



Grand Jury
800 South Victoria Avenue
Ventura, CA 93009
(805) 477-1600
Fax: (805) 477-1610
grandjury.countyofventura.org

May 19, 2011

Board of Directors
Rancho Simi Recreation and Park District
1692 Sycamore Drive
Simi Valley, CA 93065

Re: Rancho Simi Recreation and Park District Rangers

Your Honorable Board:

Enclosed please find a copy of the subject report by the 2010-2011 Ventura County Civil Grand Jury.

This report is provided to you two working days prior to its public release in accordance with the provisions of Penal Code §933.05(f). Please note that under the provisions of that code section no officer, agency, department, or governing body of a public agency shall disclose any contents of the report prior to public release by the Grand Jury.

The Grand Jury requires that you respond in writing to the Findings and Recommendations contained in the report pursuant to Penal Code §933(c) (d). Penal Code Sections 933.05(a) and 933.05(b) are specific as to the format of the responses. A form showing the required format is enclosed. The Penal Code is also specific about the deadline for responses. You are required to submit your response to the Presiding Judge of the Superior Court within **90** days as follows:

The Honorable Vincent O'Neill, Jr.
Presiding Judge of the Superior Court
County of Ventura
800 S. Victoria Avenue
Ventura, CA 93009


Please send a copy to the undersigned at the address below:

Foreman, Ventura County Grand Jury
800 S. Victoria Avenue
Ventura, CA 93009

0000002

Responses are public records. The clerk of the agency affected must maintain a copy of your response. Should you have any questions, please contact me at the above address or at one of the numbers below.

Sincerely,

A handwritten signature in black ink, appearing to read "Robert A. Peskay". The signature is stylized and somewhat cursive, with a large loop at the end.

Robert A Peskay, Foreman
2010-2011 Ventura County Grand Jury
(805) 477-1600
Robert.Peskay@ventura.org

Enclosures: Response to Grand Jury Report Form

0000003

Response to Grand Jury Report Form

Report Title: _____

Report Date: _____

Response by: _____ Title: _____

FINDINGS

- I (we) agree with the findings numbered: _____
- I (we) disagree wholly or partially with the findings numbered: _____
(Attach a statement specifying any portions of the findings that are disputed; include an explanation of the reasons therefor.)

RECOMMENDATIONS

- Recommendations numbered _____ have been implemented.
(Attach a summary describing the implemented actions.)
- Recommendations numbered _____ have not yet been implemented, but will be implemented in the future.
(Attach a timeframe for the implementation.)
- Recommendations numbered _____ require further analysis.
(Attach an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or director of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six months from the date of publication of the grand jury report.)
- Recommendations numbered _____ will not be implemented because they are not warranted or are not reasonable.
(Attach an explanation.)

Date: _____ Signed: _____

Number of pages attached _____

0000004

Ventura County Grand Jury 2010 - 2011



Final Report

Rancho Simi Recreation and Park District Rangers

May 19, 2011

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Rancho Simi Recreation and Park District Rangers

Summary

The 2010-2011 Ventura County Grand Jury (Grand Jury) conducted an investigation of the Rancho Simi Recreation and Park District (District) ranger program. The investigation was in response to a public complaint.

The District has a ranger program intended to provide public safety, prevention of vandalism, facilities protection, and public education. The rangers are a highly paid security force. They are armed.

The ranger program has very limited staffing. Copies of the Daily Activity Reports were provided by the District at the request of the Grand Jury. Daily Ranger Activity Reports for the six-month period from April 1, 2010 through September 30, 2010 were analyzed to obtain a history of ranger staffing levels. The daily ranger schedule may include an early shift running from 8:00 a.m. to 4:30 p.m. and a late shift running from 3:30 p.m. to midnight. The analysis revealed the following information for both shifts over the 183-day (six-month) period:

Staffing	Early Shift (Days)	Late Shift (Days)
No rangers on duty	68	2
One ranger on duty	98	97
Two or more rangers on duty	17	84

The Grand Jury finds that it is not feasible to adequately provide the intended services to the District's 47 parks and facilities in the City of Simi Valley (Simi Valley), the nearby unincorporated areas, and the distant unincorporated community of Oak Park with such limited ranger staffing.

All District properties fall within the jurisdiction of either the Simi Valley Police Department (SVPD) or the Ventura County Sheriff's Department (VCSD). These agencies are well-trained professional law enforcement organizations.

The Grand Jury recommends that the District eliminate its ranger program. Law enforcement and public protection are the responsibility of the SVPD and the VCSD. Security services for special events and District programs could be provided by private security companies under contract. Coordination of these security contracts could be done by a part-time District employee possessing an understanding of the security requirements of crowd control and parking management. All incidents requiring law enforcement response should

immediately be reported to the SVPD or the VCSD. Public education could be provided by lower paid part-time employees or volunteer docents.

Savings realized through eliminating ranger salaries, employee benefits, patrol vehicles, and other support costs could be used to supplement declining revenues or to satisfy any unmet District needs. Costs of providing contract security services should be covered by facility use, program, and event fees.

Background

The District is an independent special district. In California, special districts are units of local government established by the residents of an area to provide some service not provided by the county or city. Independent special districts are governed by locally elected independent boards of directors. The District administers and maintains public parks and conducts recreation programs serving Simi Valley and the unincorporated areas of Ventura County near Simi Valley, including the distant community of Oak Park.

The District is funded by a share of property taxes generated within its boundaries and by special assessments approved by the voters of the District. It receives no funding from Simi Valley or the County of Ventura. Additional revenues are generated by fees paid by recreation program participants, fees charged for facility and golf course use, and by fines resulting from citations issued for violations of District ordinances. The District applies for California state and federal grants. Grants are used to provide recreation programs and improve park facilities.

The District employs park rangers to enforce District rules and provide security to the public. The rangers have police powers. They are armed. They use patrol vehicles equipped with two-way radios to coordinate activities, to contact the SVPD and the VCSD to report criminal activity, or to request support.

The Grand Jury received a public complaint alleging poor ranger performance, unqualified rangers, and physically unfit rangers. The 2006-2007 Ventura County Grand Jury issued a report on District ranger operations following an investigation of similar complaints.

Methodology

The Grand Jury interviewed the complainant. The Grand Jury reviewed the report filed on this subject by the 2006-2007 Ventura County Grand Jury and researched the internet and local newspaper archives for information on the District. The Grand Jury requested and analyzed documents provided by the District and by the SVPD. The Grand Jury reviewed California state law governing police officer use of firearms and standards of training.

Members of the Grand Jury visited District offices and toured parks located in Simi Valley and in the community of Oak Park.

The Grand Jury interviewed numerous individuals, including SVPD officers, Sheriff's officers and deputies, employees of the District and several unaffiliated interested citizens. The interviews focused on park ranger operations and interactions.

Facts

- FA-01.** The District is an independent special district governed by an elected board of directors and managed by a general manager appointed by the board of directors.
- FA-02.** The District's 2010-2011 Budget (Budget) is published on the District website. [Ref-01]
- FA-03.** As a special district, the District's primary source of revenue is a share of the ad-valorem property tax, supplemented by voter approved assessments, recreation program participant fees, facility use fees, golf course fees, and minimal revenues from fines generated by the issuance of citations. (Att-01)
- FA-04.** The Budget projects declining revenues for the budget year 2010-2011. (Att-02)
- FA-05.** The District owns, operates, and maintains 47 parks and recreation facilities in Simi Valley, in the nearby unincorporated areas, and in the distant unincorporated community of Oak Park. The District encompasses an area of 113 square miles. According to Google Maps, the shortest driving distance from the District's ranger office in Simi Valley to Oak Canyon Community Park in Oak Park is 21 miles with a driving time of between 32 and 40 minutes depending on traffic conditions. [Ref-02] (Att-03)
- FA-06.** The District is served by a park ranger program intended to provide public safety, enforcement of park rules and regulations, vandalism prevention, and public education. (Att-04)
- FA-07.** All rangers are armed, sworn peace officers. (Att-04)
- FA-08.** Rangers may issue warnings or citations to persons violating park rules or ordinances. (Att-04)
- FA-09.** The Budget provides for one senior ranger and two ranger positions. (Att-05)
- FA-10.** Full-time and eligible part-time rangers receive employee benefits including participation in the California Public Employee Retirement System. The costs of employee benefits are not clearly detailed in the Budget. The benefit costs for the one-half ranger position indicated on page 37 of the Budget under Fund 45-Special Zone Tax, can be interpreted to be approximately 30 percent of total salary and employee benefits. (Att-05)

- FA-11.** The District’s ranger program is, in fact, staffed by one full-time senior ranger, two full-time rangers, and ten part-time rangers.
- FA-12.** The District operates and maintains five ranger vehicles.
- FA-13.** Rangers are issued uniforms, guns, ammunition, cell phones, protective vests, night vision instruments, and other types of equipment.
- FA-14.** Ranger wages, uniform, and supply expenditures in fiscal year 2009-2010 were estimated by the District to have been \$381,000.
- FA-15.** Armed, sworn rangers perform such non-law enforcement tasks as locking and unlocking gates and rest rooms. According to statements made by District personnel, rangers also conduct education programs.
- FA-16.** The Budget fails to provide clear and complete detail of ranger program personnel and support costs. [Ref-01]
- FA-17.** Ranger staffing varies widely from day to day. On most days there is only one ranger on duty. Daily Ranger Activity Reports for the six-month period from April 1, 2010 through September 30, 2010 were analyzed to obtain a history of ranger staffing levels. Copies of the Park Ranger Activity Reports, filed daily, were provided by the District at the request of the Grand Jury. The daily schedule may include an early shift running from 8:00 a.m. to 4:30 p.m. and a late shift running from 3:30 p.m. to midnight. The analysis revealed the following information for both shifts over the 183-day (six-month) period as shown in the table below:

Staffing	Early Shift (Days)	Late Shift (Days)
No rangers on duty	68	2
One ranger on duty	98	97
Two or more rangers on duty	17	84

- FA-18.** One or more additional rangers may be added to the day’s duty roster on holidays, some weekends, or for special park events or programs.
- FA-19.** When confronted with law enforcement problems, rangers call upon the VCSD or the SVPD to assume responsibility.
- FA-20.** All District parks and facilities located in the City of Simi Valley are within the jurisdiction of the SVPD.

- FA-21.** All District parks and facilities located in the unincorporated areas of the County, including the Oak Park community, are within the jurisdiction of the VCSD.
- FA-22.** The SVPD responded to approximately 1,390 calls involving District parks and District facilities between September 1, 2009 and September 1, 2010.
- FA-23.** Of the approximate 1,390 calls responded to by the SVPD to District properties, only 15 can be directly attributed to requests from District personnel.
- FA-24.** Of the 1,390 responses to District parks and other District facilities, 492 were initiated by the SVPD.
- FA-25.** The majority of remaining calls responded to by the SVPD are attributed to unknown callers, citizens, or 911 calls.
- FA-26.** No definitive data on sources or numbers of responses to District parks or District facilities is available from the VCSD.
- FA-27.** According to the District, it does not track its requests for SVPD or VCSD response.

Findings

- FI-01.** It is not possible to determine the actual cost of the ranger program through examination of the Budget. (FA-16)
- FI-02.** All District properties fall within the jurisdiction of either the SVPD or the VCSD. These agencies have the duty to provide law enforcement and public safety at all District properties. Rangers patrolling 47 District parks and facilities distributed over a large area are superfluous and ineffective. (FA-05, FA-17 through FA-25)
- FI-03.** The level of law enforcement provided by the SVPD on District properties and the few contacts from the rangers requesting SVPD assistance demonstrate the relative importance of the SVPD in serving park properties. (FA-22 through FA-25)
- FI-04.** The expenditure of public funds for the Ranger Program should be called into question given the presence and jurisdiction of the SVPD and the VCSD. (FA-04, FA-09 and FA-10, FA-12 through 14, FA-19 through FA-25)
- FI-05.** Public funds are being inappropriately used by employing armed, sworn peace officers as rangers to perform non-law enforcement tasks. (FA-15)

Recommendations

- R-01.** The District Board of Directors should eliminate the District's Ranger Program. (FI-01 through FI-05)

- R-02.** The District Board of Directors should use savings from the elimination of the ranger program to conduct recreation programs, provide facility maintenance, and improvements. (FI-04 and FI-05)
- R-03.** The District Board of Directors should employ non-law enforcement personnel to perform duties such as locking and unlocking gates and rest rooms and providing public education programs. (FI-05)

Responses

Responses Required From:

Board of Directors, Rancho Simi Recreation and Park District (FI-01 through FI-05; R-01 through R-03)

Sheriff, County of Ventura (FI-02 and FI-04)

City Council, City of Simi Valley (FI-02 through FI-04)

Responses Requested From:

Chief of Police, City of Simi Valley (FI-02 through FI-04)

For Information Only:

Board of Supervisors, County of Ventura

References

- Ref-01.** Rancho Simi Recreation and Park District, *Budget 2010-2011 Rancho Simi Recreation and Park District*, <http://www.rsrpd.org/admin/rsrpdbudget20102011.pdf> (accessed February 10, 2011)
- Ref-02.** *Directions from 1692 Sycamore Drive, Simi Valley, California to 5600 Hollytree Drive, Oak Park, California*, Google Maps, <http://maps.google.com> (accessed February 10, 2011)

Attachments

- Att-01.** Rancho Simi Recreation and Park District Budget – Page 08 – General Fund Revenues 2009-2010
- Att-02.** Rancho Simi Recreation and Park District Budget - Page 13 – Summary of Revenues - General Fund No. 41
- Att-03.** Facilities Directory, Rancho Simi Recreation and Park District
- Att-04.** Rancho Simi Recreation and Park District, Park Ranger Brochure (2 pages)
- Att-05.** Rancho Simi Recreation and Park District Budget Salary and Employee Benefits Fund No. 41 (2 pages) (Arrows point to budgeted ranger positions)

Glossary

TERM

DEFINITION

Budget	Rancho Simi Recreation and Park District 2010-2011 Budget
District	Rancho Simi Recreation and Park District
Grand Jury	2010-2011 Ventura County Grand Jury
Simi Valley	City of Simi Valley
SVPD	City of Simi Valley Police Department
VCSD	Ventura County Sheriff's Department

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Attachment 01

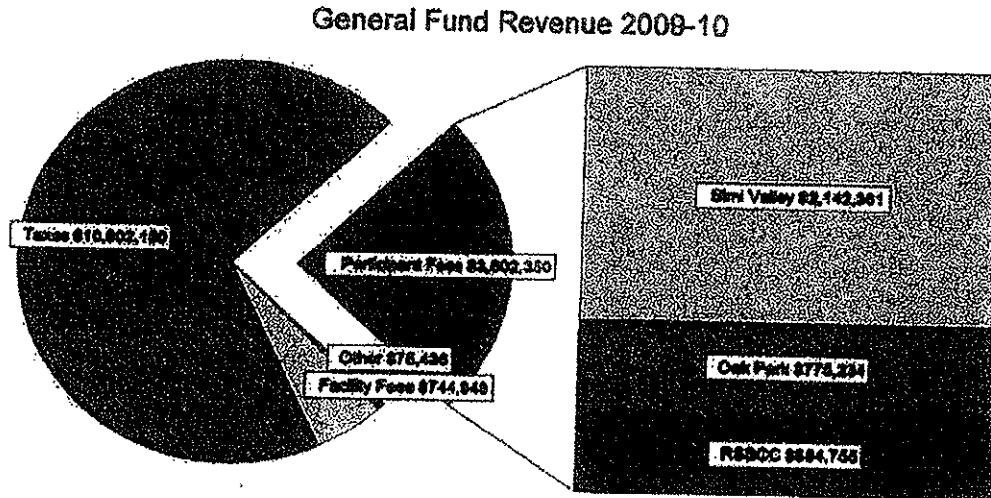
Rancho Simi Recreation and Park District Budget

Page 08

General Fund Revenues 2009-10

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participant fees, facility rental fees, and other miscellaneous receipts, as shown below. This chart demonstrates the percentage that each of these revenue sources represent relative to General Fund revenue as a whole. Clearly demonstrated is the fact that property tax receipts represent the single largest source of revenue to the District. In recent years, the State of California's distressed financial condition has lead it to divert significant percentages of property tax revenue away from the District. To put it in perspective, these diversions now total close to \$27 million.



