

OAK PARK MUNICIPAL ADVISORY COUNCIL

Members of the Council: Chair Jane Nye Vice Chair JL Diaz Seema Chandra Alon Glickstein Janice Smets

## OAK PARK MUNICIPAL ADVISORY COUNCIL MINUTES March 31, 2022 The Oak Park MAC held a meeting on Thursday, March 31, 2022 at 7:00 PM via Zoom Online/Teleconference.

## 1. Call to Order of the meeting

The meeting was called to order by **Chair Jane Nye** at 7:04 PM. MAC members **JL Diaz** and **Janice Smets** were present. MAC members **Seema Chandra** and **Alon Glickstein**, and OPHS student representative **Graham Ros** were absent.

## 2. Flag Salute

JL Diaz led the Pledge of Allegiance.

## 3. Adoption of the Agenda

**Janice Smets** moved to remove Item 10a from the agenda and have it come back at a later meeting, and **JL Diaz** seconded the motion. It was approved 3/0.

## 4. Approval of the meeting minutes of March 3, 2022

JL Diaz moved to adopt the minutes as submitted. Janice Smets seconded the motion. It was approved 3/0.

## 5. Public Safety reports

**CHP Lt. Jeremy Key** reported on one non-major injury collision at Kanan Road and Sunnycrest Drive where a driver went through a red light. He also reported on several traffic complaints in Oak Park that CHP is addressing, including an oversized trailer on Oak Bend Lane, speeding at Doubletree Road and Sunnycrest Drive, and at Deerhill Road and Deerbrook Road, and another oversized vehicle on Locust Avenue, and a large container on Smoke Tree Avenue. He said the biggest traffic concern is around Medea Creek School and CHP is reviewing signage, enforcement, and working with the school and County to make a difference.

**Ventura County Sheriff Senior Deputy Christopher Jones** said there have not been any reported catalytic converter thefts in the area since the last MAC meeting, and the only reported crime since February in Oak Park was an internet identity theft. He said Vanise Terry will be providing information on shops participating in the Etch and Catch program shortly.

Resident **Cheri Gerson** relayed information about some attempted break-ins in the Shadow Ridge area by Medea Creek Middle School the past weekend. **Deputy Jones** said there were no reported crimes he's aware of, but he would look into it.

## 6. Comments of Ventura County Supervisor Linda Parks

**Vanise Terry** provided comments on behalf of **Supervisor Parks.** She said Supervisor Parks is organizing a community presentation on how communities can safely live near wildlife with speakers from the Fish and Wildlife and the National Park Service. She said it will be via Zoom and once the date and time are confirmed she will send out an announcement. She reported that the Board of Supervisors will return to in-person meetings on April 26<sup>th</sup> and the MAC will also be in-person for their next meeting on April 28<sup>th</sup> at Oak Park High School, Room G-9. In addition, she said the Board unanimously approved Dr. Sevet Johnson as the Interim County Executive Officer, effective March 23<sup>rd</sup>. She said that the Public Works-Water and Sanitation Department is working on implementing State law SB 1383 requirements for organic waste recycling and more information will be provided to residents around May 1st. She also said the County's trash hauling franchise agreements will expire in December 2023 and Public Works is already in negotiation with current waste haulers, as well as

looking at additional trash haulers, and that they have amended their current agreements to comply with SB 1383. Lastly, she showed some photos of the goats that were recently in Oak Park for hillside brush clearance.

## 7. Update from District Attorney Erik Nasarenko

**District Attorney Erik Nasarenko** provided an overview of activities from the DA's office to help keep communities safe. His presentation included information on cases filed, South American theft groups and residential burglaries, Fentanyl cases, DNA testing and the \$2.5 million grant for the Sexual Assault Kit Initiative. He also discussed the Ventura County Family Justice Center, which helps victims of elder abuse, domestic violence, sex crimes, human trafficking, child abuse, and hate crimes. He also mentioned the new Mental Health Unit of the DA's Office specializing in the field of mental health. Lastly, he talked about environmental justice and two recent cases that were settled involving unlawful hazardous waste disposal and illegal anticoagulant use. **Janice Smets** asked if any fentanyl cases were found on school grounds. **DA Nasarenko** said the cases mentioned were from the adult court filings and he would look into whether any juvenile cases were identified in schools.

