

Rancho Simi Recreation and Park District Board of Directors Meeting

A G E N D A

Wednesday, March 20, 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/85682240716?pwd=dXpMMzFuUjVGVWk5sK1A2TFpQc3ljQT09>

Via Phone. Please call 1-669-444-9171 and enter Meeting ID: 856 8224 0716. Passcode: 205164.

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 video of this meeting, please go to youtube.com/rsrpd or click [here](#).

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE **00:00:00**
2. ROLL CALL **00:00:32**
3. AGENDA REVIEW **00:00:46**
4. PUBLIC STATEMENTS (ITEMS NOT ON THE AGENDA) **00:00:54**
5. APPROVAL OF MINUTES **00:14:02**
 - a. Rancho Simi Recreation and Park District Board of Directors Meeting – March 6, 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.) **00:14:44**
 - a. Approval of 2/29/24 Accounts Payable Check Register and 2/23/24 Payroll Check Register
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 **00:15:41**
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 **00:18:27**
10. WRITTEN COMMUNICATIONS OF NOTE **00:23:07**
11. REPORTS BY BOARD MEMBERS **00:24:42**
12. REPORT BY DISTRICT MANAGER **00:37:54**
13. CLOSED SESSION **00:44:11**
 - a. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54956.8
CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Property: Assessors 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

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

M I N U T E S

Wednesday, March 6, 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 6:30pm. The Pledge of Allegiance was led by Vice Chair Abele.
2. ROLL CALL – Directors Dennert, Gray, O'Brien, Vice Chair Abele, and Chair Freeman were in attendance. Staff in attendance included: Douglas Duran, Cary Griffin, Richard Lemmo, Zach Miller, Wayne Nakaoka, Dan Paranick, Theresa Pennington, Brian Reed, Jonathan Schwartz, Alex Stumfall, Gina Viecco, and District Counsel Ryan Guiboa.

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

3. AGENDA REVIEW – There were no changes to tonight's Agenda.
4. PUBLIC STATEMENTS (ITEMS NOT ON THE AGENDA) – NONE
5. APPROVAL OF MINUTES

- a. Rancho Simi Recreation and Park District Board of Directors Meeting (February 21, 2024) – Director O'Brien requested clarification of her comments on page 7 regarding a Peace Pole as compared to the Camp Rotary sign at Corriganville park. Chair Freeman requested clarification of her comments on page 4 regarding the Activity Center. She feels the upstairs kitchen will make the area more marketable.

Motion: Director Gray moved to approve the Minutes as amended. Director O'Brien seconded the motion. The motion carried with the following Roll Call Vote:

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

Noes:

Absent:

Abstain:

6. CONSENT AGENDA (Matters listed under the Consent Agenda are considered routine and shall be acted upon without discussion by one motion approving the Consent Agenda. If discussion is desired the item may be removed from the Consent Agenda upon a Director's request.)
 - a. Approval of 2/9/2024 Payroll Check Register.

- b. Approval of Resolution No. 2073 Modifying District Policy Manual, Chapter 2 Section 1310 Regarding Employee Benefits – Staff Report was provided by Theresa Pennington, Director of Administration.

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 Full-Time Employee of the Month for February 2024 to Cary Griffin, Groundskeeper I – Staff Report was provided by Theresa Pennington, Director of Administration. Cary has been with the Planning & Maintenance Department for 1.5 years; this is his 1st award. Cary thanked the Board for the award, he enjoys his job and said working with the Rancho Madera crew has been great. Nakaoka added Cary is a good employee. After retiring from his previous job, he came to the District part-time and liked it so much he is now a full-time employee.

The entire Board thanked Cary for his contributions to the District.

- b. Report on the 2024 Earth Day Event – Verbal Report was provided by Zach Miller, Director of Recreation. Earth Day this year is on Friday April 26th and the focus this year will be on the beautification of Arroyo Park. There will be Earth Day themed crafts and activities for children during the week and the day of the event. In honor of Arbor Day there will be a tree planting at Sequioa Park to celebrate the Busy Hands Garden Club volunteer group on the same day. Other local groups have been invited to present information during the Earth Day event.

Dennert likes the report, he suggested reaching out to Simi Valley Youth Council to see if they want to participate. With the activities for children, he would like staff to focus on nature local to Simi Valley. He is open to District staff recommending people or groups for recognition at the Earth Day event.

There was no action taken by the Board tonight.

8. CONTINUED BUSINESS – NONE

9. NEW BUSINESS

- a. Review and Approval of Request for Proposal for Simi Hills Golf Course (SHGC) Consultant Services – Market Analysis, Fee and Rate Structure Analysis and Recommendations Report. Staff Report was provided by Dan Paranick, District Manager. The Board requested the use of a professional consultant to conduct a comprehensive market analysis for SHGC. Staff have drafted a Request for Proposals (RFP) outlining the scope of services needed. The Board has been provided with a copy of the RFP for input and approval.

Freeman suggested the Golf Committee could participate in the selection process.

O'Brien asked when the last golf study was conducted. Reed replied, in 2008 a report had been prepared by golf course staff and updated earlier this year. O'Brien asked if the information from this report could be used at Sinaloa as well. Reed replied, the courses are quite different. O'Brien asked if this be done on a regular basis. Reed replied, it is up to the Board, but this data should be useful for quite a while.

Abele requested specific changes to the language in the RFP. Paranick replied, the requested changes to the language will be made. Abele asked if the listed tasks in the RFP could be re-ordered. Paranick replied there could be changes made to the order of tasks if requested by the Board. O'Brien added the order of the tasks doesn't matter that much; the consultants will do their work in the order they prefer anyway. Paranick added the scope of the work, and the RFP can be further defined once proposals have been received. He clarified this proposal does not include Sinaloa Golf Course, only Simi Hills Golf Course. Some of the results could possibly be applied to Sinaloa as well.

Dennert thanked Reed and his staff, they are doing an excellent job, and he has full confidence in him. He likes the idea of the Golf Committee working on the proposals and participating in the selectin process. Gray echoes Dennert comments and wants to support Reed and his staff by giving him the resources to do the best job he can.

Motion: Director Abele moved to approve the RFP as amended to include tonight's requested changes. Director Gray seconded the motion. The motion carried with the following Roll Call Vote:

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

Noes:

Absent:

Abstain:

Abele requested a review of golf fees for 2024 be conducted before the analysis is completed, no later than the last meeting in April 2024. Freeman doesn't feel the fees should be adjusted until the completed analysis is received.

Reed stated the fees can be adjusted or changed at any time throughout the year. Paranick added the rates will be reviewed as usual, by the end of April, with the District Budget process.

- b. Approval of Award of Contract for the Activity Center Office Area HVAC Replacement Project – Staff Report was provided by Wayne Nakaoka, Director of Planning and Maintenance. The current HVAC system is 27 years old with an operational life expectancy of approximately 20 years. The system has been experiencing frequent breakdowns prompting numerous complaints from facility patrons and staff. On December 6, 2023, the Board authorized staff to solicit bids for replacement of the HVAC system. AP Construction Group Inc., dba Air Plus were the lowest bidder at \$1,050,000.

Abele inquired about the cost of the project and funding sources. Nakaoka responded, the current bid is higher than originally anticipated due to rising construction costs. Paranick added

this was combined with the Activity Center to be one project in the Budget. Funds will come from the line item in the Budget for the Activity Center and additional funds will come from budgeted capital reserves.

Director Gray asked if the installation would interfere with classes and/or work schedules. Nakaoka does not anticipate any interruptions.

O'Brien inquired if this HVAC system is only for the office area. Nakaoka replied yes, the Activity Center will operate a separate unit.

Freeman asked if this system will be an upgrade. Nakaoka replied yes, it is brand new with current technology.

Dennert inquired about the warranty. Nakaoka replied it is a 5-year warranty.

Motion: Vice Chair Abele moved to approve requested Board actions 1 and 2 as presented in Staff's report. Director O'Brien seconded the motion. The motion carried with the following Roll Call Vote:

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

Noes:

Absent:

Abstain:

- c. Authorization to Purchase a New 2000 Gallon Water Truck from Commerce Truck and Equipment Sales of Norco, California – Staff Report was provided by Wayne Nakaoka, Director of Planning and Maintenance. Staff were notified of the availability of a new (2023) 2000 gallon "Cal-Fire" equipped water truck. The District's current water truck is not California Air Resources Board (CARB) compliant while the new truck is California Clean Air certified and ready for the road.

O'Brien asked why the original purchaser did not buy this truck. Nakaoka is not sure, it's possible they just ordered too many. Freeman added, Cal Trans has been purchasing most trucks in the State, staff were lucky to find this one.