The second largest revenue source listed above comes from fees charged to participants in District recreation programming. These participant fees are further categorized by location, as seen in the bar chart to the right. The abbreviation "RSSCC" stands for Rancho Santa Susana Community Center. In short, there are three primary locations that these revenues are attributed to, Oak Park, Simi Valley, and the Rancho Santa Susana Community Center.

The District also rents to the public many of its facilities for things such as birthday parties, picnics, softball games, weddings, Quinceañeras, and more. Facility revenues are also attributed to the same locations, and also include rentals of the Oak Park Community Center and Gardens. The charts below include recreational and rental use of the District's two pools, and also facility rentals at various other park locations, and demonstrate the amounts attributed to the different locations.

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Attachment 02

Rancho Simi Recreation and Park District Budget

Page 13

Summary of Revenues

General Fund No. 41

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SUMMARY OF REVENUES
GENERAL FUND NO. 41

REVENUES	Actual <u>2008-09</u>	Actual <u>2009-10</u>	Approved <u>2010-11</u>
<u>Property Taxes</u>			
Secured (Net of On-going 1992 ERAF Diversion)	10,293,837	10,002,180	9,355,835
California State Loan	8,245,707	7,927,901	7,441,750
Repayment of California State Loan	--	(753,279)	--
Supplemental	--	753,279	--
Unsecured	277,198	204,088	247,213
Prior Year	256,959	292,062	256,959
Homeowners' Exemption	786,987	730,510	630,911
Redevelopment Pass Through	95,652	93,893	83,259
	631,334	753,726	695,743
<u>Other Revenues</u>			
<u>Recreation Fees</u>	4,309,085	4,422,734	4,274,250
Recreation Programs-RSSCC	612,644	684,755	500,000
Recreation Programs-Oak Park	647,148	775,234	750,000
Recreation Programs-Simi Valley	2,157,012	2,142,361	2,275,000
<u>Swimming Pools</u>			
Recreation Swim Fees	223,824	228,749	260,000
School District Use Fees	54,250	54,250	54,250
Pool Use Fees	26,093	10,452	--
Interest Earned	104,036	50,816	10,000
<u>Rentals</u>			
Facility Use Fees - RSSCC	95,484	88,763	90,000
Facility Use Fees - OPCC&G	87,223	62,501	65,000
Facility Use Fees - Oak Park	39,283	47,750	50,000
Facility Use Fees - Simi Valley	199,292	249,762	200,000
Snack Bars/Vending Machines/Filming	28,534	2,722	10,000
Miscellaneous	34,263	24,620	10,000
 SUBTOTAL OPERATING REVENUES	 14,602,922	 14,424,914	 13,630,085
<u>Inter-Fund Transfer</u>			
Fund 38	(1,065,501)	(753,279)	(68,982)
Fund 42	(1,065,501)	--	(68,982)
	--	(753,279)	--
<u>Carry-Over (Prior Year)</u>			
General Fund	3,878,624	4,845,563	4,145,462
Other Current Liabilities	4,382,883	4,845,563	4,145,462
	(504,259)	--	--
 TOTAL REVENUE FUND NO. 41	 17,416,045	 18,517,199	 17,706,565

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Attachment 03

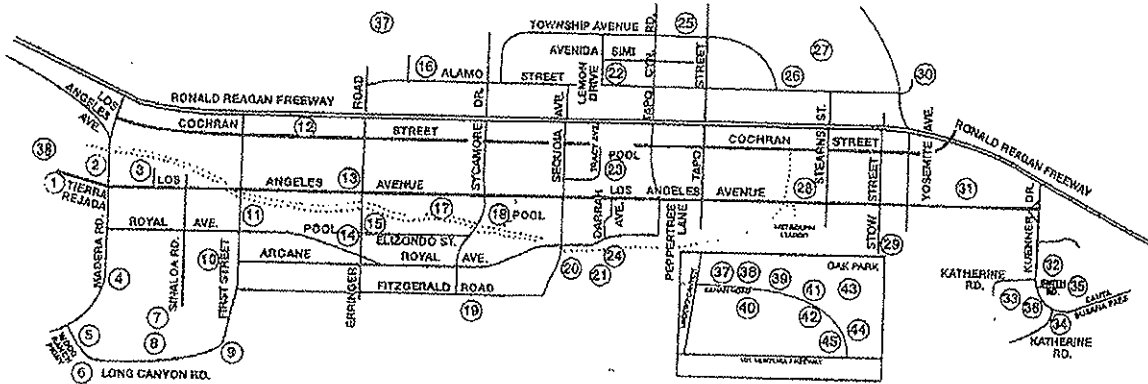
Facilities Directory

Rancho Simi Recreation and Park District

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FACILITIES DIRECTORY

RANCHO SIMI RECREATION AND PARK DISTRICT
 Sycamore Drive Community Center
 1692 Sycamore Drive, Simi Valley, CA. 93065
 Phone (805) 584-4400



SIMI VALLEY FACILITIES

1. Stargaze Park - 355 Stargaze Avenue
2. Strathern Historical Park & Museum - 137 Strathern Place (805) 584-4400 for facility use and (805) 526-6453 for tour information
3. Arroyo Park - 2105 Socrates Avenue
4. Simsloa Public Golf Course - 980 Madera Road (805) 561-2652
5. Rancho Madera Community Park - 556 Lake Park Drive
6. Sycamore Canyon Park - 502 S. Martha Morrison Drive
7. Coyote Hills Park - 275 Vestly Gate Road
8. Old Windsor Park - 201 E. Long Canyon Road
9. Challenger Park - 298 First Street
10. Lincoln Park - 1215 First Street
11. Wilcombark Park - 1786 Willowbrook Lane
12. Mayfair Park - 2550 Caldwell Street
13. Citrus Grove Park - 2100 N. Marvel Avenue
14. Rancho Santa Community Park - 1765 Royal Avenue. Pool Office (805) 584-4436
15. Frontier Park - 2163 Elzondo Avenue
16. Atherton Park - 2271 Alamo Street

17. Berylwood Park - 1255 Bridget Avenue
18. Sycamore Drive Community Center & Pool - 1692 Sycamore Dr.
19. Sycamore Park - 855 N. Plantlree Ave.
20. Vista Del Arroyo Park - 3455 Chickory Leaf Pl.
21. Arroyo Simi Equestrian Center - 3495 Chickory Leaf Pl.
22. Rancho Tapo Community Park & Veterans' Plaza - 3700 Avenida Simi
23. Sequoia Park - 2150 Tracy Ave.
24. Oarah Volunteer Park - Royal & Darrah Aves.
25. Houghton-Schreiber Park - 4333 Township Ave.
26. Simi Hills Neighborhood Park - 5031 Alamo Street
27. Simi Hills Golf Course - 5031 Alamo St. (805) 522-9803
28. Rancho Santa Susana Community Park & Community Center - 5005 Los Angeles Ave. (805) 584-4455
29. Arroyostow Park - 1700 N. Stow St.
30. Chumash Park and Chumash Trail - Flanagan Dr. & Broken Arrow
31. Verde Park - 6045 E. Helda St.
32. Foothill Park - 1850 Ardenwood Ave.
33. Knolls Park - 1300 W. Katherine Rd.

34. Santa Susana Park & Historic Railroad Depot - 6503 Katherine Rd.
 35. Corriganville Park - 7001 Smith Road
 36. Rocky Pointe Natural Park - Kuehner Dr. at Smith Rd.
 37. Big Sky Park - 2251 Lost Canyon Drive
 38. Tierra Rejada Park
- DAK PARK FACILITIES**
37. Eagle View Park - 1240 Hidden Springs Ave.
 38. Valley View Park - 100 Los Arcos Dr.
 39. Oak Canyon Community Park - 5600 Hollybee Dr. Oak Park Community Center & Gardens - 1000 Kansas Rd.
 40. Indian Springs Park - 4800 Rockfield St.
 41. Medera Creek Linear Park
 42. Chaparral Park - 217 N. Medera Creek Ln.
 43. Deerhill Park - 6700 Doubletree Rd.
 44. Mae Boyar Park - 139 Kansas Rd. (818) 991-8631
 45. Oak Park Community Gardens - 401 Kansas Rd.

Classes, activities, sport lessons, camps, etc. take place at the location listed in bold face at the end of the course description. The majority of them are held at the following facilities:

BERYLWOOD PARK
 1955 Bridget Avenue
 (Reservable)

HOUGHTON-SCHREIBER PARK
 (Houghton Park) 4333 Township Avenue
 (Reservable)

RANCHO MADERA COMMUNITY PARK (RMCP)
 (Wood Ranch area) 556 Lake Park Drive
 (Reservable Picnic Pavilions and Ball Fields)

RANCHO SANTA SUSANA COMMUNITY PARK AND CENTER (RSSCC)
 5005-C Los Angeles Avenue
 (Reservable Rooms and Ball Fields)

RANCHO SIMI COMMUNITY PARK (RSCP)
 1765 Royal Avenue
 (Reservable Picnic Pavilions and Ball Fields)

RANCHO TAPO COMMUNITY PARK & VETERANS' PLAZA (RTCP)
 (and Boys and Girls Club)
 3700 Avenida Simi
 (Reservable Picnic Pavilion)

SYCAMORE DRIVE COMMUNITY CENTER (SDCC)
 1692 Sycamore Drive
 (Reservable Rooms and Swimming Pool)

RESERVATIONS

Whether hosting a special family occasion or an upcoming business function, Rancho Simi Recreation and Park District offers a wide variety of indoor and outdoor facilities to suit your recreation or business needs.

- Classrooms
- Multi-use Facilities w/kitchens
- Softball Diamonds
- Small Conference Rooms
- Picnic Pavilions
- And More!

REASONABLE rates apply and in most cases reservations can be made up to a year in advance. Call 584-4400 or visit our website www.rsrpd.org for specific location, amenities and booking information.

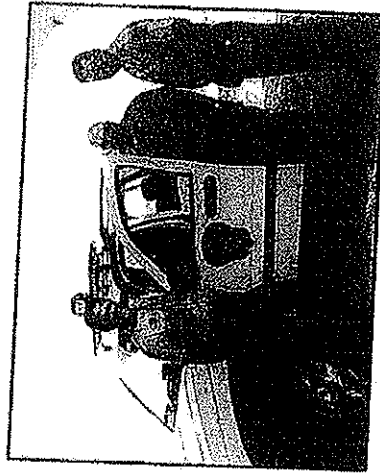
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Attachment 04

**Rancho Simi Recreation and Park District
Park Ranger Brochure
(2 pages)**

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Rancho Simi Recreation and Park District



Park Rangers



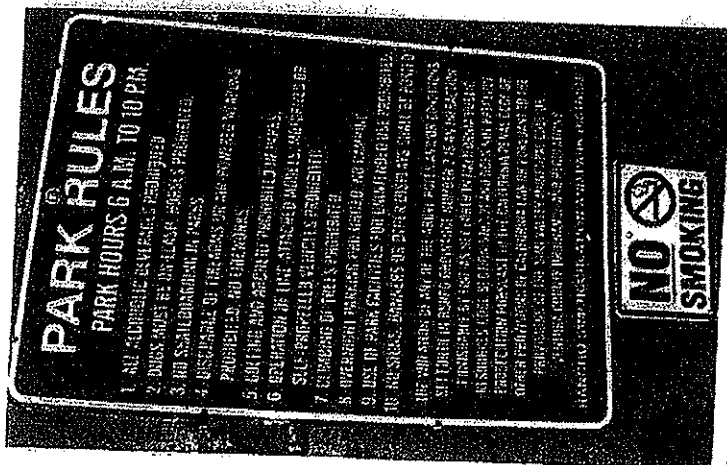
BECOMING A PARK RANGER

The current rangers, who are retired peace officers, say that they find that they can still provide value to the community by continuing to help through their role as a park ranger.

The district is always accepting applications from qualified applicants. More information may be obtained by contacting:

Rancho Simi Recreation and Park District
1692 Sycamore Drive,
Simi Valley, CA 93065
(805) 584-4400
Monday through Friday
8:00 am - 5:00 pm.

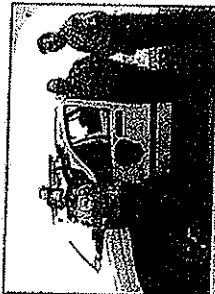
WEB
www.rsipd.org



Specific rules & regulations may vary in parks and open space areas. Check the sign at the entrance of each property for specific rules for that site. The complete list of rules and regulations may be viewed on the District's website: www.rsipd.org.

There are a few types of park rangers in the parks and recreation field, although naturalists and peace officers are the most common. Naturalists offer tours and information about plants, animals, biology and nature. Peace officers are trained in law enforcement.

PEACE OFFICERS: The park rangers who work for Rancho Simi Recreation and Park District in both Simi Valley and Oak park are peace officers. The district employs full-time and part-time rangers. Park Rangers have the same powers as a police officer with the ability to cite, gather evidence, preserve a crime scene, carry weapons, and arrest violators, as provided by the California penal code.



DUTIES: Park Ranger coverage includes park patrol, gate security, community events, facility rentals, filming company oversight, and more.

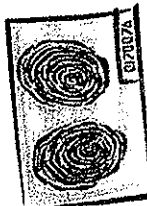
QUALIFICATIONS: The rangers who work for the district are peace officers who must pass a full background check and be qualified to carry a weapon.



The District's rangers come from diverse backgrounds that help them work well together when solving crimes and working with all aspects of the public.

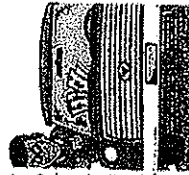
COOPERATION: On a regular basis, they meet to review trends noticed in the community and work to solve those problems in the parks.

Park Rangers also work effectively with law enforcement agencies including Los Angeles County Sheriff and Simi Valley Police Department. When circumstances dictate, Park Rangers may call law enforcement authorities to the scene.



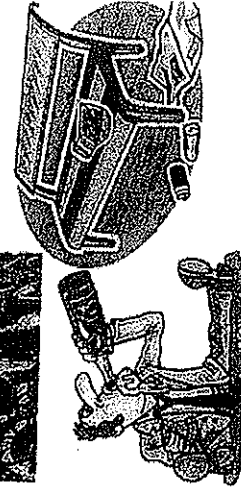
The district has agreements with both the Simi Valley Police Department and Ventura County Sheriff's Department to provide assistance with background and criminal history checks, along with trends in crimes. Everyone works cooperatively to exchange information as needed, especially in regards to graffiti and other wide-scale problems that affect all law enforcement agencies.

CITATIONS: "Park Rangers provide a very important deterrent to criminal activity," said Park District General Manager, Larry Peterson. Not every interaction with the public leads to a citation. According to Sr. Park Ranger, Jerry DeRosa,



"The rangers frequently work to educate the public on how best to enjoy the park in a way that does not negatively affect the use of the same park by others." As for citations, uncooperative or repeat offenders are more likely to receive one, with more serious offenses resulting in an arrest.

OFFENSES: Typical offenses seen in parks include vandalism, graffiti, being in the park before and after hours, alcohol consumption, dogs off-leash, skateboarding, smoking, and littering. Many one-time offenders, with a park ranger in the performance of enforcement duties, is subject to the same criminal prosecution as an individual who interferes with a police officer.



