



PARKS & RECREATION ADVISORY COMMITTEE MEETING

Tuesday December 4, 2018 at 5:30 p.m.
Los Osos Community Services District Office
2122 9th Street, Suite 106, Los Osos, CA

COMMITTEE MEMBERS

Lou Tornatzky, Chairperson
Alissa Feldman, Member
William Fitzgerald, Member
Jennifer Foronjy, Member
Andrea Lueker, Member
Shaunna Sullivan, Member

STAFF

Renee Osborne Manager
Marti Brand, Administrative Clerk

AGENDA

1. **Opening at 5:30 p.m. – Call To Order; Flag Salute; and Roll Call**
2. **Approve Parks and Recreation Committee Meeting Minutes of November 6, 2018**
(Recommend approval)
Presented By: Administrative Services Manager Kudart
3. **Review of Committee Letter to the Board of Directors Regarding Committee Fundraising to Reimburse Parks and Recreation Funds Used for the Rubber Chips Removal Project**
(Update, no action required)
Presented By: General Manager Osborne
4. **Review Fund 900 Draft Mid-Year Budget Adjustments for Fiscal Year 2018/2019**
(Review and provide Board recommendations, if any)
Presented By: General Manager Osborne
5. **Public Comments on Items NOT on this Agenda:** At this time, the public may comment on items not on this agenda. Each commenter is limited to 3 minutes and shall address the Chairperson.
6. **Schedule Next Parks and Recreation Committee Meeting**
7. **Closing Comments by Parks and Recreation Committee Members**
8. **Adjournment**

ITEM 2

**APPROVE PARKS AND RECREATION
COMMITTEE MEETING MINUTES OF
NOVEMBER 6, 2018**

Los Osos Community Services District
DRAFT Minutes of the Parks & Recreation Advisory Committee Meeting
November 6, 2018 at 5:30 p.m. at the District Office

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<p>1. Call to Order, Flag Salute, and Roll Call</p>	<p>Chairperson Tornatzky called the meeting to order at 5:30 p.m. and led the flag salute.</p> <p><u>Roll Call:</u> Alissa Feldman, Committee Member – Present William Fitzgerald, Committee Member - Absent Jennifer Foronjy, Committee Member – Present Andrea Lueker, Committee Member – Arrived at 5:36 p.m. Shaunna Sullivan, Committee Member – Absent Lou Tornatzky, Chairperson – Present</p> <p><u>Staff:</u> Renee Osborne, General Manager Ann Kudart, Administrative Services Manager Marti Brand, Administrative Clerk</p>	
<p>2. Approve Parks and Recreation Committee Meeting Minutes of September 11, 2018</p>	<p>Administrative Services Manager Kudart presented the draft minutes to the Committee.</p> <p>Public Comment - None</p> <p>Committee Member Feldman moved to approve the meeting minutes of September 11, 2018. The motion was seconded by Committee Member Foronjy and carried by unanimous consent.</p>	<p>Action: Receive and file the approved minutes.</p>
<p>3. Update Regarding Los Osos Community Park Playground Recycled Rubber Chip Removal Project</p>	<p>General Manager Osborne provided a summary of the report as submitted with the agenda packet reporting that the project was a success, that it was completed on time, that it came in under budget, that the volunteer commitment was the integral piece of the whole project, and that the District was in the process of sending thank you letters to all business owners and volunteers to thank them for their donations and participation in our project. She reported that the County was donating a live Deodar Cedar to plant to Los Osos for the Annual Christmas Tree Lighting.</p> <p>Public Comment – Steve Best commented on the community pulling together and that the project was beneficial for the community. He opposed quantifying the hours in the written report.</p>	<p>Action: Update, no action necessary.</p>
<p>4. Update Parks and Recreation Committee Work Plan to Add an Item Regarding Fundraising Ideas for Reimbursement of the Parks and Recreation Reserve Fund for Rubber Chip Removal Project Expenditures</p>	<p>General Manager Osborne provided a summary of the report as submitted with the agenda packet and that the Board is requesting that the Committee find alternative ways of raising funds to reimburse the District for these expenditures.</p> <p>Committee Member Foronjy commented that she was grateful to everyone for their hard work and efforts and that the project was much more challenging than she ever imagined; that people have already been taxed for a pool that didn't happen so those funds have gone into a Parks and Recreation Fund; that we have one park in Los Osos and because of the volunteers and donations it is now safe for everyone to use; and, that she does not feel comfortable going back to the citizens of Los Osos to ask for more money when they've put in their time, their labor, and their money already.</p> <p>Committee Member Lueker agreed with Committee Member Foronjy's comments stating that she does not believe this Committee's responsibility is to fundraise but to work to find solutions and that she is not willing to fundraise.</p> <p>Committee Member Feldman strongly supported the comments voiced by both Committee Members Foronjy and Lueker.</p>	<p>Action: The Committee moved to draft a letter to the LOCSO Board of Directors and to coordinate an appearance before the Board of Supervisors regarding the project.</p>

