

OAK PARK MUNICIPAL ADVISORY COUNCIL MINUTES
of an official Meeting, June 25, 2019.
The Oak Park MAC held an official meeting
on Tuesday, June 25, 2019 at 7:00 PM in the
Oak Park Library, 899 N. Kanan Road, Oak Park.

1. Call to Order of the meeting

The meeting was called to order by *Chair Seema Chandra* at 7:00 PM. *Jane Nye* and *Janice Smets* were also present. *Alon Glickstein* and *JL Diaz* were absent.

2. Flag Salute

Janice Smets led the Pledge of Allegiance.

3. Adoption of the Agenda

The MAC voted 3-0 to adopt the agenda, with *Jane Nye* making the motion seconded by *Seema Chandra*. The motion included postponing the CERT update to the September MAC meeting.

4. Approval of the Minutes of May 28, 2019

Jane Nye made a motion to approve the amended draft minutes seconded by *Seema Chandra*, and passed 3-0, with a correction of a date to the year 2020.

5. Public Safety reports

Ventura County Sheriff's Captain Renee Fergusson said that there were zero residential burglaries in Oak Park in the past month. There were five vehicle burglaries, and the three of these burglars were apprehended. Most had involved unlocked vehicles. The locations included Maplegrove St., Hollytree Drive, and Deer Run Lane.

6. Comments of Ventura County Supervisor Linda Parks

Supervisor Parks said that the Board of Supervisors had passed a very healthy budget for the next fiscal year beginning in July. She highlighted the Board's passing of an item for matching funds to address the homeless crisis. She noted the importance of the June 1 deadline for completing mandatory brush clearance. She expressed her appreciation to the CHP for providing CHP volunteers to assist with traffic issues in Oak Park. She said that *Renee Peace* had been very effective in getting new programs started in Oak Park in her position as RSRPD Recreation Director, and that she would be missed when she moved on to a new job in Ojai.

7. Information items

a. Update on the Oak Park Community Emergency Response Team (CERT), with Diane Starzak

(postponed to September meeting)

b. Update on the Kanan Shuttle

Supervisor Parks noted that costs were going up, and also that it was her understanding that the OPUSD Board would consider in August whether to continue funding the Shuttle and at what level. She said that the Shuttle now had 70,000 riders annually. If funding partners cannot afford the increase options are to cut service including less hours of operation, ending Saturday service, and using bigger vehicles. School Board member *Al Rosen* commented that he was very much in favor of the Shuttle, and that the Board was hoping to receive more one-time State funding to help meet this priority.

Janice Smets commented that she would like to know more about the rate of ridership by out-of-district students in Oak Park. *Seema Chandra* said that she would not be in favor of charging

people to ride the Shuttle, but that Saturday service could be ended. *Jane Nye* said that having the Shuttle operate was a quality of life issue for Oak Park.

**c. County of Ventura Board of Supervisors' agenda item, Hill/Woolsey Fires
"After Action Reviews": tentative date July 23, 10 AM**

(postponed to December)

8. Public Comments

There were none.

9. Council Comments

Jane Nye reported on attending a City of Agoura Hills Planning Commission meeting.

Janice Smets said that she had been very involved with the Park District in the past month, in connection with the turtles in the pond at the Community Center.

10. Written Communications

There were none.

11. Advisory Matters

a. Memorandum of Understanding for Volunteers In Policing (VIP) service in Oak Park; MOU between the County of Ventura and the Ventura County Sheriff's Office

Captain Fergusson made a presentation to the MAC about the duties of the VIP in Oak Park. The MOU is attached here. *Mike Green* spoke in support of the VIP program, and commented that people needed to put pressure on the CHP to ensure that there was enforcement action against vehicle parking violations. *Seema Chandra* made a motion, seconded by *Jane Nye* and passed 3-0, to recommend approval of the MOU.

b. OPUSD request for the addition of a 13th crossing guard position, at the intersection of Kanan Road and Deerhill Road; for an estimated \$10,817 annual cost in 2018/19, and \$11,606 annual cost beginning in 2019/20

Stew McGugan from OPUSD discussed the need for the 13th crossing guard. There was not an affirmative vote by the MAC to recommend funding it. *Seema Chandra* made a motion, seconded by *Janice Smets*, to ask for a study of the need for the crossing guard. The motion passed 2-1, with *Jane Nye* dissenting.

c. Options for removing turf in public landscaping areas maintained by community Service Area #4 (CSA #4), with Enhanced Landscape

The MAC members agreed to request a September agenda item on proposals for the Lindero Canyon Road median.

