



Open School Facilities, Playgrounds on Nights and Weekends

Board Requested Agenda Item

Follow up from February 2022

SCHOOL FACILITIES

- Currently school gates are closed after hours and weekends
- They are opened for access during special events, and for outside user groups
- Schools are currently staffed for custodial per the following schedule:
 - Elementary – until 9 p.m.
 - Middle – until 9:30 p.m.
 - High School – until 11:00 p.m.
- No coverage on the weekends unless there are activities going on, or outside user groups rent the facilities
- Principals and operations staff were surveyed for pros and cons

PROS & CONS

Pros

- Access for additional play time
- Access for potential family time
- Encouraging the idea that these are community schools

Cons

- Trash and subsequent trash pickup early mornings before kids get to school
- Conflict with childcare, afterschool classes and school events on campus
- Vandalism and potential damage (may be difficult to investigate cause)
- Responsibility and cost of opening and locking gates on the weekend
- Unsupervised activities and no security
- Liability
- Impact on neighbors of unmonitored activities on the campus
- Alcohol and tobacco products already found on campus at times
- May deter teachers from coming to campus on a weekend to work/prepare, or just not wanting to stay after school
- Pets on campus – dogs off leash and dog waste
- Inappropriate or illegal items left behind to be discovered by elementary students
- Student and staff outdoor projects are exposed
- Families may ask us to deal with issues between students or families that could arise
- Skateboards
- May require installation of additional fencing
- More wear and tear on playground equipment

Follow-up #1

Follow Up

- On February 25 2022, we met with City of Thousand Oaks, Conejo Recreation and Park District, and the Thousand Oaks Police
- Collective agreement this would be good for the community
- This is more than just “opening” the gates
- There would need to be controls put into place
- There would need to be communications
- There would need to be a strategy regarding location(s)

Discussions

- Would need some kind of oversight on weekends
- CRPD has minimal staffing on the weekends
- Liability can be addressed through signage and enforcement
- Restrooms are a concern. CRPD typically has restrooms open 24/7.
- CRPD playgrounds are inspected weekly. CVUSD should follow suit
- No typical supervision during weekdays. CRPD maintenance performed by outside contractors.
- Importance of signage with rules
- CRPD has enforceable “ordinances” (Police and Rangers)
- Dogs are a perpetual issue in regard to owners not picking up after and off leash
- There are general parameters regarding distance and parks
 - General Park – $\frac{3}{4}$ mile
 - Playfield – 1 to 1 $\frac{1}{2}$ miles
 - Community Park – 1-3 miles
- Parks along the 101 corridor are in most need
- Accessibility and proximity of play areas in regard to entrances
- Noise and disturbing neighbors are a concern
- Trash and clean-up will need to be addressed

Next Steps

- 1) Review CRPD inspection forms and ordinance book (CVUSD)
- 2) Determine staffing required for weekly inspection and weekend coverage (CVUSD)
- 3) CVUSD to meet with TO Police (scheduled for March 22 at 1pm)
 - Discuss impact (police getting calls and response and actions when on site)
- 4) Inventory playgrounds (CVUSD)
- 5) Discuss potential MOU with CRPD that would allow ordinances to carry over onto schools being used as parks (CVUSD and CRPD)
- 6) Identify strategic locations through a thoughtful process (CVUSD, CRPD and CTO)
 - Age of play structures
 - Proximity to current park areas
 - Accessibility
 - Collective agreement to take a measured approach
- 7) Public outreach for areas that are determined to be suitable for an open campus (CVUSD)
- 8) Establish “rules”. Use CRPD model
- 9) Create signage and install
- 10) OPEN for community enjoyment

Follow-up #2

CVUSD Internal Meeting 3/4/22

- Director of M&O, Director of Planning, Director of S&RM, Custodial Supervisor, Deputy Superintendent
- Review of meeting with CTO and CRPD
- Review of newest playgrounds, installation dates, and signage
- Staffing considerations
 - Rake sand after weekend use – additional hours on Sunday or Monday morning (custodial come in early?)
 - Glass and other hazards and materials left behind are a concern
 - Homeless population on school grounds
 - Organized teams/activities using grass areas without Facility Use Request
 - Restrooms – Ongoing concern – can we build TK restrooms and use for open parks too? Estimated cost per \$350k
- Aim for a 3-year trial with limited sites
- Weeknights, playgrounds are open until approximately dusk (then custodial locks gates)
- Weekend coverage 8-6pm staffing, open gates from 9am – 5pm
- Additional fencing may be required (\$100-\$200 per foot)
- Electrical outlets – will need to reroute, close off, or terminate. Possibly add to a switch.
- Cameras? May or may not be of value – Large expense
- Skateboarders – Current problem
- No organized play or activities needs to be included on signage
- Need neighborhood campaign – mail out info and invite to BOE meeting for comment to ensure we are doing proper notifications in the neighborhoods

