDRESS			

SubTotal	\$118,994.00
DELIVERY	\$1,600.00
SALES TAX	\$8,627.06
CA Tire Tax	\$17.50
TOTAL	\$129,238.56

Payment Details

Cash
 Check
 Credit Card

Name _____
CC # _____
Expires _____

Office Use Only

\$500 DISCOUNT WITH PAYMENT IN 20 DAYS

SIGNATURE

DATE

DOWNTOWN  SACRAMENTO

R0254 - RS

525 N16TH STREET, SACRAMENTO, CA 95811
PHONE: 916-299-3529

QUOTE

Customer		DATE 4/10/2024	
Name	RANCHO SIMI	SALES REP	KAYLA
Address	4201 GUARDIAN ST	PHONE	916-717-0362
City	SIMI VALLEY State CA Zip 93063	FOB	SIMI VALLEY
Phone	ATTN: ROBERT MENDEZ		

Qty	Description	Unit Price	TOTAL
1	2023 FORD E-TRANSIT T350 MED ROOF CARGO STATE OF CALIFORNIA CONTRACT	\$57,390.00	\$57,390.00
	EXTERIOR COLOR: WHITE		
	PRICING BELOW SUBJECT TO CHANGE		
OPTIONS			
-1	RETAIL CUSTOMER CASH	\$7,500.00	(\$7,500.00)
	SYNC 4 CRUISE CONTROL 12V POWER POINT PRO POWER ONBOARD FRONT AND REAR VINYL FLOOR CLOVERING		
1	DOC FEE	\$85.00	\$85.00
	SALES TAX CALCULATED AT 7.25% BASED ON REGISTRATION ADDRESS		

SubTotal	\$49,975.00
DELIVERY	\$995.00
SALES TAX	\$4,166.94
CA Tire Tax	\$8.75
TOTAL	\$55,145.69

Payment Details

Cash
 Check
 Credit Card

Name _____

CC # _____

Expires _____

Office Use Only

SIGNATURE

DATE



Winner Chevrolet / Elk Grove Auto Group

Andrew Villareal | (916)509-8598 | avillareal@lasherauto.com

[Fleet] 2024 Chevrolet Silverado 3500HD (CK30903) 4WD Reg Cab 142" Work Truck (3) (✔ Complete)



Note:Photo may not represent exact vehicle or selected equipment.

[Fleet] 2024 Chevrolet Silverado 3500HD (CK30903) 4WD Reg Cab 142" Work Truck (3)

Prepared By
Andrew Villareal
Winner Chevrolet / Elk Grove Auto Group
916-509-8598-Desk
916-792-3672-Cell
avillareal@lasherauto.com

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Data Version: 22010. Data Updated: Mar 21, 2024 6:40:00 PM PDT.

THIS 1



ROYAL TRUCK BODY

24200 S. MAIN STREET
 CARSON, CA 90745
 PHONE: 562-633-9951
 FAX: 866-346-6103

QUOTATION		0480382	
DATE ENTERED	TRUCK ORIGIN	DATE REQUESTED	
3/25/2024	DLR		
WRITTEN BY	SALESMAN	TERR	DATE PROMISED
JM	AHJ	MLO	9/9/9999
END USER (IF DIFFERENT THAN SOLD TO)			TAX SCHED
			CA PL

CUSTOMER NO: WINCHEV

S WINNER CHEVROLET
 O 8575 LAGUNA GROVE DRIVE
 L ATTN: INEZ KNOX
 D Elk Grove, CA 95757

S WINNER CHEVROLET
 H 7220 FAWN WAY
 I SACRAMENTO, CA 95823
 P

CUST ORDER NO	TERMS	SHIP VIA	TRUCK ETA	CUSTOMER NAME	CUSTOMER PHONE NO		
	NET 30	ROYAL		ANDREW VILLAREAL			
MAKE TRUCK	YEAR	MODEL	COLOR	CA DIM	AUX TANK CONFIG	DEF TANK LOC	AXLE TYPE
Chevy	24	3500	WHITE	56			4X4 SRW(OEM)
STOCK NO.	V.I.N. NO.	BED WIDTH	COMPT DEPTH	OA WIDTH	FUEL TYPE	CAB TYPE	
		49	15	79	Gasoline	Regular	