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<p>4. Update Parks and Recreation Committee Work Plan to Add an Item Regarding Fundraising Ideas for Reimbursement of the Parks and Recreation Reserve Fund for the Rubber Chip Removal Project Expenditures (continued)</p>	<p>The Committee felt that they should not have to raise funds and replace the money as it was used for its rightful purpose and not misused in any way, that the project was flawlessly executed, and that the hours worked by all the volunteers have given back more than the \$12,000 to the community.</p> <p>Public Comment – Steve Best commented that the County was responsible to replace the mulch and should reimburse the fund; and, voiced his appreciation to the community for pulling together on the playground project.</p> <p>Committee Member Lueker moved that the Committee draft a letter to the LOCS D Board of Directors and coordinate an appearance before the Board of Supervisors regarding the project. The motion was seconded by Committee Member Foronjy and carried 3-0.</p>	
<p>5. Public Comments on Items NOT on this Agenda</p>	<p>Steve Best commented that there was a petition being circulated to use a portion of the Community Center park as a temporary dog park as the County has threatened to ticket owners for off-leash pets.</p>	
<p>6. Schedule Parks and Recreation Committee Meeting</p>	<p>The next Parks and Recreation Advisory Committee meeting was scheduled to be held on Tuesday, December 4, 2018 at 5:30 pm unless otherwise noticed.</p>	
<p>7. Closing Comments by Parks & Recreation Committee Members</p>	<p>Committee Member Lueker expressed her thanks and appreciation to everyone that worked so hard to complete the playground project.</p>	
<p>7. Adjournment</p>	<p>The meeting adjourned at 6:09 p.m.</p>	

ITEM 3

**REVIEW OF COMMITTEE LETTER TO
THE BOARD OF DIRECTORS
REGARDING COMMITTEE FUNDRAISING
TO REIMBURSE PARKS AND RECREATION
FUNDS USED FOR THE RUBBER CHIPS
REMOVAL PROJECT**

On behalf of the Parks and Recreation Advisory Committee, we would like to address the Los Osos Community Services District Board of Directors concerning the issue of the requested reimbursement of funding to cover expenditures for the rubber tire mulch project at the Los Osos Community Park.

As your appointed Advisory Committee to "all things Park and Recreation", we were very pleased that you moved unanimously on September 6, 2018 to approve the use of Park and Recreation Reserve Funds for the purchase of the County Recommended Engineered ASTM Certified Virgin Cedar Playground Fall Material, inclusive of sales tax, services to install the material, payment of equipment operator for removal, and payment for disposal.

However, the second part of the motion has left the Parks and Recreation Advisory Committee concerned and dismayed due to the language that requested the addition to the Park and Recreation Advisory Committee's Work Plan to find alternative ways of raising funds to "reimburse the District for these expenditures".

The Parks and Recreation Advisory Committee's purpose is to assist the LOCSO Board of Directors in establishing an understanding of the community needs for Parks and Recreation. The motion that our Committee made recommended that the LOCSO allocate the reserve funds and move forward on this project. This recommendation meets the purpose of our committee. While the project has been well received by the community and exemplifies "togetherness" and an illustration of what we can accomplish if we work together to benefit our community, the idea of reimbursement is unnecessary.

Citizens of Los Osos were previously taxed for a pool that was not built due to a shortfall in funding. The money that was raised through this tax must be used for projects that fall under Parks and Recreation. There is over \$295,000 in this fund and the cost of the playground mulch and other associated costs amounts to roughly 4% of this Parks and Recreation fund. Los Osos has one park – and our committee was able to make it habitable with 4% of a fund that can only be used for parks and recreation.

According to the Local Agency Formation Commission (LAFCO), funds from the Parks and Recreation fund were appropriately spent according to the Public Resources Code – "acquire, construct, improve, maintain, and operate recreation facilities, including, but not limited to, parks and open space, in the same manner as a recreation and park district formed pursuant to the Recreation and Park District Law, Chapter 4" of the Public Resources Code.

The "value" of the Playground replacement project far exceeds the amount of reserve funds the LOCSB Board allocated for this project. The multitude of benefits that the project has afforded the community have far exceeded any monetary amount we could fundraise to repay. The project has provided;

- Connecting Neighbors
- Building a Reservoir of Collaboration
- Sense of Ownership/Protection from Vandalism
- Community Goodwill
- Volunteers Gained an Increased Sense of Place/Belonging
- Increased Quality of Life
- Increased the Use of Our Park
- Cost Savings

For our committee to now ask the very same community who dedicated their time, energy and supplies to repay all fees associated with completing the project is counterproductive. To ask our community to pay for the costs to pay for the project would be double taxing as they were previously taxed and that money is sitting in a fund exclusively for this type of project.

We appreciate the funding for this project, however, we as a committee have decided not to proceed with fundraising to repay expenses. We have reached a consensus that it would place undue burden on the committee to solicit funds for repayment as well as tarnish the goodwill nature of the project in whole.

