



VENTURA COUNTY
PARKS ADVISORY COMMISSION
800 South Victoria Avenue, L#1030
Ventura, California 93009-1030

**AGENDA
VENTURA COUNTY
PARKS ADVISORY COMMISSION (PAC)
REGULAR MEETING**

Government Center Complex
Hall of Administration, Atlantic Conference Room
800 South Victoria Avenue, Ventura

MONDAY, APRIL 8, 2013

4:00 p.m.

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1. CALL TO ORDER
 2. ROLL CALL
 3. APPROVAL OF JANUARY 14, 2013 MEETING MINUTES
 4. PUBLIC COMMENTS
Persons speaking on matters that are not on the agenda will be heard under Item #4, Public Comments. Those wishing to speak on any item must fill out a speaker card and submit it to the Commission Secretary. A person may address the Commission only on matters within the jurisdiction of the Commission. The Commission cannot enter into detailed discussion, or take action on any item presented during Public Comments. Remarks are limited to 5 minutes per person, 30 minute maximum time allowed for Public Comments.
 5. OLD BUSINESS
None
 6. NEW BUSINESS
 - A. Rent & Fee Schedule - Update
 - B. Amendment of PAC Bylaws - Article III. Policy
 - C. Toland Park - Request for Information (RFI)
 - D. Hobson Park - Park Host & Concession Agreement Request for Proposal (RFP)
 7. PARK CONSTRUCTION PROJECT UPDATES
 8. STAFF COMMENTS
 9. COMMISSIONER COMMENTS
 10. ADJOURNMENT

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a meeting, you should contact the Commission Secretary at 805-654-3822. Notification of 72 hours prior to the meeting will enable the County to make reasonable arrangements to assure accessibility to the meeting.

MEETING MINUTES
VENTURA COUNTY
PARKS ADVISORY COMMISSION (PAC)
Regular Meeting

Hall of Administration, Atlantic Conference Room
800 South Victoria Avenue, Ventura
Monday, January 14, 2013
4:00 p.m.

1. CALL TO ORDER

Proceedings called to order at 4:00 p.m.

2. ROLL CALL

Commissioners: Carin Kally, Mark Austin, Paul Nicholson,
Bob Purdum, Harvey Paskowitz

Staff: Ron Van Dyck, Theresa Lubin, Pam Gallo, Michelle J. Smith

3. APPROVAL OF MINUTES

Nicholson presides as Chair. *Minutes of the October 8, 2012 PAC meeting were approved by motion made by Paskowitz, seconded by Purdum. All in favor.*

4. PUBLIC COMMENTS

None

5. OLD BUSINESS

None

6. NEW BUSINESS

A. Aviary Operations Plan

Van Dyck states that the Aviary Operation Plan defines which agency will be responsible for specific tasks, as multiple agencies are involved in the continued upkeep and operation of the aviary. The public was given the opportunity to review the document and comment, and the Board of Supervisors (BOS) must adopt the plan. Speaker Ralph Hernandez, Mayor of the City of Santa Paula made several comments concerning the variety of birds the County will house in the aviary, future communication between the County and City, the possibility of keeping and selling bird eggs for revenue rather than destroying them, and the constraints of the plan overall. Van Dyck stated that County staff from various departments including Animal Regulation and a staff biologist reviewed and provided input on the plan, and all of these concerns were taken into consideration. *The Aviary Operations Plan was approved by motion made by Purdum, seconded by Austin. All in favor.*

B. Rent & Fee Schedule

Van Dyck stated that minor changes to administrative language were made to the 2013 Rent & Fee Schedule. Fees were not increased due to the current state of the economy. There may be some increases in the 2014 Rent & Fee Schedule.

C. Amendment of PAC Bylaws Section C.2. – Election of Officers

Van Dyck states that a minor change was made to the Bylaws in order to clarify the month officer elections will take place annually. *The change of the month of Election of Officers was approved by motion made by Nicholson, seconded by Purdum. All in favor.*

7. **UPDATES**

A. Saticoy Park - Boys & Girls Club New Club Building Status

Lubin states that the project is on time and may be completed in August or September 2013.