The MAC thanked DA Nasarenko for his informative presentation.

## 8. Council Comments

JL Diaz, liaison for Rancho Simi Recreation Park District (RSRPD) reported that the Planning Committee voted to recommend not having drones in open space, and the RSRPD Board will consider this at their next meeting. He said they asked staff to look at areas that would be safe for drone flying. As liaison to the Oak Park Fire Safe Council, he reported that the Council raised an additional \$4,000 for a wildfire risk assessment of Oak Park, and they currently have a total of \$9,000 towards a goal of \$15,000. He said they have also applied for a grant. Jane Nye commented that she submitted a request to Public Works to replace street signs on Doubletree and Kanan facing the high school, and four signs were removed and panels will be replaced in a couple of weeks. She expressed thanks for their responsiveness. She announced the Oak Park Community Clean Up event will be Saturday, April 2<sup>nd</sup> at Oak Park High School starting at 9am. As liaison to Triunfo Water and Sanitation District, she said there are drought concerns, and more communication will be forthcoming regarding conservation efforts. She also said they are working to move their headquarters from Ventura to Westlake Village, which will give residents better access. Regarding graffiti, she said the graffiti the Boy Scouts cleaned on Hawthorne returned so she cleaned it up again and so far it hasn't reappeared. She said if residents see any graffiti to let her know and either she or the scouts will clean it to keep Oak Park beautiful. Lastly, she announced there will be a free landfill day for Oak Park on April 10th at the Simi Valley Landfill, and the groundbreaking for the Liberty Canyon wildlife crossing will be held on Earth Day, April 22<sup>nd</sup>.

## 9. Public Comments

**Harry Medved** commented that the RSRPD Oak Park Committee discussed their desire to get an Oak Park resident on the RSRPD Board to give voting power and representation to Oak Park. He said Oak Park has 1/5 of the open space and 1/5 of the parks in Rancho Simi, and residents contribute through taxes so they should also have a seat held for Oak Park, either one of the five current seats or add a sixth for Oak Park. He asked for the MAC's support.

**Carolyn Cass-Barton** said they are still collecting signatures in opposition to the up-zoning of 564 units at the Vons, Ralph's and Agoura Deli shopping centers on Kanan Road. She discussed the impact of this to Oak Park because they are in the worst 1% of evacuation routes according to a study by the University of California Institute of Transportation. She said this is an inter-county issue and they are also looking at working with an LA County Supervisor as well.

**Cheri Gerson** commented on her opposition to any potential housing on Kanan Road. She said regular school traffic demonstrates how bad the back-up can be and if there is a fire emergency it would be worse. She said traffic jams are a concern and perhaps a traffic study is needed.

### 10. Advisory Matters

## b. CSA 4 Landscape Update

**Charles Alvarez, Public Works Agency,** discussed test gardens with drought tolerant and butterfly/pollinator plants for landscaping. He said originally Public Works looked at areas on Hawthorne or Golden Eagle for landscaping, but upon Supervisor Parks' recommendation they are now looking at Kanan Road for higher visibility in the community. He suggested the MAC consider re-landscaping the medians on Kanan because they

have high water intensive plants, such as grass. He also said Enhanced Landscape has a landscape architect on contract, which would expedite the process for getting a proposal to the MAC.

Jane Nye suggested the entry area into the Oak Park community, perhaps on Kanan that has grass on both corners.

Janice Smets commented that she heard the Governor may make it mandatory that grass is not watered during the drought.