ITEM 4

**REVIEW FUND 900
DRAFT MID-YEAR BUDGET ADJUSTMENTS
FOR FISCAL YEAR 2018/19**



November 26, 2018

TO: Parks and Recreation Advisory Committee
FROM: Renee Osborne, General Manager
SUBJECT: **Item 4 – 12/4/2018 Parks and Recreation Committee Meeting**
Review Fund 900 Draft Mid-Year Budget Adjustments

President
Vicki L. Milledge

Vice President
Marshall E. Ochylski

Directors
Charles L. Cesena
Louis G. Tornatzky
Christine M. Womack

General Manager
Renee Osborne

District Accountant
Robert Stilts, CPA

Unit Chief
Scott M. Jalbert

Battalion Chief
Greg Alex

SUMMARY

The Parks and Recreation fund expenses are covered by the Parks and Recreation reserves with a small amount of interest income. Since actual costs of the rubber chip removal project was not known, the project was not budgeted in the 2018-2019 fiscal budget. Total costs of the project were \$12,134.41 after donations of \$2,437.17.

The Dog Park is another item that has not been budgeted in the 2018-2019 fiscal budget. Total costs are still unknown until we do a California Environmental Quality Act impact report (CEQA). This will help us establish permitting costs. Staff has been waiting for the completion of the Habitat Conservation Plan (HCP) which is needed in order to complete the CEQA. This report has been estimated at \$6,000. Legal expenses will also be incurred and are estimated at an additional \$1,300. Staff would like these cost "place holders" in order to proceed with the Dog Park Project if the HCP is completed at the beginning of the year.

Total change in budget from \$5,935.44 to \$24,798.27.

Staff is asking for recommendations at this time.

FISCAL IMPACT

We have approximately \$291,656 in the Parks Reserve Fund as of the Draft 2017/2018 Audit.

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DRAFT 900 - PARKS & RECREATION

		Current Period Actual (Oct)	YTD	Total Budget - Original	Mid Year Adjustment
<u>REVENUE</u>					
Other Revenues					
4655	Donations	1,187.17	1,437.17	0.00	2,437.17
		1,187.17	1,437.17	0.00	2,437.17
	Total Other Revenues				
Use of Money & Property					
4510	Investment Income on funds	0.00	0.00	1,607.78	1,607.78
		0.00	0.00	1,607.78	1,607.78
	Total Use of Money & Property				
		1,187.17	1,437.17	1,607.78	4,044.95
	Total Revenues				
<u>EXPENDITURES</u>					
Services & Supplies					
Legal & Professional					
7320	Professional & Consulting Services	14,140.19	14,140.19	1,000.00	20,000.00
7326	Legal Services	525.00	1,155.00	1,000.00	2,500.00
	Total Legal & Professional	14,665.19	15,295.19	2,000.00	22,500.00
Office/Operations					
7140	General Supplies & Minor Equipment	0.00	0.00	100.00	100.00
	Total Office/Operations	0.00	0.00	100.00	100.00
Other Expense					
7330	Misc Operating Expenses	98.55	379.20	0.00	800.00
	Total Other Expense	98.55	379.20	0.00	800.00
	Total Services & Supplies	14,763.74	15,674.39	2,100.00	23,400.00
<u>TRANSFERS</u>					
9511	Interfund Transfer Out	0.00	0.00	5,443.22	5,443.22
		0.00	0.00	5,443.22	5,443.22
	Total Transfers				
		14,763.74	15,674.39	7,543.22	28,843.22
	Total Expenditures				
	Net Revenues over Expenditures	(13,576.57)	(14,237.22)	(5,935.44)	(24,798.27)

LOS OSOS COMMUNITY PARK PLAYGROUND
RUBBER CHIP REMOVAL PROJECT

EXPENSES

DONATIONS

Item	\$ Amount
FOOD	
Lunch/Sandwiches for 9/29	\$77.05
Lunch/Sandwiches for 9/30	\$59.98
Breakfast donuts	\$13.74
Pizza for 9/29	\$30.65
Pizza for 9/30	\$27.65
Pizza for 10/1	\$40.25
Pizza for 10/2	\$27.65
Drinks	\$35.56
Drinks and chips	\$24.64
Total Food \$337.17	

Name/Donor	\$ Amount
Grace Enviro.	\$100.00
Anonymous	\$1,000.00
Bruce Gibson	\$1,000.00
Chuck Sneed	\$100.00
Shauna Sullivan	\$50.00
Andrea mLueker	\$50.00
Vicki Milledge	\$50.00
Renee Osborne	\$87.17
Total Donations \$2,437.17	

EQUIPMENT/MATERIAL	
Vac Truck	\$94.22
Madonna Construction	\$1,800.00
Mission Disposal	\$217.00
Jet Mulch	\$12,123.19
Total Equipment/Material \$14,234.41	
Expenses	\$14,571.58
Donations	\$2,437.17
Total Parks Reserve funds Needed	\$12,134.41

Name/Donor	Item
Ann Kudart	Breakfast Items for two days
Starbucks	Coffee for two days
Jim Stanfill	Breakfast Items for two days
Jose Acosta	Breakfast for one day
Grace Enviromental	Water/ice/paper items
Miner's Hardware	Resporator masks
SLO Roast Coffee	Coffee for one day