Motion: Director O'Brien moved to approve the purchase of a Water Truck from Commerce Truck and Equipment Sales. Director Dennert seconded the motion. The motion carried with the following Roll Call Vote:

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

Noes:

Absent:

Abstain:

Chair Freeman called a Recess at 7:47pm. Chair Freeman called the Meeting back to order at 7:53pm.

- d. Approval for the Purchase of New Playground Equipment through California Multiple Award Schedules (CMAS), and Authorization to Solicit Public Bids for the Installation of New

Playground Equipment for the Knolls Park Playground Replacement Project – Staff Report was provided by Wayne Nakaoka, Director of Planning and Maintenance. The District was awarded grant funding through Prop. 68 in the amount of \$245,000 (\$95,000 for the parking lot and \$150,000 for playground replacements) for Knolls Park. Due to budgetary constraints the Board decided against moving forward with the parking lot and directed staff to request those funds be reallocated to a different project. District staff are currently prepared to move forward with the installation of the playground replacements at Knolls. Landscape Designer Tom Evans came up with the idea of incorporating train and fire truck themes as the park is near the Train Depot and has the renovated Fire Station onsite.

Abele asked Nakaoka if he is confident with the estimated costs of installation. Nakaoka responded, he is confident.

Gray inquired as to why District staff cannot install the equipment. Nakaoka replied, a licensed manufacturer installation is required when the equipment is initially installed.

Dennert's favorite topic to discuss is play equipment and his least favorite is parking lots. In the future he would like to see the plans during the planning process. He really likes the train and fire truck themes which makes the park unique; this is a great plan in a small area.

O'Brien really loves the inclusion of the train and fire truck themes; it is really cute.

Gray loves both aspects of the project, adding it continues to make Knolls a unique park. It is incredible work by staff, and he loves the inclusion of the original Fire Station 43 in the design. This is outstanding work by staff.

Freeman added this is great work by staff, the design is prefect for the area. She has fond memories of Knolls park as she spent a lot of time there when her son was young.

Motion: Director Dennert moved to approve requested Board Actions 1 and 2 provided in staff's report. Director Gray 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

Paranick received some communications with concern about the rental process for the baseball fields.

Freeman received an email regarding beer bottles on the Arroyo bike path. Paranick replied the Rangers are involved in investigating this.

11. REPORTS BY BOARD MEMBERS

Vice Chair Abele was going to attend the Oak Park MAC meeting regarding Pickleball at Deerhill

Park. After speaking with Ventura County Supervisor Jeff Gorell, he decided against attending. He is not aware of any meaningful objections raised at the MAC meeting regarding this project. The lines painted on the courts recently were not done correctly with texture, he would like staff to investigate this. Regarding outreach for the remainder of the year in Oak Park, he would like to be informed so that he can attend if possible. He had Nakaoka show him the back area of the proposed Activity Center. The idea of spending the money for expanding the proposed upstairs for party areas does not make sense to him. It would not be prudent to spend excess money for adding a kitchen and a snack bar, there is no recreational value. He encourages his fellow Board members to think about this now and not rush decisions as the project moves forward. He attended Simi Youth Baseball Opening Day; it was a great Ceremony. Abele nominated Ty Hansen (President from Simi Youth Baseball) for the Boys and Girls Club Champion of Youth Award and Hansen was announced as the recipient at Opening Day. Aiden, a young Simi resident who needed a bone marrow transplant, received this through community efforts. He is now doing well, playing baseball, and threw the first pitch. Abele thanked District staff for the flowers for himself and Jill, he's looking forward to seeing their granddaughter in person next week.

Director Dennert attended the Opening Day for softball; thanks to Sandee Covone for organizing. Their internet signal is weak and affects sales at the snack bar. He requested staff to see if there is a way to improve this. He met with Paranick, and they discussed Open Space and plans going forward. CKI, a volunteer group for Moorpark College, picked up a large amount of trash, including a large plastic pipe. District Staff happened to drive by and remove it, thanks to them. He participated in Read Across America today and read a book written by Chumash Tribal Elder Alan Salazar. He heard the Oak Park MAC meeting went well. Thanks to Nakaoka and Paranick for presenting the plans for pickleball at Deerhill Park, it was well received. Before listening to hearsay about local schools, he suggests attending a school event to see our schools in person.

Director Gray attended the Simi Salute to Excellence held by the Simi Chamber. He attended Softball Opening Day with Dennert and City Council member Rocky Rhodes. The speakers were National Champions from CSUN. He commended Nakaoka and Paranick on their presentation to the Oak Park MAC, he heard great things about the presentation. He was happy to hear with the sound mitigation, Pickleball would be about 2 decibels quieter than Tennis.

Director O'Brien was out of town and sad to have missed the baseball and softball Opening Days. She received an email from a vendor that makes equipment for parks from used windmill blades which seems interesting; she will forward the email.

Chair Freeman attended Simi Baseball and Santa Susana Baseball Opening Days. The fields look absolutely fantastic, they look better than ever. She attended CSDA and CARPD legislation meetings, there is a lot of legislation that could affect Special Districts. She attended the Chamber event, thanks to District staff for putting all the resolutions together. She attended the Strathearn meeting, they covered maintenance items, it is a long list of items.

12. REPORT BY DISTRICT MANAGER – Comments were provided by Dan Paranick. The Oak Park MAC meeting went well. Nakaoka and Jonathan Schwartz did an excellent job with the presentation and the project was supported by the MAC and attendees. The MRCA bid on a smaller open space property within the District, but unfortunately, they were out bid. There was a meeting held for the After School Club Directors to discuss improving morale and positivity at their sites which Paranick attended. The State of the City will be held on March 20th, staff have not received the invitation yet. He toured the completed Pool and Arroyo Greenway projects with Landscape

Designer Douglas Duran, both projects look awesome. He will be providing a presentation to the Simi Republican Women's group regarding the Arroyo Greenway project. Staff has met regarding the Mental Health initiative and will bring an update to the Board. The District is a sponsor of the "Every 15 Minutes" program at Simi Valley High School, he will be attending the assembly. Richard Lemmo has worked on a \$20K partnership with Adventist Hospital which will focus on healthy recreation in the community. Staff will outreach to Oak Park on a regular basis. Currently the plan includes regular office hours every other month. No more than 2 Board Members can attend each time. Residents will also be able to sign up to receive Board meeting Agendas regularly.

Upcoming events: A ribbon cutting for the Arroyo Greenway project will be scheduled as soon as possible.

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

13. CLOSED SESSION – NONE

14. ADJOURNMENT – Chair Freeman adjourned the meeting at 8:43pm.

Dan Paranick, District Manager/Clerk



ACCOUNTS PAYABLE CHECK REGISTER

February 16-29, 2024

Prepared by:
Heather Ramirez

Rancho Simi Recreation and Park District
A/P Detail Check Register February 16-29, 2024