**JL Diaz** asked if quotes would be provided by Enhanced Landscape. **Mr. Alvarez** said he will wait for the MAC to provide direction on which areas they would like to have re-landscaped and then he will return with proposals. **Mr. Alvarez** also said they met with PWA-Roads and Transportation staff regarding concerns about trees and shrubbery trimmed on Kanan Road that are obstructing street signs and traffic lights. He does not have a proposal

from Enhanced Landscape yet, but he said he believes that should be part of their regular maintenance work. He said there are concerns about migratory birds nesting in the spring, but any trees needing to be trimmed would be checked.

**Carolyn-Cass Barton** confirmed the water being used in the medians is reclaimed and expressed concern for trimming trees in the spring for the health of the tree.

Jane Nye said the MAC will hold any further consideration until the full Council is in attendance next month.

## c. CSA 4 Proposed Services for Fire Safety Measures

**Charles Alvarez** provided three fire abatement proposals that include clearing brush, trimming, and removing dead palm trees based on recommendations from Larry Williams, County Fire Protection District (proposals attached). Mr. Williams asked that the MAC be aware that they are required to meet State and local laws for defensible space.

**JL Diaz** said he supports the proposals because based on his work with the Fire Safe Council he is aware of how important defensible space is.

Carolyn Cass-Barton confirmed that only dead trees would be removed.

**JL Diaz** moved to approve the recommended fire safety measures as submitted, and **Janice Smets** seconded the motion. It passed 3/0.

## **11. Written Communications**

Janice Smets discussed written communication received from Carolyn Cass-Barton regarding wildfire information and studies of evacuation routes. She requested that Supervisor Parks incorporate this information in her communications with the Mayor of Agoura Hills. Vanise Terry said they have asked the Sheriff's Office to comment on the Agoura Hills environmental document as they oversee the Office of Emergency Services and evacuation routes.

Jane Nye said she received communication with Debbie Novak on March 18<sup>th</sup> and Derek Ross on March 19<sup>th</sup> regarding graffiti.

### 12. Future Agenda Items

a. CSA 4 Landscape Direction from MAC

### 13. Adjournment

Chair Nye adjourned the meeting at 8:19 PM.

# Proposed Tree Care Services Tree Quantity: 12 Proposal Value: \$4,764 March 17, 2022 Proposal #: 359652



#### Tree Care Service Address/Location Oak Park City Fire Clearance 1065 Kanan Rd Oak Park California 91377

Oak Park, California 91377 Valeria Lopez Valeria.Lopez@ventura.org tel:805 654 2026

### Tree Care Service Billing Address County of Ventura/ City of Oak Park 800 S Victoria #1600 Ventura, California 93009 Valeria Lopez Valeria.Lopez@ventura.org tel:805 654 2026

### **Enhanced Arbor Management**

, Shawna Faith Mcdemas Business Developer Smcdemas@enhancedlandscape.com tel:805-433-3197

Species	Qty	Service	Price
Arbutus Species	1	Raise for Fire Clearance	\$370
California Pepper Tree	3	6' Fire Clearance	\$324
California Pepper Tree	4	6' Fire Clearance / Deadwood Removal	\$2,960
California Pepper Tree	1	6' Fire Clearance / Deadwood Removal / Dead Lower South Limb Removal	\$740
Carrotwood	2	6' Fire Clearance	\$185
Oak Species	1	Raise for Fire Clearance	\$185
		Total	\$4,764







Proposal #359652 03-17-2022



Schinus molle ID# 1 California Pepper Tree



March 17, 2022 Schinus molle ID# 5 California Pepper Tree



Schinus molle California Pepper Tree

ID# 9



6' Fire Clearance / Deadwood Removal



6' Fire Clearance / Deadwood Removal / Dead Lower South Limb Removal



6' Fire Clearance



Proposal #359652 03-17-2022



Schinus molle ID# 10 California Pepper Tree



March 17, 2022 Arbutus spp. Arbutus Species



March 17, 2022 Schinus molle California Pepper Tree



ID# 14



6' Fire Clearance



ID# 13

Raise for Fire Clearance



6' Fire Clearance



Proposal #359652 03-17-2022



Q*uercus spp.* Oak Species ID# 20



Raise for Fire Clearance

### **Terms and Conditions:**

It is agreed by and between Enhanced Arbor Management and the authorizing party that the following provisions are made as part of this contract

Insurance by Contractor Enhanced Arbor Management warrants that it is insured for liability resulting from injury to person(s) or property and that all employees are covered by Workman's Compensation as required by law. Certificates of coverage are available upon request.