Attachment 05

Rancho Simi Recreation and Park District Budget

Salary and Employee Benefits Fund 41

(2 pages)

(Arrows point to budgeted ranger positions)

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SALARIES AND EMPLOYEE BENEFITS
FUND 41

	Position(s) 2009-10	Actual 2008-09	Actual 2009-10	Approved 2010-11
ADMINISTRATION				
General Manager	1.0			
Executive Assistant	1.0			
Marketing & Community Outreach Specialist	1.0			
Business & Accounting Supervisor	1.0			
Computer Support Specialist	1.0			
→ Sr. Park Ranger	1.0			
→ Park Ranger	1.5			
Lead Accountant	1.0			
Positions/ Salaries	8.5	732,496	707,039	693,428
Annual Leave Expense		19,964	19,893	13,671
Benefits		332,149	166,790	275,391
Retiree Health Care Benefits - Former FT Employees		--	144,380	147,472
Total Full-time Salaries and Employee Benefits		1,084,610	1,038,102	1,129,962
Part-time Wages		89,788	154,968	105,000
Total Salaries and Employee Benefits		1,174,397	1,193,069	1,234,962
RECREATION AND LEISURE SERVICES - SIMI VALLEY				
Recreation & Leisure Services Admin.	1.0			
Recreation Supervisor II	1.0			
Recreation Coordinator	2.0			
Recreation Specialist	2.0			
Administrative Secretary	1.0			
Receptionist/Clerk	2.0			
Positions/ Salaries	9.0	531,276	531,033	583,124
Annual Leave Expense		12,509	23,064	13,671
Benefits		435,160	439,542	402,992
Total Full-time Salaries and Employee Benefits		978,945	993,639	999,787
Part-time Wages		1,490,392	1,477,000	1,430,000
Total Salaries and Employee Benefits		2,469,337	2,470,640	2,429,787
RECREATION AND LEISURE SERVICES - OAK PARK				
Recreation Supervisor II	1.0			
Recreation Specialist	1.0			
Positions/ Salaries	2.0	146,949	119,715	122,628
Annual Leave Expense		0	21,884	3,038
Benefits		129,286	124,907	93,617
Total Full-time Salaries and Employee Benefits		276,236	266,506	219,283
Part-time Wages		336,357	397,135	345,000
Total Salaries and Employee Benefits		612,593	663,641	564,283

SALARIES AND EMPLOYEE BENEFITS
ALL FUNDS

	Position(s) <u>2009-10</u>	Actual <u>2008-09</u>	Actual <u>2009-10</u>	Approved <u>2010-11</u>
<u>FUND 43 - SIMI HILLS GOLF COURSE</u>				
Golf Course Manager - Simi Hills Golf Course	1.0			
Operations Assistant - Simi Hills Golf Course	1.0			
Foreman	1.0			
Sr. Maintenance Supervisor	1.0			
Positions/ Salaries	4.0	255,522	263,090	266,168
Annual Leave Expense		10,560	33,894	6,076
Benefits		166,037	184,268	161,261
Total Full-time Salaries and Employee Benefits		432,120	481,252	433,505
Part-time Wages		435,519	443,946	467,723
Total Salaries and Employee Benefits		867,638	925,198	901,228
<u>FUND 45 - SPECIAL ZONE TAX</u>				
Park Ranger	0.5			
Positions/ Salaries	0.5	28,213	28,578	28,152
Annual Leave Expense		1,930	--	--
Benefits		2,427	8,136	2,786
Total Full-time Salaries and Employee Benefits		39,569	36,713	37,938
Part-time Wages		0	0	10,000
Total Salaries and Employee Benefits		39,569	36,713	47,938
TOTAL POSITIONS/SALARIES	79.0	4,961,915	5,143,779	4,990,178
TOTAL ANNUAL LEAVE EXPENSE		127,856	185,659	120,001
TOTAL BENEFITS		2,499,858	2,515,261	2,588,162
TOTAL FULL TIME SALARIES AND BENEFITS		7,589,629	7,702,894	7,698,341
PART-TIME WAGES		2,871,823	3,106,767	3,204,088
TOTAL SALARIES AND EMPLOYEE BENEFITS		10,461,452	10,809,661	10,902,429

MINUTES REGULAR MEETING BOARD OF DIRECTORS

FEBRUARY 6, 1986

0000035

MINUTES
 RANCHO SIMI RECREATION AND PARK DISTRICT
 REGULAR MEETING, BOARD OF DIRECTORS
 SYCAMORE DRIVE COMMUNITY CENTER
 1692 SYCAMORE DRIVE
 SIMI VALLEY, CALIFORNIA
 FEBRUARY 6, 1986, 6:30 P.M.

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The regular meeting of the Board of Directors of the Rancho Simi Recreation and Park District was called to order by Chairman Mielke at 6:34 p.m. The Pledge of Allegiance was led by Mr. Ed Chovanic.

II. ROLL CALL

Director Funk	Present (arrived at 7:53 p.m.)
Director Meredith	Present
Director Siegle	Present (arrived at 6:36 p.m. (departed at 8:00 p.m.)
Vice-Chairman Fields	Present
Chairman Mielke	Present

Director Siegle reported that she would stay for only part of the meeting inasmuch as she was recovering from major surgery.

Staff: Jeff Anderson, Dick Blair, Ed Chovanec, Al Church, Carlos Cruz, Barbara Deal, Jerry Gladden, Dmitri Hunt, Rick Johnson, Gordon Lindeen, Jim Schubert, Tom Sorensen

Guests: Michael L. Barnes, Tom Dermody, Harold G. Doe, Verna Dormer, R. D. Graybert, Pat Havens, Cynthia Kaples, Thomas Rogo, Al Rosen, Mike Stevens

III. APPROVAL OF MINUTES

The Minutes of the Rescheduled Regular Meeting of January 23, 1986, were not presented and were continued to the next meeting.

IV. CONSENT AGENDA

Motion by Vice-Chairman Fields, seconded by Director Meredith, approving the Consent Agenda as presented which included: A. Approval of Warrant Registers: 1/31/86 and 2/6/86; B. Status Report on the Proposed Water Slide Project at Rancho Simi Community Park Pool, 109-86-c; C. Approval of Renewal of Permit Agreement for Use of Recreational Facilities at Rancho Tapo Community Park, Rancho Simi Community Park and Sycamore Park by Simi Valley Bobby Sox Softball, 82-86-a; D. Report on Status

of Park Planning and Development Projects, 45B-86-b; E. Report on Public Information Program for January, 1986, 39-86-d; F. Report on Status of Districts' Legal Work Load, 30-86-c; G. Approval of Park Dedication Conditions for LD-S-364 of PD-S-449/TT-3613, Planning Unit #7 (Wood Ranch), 41-86-c; H. Approval of Park Dedication Conditions for PD-S-449/TT-3513, Planning Unit #17 (Wood Ranch), 41-86-d; I. Presentation of 1986-87 District Budget Calendar, 124-86-a; J. Approval of Rescheduling Board Meeting Regularly Scheduled for March 6th to March 5th, 138-86-a. Motion carried.

V. PUBLIC DISCUSSION

None.

VI. SCHEDULED ITEMS AND PUBLIC HEARINGS

A. Public Announcements 39-86

Classes for Water Safety Instructor will start Saturday and will run on successive Saturdays that include February 15 and 22; March 1, 8, 15, 22; April 5, 12, 19 and 26; May 3, 10 and 17 from 9:00 a.m. - 12:00 noon at the 50-meter swimming pool at Rancho Simi Community Park. Instructions will also be given on March 24-29 from 8:45 a.m. - 12:45 p.m. Enrollees must be 17 years of age or older, possess an Advanced Lifesaving Certificate and pass a swimming skills test the first day of class. Registration fee is \$25.

Rancho Simi Ranchette Tall Flag Team semester starts February 10.

The District's Church Slow Pitch registrations start on Monday, February 10, at the Sycamore Drive Community Center. Registration is on a first-come, first-serve basis beginning at 8:00 a.m.

Rancho Simi Ranchette Drill Team starts Tuesday, February 11, from 4:00 p.m. - 6:00 p.m. at Simi Elementary School.

Men's Open Slow Pitch non-priority registrations start on Tuesday, February 11, at 4:00 p.m.

Men's Open Slow-Pitch priority registrations start Tuesday, February 11, at 4:30 p.m.

Rancho Simi Ranchette Drill Team semester starts Tuesday, February 11, 4:00 p.m. - 6:00 p.m. at Berylwood Elementary School.

Registrations for the District's Karate class close on Wednesday, February 12. Registrations will be held at Valley View Junior High School. Class fee is \$20 per month.

Coed League softball registrations start on Wednesday, February 12. League games will be played Sunday nights.

Rancho Simi Ranchette Drill Team semester starts Thursday, February 13, at Simi Elementary School.

Women's League softball registrations start Thursday, February 13. All league games will be played on Thursday nights.

Deadline for all District softball league registration is Wednesday, February 19.

- B. Public Forum - Presentation of California Park & Recreation Society (CPRS) District VIII Community Service Award to Busy Hands Garden Club 39-86-e

Chairman Mielke announced that Busy Hands Garden Club was selected to receive the "Outstanding Community Service Award" from California Parks & Recreation Society, Inc., District VIII recognizing the outstanding contributions and service to parks and recreation in the District. He reported that he has followed the Busy Hands Garden Club very closely and is well aware that it is an outstanding community organization.

On behalf of the Garden Club, Ms. Barbara Hard, representative of the Busy Hands Garden Club, thanked the Board. She reported that Friday, March 7, is Arbor Day and the Club will be donating trees to the District.

- C. Presentation of Employee-of-the-Month Award for January 84-86-d

The Chairman, on behalf of the Board of Directors and staff of Rancho Simi Recreation and Park District, presented an award to Verna Dormer as the first "Employee-of-the-Month". He reported that it was a good program.

Ms Dormer thanked the Board and staff for the honor.

- D. Presentation of District Financial Audit for 1984-85 (6:45 p.m.)

The General Manager announced the presence of Ms. Marylee Spirakis, who has conducted an audit for the last five years.

Ms. Spirakis reported that there has been a great deal of development in the last few years regarding the writing of audit reports. An auditor could do just about anything until a national board was appointed to set up procedures for written reports. Of particular interest was putting the China Flats money into a separate account. She complimented staff noting that she had to work hard to find recommendations for improvement. The first step

is to see how things are handled and set up so that there are safeguards. Whenever operations consist mostly of cash, it is difficult for one person to control. She recommended that there be separate accounts on cash operations. In 20 years of auditing, this is the best she has ever seen.

Vice-Chairman Fields, on behalf of the Board, thanked Ms. Spirakis for attending and for her comments.

VII. CONTINUED BUSINESS

A. Consideration of Proposals Received for Preparation of EIR for Arroyo Simi Equestrian Center 148-86-a

The Park Planning and Development Administrator reminded the Board that the present responses were to an amended Request For Proposals. The first proposals received were very discrepant. The amended request was sent to five firms; three firms responded.

He reported that they came close to meeting the requirements. However, there were two extremes. Ultrasystems did not meet the criteria satisfactorily. Edvicom was in accordance with the request but the proposal was a lot more involved and staff did not want to negotiate them out of what they felt was essential to the project. McClelland Engineers was clearly in accordance with the request.

Staff recommended McClelland Engineers because their proposal meets the requirements even though the fee is somewhat higher than the low quote from Ultrasystems.

He then reported that a new EIR consultant list will be developed in an effort to spread out the work which should help to get better work and lower the cost.

Director Fields requested legal counsel to inform him, at any time we don't go with the low bid, that we don't have to go with the low bid and why.

The District's legal counsel reported that you don't have to accept the low bidder when you are contracting for professional services unless you have specified in the documents that the lowest bidder will be awarded the contract. In this case, that was not done and since this was a solicitation for proposals, you can select the company that best supplies the needs of the District.

A brief discussion ensued.

Motion by Director Meredith, seconded by Director Siegle, approving the award of contract to McClelland Engineers for the preparation and processing of an EIR for the

Arroyo Simi Trailhead and Equestrian Center and authorizing execution of agreement with McClelland Engineers in the amount of \$17,565. Motion carried.

- B. Approval of Permit Agreement for Archaeological Research at Strathearn Historical Park 38-86-b

Motion by Vice-Chairman Fields, seconded by Director Meredith, approving agreement with Pierce Community College to conduct a class in archaeological exploration and inventory at the Robert P. Strathearn Historical Park (Adobe). Motion carried.

VIII. NEW BUSINESS

- A. Consideration of Upgrading Park Ranger Position to Park Ranger with Limited Peace Officer Status 89-86-a

The Park Operations and Maintenance Administrator reported that the Park Ranger has acted as interface in regard to public safety in the parks. In the past two years, more and more problems have been arising in the parks. He cited several examples and reported that staff is working with the Police Department which has given a great deal of assistance but not enough, on an ongoing basis, to remedy the problems.

He then reported that numerous troublesome acts must be cited as misdemeanors, the perpetrator put on probation, then, as a condition of probation, he can be forbidden to enter the park or go to jail. He also reported that the involved groups vary in age from park to park; most are involved with drugs and alcohol. The District has a responsibility to the parents of those children to make them aware of their child's involvement in vandalism and alcohol consumption. He explained that residents living around the parks are having difficulty with the youth congregating, beer consumption, vandalism and noise. It is difficult to get them out of the park at 10:00 closing time.

He suggested that the District take a position to make an impact on the problem. He went on to explain that currently the park rules can be enforced through Title 10 of the Simi Valley Municipal Code. An infraction can be cited and prosecuted; a condition of probation is to stay out of the park. It is intended that another ranger for backup be added in the next budget to supplement the current ranger. The Police have given assurance of assistance when it is needed; the Ranger carries a hand-held police radio and his car is equipped with a radio.

He requested approval of changing the Park Ranger position to Park Ranger with limited peace officer status, giving him the authority of a policeman within the park concerning park patrons and

property. He presented a brief background of the Park Ranger pointing out his ability and willingness to handle the additional responsibility.

Discussion ensued. Some of the points made included:

- The Ranger would not carry arms.
- Numerous residents in attendance cited various problems they have encountered with the troublesome people using the park as a hangout noting that they were concerned for their children and property.
- Concern was expressed for the safety of the Park Ranger.
- The complete mechanism must be in place before commencing the program. A determination must be made as to what the ranger will enforce - underage drinking, peddling drugs, living in the park - would probably require a Park District Ordinance to accomplish - how the prosecution will be handled.
- Some cities and agencies are finding it a problem to send uniformed personnel out at night alone.
- Hire a temporary security person to work with the ranger.
- Staff has spent three months researching the issue. All details have been covered.
- Although it is realized that there is a risk involved, the current Park Ranger was a Highway Patrolman for 17 years and was able to take care of himself without using his weapon. He has been able to talk to people and has never drawn a gun.
- Within the next three years, it is anticipated that three full-time rangers will be required.
- Most of the problems occur between 3:00 p.m. and 3:00 a.m.

Motion by Vice-Chairman Fields, seconded by Director Siegle, approving Resolution No. 814 Authorizing Limited Peace Officer Status for the District's Park Ranger.
Motion carried by the following roll-call vote:

Ayes: Directors Meredith, Siegle, Fields, Mielke

Noes: None

Absent: Director Funk

The Chairman called a recess at 7:30 p.m. The meeting was reconvened at 7:40 p.m.

- B. Consideration of Loan Agreement between Rancho Simi Recreation and Park District and State of California 124-86-b

The Chairman reported that this is an interest-free loan from the State.

Motion by Vice-Chairman Fields, seconded by Director Siegle, approving Resolution No. 815 Approving the Application of Loan and Agreement Between Rancho Simi Recreation and Park District and the State of California. Motion carried by the following roll-call vote:

Ayes: Directors Meredith, Siegle, Fields, Mielke

Noes: None

Absent: Director Funk

- C. Approval of Proposed Modification of Rancho Tapo Community Park Development Phasing of Rancho Tapo Community Park Development Phasing 63-86-a

The Park Planning and Development Administrator itemized the following suggested changes:

- Include baseball field lighting which was omitted in the original phasing plan now that the EIR is completed.
- Construction of a restroom facility earlier than the originally planned Phase III due to heavy demand.
- Leave an undeveloped corridor between Phase IV development and future phases to preclude access impact for heavy equipment. This could be done by delaying tennis and hardcourt construction. Then buffer the undeveloped area.
- Transfer the grant application to the ball field lighting.
- The location of the senior center was considered due to the proximity of the City facility - perhaps moving it closer to the parking.
- Upscale the Phase VI cultural building to obtain a more usable facility at a lesser cost.
- Remove the residence as soon as possible to reduce visual conflict and put in turf. Possibly it could be moved to Chumash Park. Demolition is more costly than moving because of having to remove the debris; however, relocation will result in substantial cost for refurbishment, possibly \$65,000.