Follow-up #3

CVUSD meeting with TOPD 3/22/22

- Deputies D. Alvarez & Rob Brady
- Start slow
- Vandalism and thefts - broken windows
- Tickets come for citizen complaints 99%
- Dogs will be an issue
- Students on roofs - maybe less if gates are open??
- Risk vs reward
- May give deputies a better look at campus'
- District can request additional patrols
- External power outlets - disconnect
- Appropriate hours - 8-6pm
- Because they are in residential areas, use may be limited
- Motion lights - cameras?
- Potential Sites:
 - Conejo
 - Aspen
 - Glenwood - not updated playground
 - Maple
 - Walnut

Potential Locations

- (1) Conejo El - Beyer Park current agreement in place – will renew
- (2) Westlake Hills
- ~~(3) Westlake El (no ADA accessibility)~~
- ~~(4) Ladera (no ADA accessibility to one playground)~~
- ~~(5) Walnut (no ADA accessible route)~~
- ~~(6) Glenwood (not ADA accessible)~~
- (7) Aspen
- ~~(8) Maple (no ADA accessibility route)~~
- (9) Lang Ranch
- ~~(10) Sycamore (not ADA accessible)~~



Aspen Assessment

Concerns: By keeping gates open during non-school hours it compromises the existing perimeter protection. This allows uncontrolled access to building and concealed areas within the campus. This creates greater opportunity for theft, vandalism, and other illegal and unauthorized activities.

Considerations – The following should be considered to mitigate the increased risk posed by an open campus:

- Periodic monitoring of the campus by CVUSD staff or CRPD staff during times of open campus.
- Installation of fencing to either separate the buildings from the play areas or to cordon off an open play area for community use.
- Installation of security cameras to provide latent monitoring of both legitimate and unauthorized use of the facilities. The presence of these cameras may provide some deterrent to unauthorized activities. Staff monitors should have mobile access to real time video of the open campuses. Motion detection and notification of activity in non-play areas would also be advantageous in combination with video surveillance.
- Install additional exterior lighting where such lighting would permit surveillance into the campus by community members and law enforcement.
- Publicize the use of We Tip and other reporting methods to encourage neighbors to report illegal activity.
- Ensure that graffiti is removed within 24 hours after discovery.



Conejo Elementary

- Lack of sand surface to adequate depth
- Trash in sand surfaces
- Loose fill
- Graffiti
- Damaged warning stickers
- Tree droppings in east side of sand surface
- ADA accessible
- Proper signage
- Current agreement in place (set to renew 1/1/23) for CRPD and community shared use



Glenwood Assessment

Due to the deficiencies identified from inspections of the PGE, it is not recommended that this campus be opened for use by the community until replacement equipment can be installed that meets current standards. These deficiencies are significant and include:

- Head entrapment hazard
- Entanglement hazards
- Delaminated and worn plastic surfaces with exposed, rusted metal and exposed sharp edges
- Complete lack of ADA accessibility
- Lack of appropriate signage



Maple Assessment

Playground equipment:

- Low areas of sand under slide and swings
- Excessive height of retaining wall
- Rusted metal where coating is worn or damaged
- Sharp metal and plastic edges where plastic coating has delaminated
- Chipping paint
- Inadequate signage
- Pine cones
- No ADA accessibility route
- No shade



