

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, APRIL 10, 2014
7:00 P.M.

MINUTES

ITEM

I. CALL TO ORDER/
INTRODUCTIONS

The meeting was called to order at 7:00 pm

Committee Members Present: Peter Coopersmith, Michael Green, Derek Ross, Michael Sklar, Chad Skopp, and Mary Pallant (representing Sepideh Yeoh)

Others Present:

District Board Members Dee Dee Cavanaugh, and Gene Hostetler, District Legal Counsel Greg Murphy, and District Staff Members: Karen Garber, Richard Lemmo, Virginia McBride, Wayne Nakaoka, Renee Peace and Larry Peterson

Guests Present:

Michael Paule, Deena Parry

II. INTRODUCTIONS AND WELCOME TO NEW MEMBER

Members welcomed Peter Coopersmith to Oak Park Planning Committee.

III. ELECTION OF CHAIR AND VICE CHAIR

Elections were held to determine Chair and Vice Chair positions for the committee.

Action: Committee Member Ross moved to elect Committee Member Skopp as Chair, motion seconded by Committee Member Coopersmith with Skopp elected unanimously as Chair.

Action: Committee Member Sklar moved to elect Committee Member Ross for Vice Chair, motion seconded by Committee Member Green, with Ross elected unanimously as Vice Chair.

IV. PUBLIC DISCUSSION

Triunfo Sanitation District Board Member Mike Paule explained a proposal that will be presented to the Committee that it consider partially funding the Kanan shuttle.

Action: Committee Member Sklar moved to agendize the item in July, or schedule a special meeting for it prior to that time if necessary, Committee Member Ross seconded the motion, with the motion passing unanimously.

Past MAC Member Deena Parry thanked the Park District for their environmental efforts and requested follow up on chemical products being used. District Manager Peterson indicated that testing of the chemical alternatives was underway and that the results and any recommendation will be presented to the Committee in either July or October.

V. APPROVAL OF MINUTES

A. Approval of minutes from January 9, 2014 meeting.

Committee Member Michael Green made note to change "Recreation" to "Maintenance" activities in Item E

ACTION: Committee Member Green moved to approve the minutes from the January 9, 2014, meeting; Committee Member Ross seconded the motion, and the motion passed unanimously.

VI. CONSENT AGENDA

None

VII. NEW BUSINESS

A. Report on Planning and Development Issues in Oak Park

Director of Planning and Maintenance Wayne Nakaoka presented his written report. A brief summary as to the progression of developments included: Conifer Water Tank Site and Deerhill Conditional Use Permit.

Committee Member Michael Green asked for anticipated completion date for the extension of the concrete walkway at Mae Boyar Park. Director of Maintenance and Planning Nakaoka will place project in next year's fiscal budget. Chair Skopp asked for more specifics about the advantages of organic herbicides. Mr. Nakaoka reported that they are safer, but more expensive. Discussion by Committee Members continued with reference to effectiveness, quantity, odor, spray areas, timeline for scheduled maintenance and comparisons with the Oak Park Unified School District herbicide and maintenance routine.

B. Grounds Maintenance Report

Senior Grounds Maintenance Supervisor Eugene Molnar submitted a report on the maintenance activities for this period. Items included: maintenance items, park inspections, herbicide products, repairs for irrigation breaks and vegetative management.

C. Reports by Committee Members Regarding Park Inspection Results

Vice Chair Ross stated that the playground equipment at Indian Springs is rusting at the bottom. Director of Planning and Maintenance Wayne Nakaoka will investigate. Vice Chair Ross suggested for safety reasons sensor lights on the exterior of the building and stairs at the Oak Park Community Center.

Committee Member Sklar offered to take on responsibility with inspections for Deerhill Park in order for Vice Chair Ross to take the Oak Park Community Center, Vice Chair Ross agreed.

Committee Member Green complemented that the Birds of Paradise are down and the new shrubs look great at Mae Boyar. In addition, Mr. Green addressed the issue of no paper towels or working blowers in the restrooms. Director of Planning and Maintenance Wayne Nakaoka will investigate. Mr. Green also made note of standing puddles on the new walkway and the curbs and handicap parking spots need re-painting.

Chair Skopp, reported issues at Valley View Park. Only concerns are with retaining wall close to basketball and soccer fields are showing wear and no hand towels or hand dryer in restrooms. Director of Planning Maintenance Wayne Nakaoka will look into the issues.

Committee Member Coopersmith was assigned Chaparral Park for future inspection reports. Coopersmith addressed the need for paint touch ups on the playground equipment. Director of Planning and Maintenance Wayne Nakaoka commented about the equipment being powder coated, which does not rust through. In addition, Member Coopersmith asked if open spaces and fire hazards had been considered due to an anticipated dry summer. Director of Planning and Maintenance Wayne Nakaoka will look into the matter.

- D. Review and discussion of request to install double rail plastic fencing as a replacement for post and cable fences in Oak Park.

Staff presented a few photos of plastic rail fencing and suggested the Committee consider it as an alternative to post and cable in the future. Posts are very hard to acquire now, and a more contemporary look may be appropriate to consider the next time replacement of post and cable is necessary. Committee Members generally concurred with the alternative and requested staff to present the details of the next post and cable replacement project that arises along with samples and color alternatives before any replacement project is undertaken.

- E. Report on Recreation Activities and Special Events in Oak Park.

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

Vice Chair Ross would like a report on how many residents and non residents are enrolled in the Before and After School Club program. Recreation Supervisor Renee Peace will compile results and email committee.

Chair Skopp expressed a concern about the Spazmatic band's website bio, which inappropriately mocked a person with special needs. Recreation Supervisor Renee Peace commented about the success of the bands performance in Simi Valley and will ask Director of Recreation Doug Gale to contact the band regarding this concern.

F. Report on District Financial Matters in Oak Park

District Manager Peterson submitted a report on financial matters in Oak Park. Items included assessed values, general fund property tax allocation, general fund revenue and expenses and summary of revenues and expenditures for Oak Park.

Committee Member Michael Sklar asked why anticipated revenue for recreation showed a substantial reduction and why maintenance is substantially higher. District Manager Peterson commented the revenues and expenses are budgeted conservatively. The actual revenue will be shown in the next column as will the actual expenses. There will then be a net number that will then be carried forward.

Committee Member Michael Sklar asked regarding the increase in Administrative Department expenditures. District Manager Peterson commented that it was attributed to the filling of the new Director of Administration position that was recruited and detailed additional savings created from the Assistant General Manager retirement which resulted in the promotion of the District's Development Supervisor and achieved a savings for the budget as a whole.

Committee Member Michael Sklar asked if maintenance services have increased over the previous years. District Manager Peterson commented that expenses have generally increased a bit, and reminded the Committee that they can vary year to year based upon needs that arise.

Committee Member Michael Sklar asked if the new money from the cell phone tower will be added to the revenue section next year. District Manager Peterson stated it will be listed in the Oak Park Revenue.

Chair Skopp asked if legal representation at meetings was necessary and if the fees were a direct cost to Oak Park. District Manager Peterson stated that Oak Park is charged a percentage of the District's administrative costs, and that the costs to the Community of Oak Park

for the legal fees associated with Committee attendance was inconsequential.

G. Review and Discussion of Request to Construct a Ga-ga Ball Pit in Oak Park (Coopersmith)

Director of Planning and Maintenance Wayne Nakaoka presented a report outlining what the game was as well as anticipated costs for construction.

Committee Members asked to table item until the new capital item report for next fiscal year was compiled in order for the committee to review priority items.

H. Review and Discussion Regarding Removal of Oleanders between Mae Boyar Park and Brookside Elementary School.

District Manager Peterson provided a report to outline concerns over a line of oleander bushes that run north and south on the property line between the Park District's Mae Boyar Park Parking lot and the Brookside Elementary School athletic field.

Committee Members expressed concern about the lack of vegetation if all of the bushes are removed. Suggestions to maybe crop or stagger removal were discussed. The cost associated with the vegetation removal were also discussed. District Manager Peterson agreed to investigate further with Ventura County Sheriff. Item was tabled until next meeting unless it is determined that there is a need to meet for a special meeting to further consider the matter earlier.

I. Discussion Regarding the Creation of Monthly E-mail Newsletter to the Oak Park Community from the Oak Park Committee (Coopersmith)

District Manager Peterson provided a summary of Committee Member Coopersmith to create a monthly newsletter available for the community. Committee Member Coopersmith further explained his suggestion and the reasons therefore. Vice Chair Ross offered to assist

Member Coopersmith with the efforts by creating the opportunity through the web site Oak Park Now and will work with Mr. Coopersmith on the project. This item was tabled.

J. Discussion Regarding Development of a Comprehensive Overview of Enrichment Classes Available to Parents in Both a Paper and Virtual Environment (Coopersmith)

District Manager Peterson provided a summary with regards to a request by Committee Member Coopersmith to expand marketing efforts for enrichment classes. Committee Member Coopersmith further explained his suggestion and the reasons therefore. Recreation Supervisor Renee Peace agreed to investigate opportunities for a new link on the Rancho Simi Web Site in order to advertise all three program sites.

VIII. WRITTEN COMMUNICATIONS

Committee Member Michael Green asked for members not to “reply all” when appropriate.

IX. ITEMS BY COMMITTEE MEMBERS

NONE

X. ADJOURNMENT

Committee Member Sklar moved to adjourn the meeting at 10:00 pm with Chair Skopp declaring the meeting adjourned thereafter.

A handwritten signature in black ink, appearing to read "Renee Peace", written over a horizontal line.

Renee Peace

Recreation Supervisor – Oak Park