Director Funk arrived at 7:53 p.m. during the ensuing discussion.

Motion by Vice-Chairman Fields, seconded by Director Meredith, approving the revised phasing plan as presented and authorizing staff to proceed with obtaining necessary consulting services to complete Phase II working drawings. Motion carried.

- D. Approval of Revision of Project - Phase II Development at Rancho Tapo Community Park for Fiscal Year 1986-87 Land and Water Conservation Fund Grant Application 125-86-a

Motion by Vice-Chairman Fields, seconded by Director Meredith, authorizing staff to revise the District's project and apply for Land and Water Conservation Fund funds for the installation of lights at the existing softball diamond. Motion carried.

- E. Approval of Request for Authorization to Advertise for Bids for Resurfacing Tennis Courts at Rancho Simi Community Park 45-86-c

The Park Operations and Maintenance Administrator reported that the original stain surface on eight tennis courts at Rancho Simi Community Park is badly worn. Staff recommended resurfacing with a new acrylic surface which is thicker, safer and longer lasting. Three thousand dollars was budgeted for the project; \$8,000, which is available for the roof repair of the locker building and which will not be done for some time because of negotiating for roofing for the entire building, can be used to augment the \$3,000 to resurface the tennis courts. A brief discussion ensued.

Motion by Vice-Chairman Fields, seconded by Director Meredith, authorizing staff to solicit bids for resurfacing of tennis courts at Rancho Simi Community Park. Motion carried.

- F. Review of Proposed Initial Grading at Chumash Park 141-86-a

The General Manager reported that drawings are completed and submitted to the City for review.

The Development Coordinator, referring to a map, identified the area under consideration, the road, and slopes to be created by the fill.

A District agreement with C. A. Rassmussen, Inc. would allow Rassmussen to get rid of clean fill and, if it was done properly, would generate usable land for future park development and still

--"A" to the north which would provide coverage for archaeological sites.

--"B" in the middle to create active park area for future development. Fill would come to the street. Users could walk up a gentle 4-1 slope. Close to the top level of the road, but lower than the sight from the residences will be a museum and caretaker's residence.

--"C" was a result of the natural drainage. It has an existing, fairly steep, 2-1 slope. An attempt is being made to continue the slope and feather it out to get parking for 44 cars and some school buses.

The General Manager reported that north of Site "A" additional grading may occur which could result in drainage problems occurring southerly. Site "B" might be a good place to relocate the residence from Rancho Tapo Community Park for a caretaker. It would be high enough for connection to sewers on Flannigan. Site "C" will be elevated 15 feet but will still be 15 feet below the level of the street.

A brief discussion ensued.

Motion by Director Meredith, seconded by Vice-Chairman Fields, approving the grading plans and authorizing staff to proceed with the plan check process. Motion carried.

- G. Approval of Names for Four Park Sites -- Montgomery Ranch West, Montgomery Ranch East, Simi Hills and Willowbrook 45-86-b

The Senior Administrative Assistant and Public Information Coordinator, referring to the written staff report, reported that a recommended name and an alternate name were submitted for Board consideration.

In the discussion that followed, Chairman Mielke suggested that Montgomery Ranch East park site be named in commemoration of the seven astronauts who perished in the recent Challenger space vehicle explosion. Staff was directed, by consensus of the Board to recommend another name.

Motion by Vice-Chairman Fields, seconded by Director Meredith, naming Montgomery West Park site West Highlands Park, Simi Hills Park site Simi Hills Park, Willowbrook Park site Willowbrook Park and the naming of Montgomery Ranch park site held in abeyance pending the suggestion of another name. Motion carried.

Director Siegle departed at 8:15 p.m.

- H. Consideration of Bids Received for Re-roofing Portions of Sycamore Drive Community Center 7-86-a

The Park Operations and Maintenance Administrator reported that two previous bid efforts for the reroofing were unsuccessful: the first time no bids were received and the second time the bids were over budget. Five bids were received this time and they are still over budget. Channel Islands Roofing was low bid at \$14,465. Funds are available to make up the difference. Staff recommended award of bid to Channel Islands Roofing. He explained that the firm has at least five years experience installing this type of roof and has a good reputation. Bid and performance bonds are available. A brief discussion ensued.

Motion by Director Meredith, seconded by Vice-Chairman Fields, awarding bid for reroofing at Sycamore Drive Community Center to Channel Island Roofing in the amount of \$14,465. Motion carried.

- I. Approval of Resolution Amending Personnel Policies to Conform with the District's Annual Leave Policy 84-86-c

The Assistant General Manager reported that when the Annual Leave Policy was adopted, portions of the Sick Leave and Vacation Policy needed to be amended. Copies of the recommended changes were sent to the Policy Committee. Staff recommended approval of the proposed changes.

Vice-Chairman Fields, as a member of the District's Policy Committee, reported that the changes are perfectly in line.

Motion by Vice-Chairman Fields, seconded by Director Funk, approving Resolution No. 816, Amending Personnel Policy 2-200, 2-1000, 2-1100, 2-1300, 2-1500 and 2-1700 to Change Wording and Amend as Necessary to Conform with the District's Annual Leave Policy 2-800. Motion carried by the following roll-call vote:

Ayes: Directors Funk, Meredith, Fields, Mielke

Noes: None

Absent: Director Siegle.

- J. Approval of Designation of District Representative to CAPRI 28-86-a

Motion by Director Meredith, seconded by Vice-Chairman Fields, designating the General Manager, within the scope of his employment with the District, to represent the District on the CAPRI Board of Directors. Motion carried.

K. Consideration of Membership in PERS for Board Members
(Retirement/Health Programs) 35-86-a

The Assistant General Manager reported that in the past, entering into a health program through PERS has not been considered by the Committee because directors were not eligible and the District was required to pay insurance premiums for retired employees equal to what is paid for active employees. Legislation effective January 1, 1986, was enacted which enables the District to contribute a minimum of \$1 per month toward medical premiums of retiring employees. The amount must be increased 5 percent per year of the active employee's contribution until the two are equal. It would take an estimated 15 years before the District would be contributing an equal amount for retired and active employees. Although the Board Members are not currently members of PERS, signing a statement and completing a form is all that is required for membership. Staff recommended consideration of membership. PERS offers 28 plans; some are offered regional and most are fairly competitive with the health insurance the District has now. Director membership in PERS will present another option for health insurance for District employees and Directors.

He also reported that some retired employees find it impossible to obtain family insurance when they retire. PERS insurance would allow them, even though they have to pay the premium over \$1, to obtain coverage for their spouses. PERS membership for Board Members would require that the District contribute the same 7 percent of salary minus \$188 per month as for other District employees. The District would also contribute the employer portion of approximately 9 percent per month.

Staff had no recommendation and requested Board direction. Following a brief discussion, the Board, by consensus, directed staff to pursue the item.

L. Approval of Abrogation of Agricultural Lease of Undeveloped
Parkland (Rancho Santa Susana Community Park/Giacapuzzi)
116-86-a

The Park Planning and Development Administrator reported that the renewal lease was not properly executed by the tenant when it was returned. In the meantime, the tenant has decided not to renew the agreement. Staff recommended returning the rental fee and requested direction to staff regarding a new lessee. A brief discussion followed during which it was noted that:

--There are better alternatives for interim use of the parkland than agricultural use.

--Return the money and leave the land as it is.

Motion by Vice-Chairman Fields, approving the nullification of the short-term agricultural lease for portions of undeveloped parkland at Rancho Santa Susana Community Park, return of \$1,485 to Mr. Guido Giacapuzzi with no further consideration of agricultural lease. Motion carried.

M. Report on District's 25th Anniversary Calendar of Events 39-86-f

The Senior Administrative Assistant and Public Information Coordinator reported that 31 items are being pursued through the coming year in recognition of the District's 25th anniversary. Specifically, he reported that Mr. Roy Hassett contacted the District with a request to have a carnival on District property, preferably at Rancho Santa Susana Community Park. Mr. Hassett is well organized. The District will clear the site, have three entrances into the site and will have the water hookup available. Mr. Hassett will take care of City permits, provide fencing, security and hold-harmless insurance. A single fare will provide unlimited use of the rides. He would pay 15 percent of the revenue to the District.

Other items mentioned in the ensuing discussion included:

--Softball tournaments.

--An adult golf tournament to be cosponsored with the Foundation.

--Teen dances. Staff is in the process of getting schools.

--A food faire to introduce the community to various ethnic foods.

--A ski trip and various different excursions.

--Exhibition of diving and aqua show.

--A big community dinner dance.

This was an informational report. No action was taken.

N. Status Report on District Application to Expand the District's Sphere of Influence 46-86

The General Manager reported that LAFCO will be meeting on Wednesday to consider the expansion of the District sphere to include the Oak Park area. The Oak Park MAC will be advised and have someone attend to speak to the issue. A Board Member will also attend. No action was taken.

IX. WRITTEN COMMUNICATIONS

- A. Letter from the Governor's Office Regarding Letter from Chairman and Assistant General Manager in support of Senate Bill 806.

The letter was received and filed.

X. PUBLIC DISCUSSION

Mr. Al Rosen reported that he is attempting to get Smith Road acknowledged as a California Historical Landmark and requested the Board's assistance. The Chairman suggested that Mr. Rosen submit a letter to the General Manager and get the item on the agenda. No action was taken.

XI. PRESENTATIONS BY CHAIRMAN AND/OR CHAIRMAN OF DISTRICT COMMITTEES

- A. Director Meredith reported that the Planning Commission met last night with alarming results. The Planning Commission recommended that the \$106,000 park dedication fee that would come from the Ash Corporation be diverted to the City's affordable housing fund. It was not his intent to use the Quimby funds for purposes other than to reduce the construction cost and monthly rates for seniors.

In the discussion that followed, it was suggested that the developer be helped to lower his cost and pass it on to the customer. Staff will send a letter to the City Council addressing the item thoroughly.

- B. Advance Planning Committee

Vice-Chairman Fields reported that the Advance Planning Committee met with staff to consider fencing on ball diamond #2 at Rancho Simi Community Park. A number of alternatives were explored and the most feasible alternative agreed upon.

The General Manager reported that the item will be on the next agenda for review by the Board.

XII. ITEMS BY DIRECTORS

- A. Director Meredith complimented the District's Safety Committee for doing an excellent job.
- B. Director Meredith drew the Board's attention to the recent article in The Enterprise entitled "Our Valley" and noted its excellence. However, he pointed out that the article included no pictures of the Rancho Simi Recreation and Park District programs or officials while it did contain pictures of other districts. He reminded the Board that the same lack of pictures occurred last year in "Our Valley" with an apology from the publisher. He suggested that in a further attempt to get the message across to the public, the directors go on television and requested a consensus. Consensus of the Board was not to go on television.

- C. Director Meredith Inquired as to the Status of the Rancho Simi Community Park Snack Bar

The Revenue Production Administrator reported the following:

- The District will operate the snack bar on the coming weekend.
- Staff is evaluating the equipment. Several items need repair, the facility needs cleaning and an upgraded alarm system.
- Legal counsel has been consulted regarding legal aspects of transition.
- Equipment, machinery and funds are in the control of the Foundation. An agreement must be formulated whereby these items will be passed to the control of the District.
- An inventory will be made of equipment and supplies.
- Cash was left in the drawer. Arrangements for bank deposits will be made.
- District insurance will cover the snack bar until June 15.
- The District will be operating the snack bar by March 1.

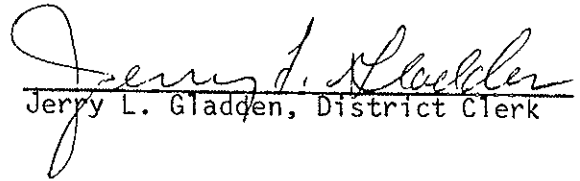
No action was taken.

- D. Director Meredith reported that he will be appointed to the Regional Park Advisory Commission by Supervisor Dougherty at the next Board of Supervisors Meeting.
- F. Vice-Chairman Fields, by consensus of the Board, directed staff to place management salary negotiations on the next agenda. A report should cover an area review of comparable positions and include areas of responsibility. He indicated that the District's salary level for management positions is lower than most and requested Board review.
- F. Regarding the upcoming workshop for consideration of the District's priority projects and the Brown Act, Vice-Chairman Fields declared that he would hold with the same five top priorities with no change. He reported that he was confident regarding the Brown Act; counsel has confirmed that the Board is not in violation and intent would have to be proven.

The Chairman called a closed session at 9:25 p.m. to discuss personnel matters. The meeting reconvened at 9:41 p.m.

XIII. ADJOURNMENT

Motion by Vice-Chairman Fields, seconded by Director Funk, to adjourn the meeting at 9:41 p.m. Motion carried.


Jerry L. Gladden, District Clerk

**IMPORTANT INFORMATION FOR PROPERTY OWNERS
REGARDING ASSESSMENT**

0000051



Rancho Simi Recreation and Park District

**Facts to help you make
informed choices about
the future of Parks,
Recreation Facilities
and Open Space
in
Simi Valley and Oak Park**



**Important Information for
Property Owners:**

**Ballots will be mailed out beginning
January 20, 2000 for a
Parks, Recreation and Open Space
Maintenance and Improvement District**

Rancho Simi Recreation and Park District
1692 Sycamore Drive
Simi Valley, California 93065

BULK RATE
U.S. POSTAGE
PAID
PERMIT NO. 125
OAK PARK, CA

ECRWSS

**Postal Customer
Oak Park, CA**

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Future of Rancho Simi Recreation and Park District...

The mission of the Rancho Simi Recreation and Park District is to provide its residents with high quality parks, recreation facilities, and open space areas. The District believes strongly that an attractive, well-maintained and safe park system contributes to the sense of community spirit and neighborhood pride. Our investment in parks, recreation and open space is an investment in the community.

FACILITIES AND SERVICES OF THE DISTRICT

The Rancho Simi Recreation and Park District is responsible for maintaining parks and open space in an area of 113 square miles, including the communities of Simi Valley and Oak Park.

FACTS ABOUT THE DISTRICT

- Total acreage of parks and open space: 3,332, a 43.7% increase from 1991
- 41 developed parks
- 2,311 acres of open space
- 443 acres of undeveloped parkland
- Population of over 127,000 served in District
- Before and after school recreation programs for school children at 11 schools
- Over 2,100 annual recreation programs for people of all ages



*To maintain recreation facilities
for people of all ages*

REVENUE SHORTAGE

The cost of maintaining our parks exceeds \$4.2 million per year. The annual water bill alone to keep our parks green is \$600,000.

The District's revenue crisis began in 1991 when the State shifted \$1 million per year away from the District. Since 1991, the District has lost more than \$7 million in funding.

This significant cut in funding, combined with new parkland and increasing costs for utilities, has strained the District's ability to continue providing the quality and quantity of services to which the community is accustomed.

FISCAL SHORTFALL REMAINS

The District has been committed to doing more with less. In response to the cuts in funding, full-time maintenance and administrative staff were reduced by 17 positions. Meanwhile, the District's acreage of parks and open space has increased by 43%, further straining our limited resources.

Priority has been given to keeping the parks clean, green and safe. Since



*To maintain existing parks
and recreation facilities*

District funds have been severely limited, repairs and new facilities have been delayed. The District simply does not have the funds to maintain new parks and recreation facilities and repair existing facilities.

QUESTIONS OR MORE INFORMATION

If you have any questions regarding this important issue, please contact Rick Johnson at the District at (805) 584-4400.

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To be Decided by Property Owners

THE PROPOSED SOLUTION

The District is proposing a revenue measure that would replace the funding cuts and provide funding for park maintenance, recreation facilities and open space.

If approved by voters, this measure would ensure that our investment in parks, recreation facilities and open space is maintained, and that our parks remain safe.