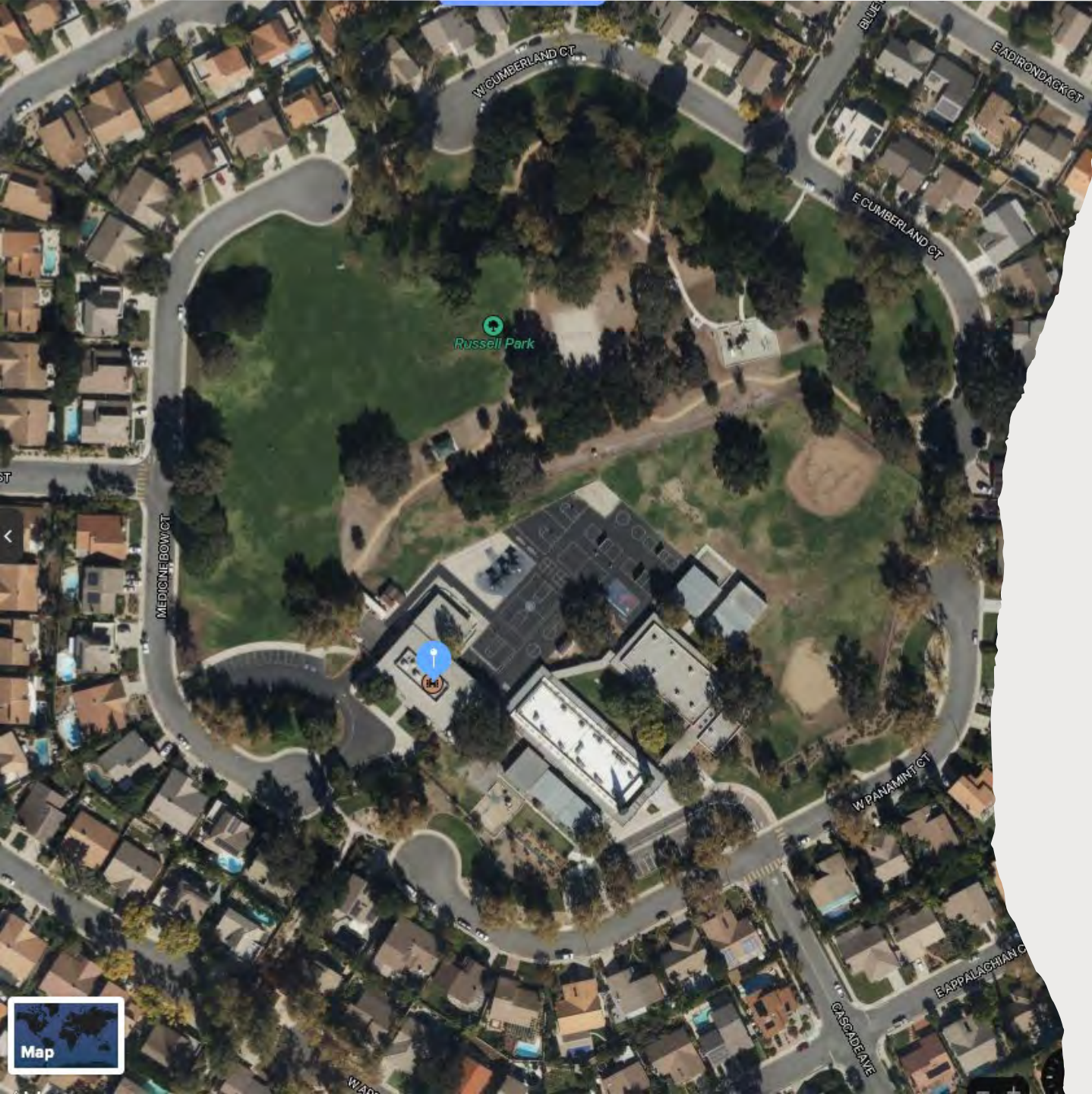
Walnut Assessment

Playground equipment (see attached reports):

- The kinder yard play set does not have an ADA accessible route or required signage. Other deficiencies noted can be corrected.
- The main yard central equipment set has ADA access, signage and is in good condition.
- There is a small equipment set at the back of the field that only has pull up bars. No signage or ADA access. Signage can be fixed with warning stickers as this equipment is not used very much. It would not be cost effective to make it ADA accessible. There is accessible equipment nearby.

Security:

- The assessment for Aspen ES would apply to this and essentially all of the elementary schools with the addition of the following:
 - The main 5-12 year old set is located in the central part of the main yard that does not allow for easy observation from the street as is the case for the Kinder yard equipment.
 - There has been a recent frequency of graffiti on the campus. Opening the campus may increase such incidents. The principal has been wanting security cameras installed on campus for some time due to security incidents.



