



PARKS & RECREATION ADVISORY COMMITTEE MEETING

Tuesday, August 7, 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
Ann Kudart, Administrative Services Manager

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 May 1, 2018 and July 3, 2018**
(Recommend approval)
Presented By: Administrative Services Manager Kudart
3. **Update Regarding the Removal of the Recycled Tire Material at Los Osos Community Park**
(Discussion and Recommendations to the Board)
(Presented By: General Manager Osborne)
4. **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.
5. **Schedule Next Parks and Recreation Committee Meeting**
6. **Closing Comments by Parks and Recreation Committee Members**
7. **Adjournment**

ITEM 2

**APPROVE PARKS AND RECREATION
COMMITTEE MEETING MINUTES OF
MAY 1, 2018 AND JULY 3, 2018**

Los Osos Community Services District
DRAFT Minutes of the Parks & Recreation Advisory Committee Meeting
May 1, 2018 at 5:30 p.m. at the District Office

AGENDA ITEM	DISCUSSION	FOLLOW-UP
1. Call to Order, Flag Salute, and Roll Call	<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 - Present Jennifer Foronjy, Committee Member – Present Andrea Lueker, Committee Member – Arrived at 5:32 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</p>	
2. Welcome 2018 Committee Members and Review Brown Act Guidelines	<p>General Manager Osborne briefly reviewed Section 11 Committees of the 2018 Board of Directors Bylaws and Rules of Decorum and provided a PowerPoint presentation regarding the Brown Act, explaining that it is a law which guarantees the public's right to attend and participate in meetings of local legislative bodies, and defining the open meeting requirements of the Brown Act.</p>	
3. Approval of Parks and Recreation Committee Meeting Minutes of April 3, 2018	<p>Administrative Services Manager Kudart presented minutes as submitted in the agenda packet.</p> <p>Committee Member Fitzgerald recommended that the word "park" be inserted after the word "dog" in Agenda Item 3, paragraph 3, line 3, as it had been omitted.</p> <p>Committee Member Fitzgerald moved to approve the meeting minutes of April 3, 2018. The motion was seconded by Committee Member Lueker and carried by unanimous consent.</p>	Action: Receive and file the approved minutes.
4. Review of Draft Fiscal Year 2018/2019 Fund 900 Parks Budget	<p>General Manager Osborne reported that per the Fiscal Year 16/17 Audit, the Parks and Recreation Reserve has \$295,252 designated for Park items as needed and provided a review of Fund 900 budget as submitted with the agenda packet. She provided a brief history of the Pool Fund that is only to be used to provide a benefit to the Community of Los Osos.</p> <p>Public Comment – Linde Owen asked if any money from the County goes into the Park Fund.</p> <p>Steve Best commented that the pool in Morro Bay does not serve the needs of Los Osos; opposed funds being used for administrative purposes; and asked if the Pool funds would be used for other activities including the construction of a dog park or will it be built through fundraising or grants.</p>	Action: No Committee action was necessary, review and update only.
5a. Dog Park Lease Review	<p>General Manager Osborne reported that staff met with County personnel to discuss the Habitat Conservation Plan (HCP) process and provided a flowchart created by the County regarding the HCP path and that they have worked on the HCP for over 20 years and feels that this is the closest they have been to adoption.</p>	Action: No Committee action was necessary, review and update only.
5b. Dog Park Status Update	<p>General Manager Osborne reported that the County recommended continuing with the lease process as a completed lease allows the District to start the process to change the current Community Plan which designated the property as tennis courts to a dog park; that the County will not provide funding to assist us but will continue to guide us through the process and supports our request for a dog park; and, that once the Community Plan has officially changed we can put out an RFP for a non-profit dog park operating group and that part of that group's goals is to raise the money for permitting and the purchase of equipment.</p>	