This measure would also provide a source of funds to expand and improve park facilities and open space to meet the growing demand from those who reside or work in the District.



To maintain and expand open space areas



To increase park ranger safety and security patrols

WITHOUT FUNDING

If the revenue measure does not pass, the District will need to make critical decisions about the level of park maintenance, security and recreation services it provides. Cuts in park maintenance and further delay of improvement projects are likely.

WHAT WOULD THIS MEASURE PROVIDE?

If approved, the measure would fund the following projects and services:

- Maintaining and improving existing parks and recreation facilities.
- Increasing park ranger safety and security patrols.
- Improving baseball/softball/soccer fields for youths and adults.
- Preserving and maintaining open space.
- Maintaining hiking, biking and equestrian trails.
- Upgrading classrooms for childrens' before and after school recreation programs.
- Completing new or unfinished parks.
- Adding new safety lighting at parks.
- Improving the Strathearn Historical Park and Museum.
- Replacing children's play structures to meet new safety standards.
- Adding over 3,800 acres of open space.

It is also important to note that funds raised in Simi Valley will be spent in Simi Valley and the funds raised in Oak Park will be spent in Oak Park.

MORE ABOUT THE BALLOT MEASURE

The measure will be decided by property owners using mailed ballots. The proposed annual assessment is \$24 for single family homes.

Ballots for this measure will be mailed on January 20, 2000 to all property owners in the District. Please watch your mail box and please return your ballot. Only returned ballots will be counted.

WHAT ABOUT THE STATE PARK BOND?

A statewide park bond, Proposition 12, is slated for the March ballot. If approved, this bond can only be used for capital improvement projects, not maintenance of parks. Any Proposition 12 proceeds would be used for additional projects such as construction of new parks and acquisition of open space.

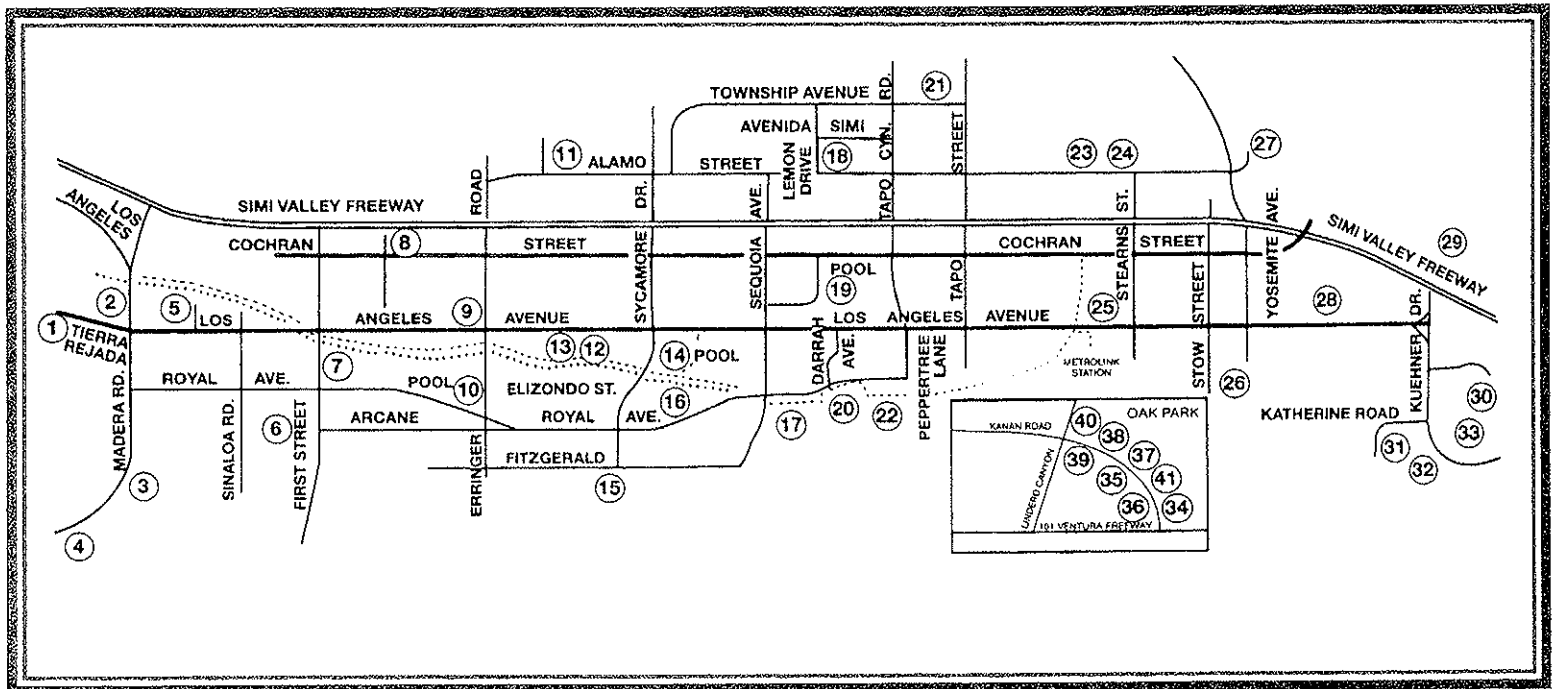
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The bond also requires a match with local funds, so a portion of the assessment funds could be used to maximize the District's share of any State park bonds.

SUMMARY OF PARK AND RECREATION FACILITIES

- 5 Community Parks
- 8 Themed Community Parks
- 31 Neighborhood Parks
- 1 Natural Park
- 3 Swimming Pools
- Rancho Santa Susana Community Center
- Sycamore Drive Community Center
- Corriganville Park
- Recreation Buildings at 3 Neighborhood Parks
- 10 Lighted Softball Diamonds
- 5 Lighted Soccer Fields
- 11.5 Lighted and 2.5 Unlighted Basketball Courts
- 18 Lighted Tennis Courts
- 2.5 Acre Lagoon
- 18-hole Golf Course
- 9-hole Golf Course
- Historical Park and Historical Museum
- Historic Santa Susana Railroad Depot
- Off-street Bikeway along Arroyo Simi - 6.9 miles
- Equestrian Center
- Equestrian Trails along Arroyo Simi - 4.3 miles
- 2,311 Acres of Open Space
- Miles of Walking Trails

MAP OF THE RANCHO SIMI RECREATION AND PARK DISTRICT



PARKS

Simi Valley

1. Stargaze Park - 355 Stargaze Ave.
2. Strathearn Historical Park - 137 Strathearn Place.
3. Sinaloa Public Golf Course Park - 980 Madera Rd.
4. Rancho Madera Community Park - 556 Lake Park Dr.
5. Arroyo Park - 2105 Socrates Ave.
6. Lincoln Park - 1215 First St.
7. Willowbrook Park - 1786 Willowbrook Ln.
8. Mayfair Park - 2550 Caldwell St.
9. Citrus Grove Park - 2100 N. Marvel Ct.
10. Rancho Simi Community Park - 1765 Royal Ave.
11. Atherwood Park - 2271 Alamo St.
12. Berylwood Park - 1955 Bridget Ave.
13. Frontier Park - 2163 Elizondo Ave.
14. Sycamore Drive Community Center & Pool - 1692 Sycamore Dr.
15. Sycamore Park - 855 N. Planetree Ave.
16. Arroyo Simi Equestrian Trail - South of Arroyo Simi Equestrian Center
17. Gateway Park & Equestrian Center - corner Royal and Sequoia Ave.
18. Rancho Tapo Community Park - 3700 Avenida Simi.
19. Sequoia Park & Pool - 2150 Tracy Ave.
20. Darrah Volunteer Park - Royal & Darrah Ave.
21. Houghton-Schreiber Park - 4333 Township Ave.

22. Arroyo Simi Bikeway - runs between Metrolink Station & Madera Rd.
23. Simi Hills Neighborhood Park - 5031 Alamo St.
24. Simi Hills Golf Course - 5031 Alamo St.
25. Rancho Santa Susana Community Park & Community Center - 5005 Los Angeles Av.
26. Arroyostow Park - 1700 N. Stow St.
27. Chumash Park and Chumash Trail - Flanagan Dr. & Broken Arrow.
28. Verde Park - 6045 E. Nelda St.
29. Hummingbird Creek Open Space Trail - Kuehner Dr. & SR118.
30. Foothill Park - 1850 Ardenwood Ave.
31. Knolls Park - 1300 W. Katherine Rd.
32. Santa Susana Park - 6503 Katherine Rd.
33. Corriganville Park - 7001 Smith Rd.

Oak Park

34. Mae Boyar Park - 130 Kanan Rd.
35. Chaparral Park - 217 N. Medea Creek Lane.
36. Medea Creek Park - 217 N. Medea Creek Lane.
37. Oak Canyon Community Park - 5600 Hollytree St.
38. Valley View Park - 100 Los Arcos Dr.
39. Indian Springs Park - 4800 Rockfield St.
40. Eagle View Park - 1240 Hidden Springs Ave.
41. Deerhill Park - 6700 Doubletree Rd.

VENTURA COUNTY GRAND JURY 2006-2007

FINAL REPORT

PUBLIC SAFETY: RANCHO SIMI RECREATION AND PARK DISTRICT

RANGER PROGRAM

AND

RESPONSE THERETO

APRIL - JULY 2007

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RANCHO SIMI RECREATION AND PARK DISTRICT

1692 Sycamore Drive, Simi Valley, California 93065 • (805) 584-4400 • FAX (805) 526-7648

July 13, 2007

Ventura County Grand Jury
Attn: Alyce Klussman
800 South Victoria Avenue, L#3751
Ventura, Ca 93009

Honorable Colleen Toy White, Presiding Judge
Superior Court of California, Ventura County
Hall of Justice, #2120
800 South Victoria Avenue
Ventura, Ca 93009

Re: Rancho Simi Recreation and Park District

Honorable Colleen Toy White and Ms. Klussman:

On or about April 23, 2007, Rancho Simi Recreation and Park District (the "District") received by hand delivery the attached Grand Jury report, titled, Public Safety: Rancho Simi Recreation and Park District Ranger Program (hereinafter referred to as the "Report"). The letter accompanying the Report required a response within 90 days (by July 23, 2007). Listed below, in ***bold italics***, is each finding, conclusion and recommendation, as they appeared in the Report. Underneath each is the District response, approved by the District's Board of Directors during its regular meeting on June 21, 2007, as evidenced by the attached minutes. The responses are based upon: staff discussions with each of the various agencies; District Policy Manual provisions covering operational procedures of the Ranger Program; staff analysis of the issues raised (District's General Manager, Business Supervisor and Senior Park Ranger); and, an understanding of the District's Ranger Program and its effectiveness in serving the community.

FINDINGS

F-01. District Ordinance No. 2 [Ref-01] is an ordinance passed by the District Board of Directors. It establishes rules and conditions governing the use of District parks and facilities and participation in District programs.

The Park District concurs.

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F-02. Enforcement of Ordinance No. 2 is the responsibility of the Ranger Program.

The Park District concurs.

F-03. The District Ranger Program currently has three full-time, five part-time, and three special-event rangers to patrol the properties within the District.

The Park District concurs.

F-04. Rangers are on patrol seven days a week from 10:00 a.m. to midnight.

The Park District disagrees. Ranger schedules are determined on a monthly basis. The schedule is then distributed to appropriate staff members. Hours of coverage is a result of ranger availability, ranger cost, the need for greater coverage at particular locations, the ability to reduce coverage at particular locations, special events, facility rentals, and other things. Ranger patrols change frequently to make the best use of limited resources. See for example the attached Ranger Schedule for period June 1, 2007 - June 28, 2007.

F-05. The Ranger Program compiles monthly statistics of their calls for service and ranger-initiated activities and incidents.

The Park District concurs in part. Rangers prepare a daily log describing their activities. These logs indicate the park location, time of visit, noteworthy activity, and warnings or citations issued. These logs are turned in daily and reviewed by the District's Senior Park Ranger, the Senior Buildings Maintenance Supervisor, General Manager, and Business Supervisor. The ranger logs can identify graffiti, maintenance or other repair work needed, and help staff members respond quickly to issues. Citation issues are also attached to these ranger logs, which are reviewed and discussed when appropriate. Ranger logs are maintained and, on occasion, used to generate statistics that may form the basis for scheduling adjustments, presentations, etc.

F-06. The Ranger Program does not provide periodic safety reports of any kind to the District Board of Directors.

The Park District concurs. The District's Park Ranger program is supervised by the District's Senior Park Ranger who in turn is supervised by the District's General Manager. The District's Business Supervisor provides secondary supervision of the Ranger Program, and processes citations, acts as a liaison to the Simi Valley Police Department and Ventura County Sheriff, and coordinates and communicates ranger scheduling.

F-07. The District and the Ranger Program do not provide information regarding District safety statistics to the public.

The Park District concurs in part. Most Park Ranger interactions with the public fall into the

following categories: skateboarding in the park, riding a bicycle without a helmet, visiting a park after hours, trespassing, dog off leash, lewd conduct in a parked car, alcohol possession and public intoxication. Warnings are provided and field interview cards are completed in most circumstances, citations are issued on occasion, and police or sheriff are called for back-up when appropriate. As indicated above, warning and citation information appear on Ranger logs. This information is not provided to the public at large, but is provided upon request, in conformance with the Freedom of Information Act. Statistics created by instances requiring police or sheriff involvement are reported by the respective agency in accordance with their policies.

F-08. The District Board of Directors does not require that an annual report from the Ranger Program be compiled, presented and made available to the general public.

The Park District concurs.

F-09. The current Web site of the District has limited information about the Ranger Program.

The Park District concurs, however, approximately one-year ago the District placed its Rules and Regulations onto its web site and several months ago it placed a description of the Park Ranger authority onto its web site. The District will also place an informative article on the Ranger Program within an upcoming edition of its Reporter (a class and information listing that is sent to every residence within the communities of Oak Park and Simi Valley).

F-10. Loitering by homeless persons and gang activity on District property is increasing and frequently requires assistance from either SVPD or VCSD.

The Park District concurs in part. The frequency of homeless and gang activity has ebbed and flowed for a long time, and it has existed primarily at two of the Park District's facilities. Park Rangers and Simi Valley Police officers work together frequently at these two locations to handle problems and reduce the frequency of issues. Unfortunately, eliminating gangs and homeless problems is not possible within the confines of the law. It is not a crime to loiter in a public park, and civil and personal property rights extend to everyone, regardless of their status or affiliation. The Park District increases its ranger coverage at these problem areas when appropriate.

F-11. The SVPD is the primary law enforcement agency providing police services to District properties within city boundaries. (See Attachment 1.)

The District concurs. The Simi Valley Police Department acts as the primary law enforcement agency within Simi Valley, and the Ventura County Sheriff acts as the primary law enforcement agency for the community of Oak Park. The Park District provides parks and recreation activities to both communities.

F-12. The VCSD is the primary law enforcement agency providing police services to District properties within unincorporated areas of the County.

The District concurs. The Simi Valley Police Department acts as the primary law enforcement agency within Simi Valley, and the Ventura County Sheriff acts as the primary law enforcement agency for the community of Oak Park. The Park District provides parks and recreation activities to both communities.

F-13. No formalized agreements exist requiring the SVPD or VCSD to provide additional patrol and enforcement on properties owned by the District.

The Park District concurs. Park District facilities are within the jurisdiction of either the SVPD or VCSD. Both of these agencies regularly patrol Park District facilities, and information is frequently exchanged between Park Rangers and other officers. There is no agreement in place to provide patrols above and beyond this existing level of coverage.

F-14. No formalized agreements exist with the SVPD or VCSD setting forth operational procedures and liability issues within the Ranger Program.