QTY	PART NO./DESCRIPTION	UNIT PRICE	EXT PRICE
	<div style="display: flex; justify-content: space-around;"> STREET SIDE <input type="checkbox"/> VO CURB SIDE <input type="checkbox"/> VO </div> 2024 CHEVROLET 3500, REGULAR CAB CHASSIS (GASOLINE) SRW, 4X4		
1	40-VO-98 40"H ROYAL BODY w/OPEN TOP LIDS ROYAL'S SECURITY HARDWARE, ONE-KEY SOLUTION AUTOMOTIVE LOCK PKG, ALUMINUM LID COVERS, APPEARANCE PACKAGE, 8" RECESSED ROYAL BUMPER, LED LEGAL LIGHT PKG.REMOVABLE STORAGE BINS IN OPEN TOP COMPARTMENTS BOTH SIDES, 4 TIE DOWNS IN BED AREA.WEIGHT CERT. PAINTED WHITE AND INSTALLED.		
1	H-2SC SERVICE BODY/COMBO CLASS 5 RECEIVER HITCH (2-1/2" RECEIVER TUBE) AND HITCH INSERT, 16,000 LBS GTW ****DO NOT EXCEED VEHICLE MANUFACTURER'S RECOMMENDED TOWING CAPACITY*****		
1	H-4 7 BLADE/ 4 PIN TRAILER CONNECTOR		
****QUOTE VALID FOR 30 DAYS****			

Continued

SALES ORDER # 0480382

Page 1 of 3



ROYAL TRUCK BODY

24200 S. MAIN STREET
 CARSON, CA 90745
 PHONE: 562-633-9951
 FAX: 866-346-6103

QUOTATION			0480382
DATE ENTERED	TRUCK ORIGIN	DATE REQUESTED	
3/25/2024	DLR		
WRITTEN BY	SALESMAN	TERR	DATE PROMISED
JM	AHJ	MLO	9/9/9999
END USER (IF DIFFERENT THAN SOLD TO)			TAX SCHED
			CA PL

S WINNER CHEVROLET O 8575 LAGUNA GROVE DRIVE L ATTN: INEZ KNOX D Elk Grove, CA 95757					CUSTOMER NO: WINCHEV					S WINNER CHEVROLET H 7220 FAWN WAY I SACRAMENTO, CA 95823 P				
CUST ORDER NO		TERMS		SHIP VIA		TRUCK ETA		CUSTOMER NAME			CUSTOMER PHONE NO			
		NET 30		ROYAL				ANDREW VILLAREAL						
MAKE TRUCK	YEAR	MODEL		COLOR	CA DIM	AUX TANK CONFIG		DEF TANK LOC	AXLE TYPE					
Chevy	24	3500		WHITE	56				4X4 SRW(OEM)					
STOCK NO.	V.I.N. NO.			BED WIDTH	COMPT DEPTH	OA WIDTH	FUEL TYPE		CAB TYPE					
				49	15	79	Gasoline		Regular					

QTY	PART NO./DESCRIPTION	UNIT PRICE	EXT PRICE
	<div style="display: flex; justify-content: space-around;"> STREET SIDE <input type="checkbox"/> VO CURB SIDE <input type="checkbox"/> VO </div>		
1	CAMGM CAMERA GM ***NOT FOR CHASSIS 360 DEGREE CAMERA OPTION**** ***CHASSIS MUST BE EQUIPPED WITH FACTORY REAR VIEW CAMERA PROVISIONS***		
1	MK98GMSG GM GAS MOUNTING KIT 98 SINGLE		
1	PDI PRE-DELIVERY INSPECTION		
1	FUEL FILL FUEL TANK CUSTOMER REQUEST, DELIVER COMPLETED VEHICLE TO THE ADDRESS PROVIDED - 4201 GUARDIAN STREET, SIMI VALLEY, CA 91377		
****QUOTE VALID FOR 30 DAYS****			Continued



ROYAL TRUCK BODY

24200 S. MAIN STREET
CARSON, CA 90745
PHONE: 562-633-9951
FAX: 866-346-6103

QUOTATION		0480382	
DATE ENTERED	TRUCK ORIGIN	DATE REQUESTED	
3/25/2024	DLR		
WRITTEN BY	SALESMAN	TERR	DATE PROMISED
JM	AHJ	MLO	9/9/9999
END USER (IF DIFFERENT THAN SOLD TO)			TAX SCHED
			CA PL