AGENDA ITEM	DISCUSSION	FOLLOW-UP
	<p>Public Comment – Linde Owen asked if money would come out of Admin or from the Parks and Recreation reserves and what is the District's process would be to get it off the ground.</p> <p>Steve Best commented on his research into starting a non-profit group and has completed a preliminary design, and cost analysis, and how the funds could be raised through a non-profit organization; that there are members of the community that want to donate large sums of money to have a dog park in Los Osos and the project could be accomplished without the use of public funds.</p>	
6. Discussion Regarding Recycled Tire Material at the Los Osos Community Park	<p>General Manager Osborne reported that the County will not spend funds to replace the rubber tire material until its useful life expires and supported Los Osos paying for the removal of the material and replace with "Fibar Playground Mulch" at a replacement cost of \$20,000.</p> <p>Public Comment – Steve Best commented that he has been dealing with this issue since 2016 and that if the District had the responsibility to run all the parks in Los Osos we would not have to go through the County.</p> <p>Linde Owen asked if there were newer, better materials coming out and supported the County reimbursing the District for the removal and replacement with another material.</p>	
7. Public Comments on Items NOT on this Agenda	<p>Linde Owen commented on the County providing basic maintenance at our local park and the need for the District's continued liaison with the County for the basic services.</p> <p>Steve Best commented that the District should develop its own Parks and Recreation Department with crews to provide management of the local parks and that we should be reimbursed by the County for our services.</p>	
8. Schedule Parks and Recreation Committee Meeting	The next meeting was scheduled to be held Tuesday, July 3, 2018	
9. Closing Comments by Parks & Recreation Committee Members	None	
10. Adjournment	The meeting adjourned at 7:03 p.m.	

Los Osos Community Services District
DRAFT Minutes of the Parks & Recreation Advisory Committee Meeting
July 3, 2018 at 5:30 p.m. at the District Office

AGENDA ITEM	DISCUSSION	FOLLOW-UP
1. Call to Order, Flag Salute, and Roll Call	<p>Chairperson Tornatzky called the meeting to order at 5:36 p.m. and led the flag salute.</p> <p><u>Roll Call:</u> Alissa Feldman, Committee Member – Absent William Fitzgerald, Committee Member - Absent Jennifer Foronjy, Committee Member – Present Andrea Lueker, Committee Member – Arrived at 5:41 p.m. Shaunna Sullivan, Committee Member – Present Lou Tornatzky, Chairperson – Present</p> <p><u>Staff:</u> Renee Osborne, General Manager Ann Kudart, Administrative Services Manager</p>	
2. Update Regarding Recycled Tire Material at Los Osos Community Park	<p>General Manager Osborne reported that we are responsible for the removal and disposal of the rubber chips; that Mission Country Disposal has agreed to contribute to our efforts and charge \$217 for the roll-offs and the hauling and disposal of rubber chips; that an excavator is needed to assist in the removal of the chips into the roll-offs once volunteers shovel and move the chips away from the playground area; that the Committee members will get the word out for volunteers with shovels to work at least an hour; and that the District will provide dusk masks for volunteers. She reported that once volunteers and equipment are in place, we will set a date to begin the removal and that staff will bring this to the Board for their approval</p> <p>Public Comment – None</p>	<p>Action: The Committee recommended that once volunteers and equipment are in place, a date will be set to begin removal of the rubber chips and staff will request Board approval at their August 2nd meeting, if possible.</p>
3. Review of Board Item Regarding Term Sheet with the County for the Proposed Dog Park	<p>General Manager Osborne reported that both District and County Counsels recommend a Term Sheet instead of a lease. She reported that once a lease is submitted, the CEQUA process will begin, that it is not necessary to spend money on the CEQUA process while the HCP is being worked on; that a Term Sheet would serve our needs and once in place the process to change the Community Plan can begin and when officially changes we can put out an RFP for a non-profit group.</p> <p>Public Comment - None</p>	
4. Public Comments on Items NOT on this Agenda	<p>General Manager Osborne reported that she had spoken with a representative of the School District regarding the use of Sunnyside, temporarily for the dog park, but at this time the request could not be approved.</p>	
5. Schedule Parks and Recreation Committee Meeting	<p>The next meeting was scheduled to be held Tuesday, August 7, 2018.</p>	
6. Closing Comments by Parks & Recreation Committee Members	<p>Committee Member Lueker commented on the Morro Bay Sewer and its potential impact to the residents of Los Osos; that the final EIR was certified by the Planning Commission; and encouraged everyone to be aware of what's happening in our backyard.</p>	
7. Adjournment	<p>The meeting adjourned at 6:07 p.m.</p>	