The Park District concurs in part. It is true that there is no formalized agreement between the Park District and the SVPD or the VCSD. However, there is ample authority governing agency interactions and responsibilities. For example, the Park District has a Board approved policy governing Park Ranger Operational Procedures (copy attached). These procedures clearly convey the primary role of a Park Ranger: enforce Park District Rules and Regulations. Paragraph J of Section 2203 expressly states that a Park Ranger “Works with other law enforcement agencies where a situation is beyond a Park Ranger’s control and expertise (i.e., drug violations), and works with police agencies in other areas of law enforcement that occur in the parks where assistance is required”. This policy is supported by Simi Valley Police Department General Order 0831 (attached to the attached Grand Jury Report). The procedures set forth in this authority have been respected by each agency for more than two decades. Although there is apparently no comparable VCSD policy, the tradition of past practice has successfully worked to protect residents.

F-15. The District has no formalized tracking system for noting responses by the SVPD or VCSD to incidents occurring on District property.

The Park District disagrees. The Park District obtains a copy of incident reports from the respective agencies, and regularly exchanges information with officers and administrative staff members on items of significance.

F-16. The District has had difficulty convincing the Ventura County District Attorney’s Office (VCDA) to prosecute citations written by the Rangers.

The District disagrees. Very few of the District’s citations are categorized as misdemeanors subject to prosecution by the VCDA. Misdemeanor citations, together with supporting documentation are filed in accordance with established procedures. The VCDA requests and the Park District Ranger Program provides additional information when needed. The Park District does not attempt to

convince the VCDA to prosecute. The Park District understands that not every crime can or should be prosecuted, and it relies upon the judgment of the VCDA to make those determinations.

F-17. The District has plans in place to expand its property holdings and facilities.

The District concurs. Community growth requires more facilities. In addition to attempting to meet this expanding demand through the provision of additional developed park sites, the District also purchases and preserves open space to help protect habitats and view sheds and to provide less formal additional recreational opportunities (hiking, birdwatching, horseback riding, etc.).

CONCLUSIONS

C-01. The District does not adequately inform the general public of the mission, duties, and responsibilities of the Ranger Program. (F-06 through F-09)

The Report has not requested a District response to the conclusions of the Grand Jury.

C-02. A lack of awareness of the mission, duties, enforcement authority, and responsibilities of the Ranger Program has resulted in the District having difficulty obtaining criminal prosecution through the VCDA. (F-02, F-16)

The Report has not requested a District response to the conclusions of the Grand Jury.

C-03. The District Ranger Program is not staffed to carry out patrol duties on a 24-hour, seven-day-a-week basis, thus leaving the property and facilities vulnerable to criminal acts during the ten hours a day that rangers are not on patrol. Since the District has plans for expansion, additional Ranger staff may be required. (F-01 through F-04, F-13, F-17)

The Report has not requested a District response to the conclusions of the Grand Jury.

C-04. Without formalized agreements with city and county law enforcement, there is a likelihood that confusion and misunderstandings could result regarding jurisdictional responsibilities and expectations in the event of a significant incident occurring on District property. (F-02, F-11 through F-14)

The Report has not requested a District response to the conclusions of the Grand Jury.

C-05. The District and the general public does not have an accurate overall picture of crimes and incidents occurring on its properties. (F-07 through F-10, F-15)

The Report has not requested a District response to the conclusions of the Grand Jury.

RECOMMENDATIONS

R-01. The District should consider providing 24-hour, seven-day-a-week patrol coverage of its properties and facilities so that it can better address security needs. This could be accomplished by increasing the number of rangers or contracting with the SVPD and VCSD to provide additional patrol of District properties. (C-03)

The Park District will not implement this recommendation. The primary mission of Rancho Simi Recreation and Park District is to provide recreation activities and park facilities. The primary law enforcement authorities are the SVPD and VCSD. The Park Rangers supplement coverage and focus on compliance with adopted park rules and regulations. Contracting with the SVPD or the VCSD would require additional payment from the Park District to either or both of those agencies. Each agency already has primary law enforcement authority within their areas of responsibility, and each agency already patrols Park District facilities as a part of that responsibility.

The costs associated with either increasing ranger patrols, or contracting for more coverage would require a shifting of resources away from the provision of well maintained parks and recreational activities. The District believes that the cost of providing additional protection would far outweigh the cost of repairing the occasional damage done to the parks, after hours.

Residents of the District take great pride in their parks and do their best to make sure they are protected. The District frequently receives calls from park patrons and nearby residents alerting the District to problems to which the Rangers can then respond. The District welcomes these reports from individuals and normally responds in a timely and professional manner while protecting the identity of the informant. The fact that District residents care about their parks and want to protect them provides a level of supervision of the parks far greater than the results which would be obtained by hiring more Rangers.

R-02. The District should execute formal Memoranda of Understanding/Agreement with SVPD and VCSD defining the operational and jurisdictional interface between the Ranger Program and the two agencies. (C-04)

The Park District will not implement this recommendation. The District believes that there is ample authority governing agency interactions and responsibilities. For example, the Park District has a Board approved policy governing Park Ranger Operational Procedures (copy attached). These procedures clearly convey the primary role of a Park Ranger: enforce Park District Rules and Regulations. Paragraph J of Section 2203 expressly states that a Park Ranger “Works with other law enforcement agencies where a situation is beyond a Park Ranger’s control and expertise (i.e., drug violations), and works with police agencies in other areas of law enforcement that occur in the parks where assistance is required”. This policy is supported by Simi Valley Police Department General Order 0831 (attached to the attached Grand Jury Report). The procedures set forth in this authority have been respected by each agency for more than two decades. Although there is apparently no

comparable VCSD policy, the tradition of past practice has successfully worked to protect residents. In short, Park Rangers call for back-up when necessary.

R-03. The District should establish a mechanism by which SVPD and VCSD report to the Ranger Program all crimes and incidents occurring on District property. (C-05)

The Park District has implemented this recommendation.

R-04. The District should update its official Web site to provide details about the mission and enforcement responsibilities of its Ranger Program. The site should also provide a statistical breakdown of crimes and incidents occurring on District property. (C-01, C-05)

The Park District has implemented this recommendation in part. Information about the mission and powers of Park Rangers has been posted onto the District's web site. The District will not provide a breakdown of crimes and incidents, except upon request. Significant violations of the law are reported in the records of the police and sheriff departments. Since most of the work of the Rangers consists of encouraging park patrons to follow the rules through the use of discussion and citations, providing "statistics" would not give a meaningful picture of the Rangers' work and contribution to the community. Further, publication of information on Ranger interactions with residents could be detrimental to the reputations of those residents and the organizations to which they belong. Park Rangers are directed to solve problems in a public relations oriented manner. When serious problems arise, they can call in the Police or Sheriff. This gives a progressive response to discipline.

R-05. An annual report about the Ranger Program should be prepared for the District Board of Directors. This report, as well as a brochure, should also be available to the public both on the Web site and in print. (C-01, C-05)

The Park District concurs in part. The District placed its Rules and Regulations together with a description of Park Ranger authority onto its web site. The District will also place an informative article on the Ranger Program within an upcoming edition of its Reporter (a class and information listing that is sent to every residence within the communities of Oak Park and Simi Valley). This will be performed during the 2007 calendar year, and will: provide a description of Park Ranger qualifications including their extensive experience in law enforcement; emphasize the fact that the District has carefully selected the Rangers to ensure that they have skills in dealing with the public in a non-confrontational way; emphasize that the Ranger program is designed to establish relationships between the District and persons using park facilities which will encourage protection of park patrons and park property; state that the primary purpose of the Ranger program is to protect park patrons. Park Ranger reports are given to the Board of Directors on an as-needed basis, and this has been adequate.

R-06. The District should meet regularly with the VCDA to exchange information and better educate VCDA personnel about activities of the Ranger Program. (C-02).

The Park District will implement this recommendation in part. Given the infrequency of the issuance of misdemeanor citations, the Park District does not believe regular meetings need to occur. However, the Park District does believe that both agencies would benefit by meeting when circumstances suggest it would be beneficial. Staff believes that VCDA understands the Ranger Program and the authority of Park Rangers. Should this change, or other circumstances warrant it, a meeting will be scheduled.

Please feel free to contact me with any questions. I can be reached at (805) 584-4406.



Larry Peterson
General Manager

cc:

Laura Behjan, Assistant City Manager, City of Simi Valley
Michael D. Schwartz, Special Assistant District Attorney, County of Ventura
Geoff Dean, Chief Deputy, Ventura County Sheriff's Department
Mike Lewis, Chief of Police, Simi Valley Police Department

GRAND JURY REPORT

0000065

county of ventura

Grand Jury
800 South Victoria Avenue
Ventura, CA 93009
(805) 477-1600
Fax: (805) 477-1610

grandjury.countyofventura.org

April 23, 2007

Rancho Simi Recreation and Park District Board of Directors
1692 Sycamore Drive
Simi Valley, CA 93065

To the Board of Directors:

Enclosed is a copy of the Ventura County 2006-2007 Grand Jury report titled, "Public Safety: Rancho Simi Recreation and park District Ranger Program.

This report is being provided to you as the governing Board of Directors of the Rancho Simi Park and Recreation District. It is being provided to you two working days prior to its public release in accordance with the provisions of Penal Code §933.05(f). Please note that under the provisions of that code section no officer, agency, department, or governing body of a public agency shall disclose any contents of the report prior to public release by the Grand Jury.

Penal Code §933(c) requires that you respond to the report's recommendations within 90 days of submittal of this report to you. The requirements for your response are set forth in Penal Code §933.05(a) through (c). A summary of these requirements follows:

- State whether you concur, concur in part, or disagree with the Grand Jury's *findings*.
- Explain the reasons why you disagree in whole or in part with each applicable *finding*.
- For each applicable *recommendation*, state if it has already been implemented, will be implemented (with expected date of implementation), will not be implemented (with an explanation of the reason), or requires further study.

With your response, please include a copy of the minutes of your meeting at which you approved it. Your response should be sent to:

Ventura County Grand Jury
800 S. Victoria Ave., L#3751
Ventura, CA 93009

In accord with Penal Code §933(c), a copy of your response must also be sent to:

Honorable Colleen Toy White, Presiding Judge
Superior Court of California, Ventura County
Hall of Justice, #2120
800 S. Victoria Avenue,
Ventura, CA 93009

Sincerely,



Alyce O. Klussman, Foreman
Ventura County 2006-2007 Grand Jury

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Public Safety: Rancho Simi Recreation and Park District Ranger Program

Summary

During a protocol briefing on the operations of Rancho Simi Recreation and Park District (District) at the headquarters in Simi Valley, the 2006-2007 Ventura County Grand Jury (Grand Jury) was presented with information relating to the law enforcement aspects of its Ranger Program. Concerns resulting from that briefing led to an investigation into the level of service and information provided to the public by the Ranger Program. An additional concern was the District's lack of formalized working agreements with the Simi Valley Police Department (SVPD) and the Ventura County Sheriff's Department (VCSD).

The Grand Jury concluded that the District needs to better inform the public about the mission, duties, and responsibilities of the Ranger Program. The Grand Jury further concluded that the District does not have an accurate accounting of crimes and incidents occurring within its boundaries.

The Grand Jury recommends that the District develop a more formalized relationship with the SVPD and VCSD, especially in the area of collecting data regarding crimes occurring on District property. Additionally, the Grand Jury recommends that the District review the number of daily hours that its Ranger Program is in operation.

Background

The District is an independent special district governed by an elected Board of Directors. It currently owns 5,394 acres, which are located within the 113 square miles of its territory and include 48 parks with 80 miles of hiking trails. The District serves a population of approximately 141,000 residents, mainly those in the City of Simi Valley, as well as the community of Oak Park and other unincorporated County territory. Approximately two-thirds of the District lies within the city limits of Simi Valley, while the remainder of the District is in unincorporated areas of Ventura County.

The District has employed Rangers since September of 1986. According to the *Rancho Simi Recreation and Park District Ranger Program* manual, "The primary focus of the ranger program is to educate the public regarding maintaining safe parks for the enjoyment of all."

Rangers are duly sworn peace officers in the State of California pursuant to California Penal Code §830.31. They wear distinctive uniforms and have been authorized by the Board of Directors to carry firearms since 1995. The arming of the Rangers resulted from a gang shooting incident to which the Rangers responded. This incident occurred on the periphery of District park property within the City of Simi Valley.

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Methodology

The Grand Jury received a briefing from District management. There were also follow-up telephone interviews with the SVPD and the VCSD regarding their operational working relationships with the District Ranger Program.

Findings

- F-01.** District Ordinance No. 2 [Ref-01] is an ordinance passed by the District Board of Directors. It establishes rules and conditions governing the use of District parks and facilities and participation in District programs.
- F-02.** Enforcement of Ordinance No. 2 is the responsibility of the Ranger Program.
- F-03.** The District Ranger Program currently has three full-time, five part-time, and three special-event rangers to patrol the properties within the District.
- F-04.** Rangers are on patrol seven days a week from 10:00 a.m. to midnight.
- F-05.** The Ranger Program compiles monthly statistics of their calls for service and ranger-initiated activities and incidents.
- F-06.** The Ranger Program does not provide periodic safety reports of any kind to the District Board of Directors.
- F-07.** The District and the Ranger Program do not provide information regarding District safety statistics to the public.
- F-08.** The District Board of Directors does not require that an annual report from the Ranger Program be compiled, presented and made available to the general public.
- F-09.** The current Web site of the District has limited information about the Ranger Program.
- F-10.** Loitering by homeless persons and gang activity on District property is increasing and frequently requires assistance from either SVPD or VCSD.
- F-11.** The SVPD is the primary law enforcement agency providing police services to District properties within city boundaries. (See Attachment 1.)
- F-12.** The VCSD is the primary law enforcement agency providing police services to District properties within unincorporated areas of the County.
- F-13.** No formalized agreements exist requiring the SVPD or VCSD to provide additional patrol and enforcement on properties owned by the District.
- F-14.** No formalized agreements exist with the SVPD or VCSD setting forth operational procedures and liability issues within the Ranger Program.
- F-15.** The District has no formalized tracking system for noting responses by the SVPD or VCSD to incidents occurring on District property.
- F-16.** The District has had difficulty convincing the Ventura County District Attorney's Office (VCDA) to prosecute citations written by the Rangers.

F-17. The District has plans in place to expand its property holdings and facilities.

Conclusions

- C-01.** The District does not adequately inform the general public of the mission, duties, and responsibilities of the Ranger Program. (F-06 through F-09)
- C-02.** A lack of awareness of the mission, duties, enforcement authority, and responsibilities of the Ranger Program has resulted in the District having difficulty obtaining criminal prosecution through the VCDA. (F-02, F-16)
- C-03.** The District Ranger Program is not staffed to carry out patrol duties on a 24-hour, seven-day-a-week basis, thus leaving the property and facilities vulnerable to criminal acts during the ten hours a day that rangers are not on patrol. Since the District has plans for expansion, additional Ranger staff may be required. (F-01 through F-04, F-13, F-17)
- C-04.** Without formalized agreements with city and county law enforcement, there is a likelihood that confusion and misunderstandings could result regarding jurisdictional responsibilities and expectations in the event of a significant incident occurring on District property. (F-02, F-11 through F-14)
- C-05.** The District and the general public does not have an accurate overall picture of crimes and incidents occurring on its properties. (F-07 through F-10, F-15)

Recommendations

- R-01.** The District should consider providing 24-hour, seven-day-a-week patrol coverage of its properties and facilities so that it can better address security needs. This could be accomplished by increasing the number of rangers or contracting with the SVPD and VCSD to provide additional patrol of District properties. (C-03)
- R-02.** The District should execute formal Memoranda of Understanding/Agreement with SVPD and VCSD defining the operational and jurisdictional interface between the Ranger Program and the two agencies. (C-04)
- R-03.** The District should establish a mechanism by which SVPD and VCSD report to the Ranger Program all crimes and incidents occurring on District property. (C-05)
- R-04.** The District should update its official Web site to provide details about the mission and enforcement responsibilities of its Ranger Program. The site should also provide a statistical breakdown of crimes and incidents occurring on District property. (C-01, C-05)
- R-05.** An annual report about the Ranger Program should be prepared for the District Board of Directors. This report, as well as a brochure, should also be available to the public both on the Web site and in print. (C-01, C-05)

R-06. The District should meet regularly with the VCDA to exchange information and better educate VCDA personnel about activities of the Ranger Program.
(C-02)

Responses

Responses Required From:

- Rancho Simi Recreation and Park District Board of Directors (R-01 through R-05)
- Simi Valley City Council (R-02, R-03)
- Ventura County Board of Supervisors (R-02, R-03)
- Ventura County Sheriff (R-02, R-03)
- Ventura County District Attorney (R-02, R-03, R-06)

Responses Requested From:

- Simi Valley Police Department (R-02, R-03)

Attachments

1. Simi Valley Police Department, General Order 0831 (Park District Rangers)

References

Ref-01. Rules and Regulations Governing Use of District Facilities (on the Web at <<http://www.rsrpd.org/public/ordinances.pdf>>)

4.28

RECEIVED
DEC 18 2006
VENTURA COUNTY
GRAND JURY

PARK DISTRICT RANGERS
GENERAL ORDER 0831

Date of Last Revision: January 2005

4.28.01 POLICY

- A. It is the policy of the Department to establish operational policies and procedures with regard to members of this Department who come in contact with Park Rangers of the Rancho Simi Recreation and Park District. Department personnel are expected to provide appropriate law enforcement assistance to Park Rangers.
- B. Park Rangers of the Rancho Simi Recreation and Park District are peace Officers while on duty, and may make arrests, conduct investigations, and complete reports involving criminal matters as necessary to protect Park District property. The Department shall retain final responsibility for all law enforcement matters occurring on Park District property within the City of Simi Valley.
- C. The primary duty of a Park Ranger is the protection of the parks and other property belonging to the Rancho Simi Recreation and Park District and the preservation of the peace therein.
- D. Nothing in this policy shall be construed to relieve an Officer of this Department of his or her responsibility to take appropriate enforcement action for any violation committed in his or her presence in any park or any other location.