Westlake Hills

- Playground equipment:
 - Playset has ADA accessible route and proper signage
 - Low area of sand surface under swings.
 - The containment berm next to the PIP surface serves no function and is a trip/fall hazard.
 - Space under the slide hood fails the head entrapment tests.
 - Damaged warning stickers
- Security:
 - The main set is located in the central part of the main yard that does not allow for easy observation from the street as is the case for the Kinder yard equipment.
 - The community in the area is very vocal.

Westlake Elementary

- Playground equipment:
 - Delaminated plastic coating on steps
 - Extensive rust on base metal and bridge connectors
 - Delamination, wear, cracking on plastic coating – sharp edges
 - Chipping of paint on post caps
 - No ADA accessibility
 - Minimal shade
- Security:
 - The main set is located in the central part of the main yard that does not allow for easy observation, entry and exit.
 - The campus is used extensively by an outside user group after hours and weekends



Ladera

- Playground equipment:
 - Heavy Accumulation of sand on PIP causing slip/fall hazard
 - Low areas of sand under swings
 - Toys left in play zone
 - Worn and rusted handgrips, base metal
 - Chipping paint on couplings
 - Inadequate signage
 - No ADA accessible route (K)



Lang Ranch

- Playground equipment:
 - Heavy Accumulation of sand on PIP causing slip/fall hazard
 - Landscaping fabric protruding from surface
 - Low level of sand under swings
 - Damaged signage
 - Only two types of ground level play components
 - No shade
 - Worn coating on steps with rust of base metal



Follow-up #4

Risk Management Assessment of All Playgrounds

- 56 Playgrounds were inspected by our Director of Safety and Risk Management
- Hazard score, head entrapment, entanglement hazard, trip/fall, worn/loose connections, worn coating, signage deficiency, inadequate shade, ADA compliance
- Results link [here](#) (snapshot shown)

| Site | Hazard Score | PGE Non-Surface Hazard Scoring | | | | | | | | | | |
|------------------------------|--------------|--------------------------------|-------------------------|----------------------|---------------------------|----------------------------|------------------------|----------------------------|------------------------------|-----------------------|-----------------------|-----------------------|
| | | Head Entrapment (4) | Entanglement hazard (3) | Trip/Fall Hazard (3) | Worn/Loose Connection (2) | Worn Coating W/ hazard (2) | Signage Deficiency (1) | Inadequate Shade Cover (1) | Other Equipment Specific (2) | ADA Non-Compliant (1) | Replacement Requested | Replacement Scheduled |
| Acacia Kinder Yard | 5 | | | | | 1 | 1 | | 2 | 1 | | |
| Acacia Main Yard North | 7 | | 3 | | | 1 | 1 | 1 | | 1 | X | |
| Acacia Main Yard SE | 7 | | 3 | | | 1 | 1 | 1 | | 1 | X | |
| Acacia Main Yard SW | 11 | | 3 | 2 | 2 | 1 | 1 | 1 | | 1 | X | |
| Aspen Kinder Yard | 1 | | | | | | | 1 | | | | |
| Aspen Main Yard North | 2 | | | | | | | | 2 | | | |
| Aspen Main yard South | 1 | | | | | | | 1 | | | | |
| Banyan Kinder Yard | 4 | 4 | | | | | | | | | | |
| Banyan Main Yard East | 14 | | 3 | 3 | 2 | 2 | 1 | 1 | 1 | | 1 X | |
| Banyan Main Yard West | 9 | | | 3 | 2 | 1 | 1 | 1 | | | 1 X | |
| Conejo ES Kinder Yard | 0 | | | | | | | | | | | |
| Conejo ES Main Yard | 0 | | | | | | | | | | | |
| Cypress Kinder Yard | 12 | 4 | | | 2 | 2 | 1 | 1 | 1 | | 1 X | |
| Cypress Main Yard | 8 | | | | | 2 | 1 | 1 | 1 | 2 | 1 X | |
| EARTH'S Childcare | 3 | | | | | | | 1 | 1 | | 1 | |
| EARTH'S Kinder Yard | 7 | | | | | 2 | 1 | 1 | | 2 | 1 | |
| EARTH'S Main Yard S | 12 | | | 3 | 2 | 2 | 1 | 1 | | 2 | 1 X | |
| Glenwood Kinder Yard | 8 | 4 | | | | | 1 | 1 | 1 | | 1 | |
| Glenwood Main Yard N | 8 | | | | 2 | | 1 | 1 | 1 | | | X |
| Glenwood Main Yard S | 6 | | 3 | | | | | 1 | 1 | | 1 | X |
| Glenwood main Yard W | 10 | | | | 2 | 2 | 1 | 1 | 1 | 2 | 1 | X |
| Horizon Hills 2-5 Playset | 7 | | 3 | | | | 1 | | | 2 | 1 | |
| Horizon Hills 5-12 Playset | 4 | | | | | | 1 | | | 2 | 1 | |
| Horizon Hills Center Playset | 12 | 4 | | 3 | | | 1 | 1 | | 2 | 1 | |
| Ladera Kinder Yard | 4 | | | | | 2 | 1 | | | | 1 | X |
| Ladera Main Yard East | 0 | | | | | | | | | | | |
| Ladera Main Yard North | 4 | | | | | | 1 | 1 | 1 | | 1 | |
| Ladera Main Yard SW | 0 | | | | | | | | | | | |
| Lang Ranch Kinder Yard | 3 | | | | | | 1 | 1 | | | 1 | |
| Lang Ranch Main Yard | 3 | | | | | | | 1 | 1 | | 1 | |
| Madrona Kinder Yard | 0 | | | | | | | | | | | |
| Madrona Main Yard | 2 | | | | | | | | | 2 | | |

