

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

January 9, 2013  
Civic Arts Plaza Board Room  
2100 Thousand Oaks Boulevard

**SUMMARY MINUTES**

1. **CALL TO ORDER AND FLAG SALUTE:** for Regular Meeting at 6:35 p.m.
2. **ROLL CALL:** Director Bill-de la Peña, Vice-Chair Gibson, Director Jones, and Chair Skei. Director Fox absent.

Also present were:

CRPD General Manager Friedl  
Assistant City Manager Watkins  
Assistant City Attorney Jackson  
COSCA Manager Foord  
Associate Planner Austin  
Accounting Manager Menkin  
Accountant Barragan  
CRPD Park Superintendent Kouba  
Sr. Recording Secretary Vaudreuil

3. **SPECIAL PRESENTATIONS:**

- A. Administration of Oath of Office for New Board Member, Ed Jones.

City Clerk Lawrence administered the oath of office for Director Jones. Chair Skei introduced Director Jones and highlighted some of his past accomplishments.

4. **PUBLIC COMMENTS:** None

5. **COMMITTEE REPORTS AND ANNOUNCEMENTS:**

Conejo Open Space Trails Advisory committee (COSTAC) Reports

- A. Recent COSCA Volunteer Corps Activity

Associate Planner Austin reported that between July and December 2012, 96 hours were contributed by Adopt-A-Trail volunteers, 161 reports and 305 hours by Trail Watch volunteers, and 400 patrol hours by Trail Patrol volunteers. Trailhead Outreaches were held at Lang Ranch on

September 15, 2012 and at Los Robles on October 6, 2012. A flyer and information on the 2013 Conejo Open Space Challenge were presented.

B. Trail Work Day, October 20, 2012

COSTAC Chairperson Mark Langton gave a powerpoint presentation and reported 190 volunteers donated 950 hours working on trails in the Conejo Canyons and were treated to lunch and prizes donated by vendors and individuals.

Mark Langton noted Spring Trail Work Day will be held on March 23, 2013 in Conejo Canyons.

6. **CONSENT CALENDAR:**

A. Approval of Minutes of July 11, 2012 Meeting.

Director Bill-de la Peña moved to approve minutes of July 11, 2012, Director Gibson seconded the motion. Motion passed (3-0, Director Fox absent, Director Jones abstained).

7. **NEW ITEMS:**

A. Election of Chair and Vice Chair

Director Bill-de la Peña made a motion to nominate Chair Skei for Board Chair, Director Gibson seconded the motion. Motion passed (4-1, Director Fox absent).

Vice-Chair Gibson made a motion to nominate Director Bill-de la Peña for Board Vice-Chair. Director Jones seconded the motion. Motion passed (4-1, Director Fox absent).

Speakers: None  
Statement Cards: None

B. 2013 COSCA Board of Directors Meeting Schedule

Associate Planner Austin presented the staff report proposing that regular meetings be held on the second Wednesday of every third month (quarterly), with special meetings scheduled as needed, and that the meeting start time be changed to 6:00 p.m., beginning on April 10, 2013.

Director Gibson moved to approve staff recommendation, Director Jones seconded the motion. Motion passed (4-0, Director Fox absent).

Speakers: None  
Statements Cards: None

**8. STAFF REPORTS AND ANNOUNCEMENTS:**

A. COSCA Strategic Plan Overview (verbal report)

Associate Planner Austin gave an update on the Strategic Plan progress. She stated that staff is finalizing the draft document and will hold a public workshop in March.

B. 2012-2013 COSCA Budget

COSCA Manager Foord presented a powerpoint presentation and background information on the approved FY 2012-2013 COSCA budget.

The report was received and filed.

C. Annual Financial Report for Fiscal Year 2011-2012

COSCA Manager Foord presented a report that summarized COSCA's financial activities, capital assets, and fund balances.

The report was received and filed.

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

CRPD Park Superintendent Kouba presented a powerpoint and field report stating Eagle Scouts worked on a bench installation project. The Rangers have been busy with graffiti removal, trail realignment, and stair replacement at Wildwood Park.

E. New Dos Vientos Trail Map

Associate Planner Austin presented the new Dos Vientos map, which was initiated and funded by the Conejo Open Space Foundation, and noted it is available for the public at City Hall, Conejo Recreation and Park District offices and [www.cosf.org](http://www.cosf.org).

F. 2013 Open Space Appreciation Hikes

Associate Planner Austin announced that free hikes are held monthly and stated the hike schedule and additional information are available at [www.crpd.org](http://www.crpd.org) and [www.cosf.org](http://www.cosf.org).

G. Arbor/Earth Day, April 13, 2013

Associate Planner Austin noted Arbor/Earth Day will be held at Conejo Creek North Park. COSCA, COSF and CRPD Outdoor Unit will host three adjoining booths.

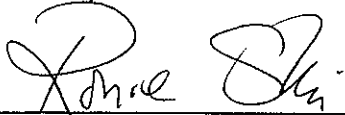
9. **BOARDMEMBER COMMENTS AND REPORTS:**

Chair Skei acknowledged former COSCA Boardmember Mark Jacobsen, who was in the audience, and welcomed Ed Jones to the Board.

10. **Requested Closed Session:** Park Room; Conference with Real Property Negotiators: Property - Assessor Parcel Number 673-0-360-160; Agency Negotiators: Kristin Foord, COSCA Manager, Shelly Austin, COSCA Associate Planner, and Charmaine Jackson, Assistant COSCA Attorney; Negotiating Parties: Ramona Mason, Trustee, Jennie R. Gonzales Trust; Under Negotiation: Price and Terms; Pursuant to Government Code Section 54956.8.

11. **ADJOURNMENT:** Meeting was adjourned at 7:08 P.M. to 6:00 P.M., April 10, 2013, Civic Arts Plaza Board Room.

Submitted by:



Rorie Skei, Chairperson

Date:

