MINUTES
RANCHO SIMI RECREATION AND PARK DISTRICT
REGULAR MEETING, BOARD OF DIRECTORS
1000 N. KANAN RD., OAK PARK, CA 91377
JULY 17, 2014, 6:30 P.M.

AGENDA
ITEM

I. CALLED TO ORDER: 6:31 p.m.

PLEDGE OF ALLEGIANCE: Led by Doug Gale

II. ROLL CALL: Present: Directors O’Brien, Hostetler, Cavanaugh, Vice Chair Freeman, Chair Johnson

Staff: Doug Gale, Karen Garber, Carol Odenberg, Renee Peace, Larry Peterson, Brian Pierik, Esq., Brian Reed

Guests: Laleigh Alchanati, Frankie Alchanati, Michael Green, Superintendent Tony Knight, Mike McReynolds, Supervisor Linda Parks, Mike Paule, Danny Sison, Michael Sklar

III. PUBLIC DISCUSSION (ITEMS NOT ON THE AGENDA):

Danny Sison, President of Simi Valley Soccer Foundation, requested that an item be placed on the next Board Meeting Agenda. The item is regarding the potential minor expansion of Rancho Santa Susana Community Park, Fields 4 and 5, in order to fit four full-sized soccer fields there in place of the current two. Chair Johnson said the District will look into this and place the item on an Agenda.

IV. APPROVAL OF MINUTES:

(A) Approval of Minutes of the Regular Meeting – June 19, 2014

ACTION: Director Cavanaugh moved to Approve the Minutes of the Regular Meeting of June 19, 2014 as amended; Director Hostetler seconded the motion. Motion carried with a unanimous vote.

(B) Approval of Minutes of the Regular Meeting – July 3, 2014

ACTION: Vice Chair Freeman moved to Approve the Minutes of the Regular Meeting of July 3, 2014; Director Hostetler seconded the motion. Motion carried with a unanimous vote.

V. SCHEDULED ITEMS AND PUBLIC HEARINGS:

(A) Presentation of the Part-time Employee of the Month for June 2014 to Jose Anaya 35-14-t

(B) Presentation of the Part-time Employee of the Month for June 2014 to Matt Williamson 35-14-u
Chair Johnson stated that both recipients for the Part-time Employee of the Month Award for June 2014 were unable to attend the meeting, and therefore will be presented with their awards at work.

(C) Public Hearing on the Rancho Simi Recreation and Park District Annual Budget, Planning and Maintenance Projects and Three Year Project Plan for FY 2014-15 124-14-e

Director of Administration said that staff has worked really hard in preparing the preliminary budget for the FY 2014-15. The books for the FY 2013-14 have not been closed, but staff anticipates having them completed soon. She added that the report on the Annual Budget, Planning and Maintenance Projects and Three Year Project Plan is staff’s best estimate at this time. She then asked the Chair to open the public hearing so that the information may be discussed and the public may provide input.

The Chair called a Public Hearing at 6:35 p.m.

As there were no public comments, the Chair closed the Public Hearing at 6:36 p.m.

District Manager stated no action is required and announced there will be another Public Hearing on this item in Simi Valley at the August 7, 2014 Board of Directors Meeting.

VI. CONSENT AGENDA:

(A) Approval of Check Registers: 6/30/14 (payables)

(B) Receive and File Audit Results and Basic Financial Statements for Rancho Simi Recreation and Park District for Fiscal Year Ended June 30, 2013 31-14-a

ACTION: Director Cavanaugh moved to Approve Consent Agenda Items (A) and (B); Director O’Brien seconded the motion. Motion carried with a unanimous vote.

VII. CONTINUED BUSINESS:

None.

VIII. NEW BUSINESS:

(A) Consideration of Request that Rancho Simi Recreation and Park District Provide Funding to County of Ventura for Partial Funding of Kanan Shuttle 51C-14-a; 134-14-a

Mike Paule, MAC member and Triunfo Sanitation Board director, requested the Board of Directors support the partial funding of the Kanan Shuttle program in Oak Park. He said the program was started to reduce traffic and provide residents with a service to get around in the community. It was a result of a State transportation grant of $400,000, which covers 80% of the program’s estimated $500,000 annual cost; it requires that 20% of the funding come from local resources. The service is free to the rider and averages a 300+ ridership per day, with multiple shuttles run during the school year. The Council began looking at opportunities on how to fund the program in January 2014. MAC approved a one-time $75,000 funding of the shuttle through Sept 2014. A committee was formed to identify and secure funding sources in order for the service to continue. They collected community feedback and believe the service reduces traffic, provides freedom for students and seniors to get around to schools, parks, trails, and reduced new drivers on the road resulting in more public safety. In May 2014 OPUSD Board of Trustees approved $50,000 annual funding of the shuttle and MAC approved a recommendation to provide $25,000 annual funding. They feel the Park District as a local resource should provide
the additional $25,000 that is needed, and suggested the District use the cell tower lease revenue of $35,000. There is a delay of those funds due to AT&T equipment issues, and it may not be received until November. He also reviewed results of the survey conducted by Ventura Co. Public Works Dept. of 141 riders.

Mr. Paule said the Oak Park Recreation and Park Committee voted to provide up to a maximum of $25,000 on an annual basis for the shuttle service that would come from the cell phone site lease revenue; it would be subject to the shuttle stopping at the Oak Park Community Center, and representatives from all resources would be included in the shuttle committee meetings. He said they can look at expanded service, such as interconnections to Thousand Oaks and other venues. He stated the service is overwhelmingly supported by community leaders, OPUSD, MAC and the Oak Park advisory committee, and they need full funding to continue providing the free shuttle service. They do not want to see decreased ridership if they have to implement some other solution.

Vice Chair Freeman asked whether it is a one-year grant or continuous, and if money was available through the Ventura County Transportation Commission. Supervisor Parks said it is a continuous grant, and given on an annual basis. Vice Chair Freeman said each year it would need to come back to the Board as a budget item. Supervisor Parks said VCTC attended the shuttle’s ribbon cutting opening ceremony and provided the $400,000 funds for the first year of service. She said they have no concerns it will go away, and stated that all transit in the County is funded through these TDA funds.

Director O’Brien recognized the popularity of the free shuttle service, but thought a nominal fee would not change its ridership very much. Supervisor Parks said every time you increase or add a fee onto a transit you will see a decrease in ridership. She said currently it is spontaneous ridership and riders use it for various purposes. She said youth are very much using the service and having to pay for the short distance they travel would not make it very economical. Director O’Brien asked why it does not run on weekends. Supervisor Parks noted that restaurants are requesting it run in the evenings, and the kids are interested in taking it on the weekends and having it link up with the beach bus. She said it is at the beginning of the service, but they have seen twice the ridership and standing room only on the shuttle. She said it is successful and they want the kids to continue learning how to use transit and stay off the roads with cars.

Director Hostetler asked why the District was not included in the meetings at the onset of the shuttle service. Supervisor Parks said MAC appointed two people to talk to entities then, and they intend to form a committee to include the Council, Park District, and other organizations. The County started the shuttle service and provided the funds for the first year, and began reviewing how it may be kept a free service. Director Hostetler said he rode the shuttle with staff, and the drivers said that primarily students and domestic help make up its ridership.

Chair Johnson questioned the shuttle’s current schedule. Supervisor Parks said it has reduced service in the summer.

Director O’Brien referenced the comment made about restaurants having asked for the shuttle to run in the evenings and asked if the restaurant owners are chipping in. Supervisor Parks said they are not running the shuttle in the evenings and it is not going to the restaurants. She mentioned the City of Westlake Village is doing it for their restaurants. Supervisor Parks said the service is important to the Oak Park community and it is nice to see that all the entities out there representing O.P. are in support of it and want to keep it since it is popular.

Michael Green, MAC Chair and representative to the Oak Park Committee, said the Committee is looking for other sources and other advertising, such as the restaurants which are benefiting from the shuttle service. He thinks this could proportionately reduce everybody’s expenses. He
clarified that MAC funded the shuttle up to September 1, 2014. He also asked the District to correct its information regarding the advisory committee’s vote at its June 9th meeting. He said they voted only to consider funding the shuttle with $25,000 coming from the cell phone revenue. He said they did not vote to take money away from the $170,000 budgeted for other projects.

Director Hostetler said the Committee may have misinterpreted the information. He explained any cell tower revenue would go into the budget for Oak Park when and if received, and if the shuttle were to be funded now it would have to be taken out of the O.P. budget. The District has not yet received any money from the cell towers, and the Committee has recommended that the District spend monies on the shuttle based on the anticipation of receiving that revenue. He emphasized the District will not spend cell phone tower money before it is received.

Frankie Alchanati, high school representative to MAC, said many students want the shuttle as it provides them a ride to Starbucks and it gives them independence so they can go wherever they want in Oak Park. She also said since she lives in the Valley the shuttle helps her get to Lacrosse team practices at District parks on time. She thinks it is needed in Oak Park, and it makes all the kids, out of area kids like her, and the parents happy.