B. Park Construction Projects

Lubin states that the Piru Skate Park contract will be awarded on February 5, 2013. The Santa Rosa Equestrian area will include an announcers booth and bleachers. The Steckel Park Aviary project will be completed in mid March. The new grass area at the Soule Park Dog Park is experiencing delays due to rain.

8. **STAFF COMMENTS**

Van Dyck states that any potential lease operation at Toland Park must be passive due to noise constraints. The Parks Department may try a new product at Soule Park that could eventually cut the costs of watering grass areas.

9. **COMMISSIONER COMMENTS**

Nicholson states that Santa Rosa Park is popular with residents after the addition of a new bridge.

10. **ADJOURNMENT**

The meeting was adjourned at 4:54 p.m.. The next regular meeting of the PAC will be held on April 8, 2013.

BYLAWS
Ventura County
Parks Advisory Commission

ARTICLE I

RESOLUTION ESTABLISHING A COMMISSION

The Ventura County Board of Supervisors signed a Resolution on June 24, 1997, that established the Ventura County Parks Advisory Commission (PAC).

ARTICLE II

PURPOSE OF THE COMMISSION

The functions and duties of the Commission shall be to advise the Board of Supervisors on Parks Department budgetary matters, planning and development of recreational facilities, park leases and major park operational and maintenance issues and policies.

ARTICLE III

POLICY

The PAC shall strive to conduct itself in a highly ethical, courteous and cooperative manner, carefully weighing the inputs of the public, in order to form recommendations to the Board of Supervisors that are in the best interests of the County of Ventura and its residents. To assist and advise the five members, meetings of the PAC ~~will routinely~~ may include the Director, General Services Agency, Parks Deputy Director, Parks ~~Project Officer~~ Manager, Operations Supervisor, and Commission Secretary.

ARTICLE IV

ORGANIZATION

A. Membership

1. The Commission shall be composed of five members, one appointed from each Supervisorial District.
2. The Appointing Authority of Commission members is the Board of Supervisors.
3. The Board of Supervisors may remove any member of the Commission from office at any time upon a majority vote of the Board.
4. A Commissioner who has three unexcused absences during one calendar year shall be removed from the Commission and the Board shall appoint a replacement Commissioner.
5. Commission Members shall notify the Commission Secretary if they are unable to attend a meeting.



Ventura County Parks Advisory Commission

DATE: April 8, 2013

Carin Kally
District 1

TO: Parks Advisory Commission

Paul E. Nicholson
District 2

FROM: Theresa Lubin
Program Administrator, County Parks Department

Mark Austin
District 3

Bob Purdum
District 4

SUBJECT: COUNTY PARKS - PROJECT UPDATES

Harvey Paskowitz
District 5

Piru Skate Park

Construction started on March 5 and is expected to be completed by August 2013.

Santa Rosa Equestrian Park - Phase II

The announcer's booth and shade cover for the bleachers have been delivered. All building permits were received and the Contractor is grading the walkways and preparing to mix the soil stabilizer into the arenas. Once the concrete walkways have been poured the announcers booth, bleachers and shade canopy will be assembled and installed. We're anticipating work will be completed end of April, or early May.

Steckel Park Aviary

Work continues on the aviary repairs. Water and electrical systems have been checked and repaired as needed. The metal frame has been sanded and painted and the roof repaired. New doors have been installed and new storage/work areas constructed. All concrete walks around the structure are complete and almost all the mesh installed. Replacement of the exterior fence and new landscape is still ahead. The last part of the project will be to correct the drainage in the parking lot. The estimated date when work will wrap up and the birds returned to their refurbished home is now looking like mid-May.

Soule Park Dog Park

The grass was seeded on February 14. Due to the cold temps at night growth has been slower than we hoped. It needs to be mowed at the end of this month and then again at the end of May before it can be opened for use. We're anticipating an opening in early June.

If you have any questions or require additional information, please call at 654-3968 or email me at theresa.lubin@ventura.org.

c: PAC Staff