Hazard Scoring

| Hazard Score | Head Entrapment (4) | Entanglement hazard (3) | Trip/Fall Hazard (3) | Worn/Loose Connection (2) | Worn Coating W/ hazard (2) | Signage Deficiency (1) | Inadequate Shade Cover (1) | Other Equipment Specific (1) | ADA Non-Compliant (2) | Replacement Requested | Replacement Scheduled |
|--------------|---------------------|-------------------------|----------------------|---------------------------|----------------------------|------------------------|----------------------------|------------------------------|-----------------------|-----------------------|-----------------------|
| 5 | | | | 1 | 1 | | 2 | 1 | | | |
| 7 | | 3 | | 1 | 1 | 1 | | 1 | X | | |
| 7 | | 3 | | 1 | 1 | 1 | | 1 | X | | |
| 11 | | 3 | 2 | 2 | 1 | 1 | | 1 | X | | |
| 1 | | | | | | 1 | | | | | |
| 2 | | | | | | | 2 | | | | |
| 1 | | | | | | 1 | | | | | |
| 4 | 4 | | | | | | | | | | |
| 14 | | 3 | 3 | 2 | 2 | 1 | 1 | 1 | 1 X | | |
| 9 | | | 3 | | 2 | 1 | 1 | 1 | 1 X | | |
| 0 | | | | | | | | | | | |
| 0 | | | | | | | | | | | |
| 12 | 4 | | | 2 | 2 | 1 | 1 | 1 | 1 X | | |
| 8 | | | | | 2 | 1 | 1 | 1 | 2 1 X | | |
| 3 | | | | | | | 1 | 1 | 1 | | |
| 7 | | | | | 2 | 1 | 1 | | 2 1 | | |
| 12 | | | 3 | 2 | 2 | 1 | 1 | | 2 1 X | | |
| 8 | 4 | | | | 1 | 1 | 1 | 1 | 1 | | |
| 8 | | | | 2 | | 1 | 1 | 1 | | X | |
| 6 | | 3 | | | | | 1 | 1 | 1 | X | |
| 10 | | | | 2 | 2 | 1 | 1 | 1 | 2 1 | X | |
| 7 | | 3 | | | | | | 2 | 1 | | |
| 4 | | | | | | | | 2 | 1 | | |
| 12 | 4 | | 3 | | | | | 2 | 1 | | |
| 4 | | | | | 2 | 1 | | | 1 | X | |
| 0 | | | | | | | | | | | |
| 4 | | | | | | 1 | 1 | 1 | | | |
| 0 | | | | | | | | | | | |
| 3 | | | | | | 1 | 1 | | 1 | | |
| 3 | | | | | | | 1 | 1 | 1 | | |
| 0 | | | | | | | | | | | |
| 2 | | | | | | | | 2 | | | |