4.28.02 PROCEDURE

A. INVESTIGATIVE RESPONSIBILITIES

- 1. Park Rangers of the Rancho Simi Recreation and Park District will normally conduct and handle to conclusion all infractions they become aware of that occur on Park District property while in the scope and course of their employment.
- 2. The investigation and documentation of all misdemeanor and felony crimes are and will remain the responsibility of this Department, with the following exceptions:
 - a. Misdemeanor violations (not requiring a crime report) of state law, and city or county ordinances.

B. ARREST AND BOOKING

- 1. Except in those cases noted in Section A (2) above, Officers of this Department shall assume responsibility for the arrest and booking of suspects in all crimes requiring follow-up investigation.
- 2. Warrant arrests made by Park Rangers of the Rancho Simi Recreation and Park District will be handled to conclusion by the arresting Ranger. This will include the transportation and booking at a County facility.

4.28

PARK DISTRICT RANGERS
GENERAL ORDER 0831
Page 2 of 3

3. Whenever a physical arrest and booking is made of a subject that is in possession of a vehicle, the disposition of that vehicle shall be the responsibility of the agency booking the arrestee.

C. IMPROPER ARRESTS

When a member of this Department becomes aware of an arrest affected by a Park Ranger that appears to be improper, the on-duty Watch Commander shall be notified immediately. It shall be the responsibility of the Watch Commander to make the final determination whether or not to accept custody of an arrestee.

D. EVIDENCE

1. Department Officers accepting custody of an arrestee from the Rancho Simi Recreation and Park District shall assume responsibility for all evidence and property associated with the arrest.
2. Evidence seized by Park Rangers will be retained by the Rancho Simi Park and Recreation Department in cases where Officers of this Department are not involved.

E. COMPLAINTS OF MISCONDUCT

1. In any case of a complaint of misconduct against a Park Ranger of the Rancho Simi Recreation and Park District, the complainant will be provided with the address and telephone number of the Park District Administrative Offices and advised to contact the Park District Operations Administrator. The address and phone number of the Rancho Simi Recreation and Park District is:

1692 Sycamore Drive
Simi Valley, California
(805) 584-4400

2. When misconduct constituting a crime is alleged against a Park Ranger, the Watch Commander shall ensure that the appropriate crime report is taken and a memorandum describing the allegation is completed. The memorandum and a copy of the crime report shall be forwarded to the Office of the Chief of Police.

F. ACCESS TO CRIMINAL HISTORY INFORMATION AND DEPARTMENT RECORDS

Park Rangers of a local agency are authorized by the California Department of Justice to receive criminal history information. Therefore, whenever a Park Ranger of the Rancho Simi Recreation and Park District requests information either from Department records or through the Department's CLETS terminal, that information will be provided and logged in accordance with existing Department policy.

G. RADIO COMMUNICATIONS

4.28

PARK DISTRICT RANGERS
GENERAL ORDER 0831
Page 3 of 3

Park Rangers of the Rancho Simi Recreation and Park District are authorized to use this Department's radio net to contact this Department when necessary. The designated call signs of the Park Rangers are: Ranger 1, Ranger 2, etc.

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**PARK DISTRICT RANGER SCHEDULE
JUNE 1, 2007 - JUNE 28, 2007**

0000075

**Rancho Simi Recreation and Park District
RANGER SCHEDULE: June 1, 2007 - June 28, 2007**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 <i>Simi Valley</i> Yocum 3:30-12:00 DeRosa 3:30-12:00 DeLong 3:30-12:00	2 <i>Simi Valley</i> Yocum 3:30-12:00 DeLong 3:30-12:00 <i>Oak Park</i> Schweiger: 3:30-12:00 Special Event: Lorenze: Strathearn
3 <i>Simi Valley</i> Yocum 3:30-12:00 DeLong 3:30-12:00 <i>Oak Park</i> Schweiger: 3:30-12:00	4 <i>Simi Valley</i> Yocum 3:30-12:00 DeRosa 3:30-12:00 DeLong 3:30-12:00 <i>Oak Park</i> Schweiger: 3:30-12:00	5 <i>Simi Valley</i> Yocum 3:30-12:00 DeRosa 3:30-12:00 DeLong 3:30-12:00	6 <i>Simi Valley</i> DeRosa 3:30-12:00	7 <i>Simi Valley</i> DeRosa 3:30-12:00	8 <i>Simi Valley</i> Yocum 3:30-12:00 DeRosa 3:30-12:00 DeLong 3:30-12:00	9 <i>Simi Valley</i> Yocum 3:30-12:00 DeLong: 3:30-12:00 <i>Oak Park</i> Kirk: 3:30-12:00
10 <i>Simi Valley</i> Yocum 3:30-12:00 DeLong: 3:30-12:00 <i>Oak Park</i> Kirk: 3:30-12:00	11 <i>Simi Valley</i> Yocum 3:30-12:00 DeRosa 3:30-12:00 DeLong 3:30-12:00	12 <i>Simi Valley</i> Yocum 3:30-12:00 DeRosa 3:30-12:00 DeLong 3:30-12:00	13 <i>Simi Valley</i> DeRosa 3:30-12:00	14 <i>Simi Valley</i> DeRosa 3:30-12:00	15 <i>Simi Valley</i> Yocum 3:30-12:00 DeLong 3:30-12:00 <i>Oak Park</i> Schweiger: 3:30-12:00	16 <i>Simi Valley</i> Yocum 3:30-12:00 DeLong: 3:30-12:00 Special Events Lorenze: OPCC Kirk: RSSCC Schweiger: RSSCC Higgins: RSSCC
17 <i>Simi Valley</i> Yocum 3:30-12:00 DeLong: 3:30-12:00 <i>Oak Park</i> Schweiger: 3:30-12:00 Special Event Higgins: RSSCC Lorenze: RSSCC	18 <i>Simi Valley</i> Yocum 3:30-12:00 DeRosa 3:30-12:00 DeLong 3:30-12:00	19 <i>Simi Valley</i> Yocum 3:30-12:00 DeRosa 3:30-12:00 DeLong 3:30-12:00	20 <i>Simi Valley</i> DeRosa 3:30-12:00	21 <i>Simi Valley</i> DeRosa 3:30-12:00	22 <i>Simi Valley</i> DeRosa 3:30-12:00 DeLong 3:30-12:00 <i>Oak Park</i> Schweiger 3:30-12:00	23 <i>Simi Valley</i> DeLong: 3:30-12:00 <i>Oak Park</i> Schweiger 3:30-12:00
24 <i>Simi Valley</i> DeLong: 3:30-12:00 <i>Oak Park</i> Schweiger 3:30-12:00	25 <i>Simi Valley</i> DeLong: 3:30-12:00 DeRosa 3:30-12:00	26 <i>Simi Valley</i> Yocum 3:30-12:00 DeRosa 3:30-12:00 DeLong 3:30-12:00	27 <i>Simi Valley</i> DeRosa 3:30-12:00	28 <i>Simi Valley</i> DeRosa 3:30-12:00		

**PARK DISTRICT POLICY REGARDING
PARK RANGER OPERATIONAL PROCEDURES**

0000077

PARK RANGER OPERATIONAL PROCEDURES

Purpose **2200**

The Park Ranger operational procedures policy contains the instructions and procedures needed for each Park Ranger to effectively fulfill the requirements of the Park Ranger position. Every Park Ranger will be expected to know the information contained in the policy. Sections of the California Penal Code (CPC) are referred to, and Park Rangers are to familiarize themselves with these codes.

- A. All policies issued to Park Rangers are district property and must be returned upon termination of employment with the district.
- B. A Park Ranger, using the policy as a guide, is expected to do the assigned job in such a manner as to inspire the confidence and respect of the public in the Park Ranger.

Policy **2201**

It is the policy of the Rancho Simi Recreation and Park District for Park Rangers to patrol and police the areas and facilities under the jurisdiction of the district. In order for the Park Rangers to effectively perform these duties, each Park Ranger must have a thorough knowledge of the district, City of Simi Valley, County of Ventura, and State of California regulations to be enforced and a thorough understanding of the intent and purpose for these regulations. In addition, the Park Ranger must know the general duties of a police officer, plus the district's policies and objectives.

As conditions and procedures change, additions, deletions and amendments will be made to the policy's contents. A provision is made at the end of this policy for such changes. Park Rangers will be given the changes or additions in a written form which is to be inserted at the back of the policy. Upon receipt of the change, the Park Ranger will consider it as a basic part of the policy and will be held responsible for the information.

Organization of Park Ranger Patrol **2202**

The Park Ranger patrol reports directly to the Park Operations and Maintenance Administrator.

Ranger Rank Structure and Duties **2203**

A Park Ranger who is given an assignment for patrol and security of the district's parks has the following duties:

- A. Explains and interprets park rules and other applicable regulations to patrons of the district's park and recreational facilities, and ensures compliance with those rules and regulations;

Date Adopted: December 20, 2001 (revised)

Type of Policy: Board of Directors

- B. Provides crowd control and enforces safety at special events;
- C. Protects park patrons and park employees against unruly elements;
- D. Provides assistance in emergencies, enforces safety precautions and administers first aid when necessary;
- E. Ensures adherence to parking rules within the parks;
- F. Checks security of buildings against fire, vandalism, damage and theft;
- G. Investigates and takes the necessary action on disturbances, violations of park rules and other applicable regulations, and investigates accidents and injuries, and hazardous conditions;
- H. Makes arrests and prepares necessary reports for offenders where there is willful and deliberate violations of park rules. This is a last resort used only after all other avenues of enforcement have proved unsuccessful;
- I. Issues warnings and/or citations, when necessary, to park patrons who violate park rules;
- J. Works with other law enforcement agencies where a situation is beyond a Park Ranger's control and expertise (i.e., drug violations), and works with police agencies in other areas of law enforcement that occur in the parks where assistance is required;
- K. Patrols assigned areas on foot or in a patrol vehicle;
- L. Keeps a record of patrol time and activities and prepares reports;
- M. Obeys and properly executes orders issued by the Park Ranger's supervisors; and
- N. Performs other related duties as required.

Appearance and Dress

2204

The following dress code will apply to Park Rangers:

- A. With the exception of uniform shoes, the Park Ranger uniform will be issued without cost to the Park Ranger;
- B. Uniforms must be clean and neatly pressed at all times. Articles of civilian clothing are not to be worn with the uniform. A yellow raincoat is the only extra covering permitted;
- C. The Park Ranger uniform is only to be worn while on duty, or going to and from work; and
- D. While in uniform, a Park Ranger must be well-groomed and clean shaven in appearance. The wearing of a beard or extra long hair is not considered appropriate in conjunction with the uniform. A neatly trimmed moustache is permitted.

Public Relations

2205

Through their actions and demeanor, the Park Ranger must impress on the public the idea that the mission of the Park Ranger is to advise, assist and protect them.

Rules of General Conduct for Park Rangers

2206

- A. Park Rangers will at all times, on duty or off duty, conduct themselves in such a manner that they will not bring discredit to themselves or the district;
- B. No Park Ranger will knowingly violate district rules, city or county ordinances, state and federal laws;
- C. A Park Ranger will promote and practice effective public relations at all times while on duty;
- D. Maintain good relations with other district employees;
- E. Not use language which is threatening or insulting in contacts with the public while on duty;
- F. Refrain from accepting or soliciting gifts or bribes;
- G. Use district property only in the performance of duties;
- H. Accept and perform in a competent manner any special assignment which is not a normal part of Park Ranger work;

Date Adopted: December 20, 2001 (revised)

Type of Policy: Board of Directors

- I. Observe domestic obligations concerning family support, credit, indebtedness and the like to the extent that deficiencies in these matters may reflect upon or prevent the performance expected of a Park Ranger;
- J. Unless it is in the process of investigating a crime, a Park Ranger will not enter a bar or any other premise or establishment where the Park Ranger's presence in uniform might bring discredit to the district; and
- K. A Park Ranger will know the means and procedures for seeking the services of other agencies such as fire, police, sheriff, health, civil defense, ambulance, hospital, and other services which may be needed in emergencies.

Conduct Towards Others

2207

Park Rangers will conduct themselves in a manner that will foster the greatest harmony and cooperation between themselves and other units of the district.

Park Rangers will not intentionally antagonize any person with whom they come in contact, and will treat all persons in a respectful, courteous and civil manner.

Park Rangers will not at any time, or for any reason, willfully subject any person or animal to cruel treatment or willfully neglect necessary humane action. The penalty for any Park Ranger found guilty of willful inhumanity or oppression toward any prisoner in the Park Ranger's custody is punishable by a fine not exceeding \$2,000 and by removal from office (CPC Section 147).

In addition, the victim may also bring a civil action against the Park Ranger.

Relations with the Press

2208

- A. Release of Information: Until approval has been given to do so by the Park Operations and Maintenance Administrator, no Park Ranger will release any information to the press or other news media .
- B. Information on Patrons: At no time will any information be given to anyone concerning the actions of minors or the actions of anyone in the parks unless the report is given to the police department, sheriff's department or authorized district staff. All members of the press should be referred to the police department, sheriff's department or the Park Operations and Maintenance Administrator.

Park Ranger Authority

2209

Date Adopted: December 20, 2001 (revised)

Type of Policy: Board of Directors

The Park Ranger will have the power and authority of a peace officer (CPC Section 830.31) and be charged with the responsibility of enforcing all applicable laws, regulations and ordinances within all recreation areas and facilities owned, operated or under the jurisdiction of the Rancho Simi Recreation and Park District, including those areas operated or supervised through contractual agreement.

The power and authority granted to Park Rangers by this policy extends beyond the limits of defined recreational areas and facilities to the extent only that pursuit is necessary and prudent in the apprehension of a person or persons observed committing vandalism or a felony level crime within the boundaries of a recreational area or facility for which the Rancho Simi Recreation and Park District is responsible.