Mike McReynolds, MAC Member and Triunfo Sanitation District’s Board Member, wanted to strongly encourage the Board approve using the $25,000 to support the free Kanan shuttle. He believes revenue from the cell phone towers is a windfall and there is no better way to spend it than on the shuttle. He said it will see an immediate impact as 700 ride the shuttle each month and it reduces traffic and increases safety. By contributing the $25,000 he said the District will be allowing O.P. to keep the $400,000 endorsement from the Transportation Dept. in this community. He said the shuttle has strong support from OPUSD and MAC, and they want the Park District to partner with them to help the community keep the free Kanan shuttle.

Tony Knight, Superintendent of OPUSD, said he strongly supports keeping the shuttle free. He said a year ago OPUSD was approached by Supervisor Parks, and the School District did not see then how they could fund it. A committee was formed, including MAC; they both realized its importance for the community and benefit to students. Students from outside the community were brought in to this School District so as to benefit the education of the students in this community. This resulted in increased traffic on Kanan; the shuttle helps reduce some of the traffic. It also provides students with access around the community and to the parks, to other means of transportation into T.O. and L.A., deters students from getting driver’s licenses at age 16-17, helps senior citizens get around and domestic help into the community. He said the School District, MAC and Park District should support the community in a variety of different ways and in a value-added way, and thanked Supervisor Parks for getting the $400,000/yr. grant. He feels having a free shuttle service is essential due to the logistics and it would not make sense to charge $1.50/ride to go three miles. He said he hopes the District will support it and respect the advisory committee who overwhelmingly supported the concept of chipping in the $25,000.

The Chair asked if there were any further comments from the public.

Supervisor Parks stated there are others are at the meeting for this subject who may wish to speak.

The brother of Frankie Alchanati said the shuttle helps him get to his friends houses and his mother in picking him up down Kanan to get to the freeway. He said each year the district offsets money to try to make the school more efficient, and he thinks the shuttle is beneficial for the district and will save money. He is in support of the whole community becoming “green” and thinks the shuttle reduces vehicle gas emissions. He said in a worse case scenario they should just charge $.25 per ride.
As there were no further comments from the public, the Chair closed the Public Hearing at 7:17 p.m.

District Manager stated that the report provided background information as it relates to the Park District and Oak Park advisory committee and this matter, along with his recommendations. He said the cell phone tower revenue would go to the Oak Park portion of the district and that any additional funds are important to the District’s operations - not just District projects. He said revenue drives everything else. Making decisions on how to prioritize with a long list of projects, limited funds, District requirements and many demands can be difficult. In the advisory committee’s review of this matter, he educated the committee about the limited available funds available and lengthy list of projects. As the District has not closed its books the District is currently utilizing estimated projections in its review. He stated that he is a strong advocate of public transit, believes the shuttle service is important, and commended Supervisor Parks, Superintendent Knight and other speakers for their advocacy of it. His recommendations are for the Park District, and he believes funding the Kanan shuttle is beyond the scope of the District. He said the District provides parks and recreation activities and has a long list of priority projects, maintenance requests and other items that it is not able to meet as it is. He said if the District diverts additional funds it will further strain its ability to meet the many demands.

Director O’Brien asked if the District turns down providing the $25,000 funding now can it revisit this in a year. Chair Johnson said the service was funded up to September 1, 2014, and they are requesting funding for the $400,000 grant for the next year ahead of time.

Vice Chair Freeman said she gave this much thought and respects the decisions of the local MAC, and the Oak Park advisory committee, which is representing the District. She believes they understand the Park District’s funding situation, that this is not a budgeted item, and that something anticipated potentially could fall out. She said the Park District is a major part of this community, and she believes it is the District’s role to provide recreation and parks but that the District has a broader responsibility to cooperate with other groups in the community. She personally thinks the District has an obligation out of respect for the committees, community and OPUSD to support the Kanan shuttle with the $25,000. She recommended to support it subject to the money coming from the cell phone tower revenues and not out of the District’s $170,000 budgeted project list.

Director Hostetler noted his reservations on the matter, such as the students coming from out of the district to go to one of the top schools in the area and then wanting a free shuttle service to travel to Starbucks to spend money on their expensive items. He believes the school, students, domestic help are mostly benefiting from the shuttle service, but the Park District does not benefit since the shuttle does not stop at all District parks. This he would like to see happen for his support of the shuttle. He said the District has many projects to complete with only so much funds. He also wanted it noted that the Oak Park advisory committee’s vote for spending $25,000 for the free shuttle service was not unanimous - it was a 4-2 vote. Lastly, he is not behind the funding of the shuttle being on an annual basis, and favors charging a small fee to the riders if they cannot come up with the funding.

