

**CONEJO OPEN SPACE CONSERVATION AGENCY  
BOARD OF DIRECTORS SPECIAL MEETING**

**December 11, 2014  
Civic Arts Plaza Board Room  
2100 Thousand Oaks Boulevard**

**SUMMARY MINUTES**

1. **CALL TO ORDER AND FLAG SALUTE:** for Regular Meeting at 6:12 p.m.
2. **ROLL CALL:** Director Bill-de la Peña, Vice-Chair Jones, and Chair Skei.  
Directors Fox and Gibson absent.

Also present were:

CRPD General Manager Friedl  
Community Development Director Prescott  
City Attorney Noonan  
Assistant City Attorney Liberman  
CRPD Park Superintendent Kouba  
COSCA Manager Mason  
Sr. Recording Secretary Vaudreuil

3. **PUBLIC COMMENTS:** None
4. **PRESENTATIONS AND ANNOUNCEMENTS:**

Conejo Open Space Trails Advisory Committee (COSTAC) Reports

- A. Conejo Open Space Challenge, March 1 – May 31, 2014

COSTAC Chairperson Mark Langton gave background information on the Open Space Challenge and reported 23 people participated and 13 people completed the challenge. Participants submitted photos taken along the trails during the Challenge. Prizes donated by local businesses were given for best photos and for completing the Challenge. The 2015 Challenge will be held March 1 – May 31.

- B. Spring & Annual Trail Work Days, March 22 & October 18, 2014

COSTAC Chairperson Mark Langton reported that 60 volunteers built a ¼ mile neighborhood trail from Castillo Street to Wildwood Canyon Trail at the Spring Trail Work Day in March. 150 volunteers participated in the Annual Trail Work Day in October and built a 1/2 mile trail to reroute a steep section of Whitehorse Canyon Trail and removed a volunteer trail. The entrance to Triunfo Canyon Trail was rerouted and landscaped. The

COSCA Rangers provided a barbecue lunch for volunteers after the trail work.

C. Trails Education Days, April 7-11, 2014

Elayne Haggan reported on the 23<sup>rd</sup> Annual Trails Education Days. 78 volunteers and 20 staff members participated in planning and running the weeklong outdoor education program. 1,340 fifth graders attended. The dates for next year are April 20-24, 2015. Students submitted entries to the letter-writing contest and five grand prizes were awarded.

D. Recent COSCA Volunteer Corps Activity

COSCA Manager Mason reported that volunteers donated more than 2,200 hours through the COSCA Volunteer Corps programs.

5. **CONSENT CALENDAR:**

A. Approval of Minutes of January 15, 2014 Meeting.

Director Bill-de la Peña moved to approve minutes of January 15, 2014, Vice-Chair Jones seconded the motion. Motion passed 3-0 (Directors Fox and Gibson absent).

6. **ACTION ITEMS:**

A. 2015 COSCA Board of Directors Meeting Schedule

COSCA Manager Mason presented the proposed 2015 meeting schedule.

February 25  
May 27  
September 9  
November 18

Director Bill-de la Peña moved to approve staff recommendation, Vice-Chair Jones seconded the motion. Motion passed 3-0 (Directors Fox and Gibson absent).

B. 2014 Conejo Open Space Trails Advisory Committee Appointments

COSCA Manager Mason gave a PowerPoint presentation and noted twelve applications were submitted, one was subsequently withdrawn, for 4 scheduled vacancies and 1 unscheduled vacancy. The nominating committee recommended the following members and alternates.

<u>Members:</u>	<u>Term:</u>
Steve Bacharach	2014-2017
Ginny Bowers	2014-2017
Jack Dwyer	2014-2017
Steve Forman	2014-2017
Kent Koral	2014-2015

<u>Alternates:</u>	<u>Term:</u>
William Miller	2014-2015
Albert Sciamanna	2014-2015
Jerry Wauchope	2014-2015
Janna Williams	2014-2015

Vice-Chair Jones moved to approve staff recommendation, Director Bill-de la Peña seconded the motion. Motion passed 3-0 (Directors Fox and Gibson absent).

C. 2014 Strategic Plan Annual Report

COSCA Manager Mason presented the Strategic Plan annual report and noted that due to limited staff resources, emphasis has been on time-sensitive items such as open space purchases and donations. Staff anticipates hiring a new open space planner in the next quarter.

D. Amendment to COSCA's Conflict of Interest Code

COSCA Manager Mason presented the report and stated that the proposed amendment to COSCA's Conflict of Interest Code updates the Agency's designated Filing Officer to the Ventura County Clerk of the Board. City Clerk also recommended changing the filing authority to the Clerk of the Board and having all Conflict of Interest Statement filers use the County of Ventura's e-Disclosure system.

