

Valley-Wide Recreation and Park District Board of Directors

Division 1 Nick Schouten President	Division 2 Steve Simpson Director	Division 3 Jan Bissell Secretary	Division 4 John Bragg Vice President	Division 5 Noah Rau Director
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Regular Meeting of the Board of Directors

Minutes

Monday, September 21, 2020, 5:30 P.M.

EXECUTIVE CLOSED SESSION

The Board entered executive closed session at 5:30 P.M. regarding the following items and closed the session, reopening the meeting at 6:00 P.M. with no reportable action.

1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Government Code section 54956.9(d)(1)
Name of case: (1 case; 5:16-cv-00088 JGB (KKx) Carol Tounget v. Valley-Wide Recreation and Park District)

REGULAR SESSION

1. CALL TO ORDER

- 1.01. The meeting of the Board of Directors of Valley-Wide Recreation and Park District was called to order at 6:00 P.M. on September 21, 2020 via Public Teleconference URL:
<https://us02web.zoom.us/j/83500632975?pwd=WHhtNXJCCDFycjRCUms4Um5FRGR1dz09> Or join by phone: Dial(for higher quality, dial a number based on your current location): US: +1 669 900 6833 or +1 408 638 0968 or +1 346 248 7799 or +1 253 215 8782 or +1 301 715 8592 or +1 312 626 6799 or +1 646 876 9923; Webinar ID: 835 0063 2975, Passcode: 048988

2. PLEDGE OF ALLEGIANCE

- 2.01. Pledge of Allegiance was led by President Schouten

3. INVOCATION

- 3.01. The Invocation was led by Vice President Bragg

4. ROLL CALL

BOARD PRESENT: Nick Schouten, John Bragg, Jan Bissell, Steve Simpson,
Noah Rau

BOARD ABSENT: None

STAFF PRESENT: Dean Wetter, Gustavo Bermeo, Lanay Negrete, James
Salvador, Miranda Negrete, Craig Shultz, Julia Waltrip, Kirk Summers, Vince
Valdez, Dee Gray, Romeo Salvador, Dusty Koelsch

OTHERS PRESENT: Nick Dayhoff (NBS), Nathan Collier (Enterprise), Unknown
Caller XXX-XXX-6390, Unknown Web Attendee JB, Unknown Call in User 1,
Unknown Web Attendee "Eyeballs"

5. AGENDA APPROVAL

**5.01. On a motion by Director Simpson, seconded by Director Bissell the
Board approved the Agenda.**

Motion carried by the following roll call vote:

Ayes: Schouten, Bragg, Bissell, Simpson, Rau

Noes: None

Absent: None

Abstain: None

6. RECOGNITION, PROCLAMATION

6.01. None

7. PUBLIC COMMENTS – NON-AGENDA ITEMS

7.01. None

8. BOARD COMMENTS

8.01. Director Bragg commented on the losses that have been experienced within our
District, at the state level including firefighters, and at the national level.

8.02. Director Schouten acknowledged the loss of Martin Duran, a Valley-Wide
employee, stating he is greatly missed.

9. VALLEY-WIDE CLEARING ACCOUNTS CHECK LIST

- 9.01. On a motion by Director Bissell, second by Director Simpson** the Board approved the clearing accounts check list for **July 2020**: 107331-107642; EFT070920, ET071020, EFT071020A, EFT071720, ET072320, EFT072920, EFT072920A; and **August 2020**: 107643-108019; EFT080120, EFT08062020, EFT080720, EFT081020HI, ET081420, EFT082120, EFT08212020, EFT082820

Motion carried by the following roll call vote:

Ayes: Schouten, Bragg, Bissell, Simpson, Rau

Noes: None

Absent: None

Abstain: None

10. FINANCIAL STATEMENTS FOR July 2020 and August 2020 – Received and Filed

11. PRESENTATION

- 11.01. None**

12. CONSENT CALENDAR

On a motion by Director Schouten, seconded by Director Simpson, the Board approved the Consent Calendar.