Vice Chair Freeman said from the survey it appears that some riders are using the shuttle for the parks and trails, although they may have to walk a ways to get to them. She said perhaps there is a way to adjust the shuttle’s stops so it is more convenient for riders to get to the parks and trails.

Director Cavanaugh said she attended meetings where the shuttle service was discussed in detail. She thinks the service is great for the community and students, but questions whether the District should be funding it. The shuttle currently does not stop at any of the Park District’s parks. It runs Monday to Friday and not on weekends, and it runs less during the summer; both are the
Park District’s peak periods for use of its parks. Multiple shuttles ran during the school year at peak times, which was great for the School District and especially for out of area students and it helped lessen the traffic. She said the Park District is a value-added partner in this community and offers some of the finest parks in the State of California to the communities of Oak Park and Simi Valley. She does not think funding of transportation is something for which the Park District should be using its funds. She explained that the District recognized $166,000 that it can use in the current fiscal year, but has a list of $2.98 mil. worth of projects for the O.P. community to be accomplished. Some may be much more important than others, and some mandatory in order to keep up the District facilities and infrastructure, such as the Mae Boyar building project. It was budgeted at $75,000 for this year, and initially the committee discussed a renovation. They now realize it would be best to bank the money and increase it so the building can be replaced. She personally thinks additional funding from any other sources of income should be applied to the District’s existing list of projects that need to be accomplished. She feels that MAC and OUSD that utilize the shuttle service more than anyone should be funding the free shuttle service; not the Park District, which has a list of projects that are its priority.

Vice Chair Freeman asked staff when the District will hear from the County on the assessed value. District Manager noted correspondence was received today, and it indicated a 5.47% increase on assessed values. Vice Chair Freeman said she believes the District will have additional funding, and she personally thinks the District has an obligation to support the O.P. advisory committee and the groups that represent the community.

Chair Johnson said even with the 5.47% assessed value increase, the District does not spend money based on the anticipation of money coming in. He said the District has always operated on the conservative side and that he’s been on the District’s Board 22 years and on the Oak Park Park and Recreation Committee for 12 years. He said this is the only community in the State where the parks system was built only on development fees. He has mixed reservations about the funding of the shuttle and does not believe in spending money before it is received, and does not think the Park District should get into the transportation area. He respects the Committee and said it may be the only time that the District disagreed with their recommendations. He asked why MAC did not notify the Park District a year ago about funding a shuttle service when it was first being developed, and said it would have been beneficial to the District to have known in advance of any requests for funding. It would have allowed the District some time to consider the budgeting of it and also request steps that are more beneficial to park patrons. He said the O.P. advisory committee has requested other projects, such as shade structures on the ballfields that are very expensive and need regular repair. However, he pointed out that it is expensive to maintain the infrastructure of the parks and facilities, the parking lots, and other amenities, and he feels this should be the number one priority. He said even if the request for funding the free shuttle service is on a year-by-year basis, it is difficult to rely on the money being there for the next year, and generally people tend to expect things once they have it. He thinks the District does not have enough information on the service, and there is uncertainty that the funding will be there.

Mike Paule said they received a written commitment for the cell phone tower revenue, and it is unfortunate there is a delay due to AT&T equipment issues. He stated that MAC did not intend to exclude the District on a grassroots effort for the shuttle service, and that they only started discussions on this a few months ago.

It was noted that MAC does not feel they are in the transportation business but felt this service was good for the community and had special approval to use the funds in their service area for transportation.
Supervisor Parks said they would put the Park District seal on the shuttle and since the shuttle is not needed as much for the schools during the summer they would reroute the stops so it would go to the parks. Chair Johnson stated he thought this should have been discussed at the beginning of shuttle service discussions.

Superintendent Knight said the School District is there to educate the students, and he believes they have an amazing relationship with the Park District. He also said outside area students become part of this community under State law.

Director Cavanaugh said she likes the idea of the Kanan shuttle. However, her main stance is that the Park District does not have the money to fund it; there are too many other projects that are important at this point of time. She thinks a small fee to ride the shuttle would not be unreasonable and that a $20 monthly bus pass, especially for out of district students, would be fair. She said students from out of the area are not paying anything to come to school in Oak Park, but the tax payers in this community are paying for them to attend schools here.