Use of Force by a Park Ranger

2210

- A. Use of Force: A Park Ranger must use no more force in effecting an arrest than necessary. If more force than necessary is used, the action becomes a trespass on the arrested person and the Park Ranger may then be held civilly liable for the trespass and may be prosecuted criminally for assault and battery of the arrestee.
- B. How Much Force: There is no specific rule fitting all cases as to how much force and means may be used in an arrest, and each case must be determined in the light of its own facts and circumstances. The person making an arrest is acting lawfully if the force and means used are such as would be considered necessary by an ordinary, reasonable person placed in the same position.
- C. Evidence Supporting Use of Force and Arrest: It is extremely important that the Park Ranger secure and retain any article or information which can be used later to show justification of the Park Ranger's use of force or arrest and proof that a crime was committed. Any evidence collected or confiscated will be put in the evidence locker and a written note will be made in the daily log. It is extremely important that the words, actions or conduct of a Park Ranger be such that charges of false arrest or illegal use of force will not be forthcoming.

Report Procedure

2211

- A. Reporting for Duty:
 - (1) Park Rangers must report for duty early enough to start their assignments on time.
 - (2) If for any reason a Park Ranger will not be able to report for duty, they must notify their supervisor at least two (2) hours in advance of the assigned starting time, when

possible, so that the supervisor will have time to make necessary adjustments in assignments.

- (3) If a Park Ranger knows they are going to be late, the Park Ranger must notify the supervisor as soon as possible. If this happens while en route to work, the Park Ranger must phone the immediate supervisor even if it is past starting time.
- B. Shifts: Different shifts will be determined by the needs of the district and assigned by the Park Operations and Maintenance Administrator.
- C. Written Daily Log: At the end of a shift, the Park Ranger must turn in a Park Ranger Activity Report, Form P-140. Be sure to report any unusual incidents in the log.
- D. Going Off Duty: If being relieved by an oncoming Park Ranger, the outgoing Park Ranger is responsible for notifying the relieving Park Ranger of any special instructions or any unusual incidents that occurred during the outgoing shift.

Training

2212

The following training or certificates are required:

- A. A Park Ranger must have or obtain within six months of employment a valid CPR and first aid certificate;
- B. All full-time Park Rangers must have a Peace Officers Standard of Training (P.O.S.T.) law enforcement certificate before receiving a permanent appointment;
- C. Mandatory citizenship requirement for California Peace Officer. (See (1983) 23 Santa Clara L. Rev. 691.);
- D. Additional training in appropriate activities may be arranged by the district. The Park Operations and Maintenance Administrator must be contacted in order to obtain the necessary approvals and the training staff, if necessary.

Badges and Identification Cards (I.D.)

2213

- A. Issuance: A property form will be completed when a badge and I.D. card are issued to any Park Ranger. A copy of the form will be kept on file at the district. Upon termination of the Park Ranger, the badge and I.D. card will be returned before termination papers are processed.

Date Adopted: December 20, 2001 (revised)

Type of Policy: Board of Directors

0000083

- B. Lost or Stolen Badges and I.D. Cards: If a badge or I.D. card is lost or stolen, the Park Ranger must make a written report (Form P-181) to the Park Operations and Maintenance Administrator describing the circumstances through which the item was stolen or lost.

Patrol Vehicles

2214

Operation of the Patrol Vehicles: The Park Ranger vehicle will not be driven over the posted speed limits in any area of the City of Simi Valley or County of Ventura unless for the purpose of an emergency.

Should the patrol vehicle be driven at a speed in excess of the posted speed limit, the emergency lights will be used.

Personnel Policies and Procedures

2215

- A. Background Investigation: All prospective Park Rangers will have a thorough background investigation conducted on them. The results must be satisfactory to the district before an individual is hired.
- B. Annual Leave, Injury or Illness on the Job: The district's policy regarding annual leave, injury or illness on the job will be followed.
- C. Discipline: Discipline will be handled in accordance with the district's policy and procedures.
- D. Grievance Procedure: Grievances will be handled in accordance with the district's policy and procedures and the employer/employee memorandum of understanding (MOU).
- E. Requirements for Driver's License: Possession of a valid California Class 3 driver's license is required of all Park Rangers. Any Park Ranger who loses their driver's license through revocation or suspension must report this information to the Park Operations and Maintenance Administrator. Failure of a Park Ranger to maintain a valid driver's license at all times, or failure to report the loss, suspension or revocation of the Park Ranger's driver's license for any reason will be considered grounds for disciplinary action.

Arrest

2216

- A. All Felony Arrests: Felony arrests made by a Park Ranger will be turned over to the police in the city, and to the sheriff's department in the unincorporated areas of the county.
- B. Infractions and Misdemeanors – Adults: All infraction and misdemeanor arrests will be processed according to the California Penal Code (CPC Sections 837 to 853.6).

Chapter: 2
PERSONNEL
Policy: 2-2200-H

- C. Infractions and Misdemeanors – Juveniles: All infraction and misdemeanor arrests will be processed according to the California Welfare and Institute Code (CWIC) (CWIC Sections 601 to 626.5).

Date Adopted: December 20, 2001 (revised)

Type of Policy: Board of Directors

0000085

APPROVED MINUTES

0000087

Hearing was subsequently advertised. He introduced Susan Barnes, who was present at this hearing to answer any questions.

The Chair opened the Public Hearing at 6:33 p.m.

As there were no public comments, the Chair closed the Public Hearing at 6:33 p.m.

ACTION: Director Freeman moved to Approve Resolution No. 1726 Approving Engineer's Report Confirming Diagram and Assessment and Ordering Levy of Assessment for Fiscal Year 2007-08; Vice Chair Meredith seconded the motion. Motion carried with the following roll-call vote:

Ayes: Directors Johnson, Hostetler, Freeman, Meredith
Noes: Director O'Brien
Absent: None
Abstain: None

VI. CONSENT AGENDA:

- (A) Approval of Check Registers: 6/8/07 (payroll); 6/15/07 (payables)
- (B) Receive and File Report on Schedule of Events for July 2007 39-07-f

ACTION: Director Freeman moved to Approve Consent Agenda Items A-B; Director Hostetler seconded the motion. Motion carried

VII. CONTINUED BUSINESS:

- (A) Approval of Minutes of the Special Meeting – May 3-5, 2007

ACTION: Director Freeman moved to Approve Minutes of the Special Meeting of May 3-5, 2007; Vice Chair Meredith seconded the motion. Chair O'Brien and Director Hostetler abstained. Motion carried.

- (B) Approval of Resolution of the Rancho Simi Recreation and Park District Nominating a Candidate for Election to Serve on the California Special District's Association Board of Directors 23-07-a

ACTION: Vice Chair Meredith moved to Approve Resolution No. 1727 of the Rancho Simi Recreation and Park District Nominating Kate O'Brien for Election to Serve on the California Special District's Association Board of Directors; Director Hostetler seconded the motion. Motion carried with the following roll-call vote:

Ayes: Directors Johnson, Hostetler, Freeman, Meredith, O'Brien
Noes: None
Absent: None
Abstain: None

VIII. NEW BUSINESS:

- (A) Approval of Resolution Establishing the 2007-08 Appropriations Limitation in Accordance with Article XIIB of the Constitution of the State of California 33-07-c

ACTION: Director Freeman moved to Approve Resolution No. 1728 Establishing the 2007-08 Appropriations Limitation in Accordance with Article XIIB of the Constitution of the State of California; Director Hostetler seconded the motion. Motion carried with the following roll-call vote:

Ayes: Directors Johnson, Hostetler, Freeman, Meredith, O'Brien
Noes: None
Absent: None
Abstain: None

- (B) Presentation and Adoption of Preliminary District Operating and Capital Improvement Budget for Fiscal Year 2007-08 124-07-c

ACTION: Director Hostetler moved to Approve Adoption of Preliminary District Operating and Capital Improvement Budget for Fiscal Year 2007-08; Director Johnson seconded the motion. Motion carried.

- (C) Approval for Publication of Legal Notice Allowing for Public Inspection of Preliminary Budget and Specifying Date and Time of Public Hearings on District's Final Budget for Fiscal Year 2007-08 124-07-d

ACTION: Director Johnson moved to Approve Publication of Legal Notice Allowing for Public Inspection of Preliminary Budget and Specifying Date and Time of Public Hearings on District's Final Budget for Fiscal Year 2007-08; Director Hostetler seconded the motion. Motion carried.

- (D) Approval of Resolution Authorizing Execution of a Grant of Easement on District Property of Knolls Park to Southern California Edison Company to Provide Underground Electrical Supply Systems and Communication Systems to Enhance the Electrical Distribution System in the Simi Valley Area 48-07-a

ACTION: Director Johnson moved to Approve Resolution No. 1729 Authorizing Execution of a Grant of Easement on District Property of Knolls Park to Southern California Edison Company to Provide Underground Electrical Supply Systems and Communication Systems to Enhance the Electrical Distribution System in the Simi Valley Area; Director Hostetler seconded the motion. Motion carried with the following roll-call vote:

Ayes: Directors Johnson, Hostetler, Freeman, O'Brien
Noes: Director Meredith
Absent: None
Abstain: None

- (E) Approval of Purchase Order to Turf Star for Purchase of a New Rough Mower at Simi Hills Golf Course 120-07-i

ACTION: Director Freeman moved to Approve Purchase Order to Turf Star for Purchase of a New Rough Mower at Simi Hills Golf Course; Director Hostetler seconded the motion. Motion carried.

- (F) Approval of Standard Maintenance Agreement Between Rancho Simi Recreation and Park District and Tecogen, Inc. for the Cogeneration Facility at the Rancho Simi Community Park Pool 109-07-a

ACTION: Director Freeman moved to Approve Standard Maintenance Agreement Between Rancho Simi Recreation and Park District and Tecogen, Inc. for the Cogeneration Facility at the Rancho Simi Community Park Pool; Director Hostetler seconded the motion. Motion carried.

- (G) Approval of Resolution of Appreciation to Gene Hostetler, Detective With the Simi Valley Police Department, on His Retirement 73-07-f

ACTION: Director Freeman moved to Approve Resolution No. 1730 of Appreciation to Gene Hostetler, Detective With the Simi Valley Police Department, on His Retirement; Director Johnson seconded the motion. Motion carried with the following roll-call vote:

Ayes: Directors Johnson, Freeman, Meredith, O'Brien
Noes: None
Absent: None
Abstain: Director Hostetler

- (H) Approval of Resolution of Appreciation to Virginia Nelson on Her Retirement 73-07-g

ACTION: Vice Chair Meredith moved to Approve Resolution No. 1731 of Appreciation to Virginia Nelson on Her Retirement; Director Freeman seconded the motion. Motion carried with the following roll-call vote:

Ayes: Directors Johnson, Hostetler, Freeman, Meredith, O'Brien
Noes: None
Absent: None
Abstain: None

- (I) Selection of Candidates to Serve on the Board of Directors of the California Association for Park and Recreation Insurance ("CAPRI") Using All-Mail Ballot for 2007 Election 28-07-d

ACTION: Vice Chair Meredith moved to Approve Fulton-El Camino Recreation and Park District, and Arden Park Recreation and Park District to Serve on the Board of Directors of the California Association for Park and Recreation Insurance ("CAPRI")

Using All-Mail Ballot for 2007 Election; Director Hostetler seconded the motion.
Motion carried.

(J) Approval of Response to Grand Jury Report 89-07-b

ACTION: Chair O'Brien moved to Approve Response to Grand Jury Report; Director Freeman seconded the motion. Motion carried.

IX. WRITTEN COMMUNICATIONS:

(A) Letter from Barbara Durham, Fashion Show Coordinator, Simi Valley Council on Aging, Thanking the District Staff for the Loan of Equipment for Their Annual Fashion Show Fundraiser 73-07-h

Letter was received and filed.

X. REPORTS BY BOARD MEMBERS:

Director Hostetler stated that he did not have any committee meetings this period.

Director Hostetler said his last day with the S.V. Police Department will be July 5, 2007.

Director Johnson attended an Ad Hoc meeting on the Arroyo Simi Trail Development. They received a Visioning Study on the Arroyo Simi Greenway and were asked to review it and provide feedback to the City. He gave District staff a copy to review.

Director Freeman said there are several bond measures that may help fund trail improvements.

Director Freeman said that she did not mention at the June 7th Board Meeting that she had attended a Tree Advisory Committee meeting. She reported that they discussed two appeals from Public Works, and she provided some of the details.

Director Freeman also attended the Ad Hoc meeting regarding the Arroyo Simi.

Director Freeman attended a CSDA lunch meeting last Friday and said that some things have happened regarding two legislative items: the measure regarding overtime and 8 hours notice has been sent to study; information on the measure regarding the Brown Act and agendas has been watered down. She said their next legislative meeting will be August 17, 2007.

Vice Chair Meredith stated that he did not have any committee meetings this period.

Vice Chair Meredith asked about a workers comp matter.

Chair O'Brien said that she was unable to attend the last Board meeting, and therefore, wanted to report that she had attended a Simi Valley Historical Society meeting in early June with Director Freeman, and an Advance Planning Committee meeting last month.

Chair O'Brien thanked everyone for their prayers and good wishes, which she felt helped her surgery go well.

XI. REPORT BY GENERAL MANAGER:

General Manager stated that he did not have any items to report.

ACTION: Chair O'Brien called a Special Meeting on July 12, 2007 at 5:30 p.m. to, Among Other Things, Consider an Agenda Item on Sinaloa Golf Course that Requires Attendance of a Proposed Consultant; Vice Chair Meredith seconded the motion. Motion carried.

ACTION: Director Hostetler moved to Cancel the Regular Board of Directors Meeting Scheduled on July 5, 2007; Director Freeman seconded the motion. Motion carried.

The Chair called a Closed Session at 7:16 p.m.

The Chair reconvened the meeting at 7:58 p.m.

XII. CLOSED SESSION

(A) Closed Session Pursuant to Government Code Section 54957.6

Conference with Labor Negotiators

Agency Negotiators: General Manager and Business Supervisor

Employee Organization: Rancho Simi Employees Association
("Bargaining Unit")

The Chair reported that staff was instructed to respond to the Bargaining Unit's proposals.

(B) Closed Session Pursuant to Government Code Section 54957.6

Conference with Labor Negotiators

Agency Negotiators: General Manager and Business Supervisor

Employee Organization: Rancho Simi Recreation and Park District Middle
Management Association

The Chair reported that staff was instructed to respond to the Rancho Simi Recreation and Park District Middle Management Association's proposals.

(C) Closed Session Pursuant to Government Code Section 54957.6

Agency Negotiators: General Manager and Business Supervisor

Unrepresented Employee: Buildings Specialist

The Chair reported that staff was instructed to respond to the Unrepresented Employee's proposals.

(D) Closed Session Pursuant to Government Code Section 54956.8

Negotiating Parties: General Manager and Assistant General Manager

Re: Land Acquisition: Portion of APN 520-0-320-115 (located on eastern side of Tapo Canyon Road, north of City Limits)

Owner – Marr Ranch I, LLC

ACTION: Director Freeman moved to Approve an Agreement to Purchase 57.5 acres from Marr Ranch I, LLC with Instructions to the General Manager to Execute the Purchase/Sale Agreement; Vice Chair Meredith seconded the motion. Motion carried.

(E) Closed Session Pursuant to Government Code Section 54956.8

Negotiating Parties: General Manager and Assistant General Manager

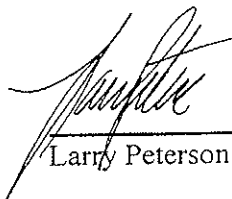
Re: Land Acquisition APN's 649-0-070-050, 649-0-070-060, 648-0-200-020, 648-0-183-050, and 649-0-070-360 (conservation easement) on the south-facing slope of Chatsworth Peak, between Lilac Lane and Studio Road

Owner – Don Wallace

ACTION: Director Hostetler moved to Approve the District's Cooperative Purchase of 5.6 acres on the Chatsworth Peak Area and Directed Staff to Finalize the Sale/Purchase Agreement, Have the District's Legal Counsel Review and Approve the Agreement, and Have the General Manager Execute All Necessary Documents to Acquire the Properties; Vice Chair Meredith seconded the motion. Motion carried.

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- XII. ADJOURNMENT: Vice Chair Meredith moved to adjourn the meeting at 8 p.m.;
Director Hostetler seconded the motion. Motion carried.



Larry Peterson, District Clerk

