

**RANCHO SIMI RECREATION AND PARK DISTRICT**

**SPECIAL MEETING  
BOARD OF DIRECTORS**

**SYCAMORE DRIVE COMMUNITY CENTER  
1692 SYCAMORE DRIVE, SIMI VALLEY, CALIFORNIA  
MONDAY, APRIL 30, 2007, 5:30 P.M.**

**MINUTES**

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting was called to order at 5:32 p.m., followed by the pledge of allegiance.

II. ROLL CALL

Present from Rancho Simi Recreation and Park District:

Board of Directors - Chair O'Brien, Vice Chair Meredith, Director Johnson

Staff - Larry Peterson, Ed Hayduk, Brian Reed, Gordon Lindeen, Esq.

III. PUBLIC DISCUSSION

None.

IV. CONTINUED BUSINESS

- (A) Approval of Bill of Sale from American Golf, Inc. for Purchase of Furniture, Fixtures, and Equipment at Simi Hills Golf Course

ACTION: Vice Chair Meredith moved to Approve the Purchase of Furniture, Fixtures, and Equipment at Simi Hills Golf Course; Director Johnson seconded the motion. Motion carried.

V. NEW BUSINESS

- (A) Approval of Lease Agreement with EZ-Go for Lease of Golf Carts for Simi Hills Golf Course

Staff explained the circumstances surrounding its attempts to secure golf carts for the course. The currently used carts are at the end of a four-year lease agreement between EZ-Go and Golf Enterprises. Staff estimated the buy-out price for the carts,

based upon their condition and age, would be from \$500 - \$800 per cart for 85 carts total. However, during recent transition efforts, EZ-Go informed staff that the purchase price for the carts would be \$1,400 per cart, doubling the District's expense to secure golf carts. Based upon this new information, the transition date, the cost of new carts, the need for golf carts in the operation of the golf course, and the lack of providers of new golf carts, staff secured the use of the existing carts through Golf Enterprises for an additional 30 days, until replacement carts could be secured. Under these circumstances, staff recommended the Board apply an exception to its competitive bidding policy. That is, the General Manager recommended the Board make a finding that calling for bids on a competitive basis is impracticable, unavailing or impossible. This finding would allow staff to review quotes from the 3 primary golf cart manufacturers in the country, and make a determination of the lowest responsible bidder, considering delivery time, reputation, warranty, etc., which could then be presented to the Board for its consideration at a meeting to be held in the next few weeks.

ACTION: Vice Chair Meredith moved to Approve a Finding that Calling for Golf Cart Bids on a Competitive Basis, Under the Circumstances Described, is Impracticable, Unavailing or Impossible, and Authorized Staff to Secure and Evaluate Quotes and Recommend a Golf Cart Provider Together With Any Lease or Purchase Terms to the Board at a Future Meeting; Director Johnson seconded the motion. Motion carried.

(B) Approval of Miscellaneous Leases and Purchases Associated with the District's Management of Simi Hills Golf Course

Staff presented two items under this Agenda Title:

(1) Approval of Purchase of Clubhouse Inventory from Golf Enterprises, Inc.

Staff recommended the Board consider for approval the purchase of the clubhouse inventory (not including food or beverage), which includes: golf clubs, bags, balls, apparel, accessories, etc. Staff also informed the Board that an inventory would be performed at the end of the lease term on April 30, 2007, and that the final purchase price would be determined by the remaining inventory, at wholesale price. Staff also informed the Board that the purchase price would include the transfer of a \$1,500 petty cash fund maintained at the course.

ACTION: Vice Chair Meredith moved to Approve the Purchase of Clubhouse Inventory from Golf Enterprises, Inc. (American Golf) for Simi Hills Golf Course with a Purchase Price Based Upon the Final Inventory and Including the \$1,500 Petty Cash Fund; Director Johnson seconded the motion. Motion carried.

- (2) Approval of Purchase Order No. 18394 for Refund of Security Deposit Pursuant to Terms and Conditions of Lease Agreement for the Improvement, Operation and Maintenance of the Simi Hills Golf Course

Staff informed the Board that the lease agreement between the District and Golf Enterprises provided that the District would hold a security deposit to secure the performance of Golf Enterprises. The agreement between the parties also allowed the replacement of the security deposit with a letter of credit. Staff informed the Board that it was not able to confirm that the deposit was replaced with a letter of credit. Based upon this, staff recommended the Board approve the return of the security deposit.

ACTION: Vice Chair Meredith moved to Approve Purchase Order No. 18394 for Refund of Security Deposit Pursuant to Terms and Conditions of Lease Agreement for the Improvement, Operation and Maintenance of the Simi Hills Golf Course; Director Johnson seconded the motion. Motion carried.

VI. REPORTS BY BOARD MEMBERS

Vice Chair Meredith inquired as to staffing levels at the Simi Hills Golf Course, and whether or not all employees of American Golf were hired by the District. Assistant General Manager Hayduk responded by indicating several employees did not seek employment with the District, for various reasons, and that efforts to fill vacancies were currently underway.

Vice Chair Meredith thanked staff for relocating Circus Vargas to Rancho Simi Community Park.

VII. REPORT BY GENERAL MANAGER

None.

VIII. ADJOURNMENT

Chair O'Brien adjourned the meeting at 6:10 p.m.

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Larry Peterson, General Manager