

RANCHO SIMI RECREATION AND PARK DISTRICT
INTEROFFICE MEMORANDUM

DATE: February 7, 2008

TO: Board of Directors

FROM: General Manager

SUBJECT: Approval of Addition and Elimination of Rancho Simi Recreation and Park District Standing Committees for Calendar Year 2008

SUMMARY

Each calendar year the newly elected RSRPD Board Chair determines Committee and other board member assignments. This year, during that process, the Board Chair concluded that several changes to the District's Standing Committee list should be considered by the Board. Specifically, the Board Chair recommends the following changes be made to the District's list of Standing Committees: (1) Elimination of the *Communications/Public Relations Committee*; (2) Elimination of the *Workshop Retreat Committee*; and, (3) Creation of a *Special Events Committee*.

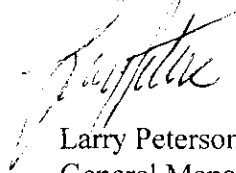
From a practical standpoint, the two committees suggested for elimination have conducted very little business over the years. Any items that have been considered by those committees could easily be placed onto the agendas of existing committees. Staff therefore concurs with the recommendation to eliminate these committees.

Increasingly, the District receives requests to use its facilities for large events. Recent examples include; Simi Valley Days Carnival, Simi Valley Days Music Festival, LobsterFest, July 4th and Rhythm and Brews. Large events have large impacts to staff time and park maintenance, patrons and neighbors.

Staff spends many hours evaluating each large event request, before presenting them to the Board for its consideration. Creation of a Special Events Committee would allow more thorough Board consideration and participation to occur during this process. This will also facilitate the development of any facility use conditions determined to be appropriate. Therefore, staff concurs with the Board Chair's recommendation to create this Committee.

BOARD ACTION REQUESTED

Elimination of the Communications/Public Relations Committee and the Workshop Retreat Committee and creation of a Special Events Committee.



Larry Peterson
General Manager