Check #	Check Date	Vendor	Description	Account Description	Amount
106119	2/16/2024	A-1 LOCK & SAFE	SV-Locksmith Service	Maintenance	\$ 451.41
106120	2/16/2024	ADIDAS AMERICA INC	Golf Shop Merchandise	Inventory	\$ 1,787.39
106121	2/16/2024	AT & T - U VERSE	Garden Grove ASC Internet Service	Utilities Phone/Internet	\$ 85.60
106122	2/16/2024	AT & T - U VERSE	Strathearn Internet Service	Utilities Phone/Internet	\$ 117.70
106123	2/16/2024	AT & T CAL NET 3	Internet Fiber Connection	Utilities Phone/Internet	\$ 838.74
106124	2/16/2024	AT & T CAL NET 3	Phone Service Cal Net 3	Utilities Phone/Internet	\$ 57.98
106125	2/16/2024	AT & T CAL NET 3	District Phone Lines	Utilities Phone/Internet	\$ 2,089.84
106126	2/16/2024	BREAKTHROUGH SPORTS LLC	Basketball Instructor	Instructor Fees	\$ 2,083.90
106127	2/16/2024	BRINKS INC	Weekly deposit pick up	Bank/Credit Card Fees	\$ 940.74
106128	2/16/2024	CAL STATE SITE SERVICES	SV-Porta Potties	Contract Services Grounds District	\$ 201.91
106129	2/16/2024	COBRA GOLF INC	SHGC Merchandise	Inventory	\$ 1,620.00
106130	2/16/2024	CUSTOMER REFUND	Monica Milton	Refunds Payable	\$ 2,617.75
106131	2/16/2024	CUSTOMER REFUND	Christa Redman	Refunds Payable	\$ 500.00
106132	2/16/2024	CUSTOMER REFUND	OPIMA	Refunds Payable	\$ 300.00
106133	2/16/2024	DELTA ELEVATOR	Activity Ctr Service	Contract Services Buildings District	\$ 262.03
106134	2/16/2024	JENNIFER DEVINE	Art Instructor	Instructor Fees	\$ 489.60
106135	2/16/2024	DIY HOME CENTER	SV/OP Supplies	Maintenance - Other Buildings District	\$ 47.08
106136	2/16/2024	RICK FIELDS-RLF PUBLISHING	SV Spring 2024 Activity Guide	Marketing	\$ 24,610.00
106137	2/16/2024	HOUSE SANITARY SUPPLY INC	SV/OP Custodial Supplies	Supplies - Custodial Buildings	\$ 6,923.35
106138	2/16/2024	MOSS, LEVY & HARTZHEIM, CPA'S	Audit FY 23/24	Professional & Special Services	\$ 8,150.00
106139	2/16/2024	ORKIN	SV/OP Pest Control	Contract Services Buildings District	\$ 277.97
106140	2/16/2024	PRUDENTIAL OVERALL SUPPLY	SV Maintenance Uniforms	Supplies - Uniform Allowance District	\$ 7,651.32
106141	2/16/2024	REFRIGERATION SUPPLIES DISTRIBUTOR	SV & OP - Supplies	Maintenance - Other Buildings District	\$ 197.08
106142	2/16/2024	SOUTHERN CALIFORNIA EDISON	Electricity usage	Utilities Electric	\$ 18,986.73
106143	2/16/2024	STAPLES BUSINESS CREDIT	Office Supplies	Supplies - Office	\$ 1,406.55
106144	2/16/2024	TAPO PLUMBING SUPPLY	SV/OP Bldg. Plumbing Supplies	Maintenance - Other Buildings District	\$ 466.54
106145	2/16/2024	ERIC WANG	Replacement Table Tennis Table	Minor Equipment District	\$ 160.00
106146	2/22/2024	A & R CARPET CARE	Area Rugs - Mae Boyar	Contract Services Buildings District	\$ 125.00
106147	2/22/2024	ACCU FUND	Accounting Software	Office Equipment/Maintenance	\$ 4,158.00
106148	2/22/2024	ACCU PRINTS	New Hire Fingerpringing Service	Professional & Special Services	\$ 120.00
106149	2/22/2024	ADIDAS AMERICA INC	Golf Shop Merchandise	Inventory	\$ 72.17
106150	2/22/2024	ALEXANDER BUICK GMC OF SIMI VALLEY	TRUCK#105 TRUCK#97	Automotive Equipment/Maintenance	\$ 621.98
106151	2/22/2024	ALL STAR PRO GOLF	Golf Pencils	Golf Supplies	\$ 1,780.68
106152	2/22/2024	AT & T - U VERSE	Senior Center Internet Service	Utilities Phone/Internet	\$ 149.80
106153	2/22/2024	AT & T - U VERSE	Berylwood Internet Service	Utilities Phone/Internet	\$ 96.30
106154	2/22/2024	BAY ALARM	Golf_Burglar_Alarm	Contract Services Buildings District	\$ 3,783.33
106155	2/22/2024	BMC	SV-Supplies	Maintenance - Other Buildings District	\$ 191.28
106156	2/22/2024	CALLAWAY GOLF COMPANY	Golf Merchandise	Inventory	\$ 124.98
106157	2/22/2024	CHAMPION CRANE RENTAL	CRANE RENTAL	Disaster Expense- Insured	\$ 1,332.66
106158	2/22/2024	CITY OF SIMI VALLEY-WATER	Water usage	Utilities Water District	\$ 19,921.07
106159	2/22/2024	COBRA GOLF INC	SHGC Merchandise	Inventory	\$ 113.21
106160	2/22/2024	COMPUTERWORKS NFP SOLUTIONS	Computer Support	Professional & Special Services	\$ 787.50
106161	2/22/2024	DIY HOME CENTER	SV/OP Supplies	Maintenance - Other Grounds District	\$ 152.15
106162	2/22/2024	DUNN-EDWARDS CORP	SV - Paint & Supplies	Maintenance - Other Buildings District	\$ 65.91
106163	2/22/2024	ENGRAVING WIZARD	Employee Plaques and Trophies	Professional & Special Services	\$ 14.75
106164	2/22/2024	P.W. GILLIBRAND COMPANY INC	RSSCP	Maintenance - Other Grounds District	\$ 1,065.42
106165	2/22/2024	GOLDEN STATE WATER COMPANY	Water usage	Utilities Water District	\$ 287.99
106166	2/22/2024	GOLDEN STATE WATER COMPANY	Water usage	Utilities Water District	\$ 151.57
106167	2/22/2024	GOLDEN STATE WATER COMPANY	Water usage	Utilities Water District	\$ 190.26

Rancho Simi Recreation and Park District
A/P Detail Check Register February 16-29, 2024

Check #	Check Date	Vendor	Description	Account Description	Amount
106168	2/22/2024	GOLDEN STATE WATER COMPANY	Water usage	Utilities Water District	\$ 1,027.28
106169	2/22/2024	GOLDEN STATE WATER COMPANY	Water usage	Utilities Water District	\$ 69.44
106170	2/22/2024	GOLDEN STATE WATER COMPANY	Water usage	Utilities Water District	\$ 1,526.38
106171	2/22/2024	GOLDEN STATE WATER COMPANY	Water usage	Utilities Water District	\$ 189.89
106172	2/22/2024	GOLF COURSE SOLUTIONS INC	Golf Course Supplies SHGC	Contract Services Grounds	\$ 1,613.28
106173	2/22/2024	HAWSE ABBEY CARPET & CONSTRUCTION	Clubhouse Flooring SHGC	Capital Improvements	\$ 11,548.00
106174	2/22/2024	IMPERIAL SPRINKLER SUPPLY	SV/OP Irrigation Supplies	Maintenance - Other Grounds District	\$ 1,776.18
106175	2/22/2024	INDUSTRIAL METAL SUPPLY CO	CAGES	Maintenance - Other Buildings District	\$ 1,605.58
106176	2/22/2024	JASPER ENGINE & TRANSMISSIONS	REMANUFACTURER ENGINE FOR TRUCK	Automotive Equipment/Maintenance	\$ 7,182.13
106177	2/22/2024	JIM'S TIRE CENTER	SV - Auto Supplies	Automotive Equipment/Maintenance	\$ 221.91
106178	2/22/2024	MAMMOTH TRUCKING INC	ROAD BASE	Deferred Maintenance	\$ 697.13
106179	2/22/2024	MCMMASTER-CARR SUPPLY CO	WEATHER STRIPPING FOR DOORS OPENING	Maintenance - Other Buildings District	\$ 662.26
106180	2/22/2024	KYLE MENDEZ-MENDEZ FABRICATION	WELD ALUMINUM ARROYO SIGN REPAIR	Contract Services Buildings District	\$ 200.00
106181	2/22/2024	MIZUNO USA INC	SHGC Golf Clubs	Inventory	\$ 1,219.92
106182	2/22/2024	MOBILE MODULAR	Vista ASC, Garden Grove ASC & Hillside ASC	Rents & Leases - Real Property	\$ 5,268.98
106183	2/22/2024	NATIONAL READY MIXED CONCRETE	CONCRETE MAYFAIR WALKING/ DRIVING	Deferred Maintenance	\$ 1,392.76
106184	2/22/2024	NUTRIEN AG SOLUTIONS	Sports field seed	Maintenance - Other Grounds District	\$ 4,075.50
106185	2/22/2024	O'REILLY AUTO PARTS	SV/OP Auto Maintenance	Automotive Equipment/Maintenance	\$ 237.95
106186	2/22/2024	PREMIER PROPERTY PRESERVATION LLC	OP - Cleaning	Contract Services Buildings District	\$ 5,675.00
106187	2/22/2024	PRICE FORD OF SIMI VALLEY	TRUCK #110	Automotive Equipment/Maintenance	\$ 3,156.58
106188	2/22/2024	PRUDENTIAL OVERALL SUPPLY	SV Maintenance Uniforms & OPCC-Uniforms	Supplies - Uniform Allowance District	\$ 458.88
106189	2/22/2024	PUKKA INC	Golf Shop Merchandise	Inventory	\$ 519.84
106190	2/22/2024	QUINN RENTAL SERVICES	Trailer Purchase 2650E	Capital Improvements RSRPD Activity Center	\$ 24,835.98
106191	2/22/2024	REVOLUTION OFFICE	Ricoh MP C2504 Toner	Office Equipment/Maintenance	\$ 428.68
106192	2/22/2024	REXEL	SV-Electrical Supplies	Maintenance - Other Buildings District	\$ 4,767.31
106193	2/22/2024	SCI CONSULTING GROUP	Assessment Administration Service	Professional & Special Services	\$ 9,147.42
106194	2/22/2024	SHERWIN WILLIAMS CO	SV/OP - Paint & Supplies	Maintenance - Other Buildings District	\$ 62.88
106195	2/22/2024	SIMI VALLEY UNIFIED SCHOOL DST	Apollo/Viking Fields-Water	Utilities Water District	\$ 2,757.07
106196	2/22/2024	SITESERVER INC	Internet ASC	Utilities Phone/Internet District	\$ 745.00
106197	2/22/2024	STATE OF CALIFORNIA	Fingerprint Processing DOJ	Professional & Special Services	\$ 224.00
106198	2/22/2024	SUNBELT RENTALS	RENT ELECTRIC SCISSOR LIFT	Rents & Leases - Equipment District	\$ 828.00
106199	2/22/2024	TAURUS PROTECTION INC	Blanket PO for Security Service	Facility Rental	\$ 190.00
106200	2/22/2024	TAYLOR MADE GOLF COMPANY INC	Golf Shop Merchandise	Inventory	\$ 222.35
106201	2/22/2024	TITLEIST	SHGC Golf Merchandise and Rang	Inventory Golf Supplies	\$ 6,226.29
106202	2/22/2024	TURF STAR - WESTERN	TORO MOWER OP MOW CREW	Other Equipment/Maintenance Buildings	\$ 1,670.70
106203	2/22/2024	VENTURA COUNTY STAR-ADS	PMO-Legal Notices	Publications & Legal Notices District	\$ 486.68
106204	2/22/2024	VERIZON WIRELESS	Cell/Radio Service January 202	Utilities Phone/Internet	\$ 2,595.12
106205	2/22/2024	WELLS FARGO VENDOR FINANCIAL SERVICES	Copier Lease	Rents & Leases - Equipment District	\$ 386.10
106206	2/22/2024	XEROX FINANCIAL SERVICES	Copier lease	Rents & Leases - Equipment District	\$ 393.02
106207	2/22/2024	YAMAHA MOTOR CORP	SHGC Golf Cars lease	Rents & Leases - Equipment	\$ 10,438.93
106208	2/22/2024	Z SIGNS AND GRAPHICS INC	NEW EMERGENCY VEHICLE SIGN	Maintenance - Other Buildings District	\$ 1,951.95
106209	2/22/2024	MIGUEL CHAVEZ	Accounting Support	Professional & Special Services	\$ 585.00
2-206C	2/22/2024	SHGC	Change fund disbursement- shipped 2/22/24	Petty Cash	\$ 3,500.00
106210	2/29/2024	AC PAINTING	Clubhouse painting SHGC..	Capital Improvements	\$ 7,775.00
106211	2/29/2024	ARTESIA SAWDUST PRODUCTS	RSCP_playground_Flbar	Contract Services Grounds District	\$ 4,114.24
106212	2/29/2024	AT & T - U VERSE	Sinaloa Teen Club Internet Ser	Utilities Phone/Internet	\$ 107.00
106213	2/29/2024	AT & T - U VERSE	Township ASC Internet Service	Utilities Phone/Internet	\$ 117.70
106214	2/29/2024	AT & T - U VERSE	SHGC Maintenance. Bldg. Internet Ser	Utilities Phone/Internet	\$ 171.20
106215	2/29/2024	AT & T - U VERSE	RSCP Maintenance. Internet Service	Utilities Phone/Internet	\$ 96.30