Director O’Brien likes the idea of public transportation but said the District has not budgeted the money, and does not have the cell phone tower revenue yet. She said if the District had that money, she may vote for the District’s funding the shuttle. She also may be more amenable to it if the shuttle would run on weekends, if they asked for support from restaurant owners who requested that the shuttle run at night, and charged riders a bus pass fee.

Vice Chair Freeman stated that her comment in favor of the shuttle funding is subject to the District getting the cell phone tower money, and that she is not saying to move forward and amend the District’s budget and take it out of projects. District Manager mentioned that the anticipated cell phone tower revenue is listed in the preliminary budget in the amount of $25,000.

Director Hostetler expressed concerns. He would like the shuttle stops/schedule changed so the service benefits the District during the year, such as stopping at District parks, and running it on weekends and during summer since those are the District’s peak seasons. He said it should be a one-year deal and no more than $25,000, and it should be pending the District’s receipt of the revenue from the cell tower lease. He is concerned about giving the money for transportation that benefits out of district students whose families are not paying taxes in this community.

**ACTION:** Vice Chair Freeman moved to Support the $25,000 Funding of the Kanan Shuttle Contingent Upon Receipt of the Funds from the Cell Tower Revenue and Upon the Park District Participating in the Kanan Shuttle Advisory Committee and Engaging in a Discussion Over the Routes and Timing of the Kanan Shuttle to More Benefit the Various Parts of the Park District System in Oak Park, and That the Funding is for One-Year; Director Hostetler seconded the motion. Motion failed with the following roll-call vote:

- **Ayes:** Director Hostetler and Freeman
- **Noes:** Directors O’Brien, Cavanaugh, Johnson
- **Absent:** None
- **Abstain:** None

(B) **Report on the Oak Park Recreation Programs 51K-14-e**

This was an informational item only. No action was taken by the Board.
(C) **Report on Planning and Development Issues and Grounds Maintenance Report for Oak Park 51K-14-f**

This was an informational item only. No action was taken by the Board.

(D) **Report on Status of Financial Matters in Oak Park Area 51K-14-g**

This was an informational item only. No action was taken by the Board.

IX. **WRITTEN COMMUNICATIONS:**

None.

X. **REPORTS BY BOARD MEMBERS:**

Director O’Brien attended the Simi Valley Alliance for the Arts, which works with the Cultural Arts Foundation, and said they are doing some fund raising.

Director O’Brien attended the 4th of July Fireworks show and thought it was awesome.

Director Hostetler attended a CARPD Board Meeting in Sacramento on July 16th. He reported that the 2015 CARPD conference will be in Tahoe from May 13-17th, a committee is reviewing the Executive Director’s contract from CAPRI that allows their director to assist CARPD, and that Tappan is leaving CAPRI. He also congratulated Director Johnson, who was recently appointed to a position on CARPD’s Board.

Director Cavanaugh attended the 4th of July Fireworks show and thought it went very well. She thought attendance was a littler lower this year, which she thought may be due to the 4th falling on a 3-day weekend.

Director Cavanaugh attended the Oak Park - Park and Recreation Planning Committee last week. They discussed the Kanan shuttle; use of different insecticides, pesticides, going organic, and testing. District Manager said testing is ongoing at this time, but full cycles have not yet been completed; once completed, the District will have a better understanding of the differences in cost and effectiveness. District’s Legal Counsel, Brian Pierik, gave an informative presentation on the Brown Act. There was discussion regarding the Oleanders that were removed, and they reviewed the extensive list of projects totaling close to $3 mil. The $15,000 sign replacement project was removed from the project list; they determined it was not a priority at this time. The Committee would also like to set aside the $75,000 for the Mae Boyar building project while they consider the alternatives of replacement and renovation.

Vice Chair Freeman attended the 4th of July Fireworks Show and thought it was fantastic.

Chair Johnson also attended the Fireworks Show also and enjoyed it.

XI. **REPORT BY DISTRICT MANAGER:**

District Manager attended a Pacoima Wash park tour, and said the linear park was constructed in San Fernando by the MRCA. It has a high use of native vegetation, and it is a really amazing park.

District Manager reported that staff has completed their recruitment for a Full-time Accountant and extended an offer to one of the candidates.
The Chair called a Closed Session at 8:13 p.m.

The Chair reconvened the meeting at 9:03 p.m.

XII. CLOSED SESSION:

(A) Public Employee Performance Evaluation, Pursuant to Government Code Section 54957

Title: District Manager

The Chair stated that no reportable action was taken by the Board.

XIII. ADJOURNMENT: Chair Johnson moved to adjourn the meeting at 9:04 p.m. Motion carried with a unanimous vote.

[Signature]
Larry Peterson, District Clerk