

Carmel Valley Recreation and Park District
REGULAR MEETING OF THE BOARD OF DIRECTORS
& PUBLIC HEARING

June 10, 2020 @ 6:30 p.m.

Park District Office (Activity House), 29 Ford Road, Carmel Valley, CA

If required: CVCYC Patio, 25 Ford Road, Carmel Valley, CA

MINUTES

Due to Shelter in Place Rules Only Essential Items Covered

1. CALL TO ORDER: The Meeting was called to Order at 6: 49 PM.

2. ROLL CALL & ESTABLISHMENT OF QUORUM: All Directors are present and a Quorum is established.
District Counsel, Les Girard is also present.

3. MOMENT OF SILENCE & PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENTS: None..

5. CONSENT AGENDA: ESSENTIAL: Motion to approve the Consent Agenda (Hertlein); Seconded (Thatcher); Approved by unanimous vote of all Directors.

a) FINANCIALS – balance: \$114,181.43

b) ACCOUNTS PAYABLE – May 2020

| | | | |
|------|---|------------|--------------------------------------|
| (1) | Aqua Flow Landscape | \$3,925.00 | (May 2020) |
| | Restroom Locks & Labor for Irrigation Leaks | \$1,387.89 | (Labor & Supplies) |
| (2) | Cal Am | \$ 319.66 | |
| (3) | Carmel Marina, Waste Management | \$ 379.68 | |
| (4) | PG&E | \$ 494.00 | |
| (5) | AT&T Universe | \$ 27.54 | |
| (6) | SDRMA - Insurance | \$3,524.91 | (General Liability) |
| (7) | American Supply Company | \$ 708.40 | |
| (8) | Dianne Serena Woods | \$ 700.00 | (Randy's Garden Design Project) |
| (9) | Karolyn Stone | \$ 945.94 | (Computer, et al) (\$11.31 Supplies) |
| (10) | M.J. Murphy | \$ 100.00 | (Estimate) |
| (11) | Carmel Pine Cone | \$ 273.00 | (BA) |

c) MINUTES

(1) May 13, 2020 – Regular Board Meeting
(2) June 03, 2020 – Special Board Meeting

6. PUBLIC HEARINGS: Essential

- a) (1) Final Engineer's Report Dated June 10, 2020, Preliminary approved at the May 13, 2020 regular board meeting. (2) Receive any public comments and questions. **None.**
- b) After consideration take final action to levy and collect the annual assessment for Fiscal Year 2020-2021.
- c) Resolution 2020-04 – Ordering the Levy and Collection of the Annual Assessment of the Carmel Valley Recreation and Park Maintenance Assessment District for Fiscal Year 2020-2021. **Motion to approve the Resolution (Hertlein); Seconded (Goodman), Approved by Unanimous vote of all Directors.**
- d) Resolution 2020-05 – Certifying Compliance with State Law with Respect to the Levying of Assessments for Fiscal Year 2020-2021 for the Carmel Valley Recreation and Park Maintenance Assessment District. **Motion to approve the Resolution (Hertlein); Seconded (Goodman), Approved by Unanimous vote of all Directors.**

7. NEW BUSINESS: None

8. **FORMER BUSINESS: Informative Comments and/or Essential Discussion**

- a) Schwartz Park: Director Buffalo reported his contact with current owner concerning a release of Easement.
- b) Shelter in Place Rules: Counsel Girard reported on the current status of COVID orders. President Stone will update postings in the Park related to maximum occupancy and the requirement for facial coverings.
- c) Review and Update of Prop 68 & RIRE: Director Buffalo reported that the per capita work is suspended.
- d) FY Ending 2017 Financial Review: President Stone reported that FY2016 is with the County and FY2017 will start in three (3) weeks.
- e) Streamline Website: Director Hertlein will check to see if the web address can be made simpler.
- f) District Administration Manual: District Counsel advised that other issues have slowed delivery of a draft.

9. **ACTION ITEMS: ESSENTIAL**

- a) **RESOLUTION 2020-06**, Ordering an Election, Requesting the County Elections Department to Conduct the Election and Requesting Consolidation of the Election. **Motion to approve the Resolution (Buffalo); Seconded (Hertlein), Approved by Unanimous vote of all Directors.**
- b) Landscape Design for "Randy's Garden" - Approve Design Concept, Plan of Work, and Accept Bids. Director Hertlein will provide landscaping specifications to Director Thatcher who will obtain two (2) bids. These two (2) Directors will check on the cost of a suitable plaque. Director Goodman will obtain estimates of the cost of plant material.
- c) West Restrooms: ADA Status, Plan of Work and Accept Bids. Director Hertlein presented a spreadsheet with items and persons responsible for the work to be done on the West rest rooms.
- d) West Restrooms: Plan to Bring Facilities into ADA Compliance. After discussion upon Motion made by Director Hertlein and Seconded by Director Goodson that the work to be done on West rest rooms will, to the extent practical given the structural constraints of the building and within the District's financial capacity with a budget of Eleven Thousand Dollars, (\$11,000.00), be within ADA and CA Title 24 standards was passed by unanimous vote of all Directors. A discussion ensued regarding the color for the floors, walls and partitions. Upon Motion (Thatcher) Seconded (Goodman) that the floors be painted brown, the walls beige and the partitions a tan color, the Motion was approved upon the unanimous vote of all the Directors.
- d) Lot Line Adjustment Status: Director Buffalo reported that work was progressing.

10. **IDENTIFICATION OF CLOSED SESSION ITEM: ESSENTIAL:**

Pursuant to Government Code section 54956.8 the Board will meet in closed session to give instructions to its negotiator:

Property: commonly known as the CVRPD's East Gravel Parking Lot.

Agency negotiator: Karolyn Stone

Negotiating parties: Kiwanis of Carmel Valley

Under negotiation: Price and Terms

- b) Pursuant to Government Code section 54956.8 the Board will meet in closed session to give instructions to its negotiator.

Property: commonly known as CVRPD's East Gravel Parking Lot.

Agency Negotiator: William Buffalo

Negotiating Party, Pacific Gas & Electric.

Under negotiation: Price and Terms

11. **PUBLIC COMMENT ON CLOSED SESSION ITEM: ESSENTIAL: None.**

12. **ADJOURN TO CLOSED SESSION: ESSENTIAL: 7:02 PM.**

13. REPORT ON RETURN FROM CLOSED SESSION: **ESSENTIAL:** The Board returned to Open Session at 7:09 PM. Nothing to report to Open Session. District Counsel Girard excused himself from the Meeting at 7:17PM.
14. OPERATIONS REPORT: **Informative Comments:** An emergency matter concerning the well/pump was discussed. Upon Motion (Thatcher) and Seconded (Buffalo) the Board by unanimous vote of all Directors authorized Directors Goodman and Buffalo to authorize up to Five Thousand Dollars, (\$5000.00) for the repair of the pump. The Board heard the request of a neighbor for assistance trimming an oak tree whose leaves are dropping onto her property. After discussion and upon the Motion (Thatcher) Seconded (Buffalo) the Board, by unanimous vote of all the Directors approved up to One Hundred Fifty Dollars, (\$150.00) to accomplish the trimming.
15. INFORMATIONAL REPORTS: **Informative Comments and/or Essential Discussion:** None
16. WRITTEN COMMUNICATIONS: None
17. ADJOURNMENT: The meeting was adjourned at 9:04PM.
18. NEXT REGULAR MEETING: July 8, 2020

Respectfully submitted,

William L. Buffalo,

Secretary