Rancho Simi Recreation and Park District
A/P Detail Check Register February 16-29, 2024

Check #	Check Date	Vendor	Description	Account Description	Amount
106216	2/29/2024	AT & T - U VERSE	RSCP Internet Service	Utilities Phone/Internet	\$ 101.65
106217	2/29/2024	AT & T - U VERSE	Crestview ASC Internet Service	Utilities Phone/Internet	\$ 160.50
106218	2/29/2024	AT & T CAL NET 3	Knolls Station Phone Service (1	Utilities Phone/Internet	\$ 29.35
106219	2/29/2024	AT & T- INTERNET	AT&T ASC hot spot	Utilities Phone/Internet	\$ 101.99
106220	2/29/2024	BMC	SV-Supplies	Maintenance - Other Grounds District	\$ 241.16
106221	2/29/2024	BREAKTHROUGH SPORTS LLC	Basketball Instructor	Instructor Fees	\$ 302.40
106222	2/29/2024	BRIDGESTONE GOLF	SGC Golf Merchandise	Inventory	\$ 1,161.88
106223	2/29/2024	DEBBIE BRODEL	Art Instructor	Instructor Fees	\$ 531.00
106224	2/29/2024	CAL STATE SITE SERVICES	Strathearn Historical Park & SV-Porta Potties	Contract Services Grounds District	\$ 2,001.15
106225	2/29/2024	CALLAWAY GOLF COMPANY	Golf Merchandise	Inventory Shipping/Freight	\$ 124.98
106226	2/29/2024	JANICE CARNAHAN	Line Dance Instructor	Instructor Fees	\$ 849.60
106227	2/29/2024	CITY OF SIMI VALLEY	Water usage	Utilities Water District	\$ 10,167.60
106228	2/29/2024	CREATIVE BRAIN LEARNING	Roblox Instructor	Instructor Fees	\$ 96.00
106229	2/29/2024	CUSTOMER REFUND	Laura Davis	Refunds Payable	\$ 1,865.00
106230	2/29/2024	CUSTOMER REFUND	Ventura County Council	Refunds Payable	\$ 170.00
106231	2/29/2024	DIGITAL IMAGE SOLUTIONS	OP copier	Office Equipment/Maintenance	\$ 20.44
106232	2/29/2024	DIY HOME CENTER	SV/OP Supplies	Maintenance - Other Grounds District	\$ 246.56
106233	2/29/2024	ENGRAVING WIZARD	Employee Plaques and Trophies	Professional & Special Services	\$ 19.57
106234	2/29/2024	BITA ESFANDIARI	Yoga Instructor	Instructor Fees	\$ 825.00
106235	2/29/2024	GEORGETTE FOUCHAUX	Watercolor Instructor	Instructor Fees	\$ 2,002.00
106236	2/29/2024	PAUL GARRON	Tennis Instructor	Instructor Fees	\$ 5,366.16
106237	2/29/2024	BRANDY GLASSMAN	Fitness Instructor	Instructor Fees	\$ 465.60
106238	2/29/2024	GOLDEN STATE WATER COMPANY	Water usage	Utilities Water District	\$ 307.26
106239	2/29/2024	GOLDEN STATE WATER COMPANY	Water usage	Utilities Water District	\$ 282.70
106240	2/29/2024	GOLDEN STATE WATER COMPANY	Water usage	Utilities Water District	\$ 195.60
106241	2/29/2024	GOLDEN STATE WATER COMPANY	Water usage	Utilities Water District	\$ 227.50
106242	2/29/2024	GOLDEN STATE WATER COMPANY	Water usage	Utilities Water District	\$ 318.07
106243	2/29/2024	GOLDEN STATE WATER COMPANY	Water usage	Utilities Water District	\$ 206.21
106244	2/29/2024	GOLDEN STATE WATER COMPANY	Water usage	Utilities Water District	\$ 509.37
106245	2/29/2024	GOLDEN STATE WATER COMPANY	Water usage	Utilities Water District	\$ 195.60
106246	2/29/2024	GOLDEN STATE WATER COMPANY	Water usage	Utilities Water District	\$ 376.44
106247	2/29/2024	GOLDEN STATE WATER COMPANY	Water usage	Utilities Water District	\$ 190.26
106248	2/29/2024	GOLDEN STATE WATER COMPANY	Water usage	Utilities Water District	\$ 920.74
106249	2/29/2024	GREATAMERICA LEASING CORP	Maintenance and Lease	Office Equipment/Maintenance	\$ 198.41
106250	2/29/2024	DEANNA HALLUM	Pilates Instructor	Instructor Fees	\$ 249.00
106251	2/29/2024	HOME DEPOT CREDIT SERVICES	SV Hardware/Supplies	Maintenance - Other Buildings District	\$ 5,762.68
106252	2/29/2024	INTEGRITY TREE SERVICE	Tree Trimming SHGC	Contract Services Grounds	\$ 3,600.00
106253	2/29/2024	JONES & MADHAVAN	RSCP_POOL_DECK	Capital Improvements	\$ 4,458.50
106254	2/29/2024	JOANNE KRAMER	Ceramics & Glass Fusion	Instructor Fees	\$ 1,547.00
106255	2/29/2024	STELLA MERRITT	Yoga Instructor	Instructor Fees Instructor Fees	\$ 371.70
106256	2/29/2024	NADIA MILLER	Pottery Instructor	Instructor Fees	\$ 2,989.00
106257	2/29/2024	MARYAM MIZRAHI	Yoga Instructor Yoga Instructor	Instructor Fees	\$ 495.00
106258	2/29/2024	WILLOW MOYER-POKROSS	Homeschool Learning Labs Instructors	Instructor Fees	\$ 1,779.00
106259	2/29/2024	NUTRIEN AG SOLUTIONS	Algaecide_Preemergant	Maintenance - Other Grounds District	\$ 3,827.58
106260	2/29/2024	ORKIN	SV/OP Pest Control	Contract Services Buildings District	\$ 373.97
106261	2/29/2024	PRO JANSAN	Poopy_Pouches	Maintenance - Other Grounds District	\$ 4,900.00
106262	2/29/2024	PRUDENTIAL OVERALL SUPPLY	OCCP-Uniform Rentals & SV Maintenance Uniforms	Supplies - Uniform Allowance District	\$ 507.85
106263	2/29/2024	SUSAN RIBA	Oil/Acrylic Painting Instructor	Instructor Fees	\$ 294.00
106264	2/29/2024	KELLY ROBERTS-KELLY LOVE	Egg Scramble Balloon Twisting	Supplies Easter Egg Hunt	\$ 550.00