Hazard Scoring

| Major Surface Deficiency | Surface Depth ≤5" | Low Areas in Surface | Inadequate Fall Zone | Objects in Fall Zone | Sand Accumulation on PIP | Tree Droppings on Surface | Other Surface Issues | Comments |
|--------------------------|-------------------|----------------------|----------------------|----------------------|--------------------------|---------------------------|----------------------|--|
| | X | X | | X | | | | Playhouse in fall zone |
| North | | X | | | | | | |
| SE | | | | | | | | |
| SW | Yes | X | X | | | | | Lack of maintenance of loose fill surface, z |
| North | | X | | | | X | | |
| South | | X | | | | X | | |
| rd | | X | | | | | | Sand play creating holes and mounds in s |
| East | | X | | | | | | |
| West | | X | X | | | | | |
| Yard | | | | | | | X | |
| ard | Yes | X | X | | | | | No issues |
| rd | | | X | | | X | | |
| rd | | | | X | | X | | Portable play equipment in fall zone |
| rd S | | | X | | | | | 4' between stepping activity and climber |
| rd N | | | | X | | | | Toys in fall zone |
| rd S | | | X | X | X | | | No issues |
| rd W | | | | X | | | | Less than 6' from swing set to containmen |
| layset | Yes | | X | | | | X | Toys in fall zone |
| Playset | Yes | | | X | | | X | Unknown fall attenuation of surface, bump |
| er Playset | Yes | X | X | X | | | | Unknown fall attenuation of surface |
| rd | | | | X | | | | Lack of maintenance of loose fill surface, z |
| East | | | X | | | X | | Toys in fall zone |
| North | | | | | | | | No issues |
| SW | | | X | | | X | | |
| r Yard | | | X | | | | | |
| Yard | | | X | | | X | | Landscaping fabric pulled up |
| ard | | | | X | | | | Toys on surface in fall zone |
| d | | | | | X | | | Wear spots developing under the swings |

Signage

With recommendations from the JPA we have compiled the following list of prohibited activities for our “Welcome to Our Campus” sign:

- Smoking and the use of electronic cigarettes is not permitted on school property by state law.
- “Tobacco Use is Prohibited” (Health and Safety Code section 104559 required)
- There shall be no use of alcohol, intoxicants, hallucinatory drugs or narcotics in or about the school premises.
- There shall be no fighting or gambling in or about the school premises.
- No dogs or other animals are allowed on campus. Service animals are allowed only if they are aiding disabled persons and are trained to perform a duty specifically in support of that person’s disability.
- Skateboards, bicycles, roller skates/blades, scooters, electrical- or gas-powered devices may not be used on campus. They must be walked or carried. Exceptions must be approved by the Director of Safety & Risk Management in writing prior to an approved event.
- No form of golf is allowed.
- Climbing onto trees or buildings is prohibited.
- Firearms or other weapons are not allowed on these premises.
- Drones and model rockets may not be used on these premises.
- Minors must be accompanied and supervised by an adult at all times.
- Fields and play equipment are for family recreational use only. All other uses are prohibited.
- Organizations wishing to use these facilities must have a permit issued by CVUSD.
- We are not responsible for theft or damage to vehicles or their contents.

Cost

| Description | Estimate | |
|--|---|------------------|
| Weekend staffing - Approximately 104 days – 10 hours per day (8am-6pm) | \$50,000 for Campus Safety Assistant(s) or; \$95,000 for Custodial Overtime | \$95,000 |
| Signage – per location | \$1,500 | \$6,000 |
| Set aside for playground repairs, damage, vandalism per site | Initial expense of \$25,000, then \$10,000 per site | \$65,000 |
| Community Notification Campaign (letters, printing, mailing) per site | \$10,000 | \$40,000 |
| | Estimated total for four sites | \$206,000 |

Next Steps



BOE to approve and authorize annual expenditure



Meet with CRPD and TOPD to notify and review plans



Work on notification letters to neighbors and mail out



Order and install signs, establish weekly inspection forms



Designate and train staff on weekly inspections



Schedule staff for weekend coverage



Question: There may be some pushback from neighbors. How do we weigh feedback from the community/neighbors?