Cancellation Fee: Enhanced Arbor Management, requests that the authorizing party provide at least 24 hour advance notice of any full or partial work cancellations, otherwise a cancellation fee may be assessed in the amount of 10%. If a crew has already been dispatched at time of cancellation, an additional mobilization fee will be assessed. The amount of said fee will be determined by crew size and location of job site.

Tree Ownership: The authorizing party warrants that all trees listed are located on the customer's property, and , if not, that the authorizing party has received permission from the owner to allow Enhanced Arbor Management, to perform the specified work. Should any tree be mistakenly identified as to ownership, the customer agrees to indemnify Enhanced Arbor Management, for any damages, or costs incurred from the result thereof.

Completion of Contract: Enhanced Arbor Management, agrees to do its best to meet any agreed performance dates, but shall not be liable in damages or otherwise for delays because of inclement weather, labor, or any other causes beyond its control; nor shall the customer be relieved of completion for delays.

Terms of payment Unless otherwise noted in this proposal, the customer agrees to pay the account in full within 30 days of work completion. Failure to remit full payment within the payment term will result in a finance charge of 1.5% per month.

Safety: Enhanced Arbor Management, warrants that all arboricultural operations will follow the latest version of the **ANSI Z1331.1** industry safety standards. The authorizing party agrees to not enter the work area during arboricultural operations unless authorized by the crew leader on-site.

Concealed Contingencies: Any additional work or equipment required to complete the work, caused by the authorizing party's failure to make known or caused by previously unknown foreign material in the trunk, branches, underground, or any other condition not apparent in estimating the work specified, shall be paid by the customer on a time and material basis. Enhanced Arbor Management, is not responsible for damages to underground sprinklers, drain lines, invisible fences, or underground cables unless the system(s) are adequately and accurately mapped by the authorizing party and a copy is presented before or at the time the work is performed.

Clean-up: Clean-up shall include removing wood, brush, and clippings, and raking of the entire area affected by the specified work, unless noted otherwise on this proposal.

Lawn Repair: Enhanced Arbor Management, will attempt to minimize all disturbances to the customer's lawn. Lawn repairs are not included in the contract price, unless noted otherwise on this proposal.

Stump Removal Unless specified in the proposal, stump removal is not included in the quote. Grindings from stump removal are not hauled unless specified in the proposal. Surface roots and subsurface roots beyond stump are not removed unless specified on this proposal. Enhanced Arbor Management will not be responsible for underground utilities and irrigations line that are damaged in the process of stump grinding.

Attorney's Fees. Should suit or other action be brought to enforce or interpret any part of this Agreement, the prevailing party shall be entitled to recover its reasonable attorneys' fees and costs, including expert witness fees and fees on any appeal.

ANSI A300 Tree Care Standard Definitions:

**Structural pruning**: Selective removal of live branches and stems to influence the orientation, spacing, growth rate, strength of attachment and ultimate size of branches and stems.

Clear- Selective pruning in order to clear walkways, buildings, roadways, carports, etc.

Crown: The leaves and branches of a tree measured from lowest branch on the trunk to the top of the tree.

Leader: A dominant or co-dominant, upright stem.

**Clean**: Selective pruning to remove one or more of the following parts: dead, diseased, and/ or broken branches. Unless noted on this proposal, all cleaning will be of branches 1 inch diameter or greater throughout entire crown.

**Raise**: Selective pruning to provide vertical clearance.

Reduce: Selective pruning to decrease height and/or spread by removing specific branches.