Rancho Simi Recreation and Park District
A/P Detail Check Register February 16-29, 2024

Check #	Check Date	Vendor	Description	Account Description	Amount
106265	2/29/2024	SIMI VALLEY CHAMBER OF COMMERCE	Senior Services Alliance 2024	Marketing..	\$ 75.00
106266	2/29/2024	JANET SNYDER-DANCE TEN	Dance Instructor	Instructor Fees	\$ 176.40
106267	2/29/2024	SOUTHERN CALIFORNIA EDISON	Electricity usage	Utilities Electric District	\$ 11,155.08
106268	2/29/2024	SOUTHERN CALIFORNIA GAS CO	Gas usage	Utilities Gas District	\$ 211.48
106269	2/29/2024	SPECTRUM BUSINESS	Cable TV / Internet Oak Park	Utilities Phone/Internet OPCC	\$ 1,498.00
106270	2/29/2024	SPECTRUM REACH	February 2024 Digital Ads	Marketing..	\$ 1,200.00
106271	2/29/2024	SPEEDY ENTERPRISES	Golf Maintenance Supplies	Maintenance - Other Grounds	\$ 574.86
106272	2/29/2024	STOTZ EQUIPMENT	SHGC Equipment Maintenance	Other Equipment/Maintenance	\$ 558.30
106273	2/29/2024	NANCE TAPLEY-PECK-PECK FARM	Horse Riding Instructor	Instructor Fees Instructor Fees	\$ 656.26
106274	2/29/2024	TITLEIST	SHGC Golf Merchandise	Inventory	\$ 888.18
106275	2/29/2024	TLC MATERIALS INC	Grounds Maintenance. Supplies	Maintenance - Other Grounds	\$ 2,767.93
106276	2/29/2024	TURF STAR-SHGC	Golf Equipment Repairs	Other Equipment/Maintenance	\$ 363.27
106277	2/29/2024	UNIVERSAL ASPHALT COMPANY	Madera CP & Strathearn Park	Capital Improvements	\$ 209,950.00
106278	2/29/2024	WALTERS WHOLESALE ELECTRIC	SV-Electrical Supplies	Maintenance - Other Buildings District	\$ 58.92
106279	2/29/2024	TIM WALTON	Pickleball Instructor	Instructor Fees	\$ 840.00
106280	2/29/2024	WASTE MANAGEMENT	Refuse Disposal	Refuse Disposal	\$ 2,569.33
106281	2/29/2024	WILDLIFE MANAGEMENT PROFESSIONALS	Gopher Service at SHGC	Contract Services Grounds	\$ 950.00
106282	2/29/2024	YAMAHA MOTOR CORP	SHGC carts lease	Rents & Leases - Equipment	\$ 270.91
2-111M	2/29/2024	ADP PAYROLL SERVICE	FSA Balance	FSA Health	\$ 1,319.44
2-206D	2/29/2024	SHGC	Change fund disbursements- shipped 2/29/24	Petty Cash	\$ 3,000.00
				Total:	555,342.40



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

PAYROLL CHECK REGISTER – 02/23/2024

Presented to the Board of Directors

Prepared by:

Tracy Heminuk

CHECK REGISTER SUMMARY

2/23/2024

DUF TAXES DEBITED	02/23/24	ADP	73,030.71	FED, STATE, SOCIAL SECURITY, M/C
OCB TAXES DEBITED	02/23/24	ADP	53,447.09	FED, STATE, SOCIAL SECURITY, M/C
DUF ADP DIRECT DEPOSIT	02/23/24	ADP	220,459.70	DIRECT DEPOSIT
OCB ADP DIRECT DEPOSIT	02/23/24	ADP	140,248.67	DIRECT DEPOSIT
DUF ADP CHECKS	02/23/24	ADP	152.22	ADP PAYROLL
OCB ADP CHECKS	02/23/24	ADP	0.00	ADP PAYROLL
DUF WAGE GARNISHMENTS	02/23/24	ADP	602.67	GARNISHMENTS
OCB WAGE GARNISHMENTS	02/23/24	ADP	207.69	GARNISHMENTS
	02/23/24	9429	104.15	Taylor Ann Leblanc - Replace Rejected DD PR 2/9/24
	02/23/24	9430	945.55	Jesse James Prasch - PR 02/23/24
	02/23/24	9431	127.24	Jesse James Prasch - Final Check
	02/23/24	9432	1,093.39	Alex Gonzalez - PR 2/23/24
	02/23/24	EFT	2,145.80	EDD - SDI
	02/23/24	EFT	31,554.16	PERS - Classic 535
	02/23/24	EFT	32,861.65	PERS - PEPRA 26602
	02/23/24	EFT	1,519.93	Anthem Blue Cross Life - 03/2024
	02/23/24	EFT	8,188.14	Mission Square Retirement - 457 PR 02/23/24
SUBTOTAL:			566,688.76	
GRAND TOTAL:			<u>566,688.76</u>	

ADP Check Register - PR 02/23/24

Job Title Description	NetPay	AutoDep	File #
Accountant-Payroll	0.00	2,516.37	103555
Accounting Specialist	0.00	2,262.58	197655
Administrative Assistant III	0.00	537.49	108416
Administrative Assistant IV	0.00	829.01	100957
Administrative Assistant IV	0.00	492.63	160069
Administrative Assistant V	0.00	1,012.50	103279
Administrative Assistant VI	0.00	1,095.28	255843
Administrative Assistant VI	0.00	362.74	107074
Administrative Assistant VI	0.00	669.65	109024
Administrative Secretary	0.00	2,311.31	101779
Administrative Secretary	0.00	2,150.91	105660
Administrative Specialist	0.00	2,083.47	197643
Adult Sports Official	0.00	64.64	255985
Assistant Director	0.00	793.68	160006
Assistant Director	0.00	657.49	255829
Assistant Director	0.00	678.71	255828
Assistant Golf Course Superintendent	0.00	2,498.00	101232
Assistant Golf Course Superintendent	0.00	1,596.52	255747
Assistant Pool Manager	0.00	102.22	255765
Assistant Pool Manager	0.00	269.10	197729
Assistant Pool Manager	0.00	111.33	255776
Assistant Pool Manager	0.00	208.89	197724
Assistant Site Director	0.00	883.55	197796
Assistant Site Director	0.00	866.99	197750
Assistant Site Director	0.00	957.78	255825
Assistant Site Director	0.00	715.80	197666
Assistant Site Director	0.00	651.17	197621
Assistant Site Director	0.00	800.73	160334
Bldgs. Maint. Worker II - Cust	0.00	2,691.84	103181
Bldgs. Maint. Worker II - Cust	0.00	2,258.49	104685
Bldgs. Maint. Worker II - Mech	0.00	2,229.45	108393
Bldgs. Specialist - Electrician	0.00	2,499.17	160026
Bldgs. Specialist - Mechanic	0.00	2,947.72	107332
Bldgs. Specialist - Utility	0.00	2,167.57	159926
Bldgs. Specialist - Utility	0.00	2,826.21	103556
Bldgs. Specialist - Utility	0.00	2,097.81	105838
Board of Director	0.00	461.75	102927
Buildings Maintenance Worker I	0.00	2,142.91	100921
Buildings Maintenance Worker I	1,093.39	1,022.89	255834
Buildings Maintenance Worker I	0.00	2,433.49	160120
Buildings Maintenance Worker II	0.00	2,484.99	164645
Buildings Specialist - Pools & Water Features	0.00	2,061.82	170001
Computer Support Specialist	0.00	2,865.31	101054
Crew Leader	0.00	2,297.56	100864
Crew Leader	0.00	2,281.05	101292
Crew Leader	0.00	2,539.10	101805