Motion carried by the following roll call vote:

Ayes: Schouten, Bragg, Bissell, Simpson, Rau

Noes: None

Absent: None

Abstain: None

- 12.01. Waiver of reading in full any and all Ordinances listed on this Agenda and provide that they be read by title only.**
- 12.02. Board of Directors approved the Minutes for the Regular Meeting of August 4, 2020**
- 12.03. French Valley Community Facilities District (CFD) Zone 19 (French Valley Marketplace) Formation**
- Board of Directors approved **Resolution No. 1148-20**, Resolution of the Board of Directors of Valley-Wide Recreation and Park District, declaring its intention to establish a Community Facilities District and authorize the levy of special taxes.

- 12.04. Community Facilities District No. 2020-1 (Water Quality Management plan) Formation**
- Board of Directors approved **Resolution No. 1149-20**, Resolution of the Board of Directors of Valley-Wide Recreation and Park District, declaring its intention to establish a Community Facilities District and authorize the levy of special taxes.
- 12.05. Menifee South Community Facilities District (CFD) Zone 1 (La Ventana Ranch) Formation**
- Board of Directors approved **Resolution No. 1150-20**, Resolution of the Board of Directors of Valley-Wide Recreation and Park District, declaring its intention to establish a Community Facilities District and authorize the levy of special taxes.
- 12.06. Winchester Community Facilities District (CFD) Zone 22 (Winchester Ranch) Formation**
- Board of Directors approved **Resolution No. 1151-20**, Resolution of the Board of Directors of Valley-Wide Recreation and Park District, declaring its intention to establish a Community Facilities District and authorize the levy of special taxes.
- 12.07. Winchester Community Facilities District (CFD) Zone 21 Formation**
- Board of Directors approved **Resolution No. 1152-20**, Resolution of the Board of Directors of Valley-Wide Recreation and Park District, declaring its intention to establish a Community Facilities District and authorize the levy of special taxes.
- 12.08. Award of the Playground Replacement Project - 2020**
- Board of Directors approved the following:
 1. Adopt the Plans and Specification for the Playground Replacement Project-2020; and
 2. Award bid to Ortco, Inc., the lowest responsive and responsible bidder, and waive any and all minor irregularities in the bidding documents as submitted by said bidder; and
 3. Authorize the General Manager to execute the Construction Agreement and Purchase Order between Valley-Wide Recreation and Park District and Ortco, Inc. in the amount of \$79,900; and
 4. Authorize the General Manager to approve the appropriate as-needed Changed Order(s) necessary for the execution of the work, in accordance with the signature authorization policy.

13. CONSENT ITEMS HELD OVER

13.01. None

14. PUBLIC HEARING

14.01. **Detachment of Territory within Winchester Park and Landscape Maintenance District, Zone 4**

President Schouten asked the Board Clerk to report on the Proof of Publication for the Public Hearing.

The Board Clerk announced possession of the Proof of Publication for the Public Hearing.

At 6:07 p.m. President Schouten announced the public hearing is now open and that this is the time to hear any protest, comments, and questions from interested persons.

No Public Comments were received. At 6:09 p.m. President Schouten stated the Public Hearing is now closed.

President Schouten announced the Board could entertain a motion to approve Resolution No. 1153-20.

- **On a motion by Director Rau, seconded by Director Bissell** the Board approved Resolution No. 1153-20, ordering the detachment of territory from Winchester Park and Landscape Maintenance District Zone 4.

Motion carried by the following roll call vote:

Ayes: Schouten, Bragg, Bissell, Simpson, Rau

Noes: None

Absent: None

Abstain: None

15. ACTION ITEMS

15.01. **Amendment of the Conflict of Interest Code Pursuant to the Political Reform Act of 1974**

- **On a motion by Director Rau, seconded by Director Bissell** the Board adopted **Resolution No. 1154-20** approving and adopting the amended Conflict of Interest Code pursuant to the Political Reform Act of 1974.