Supporting Documents



WEEKLY PLAY EQUIPMENT INSPECTION RECORD

Park _____ Inspected By _____
Date _____

| | A | M | Repaired By | Date | Work Order # |
|--|---|---|-------------|------|--------------|
| 1. ANIMAL HOP: No broken springs, no loose animals. SPRING ANIMALS: No loose hardware, structurally sound. | | | | | |
| 2. WHIRLS: (SNYDERS) etc. No loose bearings, no loose hardware, structurally sound. | | | | | |
| 3. SWINGS: Chains and swivels sound and secure. Seats sound and secure. "S" hooks closed and secure. | | | | | |
| 4. SLIDES: Sound, secure, and free of sharp edges. | | | | | |
| 5. CLIMBERS: Sound, secure, and free of sharp edges. | | | | | |
| 6. BENCHES: Smooth, secure, and free of sharp edges. | | | | | |
| 7. PLATFORMS< BRIDGES, POLES, and MISCELLANEOUS: Sound, secure, and free of sharp edges. | | | | | |
| 8. WOOD, CONCRETE, METAL, FIBERGLAS STRUCTURES: Smooth, structurally sound, no loose rails or hardware (including retaining walls and curbs) | | | | | |
| 9. SURFACING, SAND, OR OTHER IMPACT ATTENUATION MATERIALS: Free of foreign objects, sand raked level under play equipment, footings not exposed. | | | | | |

Comments:

"A" item – area accepted
"M" – maintenance attention needed
"N/A" – not applicable

Safety items repaired on the day of inspection shall be noted on form under "Repaired By" and "Date."

PARK RULES

Welcome to the Conejo Recreation & Park District. This park is a shared public space provided for your enjoyment and recreation. Be courteous and respectful to others.

PLEASE ASSIST US IN MAKING THIS PARK AN ENJOYABLE PLACE TO BE BY OBSERVING THE FOLLOWING RULES:

- FIREARMS AND WEAPONS ARE NOT PERMITTED IN THE PARK
CRPD SECTION 204
- NO PERSON SHALL OPERATE ANY MODEL AIRPLANES, GLIDERS, CARS, BOATS, ROCKETS OR ANY OTHER MODEL CRAFT OF ANY KIND EXCEPT BY WRITTEN PERMISSION OF THE GENERAL MANAGER
CRPD SECTION 211
- VEHICLES MUST STAY ON THE DESIGNATED DRIVES OR PARKING AREAS
CRPD SECTION 202 & 203
- HORSES ARE PERMITTED IN DESIGNATED AREAS WITH PERMISSION OF GENERAL MANAGER
CRPD SECTION 222
- GOLF DAMAGES THE TURF AND IS PROHIBITED IN THE PARK
CRPD SECTION 210
- OVERNIGHT CAMPING BY PERMIT ONLY
CRPD SECTIONS 213 & 307
- FIRES AUTHORIZED BY PERMIT ONLY IN DESIGNATED AREAS
CRPD SECTIONS 226 & 305
- DAMAGE OR REMOVAL OF PLANT MATERIAL IS PROHIBITED
CRPD SECTION 219
- DOGS AND CATS MUST BE ON LEASHES NOT EXCEEDING SIX FEET IN LENGTH & CONTROLLED AT ALL TIMES
CRPD SECTIONS 222 & 306
- ALL LITTER MUST BE REMOVED OR DEPOSITED IN TRASH RECEPTACLES
CRPD SECTION 225 & 227
- ALL PARKS CLOSED AT 10:00 PM UNLESS OTHERWISE POSTED
CRPD SECTIONS 218, 229, & 303
- ALL OTHER ORDINANCES GOVERNING USE OF CONEJO RECREATION & PARK DISTRICT PUBLIC PARKS APPLY
CRPD SECTION 105
- ALCOHOL IS PROHIBITED IN THIS PARK
CRPD SECTION 415



CONEJO RECREATION & PARK DISTRICT

More information and a complete copy of the CRPD Ordinance Manual is available at

WWW.CRPD.ORG

IN CASE OF EMERGENCY PLEASE CALL 911

REPORT ALL MISUSES OF THE PARK AND ACTS OF VANDALISM TO ADMINISTRATION OFFICE 805-495-6471
VIOLATION OF THESE PARK RULES MAY RESULT IN A FINE, IMPRISONMENT OR BOTH
(PUBLIC RESOURCES CODE 578221)