ADP Check Register - PR 02/23/24

Job Title Description	NetPay	AutoDep	File #
Crew Leader	0.00	2,275.75	105217
Crew Leader	0.00	2,782.14	105445
Crew Leader	0.00	2,328.59	107478
Crew Leader - Heavy Equipment	0.00	1,806.90	108379
Crew Leader - Irrigation	0.00	2,554.31	159977
Crew Leader-Buildings Maint.	0.00	2,773.44	103430
Customer Service Representative	0.00	2,318.13	106354
Customer Service Representative	0.00	2,250.63	108198
Director of Administration	0.00	4,473.04	106987
Director of Planning & Maintenance	0.00	4,362.22	105972
Director of Recreation	0.00	4,385.18	197748
District Manager	0.00	6,408.89	160284
Executive Assistant	0.00	2,508.66	170010
Golf Assistant I	0.00	332.46	197691
Golf Assistant I	0.00	476.53	255853
Golf Assistant I	0.00	619.84	197784
Golf Assistant I	0.00	461.75	197820
Golf Assistant I	0.00	184.70	197787
Golf Assistant I	0.00	155.14	255988
Golf Assistant I	0.00	225.33	255849
Golf Assistant I	0.00	265.96	255806
Golf Assistant I	0.00	192.10	255996
Golf Assistant I	0.00	428.50	255877
Golf Assistant I	0.00	424.81	256003
Golf Assistant I	0.00	372.24	255827
Golf Assistant I	0.00	719.13	255950
Golf Assistant II	0.00	462.47	197649
Golf Assistant II	0.00	235.49	101300
Golf Assistant II	0.00	900.10	255870
Golf Assistant II	0.00	580.20	256004
Golf Assistant II	0.00	255.07	255848
Golf Assistant II	0.00	244.49	010288
Golf Assistant II	0.00	259.04	197799
Golf Assistant II	0.00	188.39	197792
Golf Assistant II	0.00	419.97	255991
Golf Assistant II	0.00	357.07	255975
Golf Assistant II	0.00	384.64	160217
Golf Assistant II	0.00	244.35	255999
Golf Assistant II	0.00	574.13	255997
Golf Assistant II	0.00	470.99	255989
Golf Course Assistant	0.00	332.46	255899
Golf Course Manager - Head Gol	0.00	4,022.35	107370
Golf Professional	0.00	1,164.86	160118
Golf Professional	0.00	1,022.44	255881
Golf Professional	0.00	680.42	109443
Golf Specialist	0.00	923.34	159929

ADP Check Register - PR 02/23/24

Job Title Description	NetPay	AutoDep	File #
Groundskeeper I	0.00	1,915.29	255757
Groundskeeper I	0.00	1,886.61	159885
Groundskeeper I	0.00	2,228.20	159944
Groundskeeper I	0.00	1,609.60	197651
Groundskeeper I	0.00	1,571.11	159874
Groundskeeper I	0.00	2,082.67	197653
Groundskeeper I	0.00	2,006.50	197647
Groundskeeper I	0.00	2,162.91	160126
Groundskeeper I	0.00	1,835.29	255832
Groundskeeper I	0.00	2,162.91	105163
Groundskeeper I	0.00	2,525.74	159871
Groundskeeper I	0.00	1,983.84	197652
Groundskeeper I	0.00	2,112.00	105499
Groundskeeper I	0.00	184.70	105485
Groundskeeper I	0.00	2,290.10	105493
Groundskeeper I	0.00	1,591.36	159914
Groundskeeper I	0.00	1,745.07	197642
Groundskeeper II	0.00	2,853.80	100389
Groundskeeper II	0.00	2,170.91	101319
Groundskeeper II	0.00	2,125.42	101343
Groundskeeper II	0.00	2,643.82	105839
Groundskeeper II	0.00	2,369.77	106450
Groundskeeper II	0.00	2,802.31	107837
Groundskeeper II	0.00	2,232.24	109223
Head Golf Pro	0.00	3,122.26	197755
Human Resources Coordinator	0.00	2,934.29	170000
Landscape Designer	0.00	3,105.25	101970
Landscape Designer	0.00	2,963.78	102592
Landscape Designer	0.00	2,398.57	160071
Lifeguard	0.00	164.24	255773
Lifeguard	0.00	152.22	255931
Lifeguard	0.00	147.95	255771
Lifeguard	0.00	144.21	255770
Lifeguard	0.00	184.94	255778
Lifeguard	0.00	136.20	255906
Lifeguard	0.00	104.16	255800
Lifeguard	0.00	148.21	255824
Lifeguard	0.00	144.21	255797
Lifeguard	0.00	180.25	255780
Lifeguard	0.00	132.16	255774
Lifeguard	0.00	147.06	197764
Lifeguard	0.00	144.19	255901
Lifeguard	0.00	0.00	255936
Lifeguard	0.00	152.22	255903
Lifeguard	0.00	51.02	255789
Lifeguard	256.37	(104.15)	255782

ADP Check Register - PR 02/23/24

Job Title Description	NetPay	AutoDep	File #
Lifeguard	0.00	144.20	255918
Lifeguard	0.00	136.20	255907
Lifeguard	0.00	148.22	255908
Lifeguard	0.00	217.81	255779
Lifeguard	0.00	140.20	255889
Lifeguard	0.00	129.53	255951
Lifeguard	0.00	86.30	255892
Lifeguard	0.00	149.15	255884
Lifeguard	0.00	36.99	255799
Lifeguard	0.00	102.73	255788
Lifeguard	0.00	145.22	255920
Lifeguard	0.00	139.73	255784
Lifeguard	0.00	100.84	197726
Lifeguard	0.00	184.27	255905
Lifeguard	0.00	176.25	255939
Maintenance Worker III - PT	0.00	699.64	255851
Maintenance Worker III - PT	0.00	805.77	255958
Maintenance Worker III - PT	0.00	164.84	255933
Maintenance Worker III - PT	0.00	312.81	255875
Maintenance Worker III - PT	0.00	1,008.89	107180
Maintenance Worker III - PT	0.00	255.12	255969
Maintenance Worker IV - PT	0.00	598.41	255809
Maintenance Worker IV - PT	0.00	947.40	255830
Maintenance Worker IV - PT	0.00	277.98	197662
Maintenance Worker IV - PT	0.00	538.30	101131
Maintenance Worker IV - PT	0.00	804.45	197814
Maintenance Worker IV - PT	0.00	1,221.73	255822
Maintenance Worker IV - PT	0.00	816.51	101339
Maintenance Worker IV - PT	0.00	743.25	197813
Maintenance Worker IV - PT	0.00	863.71	255861
Maintenance Worker IV - PT	0.00	843.92	255912
Maintenance Worker IV - PT	0.00	1,173.24	255895
Maintenance Worker IV - PT	0.00	403.76	105086
Maintenance Worker IV - PT	0.00	1,267.94	105438
Maintenance Worker IV - PT	0.00	701.55	255946
Maintenance Worker IV - PT	0.00	887.30	105679
Maintenance Worker IV - PT	0.00	1,106.03	255956
Maintenance Worker IV - PT	0.00	1,170.70	105897
Maintenance Worker IV - PT	0.00	962.54	160244
Maintenance Worker IV - PT	0.00	1,194.17	160262
Maintenance Worker IV - PT	0.00	1,195.31	157091
Maintenance Worker IV - PT	1,072.79	0.00	255850
Maintenance Worker IV - PT	0.00	839.93	197762
Maintenance Worker IV - PT	0.00	1,062.45	255879
Maintenance Worker IV - PT	0.00	1,051.03	255893
Maintenance Worker IV - PT	0.00	1,293.44	159876

