

MINUTES  
RANCHO SIMI RECREATION AND PARK DISTRICT  
OAK PARK RECREATION & PARK PLANNING COMMITTEE MEETING  
OAK PARK COMMUNITY CENTER & GARDENS  
1000 N. KANAN ROAD, OAK PARK, CA 91377  
THURSDAY, JANUARY 9, 2014  
7:00 P.M.

MINUTES

ITEM

- I. CALL TO ORDER/  
INTRODUCTIONS The meeting was called to order at 7:03 pm

Committee Members

Present: Wendy Bani, Susan Bender, Michael Sklar, Chad Skopp, Sepideh Yeoh; Michael Sklar arrived at 7:28 pm

Others Present: District Board Members Dee Dee Cavanaugh, and Gene Hostetler, District Legal Counsel Greg Murphy, and District Staff Members: Virginia McBride, Wayne Nakaoka, Renee Peace and Larry Peterson

Guests Present: None

- II. PUBLIC DISCUSSION

None

III. APPROVAL OF MINUTES

A. Approval of minutes from October 10, 2013 meeting.

ACTION: Committee Member Bender moved to approve the minutes from the October 10, 2013, meeting; Committee Member Yeoh seconded the motion. Motion passed unanimously.

B. Approval of minutes from November 6, 2013 meeting.

ACTION: Committee Member Yeoh moved to approve the Minutes from the November 6, 2013 meeting; Committee Member Bender seconded the motion. Motion passed unanimously.

IV. CONTINUED BUSINESS

NONE

V. NEW BUSINESS

A. Report on Committee Member Election to be Held on January 28<sup>th</sup>, 2014

District Manager Peterson provided an overview of the upcoming election and reminded members that the deadline to be placed on the ballot ahead of time is Friday, January 17<sup>th</sup> at 5:00 pm. As of this date, no applications have been submitted for two open positions on the Committee. Members Bani and Sklar are at the end of their terms.

B. Review and Discussion Regarding an Extension of the Committee Member Term Length from Two Years to Four Years

District Manager Peterson began this item with a reminder that it had been placed onto previous Committee agendas at the request of

Committee Chair Ross, but that it was tabled at those times. Committee member Sklar requested the item be placed back on to this agenda. Those present discussed advantages for extended terms and concerns over a possible drop in interest from community members willing to serve for lengthened terms. Discussion in favor of the extension was that longer terms could lead to more meaningful contributions due to the time it takes for members to become more familiar with some of the issues. District Manager Peterson reported receiving emails from Committee Members Green and Ross, expressing their support for an extension of the terms. Vice Chair Chad Skopp suggested a motion be made tabling the item.

ACTION: Committee Member Bender moved to table the item to a future meeting, Committee Member Yeoh seconded the motion. Motion failed with Committee Member Bani voting against the motion and Committee Member Skopp abstaining.

ACTION: Committee Member Bani made a motion to keep the terms of office as is – two years. Committee Member Yeoh seconded the motion. Motion passed unanimously.

Committee Member Chad Skopp, made the recommendation to the board, as approved by our motion is to continue our terms at two years.

C. Approval of Oak Park – Park and Recreation Planning Committee Meeting Schedule for 2014-15

District Manager Peterson provided a schedule with future meeting dates that appear on the staff report which follows normally by virtue of the guidelines of the committee. Only one conflict on Oct 9, 2014 is present due to a conference scheduled the first week of October that staff is scheduled to attend. Director Peterson recommended proceeding and leaving the dates as stated.

ACTION: Committee Member Yeoh made a motion to accept the meeting schedule for 2014-2015. Committee Member Bani seconded the motion. Motion passed unanimously.

D. Report on Planning and Development Issues in Oak Park

Director of Planning and Acting Director of Maintenance Wayne Nakaoka presented his written report. A brief summary as to the progression of developments included: Confer water tank site, decommission of Lindero Feeder Waterline in Oak Park, and Medea Creek Park sign installation project.

E. Grounds Maintenance Report

Senior Grounds Maintenance Supervisor Eugene Molner Senior Grounds Maintenance Supervisor submitted a report on the recreation activities for this period. Items included maintenance items, athletic fields, safety, and future projects.

F. Report on the Oak Park Recreation Programs

Recreation Supervisor Renee Peace submitted a report on the recreation activities for this period. Items included fall and winter Oak Park continuing and new programs, Oak Park Community Center rentals, park reservations, Mae Boyar rentals, soccer fields, ball fields, senior activities, and teen trips.

Vice Chair Skopp reported that the "Alt Rec Running Program" continues to proceed. It's in its second or third session now. Recreation Supervisor Peace reported nine students in the new running program.

Committee Member Yeoh asked for more specifics about the progress of Medea Creek Middle School Teen club building. District Manager Peterson updated Committee with progression of fire inspection, getting ready to move in any day. Recreation Supervisor Peace added information about open house on January 24<sup>th</sup>, number of participants in the program as well as highlighted sponsorship monies received.

#### G. Reports by Committee Members Regarding Park Inspection Results

Committee Member Yeoh stated that Indian Springs is one of the parks, besides Mae Boyar, that is always busy and that it continues to be in good shape. Questions regarding toilet paper and permits were addressed by Committee Member Yeoh. Recreation Supervisor Peace made note of toilet paper shortage for future special events as well as confirmed having prior knowledge about the difficulties with parking when a film permit was issued through another department first day of school.

Committee Member Bender addressed an issue with commercial vans parking adjacent to a trailhead. Recreation Supervisor Peace will report details to District Business and Accounting Supervisor for Rangers to schedule a Park Ranger to come out during the times indicated.

Vice Chair Skopp, reported issues at Valley View Park. He first commended Eugene on the upkeep of the playground equipment and painting on park benches as well as replacing old signs at the softball field. Only one concern regarding an ongoing issue that pertains to vandalism with missing towel dispensers in the men's restroom. Director of Planning and Acting Director of Maintenance Wayne Nakaoka will look into installing push button hand dryers.

Committee Member Yeoh addressed a past issue to provide shade structures over the playground areas. Director of Planning and Acting

Director of Maintenance Wayne Nakaoka commented about the cost to install canopies over playgrounds and that it likely is cost prohibitive.

VI. WRITTEN COMMUNICATIONS

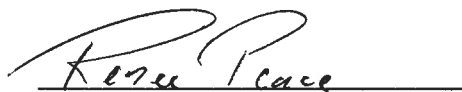
NONE

VII. ITEMS BY COMMITTEE MEMBERS

NONE

VIII. ADJOURNMENT

Vice Chair Skopp declared the meeting adjourned at 7:44 p.m.

A handwritten signature in black ink that reads "Renee Peace". The signature is written in a cursive style and is positioned above a solid horizontal line.

Renee Peace  
Recreation Supervisor – Oak Park