**CONEJO RECREATION & PARK DISTRICT
Inspection Form**

Park: Conejo Park Inspected By: Select Name Date: Select Date

| | Acceptable | Maint Req | Date Repaired | Work Order # |
|---|--------------------------|--------------------------|---------------|--------------|
| Irrigation | | | | |
| DAILY: Sprinkler heads properly retracted and covers in place | <input type="checkbox"/> | <input type="checkbox"/> | Select Date | Select # |
| DAILY: Leaking valves | <input type="checkbox"/> | <input type="checkbox"/> | Select Date | Select # |
| WEEKLY: Sprinkler heads to grade and not tilted to one side. | <input type="checkbox"/> | <input type="checkbox"/> | Select Date | Select # |
| Base Pads and Home Plate Pitching Rubber | | | | |
| DAILY: Home plate to grade with infield | <input type="checkbox"/> | <input type="checkbox"/> | Select Date | Select # |
| DAILY: Home plate area free of holes | <input type="checkbox"/> | <input type="checkbox"/> | Select Date | Select # |
| WEEKLY: Home plate tight fitting | <input type="checkbox"/> | <input type="checkbox"/> | Select Date | Select # |
| WEEKLY: Home plate in good condition | <input type="checkbox"/> | <input type="checkbox"/> | Select Date | Select # |
| WEEKLY: Pitching rubber in good condition and secure in ground | <input type="checkbox"/> | <input type="checkbox"/> | Select Date | Select # |
| Athletic Fields - General | | | | |
| DAILY: Playing surfaces are free of dips and holes | <input type="checkbox"/> | <input type="checkbox"/> | Select Date | Select # |
| WEEKLY: Grass kept mowed at regular intervals and at proper height | <input type="checkbox"/> | <input type="checkbox"/> | Select Date | Select # |
| Other: | <input type="checkbox"/> | <input type="checkbox"/> | Select Date | Select # |
| Park - General (Weekly) | | | | |
| Basketball nets / rims / poles | <input type="checkbox"/> | <input type="checkbox"/> | Select Date | Select # |
| Volleyball nets / poles | <input type="checkbox"/> | <input type="checkbox"/> | Select Date | Select # |
| Tennis nets / straps | <input type="checkbox"/> | <input type="checkbox"/> | Select Date | Select # |
| Windscreens | <input type="checkbox"/> | <input type="checkbox"/> | Select Date | Select # |
| Soccer Goals | <input type="checkbox"/> | <input type="checkbox"/> | Select Date | Select # |
| Playing surfaces, hardscape | <input type="checkbox"/> | <input type="checkbox"/> | Select Date | Select # |
| Backstops / backboards | <input type="checkbox"/> | <input type="checkbox"/> | Select Date | Select # |
| Benches | <input type="checkbox"/> | <input type="checkbox"/> | Select Date | Select # |
| Fountains / drains | <input type="checkbox"/> | <input type="checkbox"/> | Select Date | Select # |
| Fences | <input type="checkbox"/> | <input type="checkbox"/> | Select Date | Select # |
| Grandstands | <input type="checkbox"/> | <input type="checkbox"/> | Select Date | Select # |
| Picnic tables / BBQs | <input type="checkbox"/> | <input type="checkbox"/> | Select Date | Select # |
| Horseshoe pits | <input type="checkbox"/> | <input type="checkbox"/> | Select Date | Select # |
| Parcourse | <input type="checkbox"/> | <input type="checkbox"/> | Select Date | Select # |
| Sidewalks | <input type="checkbox"/> | <input type="checkbox"/> | Select Date | Select # |
| Standing / stagnant water | <input type="checkbox"/> | <input type="checkbox"/> | Select Date | Select # |
| Park is free of debris | <input type="checkbox"/> | <input type="checkbox"/> | Select Date | Select # |
| Trees / shrubs / landscape | <input type="checkbox"/> | <input type="checkbox"/> | Select Date | Select # |
| Comments on repairs needed: (over View) | <input type="checkbox"/> | <input type="checkbox"/> | Select Date | Select # |
| Safety items repaired on the day of inspection shall be noted on form. Where there are multiple fields, identify field by number. | | | | |







Discussion and Next Steps