**Restore**: Selective pruning to improve the structure, form, and appearance of the trees that have been severely headed, vandalized or damaged.

Thin: Selective pruning to reduce density of live branches, usually removing entire branches.

Vista Pruning: Selective pruning to allow a specify view, usually by creating view "windows" through the tree's crown.

Palm prune: Selective pruning to remove dead fronds and accessible fruit and flower pods.

Customer		Enhanced Arbor Manageme	Enhanced Arbor Management		
		Shawna Faith Mcdemas			
Signature	Title	Signature	Business Developer		
		Shawna Faith Mcdemas	March 17, 2022		
Printed Name	Date	Printed Name	Date		

# Proposed Tree Care Services Tree Quantity: 5 Proposal Value: \$3,608 March 17, 2022

Proposal #: 359646



### Tree Care Service Address/Location

Oak Park City Fire Clearance 1065 Kanan Rd Oak Park, California 91377 Valeria Lopez Valeria.Lopez@ventura.org tel:805 654 2026

### Tree Care Service Billing Address County of Ventura/ City of Oak Park 800 S Victoria #1600 Ventura, California 93009 Valeria Lopez Valeria.Lopez@ventura.org tel:805 654 2026

### **Enhanced Arbor Management**

, Shawna Faith Mcdemas Business Developer Smcdemas@enhancedlandscape.com tel:805-433-3197

Species	Qty	Service	Price
California Pepper Tree	1	Fallen Branch Removal	\$93
Dead Tree	2	Removal / Flush Cut	\$925
Fragrant Sumac	2	Removal / Flush Cut	\$2,590
		Total	\$3,608







Proposal #359646 03-17-2022



G

Fallen Branch Removal



Removal / Flush Cut

Removal / Flush Cut



Proposal #359646 03-17-2022



### **Terms and Conditions:**

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Cancellation Fee: Enhanced Arbor Management, requests that the authorizing party provide at least 24 hour advance notice of any full or partial work cancellations, otherwise a cancellation fee may be assessed in the amount of 10%. If a crew has already been dispatched at time of cancellation, an additional mobilization fee will be assessed. The amount of said fee will be determined by crew size and location of job site.

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Terms of payment Unless otherwise noted in this proposal, the customer agrees to pay the account in full within 30 days of work completion. Failure to remit full payment within the payment term will result in a finance charge of 1.5% per month.

Safety: Enhanced Arbor Management, warrants that all arboricultural operations will follow the latest version of the **ANSI Z1331.1** industry safety standards. The authorizing party agrees to not enter the work area during arboricultural operations unless authorized by the crew leader on-site.

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		Shawna Faith Mcdemas			
Signature	Title	Signature	Business Developer		
		Shawna Faith Mcdemas	March 17, 2022		
Printed Name	Date	Printed Name	Date		

# Proposed Tree Care Services Tree Quantity: 3 Proposal Value: \$4,185 March 17, 2022 Proposal #: 359638



## Tree Care Service Address/Location

Oak Park City Fire Clearance 1065 Kanan Rd Oak Park, California 91377 Valeria Lopez Valeria.Lopez@ventura.org tel:805 654 2026

### Tree Care Service Billing Address County of Ventura/ City of Oak Park 800 S Victoria #1600 Ventura, California 93009 Valeria Lopez Valeria.Lopez@ventura.org tel:805 654 2026

### **Enhanced Arbor Management**

, Shawna Faith Mcdemas Business Developer Smcdemas@enhancedlandscape.com tel:805-433-3197

	Species	Qty	Service	Price
-	Mexican Fan Palm	3	Removal / Flush Cut	\$4,185
			Total	\$4,185

2

## Oak Park City Fire Clearance





Proposal #359638



Proposal #359638 03-17-2022



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		Shawna Faith Mcdemas	Business Developer	
Signature	Title	Signature		
		Shawna Faith Mcdemas	March 17, 2022	
Printed Name	Date	Printed Name	Date	