12. Adjournment to the August 27 meeting in Oak Park Library room

The Chair adjourned the meeting at 8:25 PM.

MEMORANDUM OF UNDERSTANDING

Volunteer in Policing

This Memorandum of Understanding (MOU) is made and entered into by and between:

Ventura County Sheriff's Office

hereinafter called "SHERIFF'S OFFICE", and

County of Ventura

Hereinafter called "COUNTY".

WHEREAS, COUNTY and the City of Thousand Oaks, hereafter called "CITY" entered into that certain **Agreement to Provide Volunteer in Policing Services to County Service Area No. 4**, hereinafter called "AGREEMENT", dated February 26, 2019; and

WHEREAS, SHERIFF'S OFFICE and its officers and employees will manage, administer and maintain the VIP program provided to County Service Area No. 4 (which includes the community of Oak Park) ("CSA 4");

NOW, THEREFORE, the parties hereto mutually agree as follows:

1. **SCOPE OF SERVICES.** VIP services involve the performance of police support functions by local community volunteers trained and managed by the SHERIFF'S OFFICE. Volunteers serve a support role and do not have police duties. Services shall be limited to duties and functions of the type under the jurisdiction of and customarily rendered by the VIP program and shall be the same duties and functions provided to the CITY. Specific services may include the following: conducting vacation house checks, observing and reporting suspicious or criminal activity, writing routine reports, providing assistance associated with traffic-related matters, providing security at crime scenes, conducting searches for missing persons, completing field interview cards (i.e., documentation of informal police encounters), providing transportation, conducting community outreach, and performing various administrative functions. VIP duties do not include school patrol activities. VIP duties also do not include enforcement of Oak Park's oversize vehicle ordinance, which is currently enforced by the California Highway Patrol.
2. **AVAILABILITY OF SERVICES.** The provision of VIP services is based on the availability of trained VIP volunteers. The SHERIFF'S OFFICE cannot guarantee any particular level of VIP services on any given day or time of day but shall provide a level of VIP services proportionately equivalent, by population, to the level of VIP services provided to the CITY.
3. **TERM.** The term of this MOU shall be coterminous with the term of the AGREEMENT and any extensions, if any, thereto.
4. **PAYMENT.** As specified in Section 3 of the Agreement, CITY will invoice COUNTY on a quarterly basis for the costs incurred in connection with the provision of VIP services to CSA 4. Payment of

the invoices shall be made directly to the CITY by the COUNTY, via the Public Works Agency for and on behalf of CSA 4. The SHERIFF'S OFFICE will have no involvement with either invoices or payments for VIP services.

5. **ENTIRE AGREEMENT.** This MOU contains the entire agreement of the parties hereto and no obligation other than those set forth herein will be recognized.
6. **AGREEMENT MODIFICATION.** This MOU may be terminated, extended, or amended in writing by the mutual consent of the parties hereto.
7. **ARTICLE HEADINGS.** Article headings in the MOU are for convenience only and are not intended to be used in interpreting or construing the terms, covenants and conditions of this MOU.
8. **NOTICES.** Except as otherwise provided hereunder, any notices, invoices or communication to SHERIFF'S OFFICE or COUNTY shall be in writing and be mailed by certified mail, postage prepaid, or served by personal delivery, or overnight mail, on the other party at the following address:

To SHERIFF'S OFFICE: Ventura County Sheriff's Office
Attn: East County Patrol Commander
2101 East Olsen Road
Thousand Oaks, CA 91360

To COUNTY: County of Ventura
Public Works Agency
Attn: Real Estate Services - 1640
800 South Victoria Avenue
Ventura, CA 93009

Service of notice shall be deemed complete on the date of the actual delivery, if by personal delivery or overnight mail, or at the expiration of the third day after the date of mailing (whether or not actually received by the addressee), if by United States first-class mail. A party may change that party's address as set forth in this section by service notice as provided herein.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date set forth below.

VENTURA COUNTY SHERIFF'S OFFICE

By: W. F. Ayub
William Ayub, Sheriff

Date: 06/20/2019

COUNTY OF VENTURA

By: Joan Araujo
Joan Araujo, Director
Central Services Department
Public Works Agency

Date: 6-19-19