ADP Check Register - PR 02/23/24

Job Title Description	NetPay	AutoDep	File #
Maintenance Worker V	0.00	1,085.45	255844
Marketing & Community Outreach	0.00	3,142.53	105212
Mechanic - Golf Courses	0.00	2,023.50	103331
Mechanic - Golf Courses	0.00	560.68	160135
Museum Director	0.00	0.00	255965
Park Ranger	0.00	2,308.30	197654
Park Ranger	0.00	2,016.60	197656
Park Ranger II	0.00	494.78	160296
Park Ranger II	0.00	78.69	197577
Park Ranger II	0.00	239.63	197756
Park Ranger II	0.00	0.00	197566
Part-time Computer Technician	0.00	1,260.24	160332
Part-time Recreation Coordinat	0.00	867.96	104824
Pool Manager	0.00	946.50	197736
Pool Manager	0.00	1,312.13	197590
Preschool Instructor & Spec.	0.00	785.21	109887
Rec Attendant	0.00	132.98	255986
Rec Attendant	0.00	59.10	255856
Rec Attendant	0.00	169.92	255767
Rec Attendant	0.00	199.48	255963
Rec Attendant	0.00	81.26	255878
Rec Attendant	0.00	262.27	255876
Rec Attendant	0.00	51.70	255987
Rec Attendant	0.00	0.00	255898
Recreation Aide	0.00	530.49	255945
Recreation Aide	0.00	369.40	255943
Recreation Aide	0.00	177.32	255957
Recreation Aide	0.00	121.89	255982
Recreation Aide	0.00	258.58	255882
Recreation Aide	0.00	363.50	255923
Recreation Aide	0.00	398.96	256007
Recreation Aide	0.00	70.19	255981
Recreation Aide	0.00	380.49	255836
Recreation Aide	0.00	346.84	255857
Recreation Aide	0.00	325.06	255942
Recreation Aide	0.00	428.52	256001
Recreation Aide	0.00	262.29	255967
Recreation Aide	0.00	387.87	256006
Recreation Aide	0.00	273.36	255979
Recreation Aide	0.00	313.99	255960
Recreation Aide	0.00	166.61	255917
Recreation Aide	0.00	371.06	255916
Recreation Aide	0.00	48.01	255914
Recreation Aide	0.00	420.44	255868
Recreation Aide	0.00	596.37	255980
Recreation Aide	0.00	391.58	255992

ADP Check Register - PR 02/23/24

Job Title Description	NetPay	AutoDep	File #
Recreation Aide	0.00	75.72	255891
Recreation Aide	0.00	249.90	255894
Recreation Aide	0.00	589.61	255897
Recreation Assistant	0.00	1,077.62	197644
Recreation Coordinator	0.00	2,130.59	110802
Recreation Coordinator	0.00	2,491.22	255846
Recreation Coordinator	0.00	861.78	160124
Recreation Coordinator	0.00	2,630.09	105146
Recreation Coordinator	0.00	353.85	155207
Recreation Coordinator	0.00	2,617.70	105277
Recreation Coordinator	0.00	2,487.20	205815
Recreation Coordinator	0.00	2,439.30	255786
Recreation Coordinator	0.00	2,833.12	197834
Recreation Counselor	0.00	612.64	255873
Recreation Counselor	0.00	592.81	220000
Recreation Counselor	0.00	344.49	197806
Recreation Counselor	0.00	428.93	197610
Recreation Counselor	0.00	431.74	255978
Recreation Counselor	0.00	609.14	255954
Recreation Counselor	0.00	521.64	255955
Recreation Counselor	0.00	0.00	197810
Recreation Counselor	0.00	467.05	255953
Recreation Counselor	0.00	451.37	255995
Recreation Counselor	0.00	640.07	256000
Recreation Counselor	0.00	725.93	255990
Recreation Counselor	0.00	440.63	255869
Recreation Counselor	0.00	294.35	255962
Recreation Counselor	0.00	577.64	255847
Recreation Counselor	0.00	84.38	255984
Recreation Counselor	0.00	705.49	255974
Recreation Counselor	0.00	321.83	255972
Recreation Counselor	0.00	0.00	255752
Recreation Counselor	0.00	329.68	255944
Recreation Counselor	0.00	608.44	255755
Recreation Counselor	0.00	614.40	197833
Recreation Counselor	0.00	546.58	197768
Recreation Counselor	0.00	628.66	160141
Recreation Counselor	0.00	688.51	197751
Recreation Counselor	0.00	650.31	255941
Recreation Counselor	0.00	546.51	255976
Recreation Counselor	0.00	435.67	255922
Recreation Counselor	0.00	697.86	197770
Recreation Counselor	0.00	0.00	197818
Recreation Counselor	0.00	388.55	255859
Recreation Counselor	0.00	480.70	255855
Recreation Counselor	0.00	732.74	255977

ADP Check Register - PR 02/23/24

Job Title Description	NetPay	AutoDep	File #
Recreation Counselor	0.00	322.84	159850
Recreation Counselor	0.00	396.56	255761
Recreation Counselor	0.00	150.59	197823
Recreation Counselor	0.00	581.22	255925
Recreation Counselor	0.00	628.29	255833
Recreation Counselor	0.00	731.16	255860
Recreation Counselor	0.00	298.29	255948
Recreation Counselor	0.00	663.05	255871
Recreation Counselor	0.00	393.46	159966
Recreation Counselor	0.00	447.43	255959
Recreation Counselor	0.00	832.67	197712
Recreation Counselor	0.00	390.04	160073
Recreation Counselor	0.00	719.12	255947
Recreation Counselor	0.00	478.83	256005
Recreation Counselor	0.00	645.27	255966
Recreation Counselor	0.00	585.79	255835
Recreation Counselor	0.00	280.41	255837
Recreation Counselor	0.00	529.08	160140
Recreation Counselor	0.00	616.13	197779
Recreation Counselor	0.00	345.39	255909
Recreation Counselor	0.00	459.21	255949
Recreation Program Specialsit	0.00	2,636.22	108439
Recreation Program Specialsit	0.00	2,077.55	103733
Recreation Program Specialsit	0.00	2,123.46	197650
Recreation Specialist II - PT	0.00	214.29	100350
Recreation Specialist II - PT	0.00	817.19	255930
Recreation Specialist II - PT	0.00	490.61	101317
Recreation Specialist II - PT	0.00	368.94	159999
Recreation Specialist II - PT	0.00	616.20	104413
Recreation Specialist II - PT	0.00	486.69	197786
Recreation Specialist II - PT	0.00	240.07	106962
Recreation Specialist II - PT	0.00	70.66	197651
Recreation Specialist II - PT	0.00	273.12	159961
Recreation Supervisor II	0.00	3,017.82	100797
Recreation Supervisor II	0.00	3,249.08	104769
Recreation Supervisor II	0.00	3,007.24	255842
Senior Management Analyst	0.00	4,004.75	255751
Site Director	0.00	1,640.89	108070
Site Director	0.00	767.26	255845
Site Director	0.00	853.48	103435
Site Director	0.00	1,445.59	153736
Site Director	0.00	0.00	197767
Site Director	0.00	1,370.38	160200
Site Director	0.00	1,343.02	197819
Site Director	0.00	1,184.10	160149
Site Director	0.00	1,163.02	197601

ADP Check Register - PR 02/23/24

Job Title Description	NetPay	AutoDep	File #
Site Director	0.00	1,378.56	107889
Specialist Instructor	0.00	994.75	160282
Specialist Instructor	0.00	1,191.84	102930
Specialist Instructor	0.00	6.72	109875
Sports Official	0.00	129.29	103313
Sr. Maint. Supv. - Bldgs.	0.00	2,927.32	105666
Sr. Maint. Supv. - Grounds	0.00	3,844.76	102935
Sr. Maint. Supv. - Grounds	0.00	4,007.70	105042
Sr. Maint. Supv. - Grounds	0.00	3,283.04	105780
Sr. Maintenance Supervisor - S	0.00	3,383.84	103371
Sr. Park Ranger	0.00	2,826.00	197565
Weekend Lead Person	0.00	2,078.41	197648
Youth Sports Referee	0.00	54.95	255964
Youth Sports Referee	0.00	70.64	255810
Youth Sports Referee	0.00	54.94	255983
Youth Sports Referee	0.00	184.47	255968
Youth Sports Referee	0.00	149.15	255852
Youth Sports Referee	0.00	562.18	160307
Grand Totals			
Total	2,422.55	353,796.67	
Count		340	

RANCHO SIMI RECREATION AND PARK DISTRICT

INTEROFFICE MEMORANDUM

DATE: March 20, 2024
TO: District Manager
FROM: Director of Administration
SUBJECT: Presentation of the Part-Time Employee of the Month for February 2024 to
Brandon Pearce-Harris, Youth Sports Referee

BACKGROUND

The Part-Time Employee of the Month for February 2024 is Brandon Pearce-Harris. Brandon is a Youth Sports Referee in the Recreation Department. He has been with the District for five years; this is his first employee of the month award.