CUSTOMER NO: WINCHEV

S WINNER CHEVROLET
O 8575 LAGUNA GROVE DRIVE
L ATTN: INEZ KNOX
D Elk Grove, CA 95757

S WINNER CHEVROLET
H 7220 FAWN WAY
I SACRAMENTO, CA 95823
P

CUST ORDER NO	TERMS	SHIP VIA	TRUCK ETA	CUSTOMER NAME	CUSTOMER PHONE NO		
	NET 30	ROYAL		ANDREW VILLAREAL			
MAKE TRUCK	YEAR	MODEL	COLOR	CA DIM	AUX TANK CONFIG	DEF TANK LOC	AXLE TYPE
Chevy	24	3500	WHITE	56			4X4 SRW(OEM)
STOCK NO.	V.I.N. NO.	BED WIDTH	COMPT DEPTH	OA WIDTH	FUEL TYPE	CAB TYPE	
		49	15	79	Gasoline	Regular	

QTY	PART NO./DESCRIPTION	UNIT PRICE	EXT PRICE
	<div style="display: flex; justify-content: space-around;"> STREET SIDE <input type="checkbox"/> VO CURB SIDE <input type="checkbox"/> VO </div>		
1	/SP-ACC ***** PROGRAMMING 4 REMOTE KEYS SUPPLIED BY CUSTOMER ***** 2 HOURS LABOR LISTED BELOW *****		
2	/LABOR LABOR		
****QUOTE VALID FOR 30 DAYS****			

THANK YOU FOR CHOOSING ROYAL TRUCK BODY!!!

RECEIVED BY (PRINT NAME) _____
RECEIVED BY (SIGN) _____ DATE _____

Freight:
Net Order:
Sales Tax
PLACER COUNTY
GRAND TOTAL:

In Consideration of allowing you to remove your vehicle from our premises prior to full payment of the underlying work order, the undersigned as authorized agent for **SALES ORDER # 0480382**, hereby agrees that if any litigation arises out of this transaction the prevailing party shall be entitled to reimbursement for court costs and attorney's fees.

RANCHO SIMI RECREATION AND PARK DISTRICT
INTEROFFICE MEMORANDUM

DATE: April 17, 2024

TO: Board of Directors

FROM: District Manager

SUBJECT: Consideration of California Special Districts Association (CSDA) Call for Nominations to Fill Coastal Network Seat A and B on their Board of Directors for the New Term from 2025 to 2027

OVERVIEW

The California Special Districts Association (CSDA) is seeking special district Board Members or General Managers from the Coastal Network to serve on their Board of Directors in Seat A and B for the upcoming 2025-2027 term. Coastal Network Seat A is currently occupied by incumbent Elaine Magner of Pleasant Valley Recreation and Park District who intends to run for re-election for the upcoming 2025-2027 term. Coastal Network Seat B is currently vacant. Seat A will be filled by the candidate that receives the most votes in the upcoming Coastal Network election. Seat B will be filled by the candidate that receives the second highest number of votes. The same nomination materials will be used to fill both seats.

Candidates interested in filling Coastal Network Seat A or B must complete the Nomination Form and Candidate Information Sheet, and the associated District must submit a Board Resolution or minute action that supports the candidate's nomination to CSDA on or before April 20, 2024.

CSDA Board Member commitment expectations, nomination procedures, nomination form, and candidate information sheet are provided in the attachments herein.

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, education, and resources. The leadership of CSDA is elected from its six geographic networks. Each network has three seats on the board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA Regular Member in good standing and located within the geographic network they seek to represent.

BOARD ACTION REQUESTED

It is recommended that the Board consider providing nominations to fill CSDA's Coastal Network Seat A and/or Seat B on their Board of Directors for the new 2025-2027 term.



Dan Paranick
District Manager

CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS - SEAT A

Deadline: Coastal Network April 20, 2024. All other Networks April 10, 2024.

The California Special Districts Association Elections and Bylaws Committee is looking for independent special district board members or their general managers who are interested in leading the direction of CSDA for the 2025 - 2027 term.

The leadership of CSDA is elected from its six geographical networks. Each of the six networks has three seats on the board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA Regular Member in good standing and located within the geographic network they seek to represent.

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, education and resources. The CSDA Board of Directors is crucial to the operation of the association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration. Serving on the board requires one's interest in the issues confronting special districts statewide.