Director Bill-de la Peña moved to approve Resolution No. 2014-01 amending COSCA's Conflict of Interest Code, Vice-Chair Jones seconded the motion. Motion passed 3-0 (Directors Fox and Gibson absent).

E. Consideration of Resolution in Support of Wildlife Crossing at Liberty Canyon Road and US 101 Freeway

COSCA Manager Mason presented the staff report and noted the importance of the proposed wildlife crossing to species diversity and the Santa Monica Mountains ecosystem. Support for this resolution is consistent with COSCA's mission, vision and Strategic Plan as well as the Open Space Element of the City's General Plan.

Director Bill-de la Peña moved to approve Resolution No. 2014-02, Vice-Chair Jones seconded the motion. Motion passed 3-0 (Directors Fox and Gibson absent).

Speakers: Sara Wan, Malibu, in support of the Resolution.  
Statement Cards: None

**7. INFORMATION ITEMS:**

A. 2014-2015 COSCA Budget

COSCA Manager Mason presented a PowerPoint about COSCA's 2014-2015 budget with a comparison to figures approved by Conejo Recreation and Park District and City of Thousand Oaks to the 2013-2014 budget and descriptions of COSCA's 2014-2015 Capital Improvement Projects.

B. City of Thousand Oaks Visioning 2064 - Environment Guiding Principles

COSCA Manager Mason presented the report and Guiding Principles developed for the Environment topic as part of the City's Visioning 2064 project.

C. Recent COSCA Ranger Operations and Maintenance Activities (verbal report)

CRPD Park Superintendent Kouba gave a PowerPoint presentation on recent operations and maintenance activities.

D. 2015 Open Space Appreciation Hikes (verbal report)

COSCA Manager Mason presented the schedule for monthly Open Space Appreciation hikes in 2015.

**8. BOARDMEMBER COMMENTS:**

Community Development Director Prescott congratulated Shelly Mason on her promotion to COSCA Manager.

City Attorney Noonan introduced Assistant City Attorney Felicia Liberman, who was recently hired by the City, and will be providing attorney services related to COSCA matters.

Director Bill-de la Peña requested that COSCA's Standing Naming Committee meet to discuss naming a trail or natural feature in memory of Burt Elliott and noted that there is a vacancy on the Naming Committee. Chair Skei concurred and confirmed there is a vacancy on the Committee. City Attorney Noonan recommended that filling the vacancy be agendaized at the next Board meeting.

The Chair asked that the Committee make the naming recommendation at the next COSCA Board meeting.

Vice-Chair Jones stated that he supports the Liberty Canyon Wildlife Crossing and he hopes it can be paid for with private funds.

Vice-Chair Jones stated he'd like to pursue idea of rezoning some park property to raise money for park improvements and maintenance and determine if a vote of the people is necessary. He indicated he would be discussing with City Attorney. City Attorney Noonan commented that it is a City matter, but she would be happy to discuss.

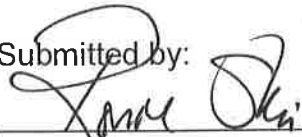
Chair Skei said she'd be happy to discuss the efficacy of funding major highway improvements with Vice-Chair Jones, and commented on Burt Elliott's many contributions to open space preservation.

9. **REQUESTED CLOSED SESSION:** Park Room; Conference with Real Property Negotiators: Property - Assessor Parcel Numbers 673-0-260-035 & 673-0-360-175; Agency Negotiators: Shelly Mason, COSCA Manager, and Tracy Noonan, COSCA Attorney; Negotiating Parties: George Patitucci, Trustee, Pauline L Mancino Family Trust; Under Negotiation: Price and Terms; Pursuant to Government Code Section 54956.8.

**REQUESTED CLOSED SESSION:** Park Room; Conference with Real Property Negotiators: Property - Assessor Parcel Numbers 673-0-210-150 & 673-0-410-070; Agency Negotiators: Shelly Mason, COSCA Manager, and Tracy Noonan, COSCA Attorney; Negotiating Parties: Eunice Kowalske, Patrick S. Urban and Michael V. Urban; Under Negotiation: Price and Terms; Pursuant to Government Code Section 54956.8.

10. **ADJOURNMENT:** Meeting was adjourned in memory of Burt Elliott, former COSTAC member, long-time COSCA volunteer and trail boss, at 7:53 P.M. to 6:00 P.M., February 25, 2015, Civic Arts Plaza Board Room.

Submitted by:

  
\_\_\_\_\_  
Rorie Skei, Chairperson

Date:

  
\_\_\_\_\_  
February 25, 2015