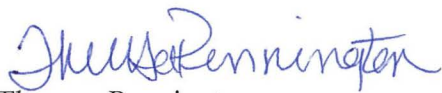


NOMINATION NARRATION

The person who submitted the nomination stated: Brandon is always accommodating, pleasant, and polite. He holds many positions within the Park District including Youth Basketball League Referee, Administrative Assistant, Event Monitor, and Building Maintenance Worker. On multiple occasions, Brandon has started his day assuming one position and ending in another, while smiling and ready to be helpful. Brandon is dedicated, hardworking, reliable, easy to get along with, and cares about his co-workers. Highly motivated, he takes a positive approach to doing his job. He is well deserving of this award!

BOARD ACTION

Brandon has been invited to attend the March 20, 2024 Board Meeting to receive a plaque and a check for \$75.00 from the Board Chair.

A handwritten signature in blue ink that reads "Theresa Pennington". The signature is fluid and cursive, with the first name being more prominent.

Theresa Pennington
Director of Administration

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

DATE: March 20, 2024

TO: District Manager

FROM: Director of Planning and Maintenance

SUBJECT: 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.

Background and Overview:

As staff continues to search for and compile new truck and vehicle price quotes from the open market, our Senior Building Maintenance Supervisor was recently notified that two (2) of the heavy-duty trucks we are looking for are currently available through Downtown Ford located in Sacramento, California. According to Downtown Ford's Fleet Sales Representative, these two vehicles were originally ordered and earmarked for another municipal agency who backed out of the final sale and only purchased a portion of their initial order.

Both trucks are Ford F-550's and include a regular cab and chassis with specific equipment, wheelbase, and cab to axle measurements that meet or exceed the requirements identified in the Project Manual used during the Park District's attempt to secure public bids for the purchase of new trucks and vehicles.

If purchased, the new Ford F550's will be used to replace Truck No. 92 (2003 - Ford F-550 Universal Dump Bed Conversion) which is on the California Air Resources Board (CARB) "Out of Compliance" list for diesel powered vehicles, and Truck No. 107 (2008- Ford F-450 Altec Bucket Lift) which is currently on the CARB's "Limited Use" list. Vehicles on the "Out of Compliance" list for diesel powered vehicles can no longer be driven within the State of California without a complete engine replacement. Vehicles subject to CARB's "Limited Use" list can only be driven up to 1000 miles each calendar year.

Through staffs' negotiations, Downtown Ford has agreed to sell us these two vehicles based on their California Multiple Award Schedule (CMAS) price quote to the Park District in October 2023 in the amount of \$132,651.44 (\$66,295.69 + \$66,355.75). It should be noted that the transfer of the Altec Bucket Lift and Universal Dump Bed Conversion onto the new cab and chassis will be performed separately at an estimated cost of \$20,000. According to the most recent CARB regulations, if purchased, the Park District can use both vehicles until 2040, or until the end of their useful life, whichever comes first.

The disposition and/or sale of the outdated vehicle cab and chassis (vehicles No.'s 92 and 107) will be determined by the District Manager at a later date.

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 - \$358,000), for a combined total of \$673,000.

Board Action Requested:

That the Board authorize staff to purchase two (2) new Ford F-550 Regular Cab and Chassis vehicles from Downtown Ford of Sacramento, California, under CMAS Contract No. 1-22-23-20F in the combined amount of \$132,651.44 through the issuance of a purchase order.



Wayne Nakaoka
Director of Planning and Maintenance

DOWNTOWN SACRAMENTO

102223-KD

525 N16TH STREET, SACRAMENTO, CA 95811

PHONE: 916-299-3529

LIFT TRUCK

QUOTE

Customer

Name RANCHO SIMI REC & PARK
 Address 4201 GUARDIAN STREET
 City SIMI VALLEY State CA Zip 93063
 Phone ATTN: ROBERT MENDEZ

DATE 10/29/2023
 SALES REP KAYLA
 PHONE 916-717-0362
 FOB SIMI VALLEY

Qty	Description	Unit Price	TOTAL
1	2024 FORD F550 REGULAR CAB CHASSIS DIESEL STATE OF CALIFORNIA CONTRACT 1-22-23-20F CLIN 53	\$57,962.00	\$57,962.00
	EXTERIOR COLOR: WHITE		
OPTIONS	PRICING BELOW SUBJECT TO CHANGE		
1	TRANS POWER TAKE OFF STANDARD ON DIESEL	\$0.00	\$0.00
-1	CHANGE TO 141" WB / 60" CA	\$131.00	(\$131.00)
1	LIMITED SLIP	\$395.00	\$395.00
1	BACKUP ALARM	\$175.00	\$175.00
1	120V/400W OUTLET	\$175.00	\$175.00
1	DAYTIME RUNNING LIGHTS	\$45.00	\$45.00
1	HD SERVICE SUSPENTION	\$125.00	\$125.00
1	RUNNING BOARDS	\$320.00	\$320.00
1	SPARE WHEEL, TIRE JACK	\$350.00	\$350.00
1	TRACTION TIRES	\$190.00	\$190.00
1	TRAILER BRAKE CONTROLLER NOW STANDARD	\$0.00	\$0.00
1	HIGH CAPACITY TRAILER TOW (REQ FOR 120V/400W)	\$580.00	\$580.00
1	EXTRA KEY (NO FOB)	\$189.00	\$189.00
1	REAR VIEW CAMERA PREP KIT	\$415.00	\$415.00
1	DOC FEE	\$85.00	\$85.00
	SALES TAX CALCULATED AT 7.25% BASED ON REGISTRATION ADDRESS		

SubTotal \$60,875.00

DELIVERY \$995.00

SALES TAX \$4,413.44

CA Tire Tax \$12.25

TOTAL \$66,295.69

Payment Details

- ☐ Cash
☒ Check
☐ Credit Card

Name _____

CC # _____

Expires _____

Office Use Only

\$500 DISCOUNT WITH PAYMENT IN 20 DAYS

SIGNATURE

DATE

DOWNTOWN**SACRAMENTO****102224-KD**

525 N16TH STREET, SACRAMENTO, CA 95811

PHONE: 916-299-3529

UTILITY TRUCK**QUOTE****Customer**

Name RANCHO SIMI REC & PARK
Address 4201 GUARDIAN STREET
City SIMI VALLEY State CA Zip 93063
Phone ATTN: ROBERT MENDEZ

DATE 10/29/2023
SALES REP KAYLA
PHONE 916-717-0362
FOB SIMI VALLEY

Qty	Description	Unit Price	TOTAL
1	2024 FORD F550 REGULAR CAB CHASSIS DIESEL STATE OF CALIFORNIA CONTRACT 1-22-23-20F CLIN 53 EXTERIOR COLOR: WHITE	\$57,962.00	\$57,962.00
OPTIONS			
PRICING BELOW SUBJECT TO CHANGE			
1	TRANS POWER TAKE OFF STANDARD ON DIESEL	\$0.00	\$0.00
-1	REGULAR CAB 169" WB/ 84" CA	\$0.00	\$0.00
1	LIMITED SLIP REAR AXLE	\$395.00	\$395.00
1	BACKUP ALARM	\$175.00	\$175.00
1	DAYTIME RUNNING LIGHTS	\$45.00	\$45.00
1	HD SERVICE SUSPENTION	\$125.00	\$125.00
1	RUNNING BOARDS	\$320.00	\$320.00
1	SPARE WHEEL, TIRE JACK	\$350.00	\$350.00
1	TRACTION TIRES	\$190.00	\$190.00
1	TRAILER BRAKE CONTROLLER NOW STANDARD	\$0.00	\$0.00
1	HIGH CAPACITY TRAILER TOW (REQ ON DIESEL)	\$580.00	\$580.00
1	EXTRA KEY (NO FOB)	\$189.00	\$189.00
1	REAR VIEW CAMERA PREP KIT	\$415.00	\$415.00
1	DOC FEE	\$85.00	\$85.00
1	CLOTH SEATING	\$100.00	\$100.00
SALES TAX CALCULATED AT 7.25% BASED ON REGISTRATION ADDRESS			

SubTotal \$60,931.00

DELIVERY \$995.00

SALES TAX \$4,417.50

CA Tire Tax \$12.25

TOTAL \$66,355.75**Payment Details**

- ☐ Cash
☒ Check
☐ Credit Card

Name _____

CC # _____

Expires _____

Office Use Only

\$500 DISCOUNT WITH PAYMENT IN 20 DAYS

SIGNATURE

DATE