Commitment and Expectations:

- Attend all board meetings, usually 4-5 meetings annually, at the CSDA office in Sacramento.
- Participate on at least one committee, meets 3-5 times a year at the CSDA office in Sacramento. (CSDA reimburses directors for their related expenses for board and committee meetings as outlined in board policy.)
- Attend, at minimum, the following CSDA annual events: Special Districts Legislative Days - held in the spring, and the CSDA Annual Conference - held in the summer/fall. (CSDA does **not** reimburse travel-related expenses for the two conferences even if a board or committee meeting is held in conjunction with the event; however, does comp registration for the two events.)
- Complete all four modules of CSDA's Special District Leadership Academy within 2 years of being elected. (CSDA does **not** reimburse expenses for the academy classes even if a board or committee meeting is held in conjunction with the event.)
- Complete Annual Chief Executive Officer Evaluation.

Please review the [CSDA Board Policy 2.16 Board Commitments & Responsibilities](#).

Nomination Procedures:

Any Regular Member in good standing is eligible to nominate one person, a board member or managerial employee (as defined by that district's Board of Directors) for election to the CSDA Board of Directors. **A copy of the member district's resolution or minute action along with the Candidate Information Sheet must accompany the Nomination Form. The deadline for**

receiving nominations is April 10, 2024 for all networks, except for the Coastal Network. In the Coastal Network, there is also a vacant position for Seat B. Therefore the call for nominations deadline has been extended to April 20, 2024.

[Candidate Information Sheet Here](#)

[Nomination Form Here](#)

Nominations and supporting documentation may be mailed or emailed.

Mail: 1112 I Street, Suite 200, Sacramento, CA 95814

Fax: 916.442.7889

E-mail: amberp@csda.net

Once received, nominees will receive a candidate's letter. The letter will serve as confirmation that CSDA has received the nomination and will also include campaign guidelines.

CSDA will begin electronic voting on June 10, 2024. All votes must be received through the system no later than 5:00 p.m. July 26, 2024. The successful candidates will be notified no later than July 30, 2024. All selected CSDA Board Members will be introduced at the Annual Conference in Indian Wells, CA in September 2024.

Expiring Terms - All Seat A

Northern Network – Greg Orsini, Director, McKinleyville Community Services District*

Sierra Network – Noelle Mattock, El Dorado Hills Community Services District*

Bay Area Network – Chad Davisson, CSDM, General Manager, Ironhouse Sanitary District*

Central Network – Patrick Ostly, General Manager, North of River Sanitary District*

Coastal Network – Elaine Magner, Director, Pleasant Valley Recreation & Park District*

Southern Network – Jo MacKenzie, Director, Vista Irrigation District*

(* = Incumbent is running for re-election)

CSDA will be using a web-based online voting system allowing your district to cast your vote easily and securely. *Electronic Ballots will be emailed to the main contact in your district June 10, 2024.* All votes must be received through the system no later than 5:00 p.m. July 26, 2024.

Districts can opt to cast a paper ballot instead; but you must contact Amber Phelen by e-mail amberp@csda.net **by April 10, 2024** in order to ensure that you will receive a paper ballot on time.

CSDA will mail paper ballots on June 10, 2024 per district request only.

If you have any questions, please contact Amber Phelen at amberp@csda.net

0 comments

100 views



**California Special
Districts Association**
Districts Stronger Together

2024 BOARD OF DIRECTORS NOMINATION FORM

Name of Candidate: _____

District: _____

Mailing Address: _____

Network: _____ (see map)

Telephone: _____
(PLEASE BE SURE THE PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE)

Fax: _____

E-mail: _____

Nominated by (optional): _____

Return this form, a Board resolution/minute action supporting the candidate, and
Candidate Information Sheet by mail or email to:

CSDA
Attn: Amber Phelen
1112 I Street, Suite 200
Sacramento, CA 95814
(877) 924-2732

amberp@csda.net

DEADLINE FOR RECEIVING NOMINATIONS:

April 10, 2024 at 5:00 p.m.



2024 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: _____

District/Company: _____

Title: _____

Elected/Appointed/Staff: _____

Length of Service with District: _____

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

4. List civic organization involvement:

****Candidate Statement – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after the nomination deadlines will not be included with the ballot.**



**California Special
Districts Association**

Districts Stronger Together

CSDA DISTRICT NETWORK MAP