ITEM 3

**UPDATE REGARDING THE REMOVAL OF
RECYCLED TIRE MATERIAL AT
LOS OSOS COMMUNITY PARK**



July 25, 2018

TO: Parks and Recreation Advisory Committee

FROM: Renee Osborne, General Manager

SUBJECT: **Item 3 – Parks and Recreation Advisory Committee Meeting**
Removal of Recycled Tire Material at the Los Osos Community Park

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

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DISCUSSION

Members of the Community have requested the District intercede on their behalf regarding the current recycled tire/rubber chips material that is currently at the Los Osos Community Park Playground which is maintained by the County. Although the rubber chips are considered safe by the EPA, they give off unfavorable fumes and get hot during high temperatures. The community has started a petition to have the rubber chips removed: www.change.org/p/san-luis-obispo-county-parks-remove-shredded-waste-tires-from-the-los-osos-community-park and currently has 465 supports as of July 30, 2018.

President Milledge, Parks and Recreation Chairman Tornatzky, and I met with County Parks Director Nick Franco. We asked that, at their expense, they remove the rubber chips. They declined the request because there is no funding for the removal and replacement at this time. The rubber chips are scheduled to be replaced on or about 2023. They did however give us permission to remove and replace the rubber chips ourselves if we paid for the project.

The County estimated the removal and replacement of the rubber chips at approximately \$20,000. The following will allow us to save money: volunteers to help remove the rubber chips; Madonna construction will donate the equipment to help remove the chips; and, Mission Country Disposal will donate the majority of the hauling and disposal costs of the rubber chips.

Quote for Fibar Chips plus installation:

- Chips, delivery and installation: \$12,651
- 2 weeks notification needed

Contractors:

- Mission Country Disposal will charge us a total of \$217 for the roll-offs, hauling and disposal of the rubber chips (approximately 240 yards of material).
- Madonna Construction will donate the equipment "Skid Steer" that will assist us in loading the rubber chips into the roll-offs. We will have to pay for the driver's time (estimate two 8-hour workdays at \$2,000.00). His time must be done during the week.

County:

- The County paperwork/permitting for the removal of the chips will be minimal.
- Would like a timeline for the project.
- Will need a few weeks advance notice to shut down the park.

- They requested that this project be done in September.
- A County Safety Inspector will be provided at no cost for the project.

Volunteers needed:

- 2 days to move the chips from around the playground equipment. This can be done on a weekend.
- 2 days needed on a week day to assist the equipment driver with the removal and loading of the chips.

Once we have commitments from the volunteers that we need, we can approach the Board for the funds. My recommended time line is as follows:

September 6th – Request Board Approval

September 7th – Turn in permit and request to County
 Request closure of playground from September 22nd – 30th
 Request closure of front portion of parking lot from September 24th – 27th
 Order Roll-offs
 Order Fibar-Chips

September 22nd & 23rd – Volunteers remove rubber chips from around playground equipment.
 (shovels, rakes and wheel barrels needed)

September 24th & 25th – Roll-offs dropped off
 Madonna Construction and volunteers load roll-offs

September 26th & 27th – Installation of Fibar-Chips

COMMITTEE RECOMMENDATION

Motion: I recommend that the Board approve the following items to upgrade the Los Osos Community Park playground to be paid from the Parks and Recreation Reserve Fund in an amount not to exceed \$14,868:

- ***The purchase of the County recommended Engineered ASTM Certified Virgin Cedar Playground Fall Material (fibar-chips plus sales tax) for \$9,051.00***
- ***Services to install the material for \$3,600.00***
- ***Payment of equipment driver from Madonna Construction for the removal of the current “rubber chips” for \$2,000.00***
- ***Payment to Mission Disposal for roll-offs and hauling of the “rubber chips” for \$217.00***

FINANCIAL IMPACT

Per the 2016-2017 Audit, the Parks and Recreation Fund has a total of \$295,252. Fiscal 2017-2018 expenses has been estimated at \$5,939.42. The removal of the rubber chips and replacement with Fibar-Chips would impact the Parks Reserve Fund by \$14,868.