Motion carried by the following roll call vote:

Ayes: Schouten, Bragg, Bissell, Simpson, Rau

Noes: None

Absent: None

Abstain: None

15.02. Salt Creek Trail License Agreement

- Mr. Wetter explained the intention of the Salt Creek Trail Lease Agreement and the responsibilities Valley-Wide would have on the portions of the trail that run through our service area.
- Director Bragg expressed his dissatisfaction with the County of Riverside's lack of improvements along the Hemet portion of the trail, as compared to the improvements that have been provided on the Menifee portion of the trail.
- Director Schouten explained that as construction continues in our maintenance areas of such as Winchester and Hemet, we should see new improvements on that portion of the trail as well.
- **On a motion by Director Rau, seconded by Director Simpson the Board approved to:**
 1. Approve the Salt Creek Trail License Agreement between Riverside County Flood Control and Water Conservation District and Valley-Wide Recreation and Park District; and
 2. Authorize the General Manager to execute the Salt Creek Trail License Agreement.

Motion carried by the following roll call vote:

Ayes: Schouten, Bragg, Bissell, Simpson, Rau

Noes: None

Absent: None

Abstain: None

15.03. Agreement for Design, Construction, Operation and Maintenance of a Sports Park located in Riverside County SP 293

- Mr. Wetter provided an overview of the project to include information on the construction, planning process, and funding sources to answer questions from the Board. In response to Director Bragg's question, Mr. Wetter estimated the completion of the park to take place within the next 6 to 15 years, depending on the rate of development in the area.
- **On a motion by Director Bissell, seconded by Director Simpson the Board approved to:**
 1. Approve the Agreement for Design, Construction, Operation and Maintenance of a Sports Park located in Riverside County Specific Plan (SP) No. 293; and
 2. Authorize the Board President and General Manager to execute the agreement.

Motion carried by the following roll call vote:

Ayes: Schouten, Bragg, Bissell, Simpson, Rau

Noes: None

Absent: None

Abstain: None

15.04. Professional Service Agreement for Enterprise Fleet Management Solutions and Surplus of Vehicles

- Mr. Wetter provided a presentation explaining the overall program offered by Enterprise Fleet Management and the benefits the program would offer to the District.
- Director Bragg expressed concern over the number of vehicles selected to start in the program.
- Director Bissell provided comment regarding the condition of the current vehicles in the District, and need the District has for new vehicles to better allow employees to do their jobs.
- Additional explanations were provided by Nathan Collier, with Enterprise Fleet Management in response to questions from the Board.
- Director Simpson shared that the Budget Ad Hoc Committee met with Mr. Wetter and Mr. Collier prior to the Board Meeting to review and discuss the Enterprise Fleet Management Program. Director Simpson reported the Budget Ad Hoc Committee felt the program was a good option to provide needed vehicles to the District.
- **On a motion by Director Bissell, seconded by Director Simpson the Board approved to:**
 1. Authorize the General Manager to execute a Professional Services Agreement between Valley-Wide Recreation and Park District and Enterprise Fleet Management Solutions; and
 2. Enter the Enterprise Lease Program, with the initial annual amount of \$35,837.40; and
 3. Adopt **Resolution No. 1155-20** Declaring Surplus Property

Motion carried by the following roll call vote:

Ayes: Schouten, Bissell, Simpson, Rau

Noes: Bragg

Absent: None

Abstain: None

15.05. Professional Services Agreement with French Valley Park Specialist for COVID-19 Emergency Protective Measures

- **On a motion by Director Schouten, seconded by Director Simpson** the Board approved to:
1. Ratify the Professional Services Agreement between Valley-Wide Recreation and Park District and French Valley Park Specialist for Emergency Protective Measures pertaining to COVID-19; and
 2. Retroactively authorize the month-to-month extension of the Professional Services Agreement for Emergency Protective Measures from July 1, 2020, until such measures are deemed no longer needed.

Motion carried by the following roll call vote:

Ayes: Schouten, Bragg, Bissell, Simpson, Rau

Noes: None

Absent: None

Abstain: None

15.06. Professional Services Agreement with Adame Landscape, Inc. for COVID-19 Emergency Protective Measures

- In response to questions from the Board, Mr. Wetter provided information regarding the need for the agreement as it relates to FEMA reimbursements due to the COVID-19 pandemic. He explained the additional work and services that have been required as a response to the onset of COVID-19. He provided examples of additional expenses and services the District has incurred to maintain daily playground closures, and daily restroom disinfection and sanitation District wide.
- **On a motion by Director Schouten, seconded by Director Rau** the Board approved to:
1. Ratify the Professional Services Agreement between Valley-Wide Recreation and Park District and Adame Landscape, Inc. for Emergency Protective Measures pertaining to COVID-19; and
 2. Retroactively authorize \$11,117 in expenses that exceeded the initial agreement amount; and
 3. Retroactively authorize the month-to-month extension of the Professional Services Agreement for Emergency Protective Measures from July 1, 2020, until such measures are deemed no longer needed.

Motion carried by the following roll call vote:

Ayes: Schouten, Bragg, Bissell, Simpson, Rau

Noes: None

Absent: None

Abstain: None

15.07. Plumbing Service Purchase Order

- **On a motion by Director Bissell, seconded by Director Bragg** the Board authorized the Purchase Orders, with a total not-to-exceed amount of \$100,000 in Fiscal Year 2020/2021, to engage services of plumbing companies (Fargo Plumbing, JTS Plumbing, Inc., E.R. Block Plumbing, Inc. and Montgomery Plumbing, Inc.) to complete basic maintenance repairs as well as other plumbing services needed within the District.

Motion carried by the following roll call vote:

Ayes: Schouten, Bragg, Bissell, Simpson, Rau

Noes: None

Absent: None

Abstain: None

15.08. Nomination of Dean Wetter to the California Association for Park and Recreation Indemnity Board of Directors

- **On a motion by Director Schouten, seconded by Director Bissell** the Board approved **Resolution No. 1156-20**, supporting the nomination of Dean Wetter to the California Association for Park and Recreation Indemnity Board of Directors.

Motion carried by the following roll call vote:

Ayes: Schouten, Bragg, Bissell, Simpson, Rau

Noes: None

Absent: None

Abstain: None

16. ITEMS FOR BOARD INFORMATION, DISCUSSION, DIRECTION

16.01. General Manager's Report

- Mr. Wetter shared the good work happening at the Echo Hills Golf Course. He stated the course was recognized by The Press Enterprise as one of the top three golf courses in the Inland Empire by their readers. He expressed his pride in the Board for their vision to bring the landmark golf course back to the community, and to staff for their hard work in running and maintaining the course.

- Mr. Wetter provided an update to the Board on a conversation he had with Director Bragg, as a follow up regarding customer service feedback opportunities. He informed the Board of the District's intention to continue to look into methods to solicit customer service feedback, with the intention to bring it back to the Board to make decisions and set a budget.

16.02. LAFCO 2020-14-3 - Annexation to Valley-Wide Recreation and Park District – Certificate of Completion (TR No. 31130)

- Mr. Wetter advised the Board that the LAFCO Annexation had been completed on the property to the south east side of Jim Venable Exchange Club Park.

16.03. Report from Board of Directors Ad Hoc Committees

- Director Schouten asked the Budget Ad Hoc Committee to provide an update on their meeting.
- Director Simpson responded stating he felt the meeting was very thorough with great presentations that allowed for discussion and went well.

16.04. News Articles, Thank You's, and Recreation Reports

17. ADJOURNMENT

On a motion by Director Simpson, seconded by Director Rau the Board voted to adjourn the meeting at 7:53 p.m.

Minutes Approved this 19th day of October 2020



Nick Schouten, Board President



Lanay Negrete, Clerk of the Board