Attachments

From: Nick Franco [mailto:nfranco@co.slo.ca.us]
Sent: Thursday, October 5, 2017 4:05 PM
To: Renee Osborne <rosborne@losososcscsd.org>
Subject: RE: Play yard

Hi Renee,

Yes, we've had the complaint as well. The rubber tire material does meet the current safety and fall standards, so we can't justify spending funding to replace a functional material (it is unpleasant, but not dangerous). It probably has 5 to 10 more years of useful life, so replacement wouldn't be imminent. However, if you wanted to fund the replacement with CSD Parks funding, we could certainly do that. We have been using Fibar wood products for playground surfaces and that seems to be working well. We can't use grass because it doesn't meet the fall safety standards (very different than when we were all kids!). The total cost to remove the current rubber material and replace it with Fibar playground mulch is around \$20,000. If that's in the ballpark of feasible for you, then we can dial in an estimate more precisely.

Thanks,
Nick



coastal park & recreation

quality playgrounds & commercial outdoor furnishings

Quote

Date	Quote #
7/24/2018	1452

3075 Falda Rd.
Atascadero, CA. 93422

Customer	E-mail	Phone #	
Los Osos CSD Attn: Renee Osborne 2180 Pallisades Ave. Los Osos, CA 93402	doug@coastalparkandrec.com	8054412952	
	Project		Terms
	Los Osos Community Park Playground		Due on receipt

Item	Description	Total
Los Osos CP 240 E...	<p>240 cubic yards of Engineered, ASTM "Certified" Virgin Cedar Playground Fall Material (EWF). Shipped and Off-Loaded at: 2180 Palisades Ave. Los Osos, CA 93402</p> <p>PLEASE NOTE: 240 Cubic Yards is the maximum quantities two (2) trucks can carry but even then, not always achievable due to moisture content of wood fiber when loaded at the "mill". Maximum loads are dictated by weight not quantities. Individual trucks that do not arrive with the maximum, then those quantities will be "pro-rated" down in price on the final Invoice to customer @ a cubic yard price of \$35.00 per C/Y.</p> <p>INCLUDES: Off-loading supervision and scheduling by CP&R.</p>	8,400.00T
LOCC EWF Install	<p>Installation Quote: This site presents a difficult, therefore costly installation challenge. Where our standard installation charge is roughly \$10 per cubic yard. This site will require a two tractor operation. One large tractor in order to taxi the material from the parking lot and then my normal smaller one that works exclusively inside the playground area spreading the material around the play equipment along w/ laborers.</p> <p>Coastal Park & Recreation Corporate Information: CA License # 457252 ; B, d-34, D-28 CPSI # 14300-0521 (Certified Playground Safety Inspector) EIN # 77-0529966 DIR # 1000015787</p> <p>* CA Sales Tax</p>	3,600.00
		651.00*

Thanks for the opportunity!

From: Jeff Smith [mailto:Jeffrey.Smith2@WasteConnections.com]
Sent: Tuesday, June 19, 2018 2:11 PM
To: Renee Osborne <rosborne@losososcsd.org>
Cc: Rigo Diaz <Rigoberto.Diaz@WasteConnections.com>
Subject: RE: Rubber Chips Disposal Question

Sorry for the long delay in responding.

I think your best option is going to be if we bring roll offs and we haul it for you. If we do that, I can dispose of the material for free and only charge a haul charge of \$217 with no delivery fees. That assumes you can get the material into our containers. We would likely use 20 yard containers due to weight. If you haul it yourself, it would be charged as a trash charge which is approx. \$76.50 per ton. It sounds like you have at least 30 tons of material, but that is only a guess.

Feel free to call if you have any questions.

Thanks.

Jeff Smith
District Manager
Office – (805) 783-4493
Cell – (951) 818-4237