

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

**February 25, 2015  
Civic Arts Plaza Board Room  
2100 Thousand Oaks Boulevard**

**SUMMARY MINUTES**

1. **CALL TO ORDER AND FLAG SALUTE:** for Regular Meeting at 6:04 p.m.
2. **ROLL CALL:** Director Fox, Director Gibson, and Chair Skei present. Vice-Chair Jones absent. Director Bill-de la Peña arrived at 6:08 p.m.

Also present were:

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

3. **PUBLIC COMMENTS:** Steve Forman, Newbury Park; Nick Quidwaj, Newbury Park.

4. **PRESENTATIONS AND ANNOUNCEMENTS:**

- A. Conejo Open Space Foundation

Elayne Haggan reported this year is the 20<sup>th</sup> anniversary of Conejo Open Space Foundation (COSF) and efforts are underway to expand and increase awareness about COSF and COSCA, noting the first COSF newsletter was recently mailed to 2,100 households.

COSTAC Chair Mark Langton reported on new bell box program, a joint venture between COSCA, CRPD and COSF that places bells at either end of several trails for cyclists to alert other trail users of their presence on the trails.

**B. Conejo Open Space Trails Advisory Committee (COSTAC) Upcoming Events**

i. Conejo Open Space Challenge, March 1-May 31, 2015

COSTAC Vice-Chair Steve Bacharach reported on the Challenge, now in its fourth year. Participants submit gps coordinates or photos taken on trails via twitter or email to show they have completed each of 10 trail segments. A party and prize drawing are held in June to celebrate Challenge participants.

ii. Spring Trail Work Day, March 21, 2015

COSTAC Chair Mark Langton stated that all volunteers are welcome at Spring Trail Work Day. Tools and training are provided. A free barbeque lunch will be provided by COSCA Rangers to thank volunteers.

iii. Trails Education Days, April 20-24, 2015

Mark Langton noted it is the 24<sup>th</sup> year that Trails Education Days has been held. It is an outdoor education program for all CVUSD fifth graders.

**C. Recent COSCA Volunteer Corps Activity**

COSCA Manager Mason reported Adopt-A-Trail program had 67 reports filed and 103 volunteer hours donated; Rosewood Trail was adopted by Mark Langton; 32 reports were filed and 45 hours donated through Trail Watch; Trail Patrol volunteers donated 100 hours.

**5. CONSENT CALENDAR:**

**A. Approval of Minutes of December 11, 2014 Meeting**

Director Bill-de la Peña moved to approve minutes of December 11, 2014, Director Gibson seconded the motion. Motion passed 4-0 (Director Jones absent).

**6. ACTION ITEMS:**

**A. Election of Chair and Vice-Chair**

Director Gibson nominated Chair Skei for Board Chair. Director Fox seconded the motion. Motion passed 4-0 (Director Jones absent).

Director Gibson moved to nominate Director Fox for Board Vice-Chair. Director Bill-de la Peña seconded the motion. Motion passed 4-0 (Director Jones absent).

**B. Adoption of Recommended Name of a Natural Feature in Honor of Burt Elliott**

On January 27, 2015 the Naming Committee recommended naming a mountain in Conejo Canyons Open Space as "Elliott Mountain" in honor of Burt Elliott.

CRPD Park Superintendent Kouba gave a powerpoint presentation about Burt's many contributions to the trails and open space and described the peak, which is located on the west side of Hill Canyon Road, directly west of Wildwood Park's Lizard Rock.

Director Bill-de la Peña moved to adopt the name "Elliott Mountain" in honor of Burt Elliott. Director Fox seconded the motion. Motion passed 4-0 (Director Jones absent).

Director Gibson noted that the Naming Committee has a vacancy and asked if staff will bring appointment of a new member back to the Board. COSCA Manager Mason stated that this item will be agendaized for the next COSCA meeting.

**C. Authorization to Accept Open Space Donation of Lot 39 of Tract 4831-01 (approximately 2.9 acres) from Operating Engineers Funds, Inc. (Located North side of West Potrero Road, 250 feet North of Via Acosta Road)**

COSCA Manager Mason gave a powerpoint presentation about history, topography and features of the proposed donation.

The Board agreed to continue this item to the next Board meeting, in order for staff to provide additional information regarding v-ditch maintenance responsibility, name of HOA responsible for maintaining the brush clearance and the feasibility of developing the site if it is not preserved as open space.

**D. Appointment of Board Ad Hoc Committee to Review and Recommend Regarding Proposed Rasnow Property Acquisition.**

COSCA Manager Mason presented report regarding proposed Rasnow property acquisition and need to create a Board Ad Hoc Committee to review and recommend regarding proposed acquisition.

Director Fox moved to appoint Chair Skei and Director Bill-de la Peña to the Ad Hoc Committee, Director Gibson seconded the motion. Motion passed 4-0 (Director Jones absent).

**7. INFORMATION ITEMS:**

**A. Annual Financial Report for Fiscal Year 2013-2014**

COSCA Manager Mason presented the report summarizing COSCA's financial activities, capital assets, and fund balances.

**B. Rancho Potrero Trailhead Completion and Ribbon Cutting (verbal report)**

CRPD Park Superintendent Kouba presented a report and powerpoint on the new Rancho Potrero Trailhead, including a new restroom, horse trailer parking and vehicle parking spaces, stating there will be a ribbon cutting in Spring, date to be determined.

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

CRPD Park Superintendent Kouba presented a report and powerpoint showing weather-related projects in the open space, gave an update on the water line that broke in Wildwood Park, and mentioned that park rangers hosted and led a multi-agency trail boss and trail building workshop.

**D. Arbor/Earth Day, April 18, 2015**

COSCA Manager Mason announced Arbor/Earth Day will be held at Conejo Creek North Park on April 18, 2015 from 11 a.m. to 4 p.m. COSCA, COSTAC and COSF will have booths.

**E. COSCA Board of Directors Public Member Recruitment (verbal report)**

Community Development Director Prescott stated that a recruitment will begin shortly for the new term of the public member of the COSCA Board. Per the by-laws, the Board will make a nomination, which must be ratified by the City Council and CRPD Board.

**8. BOARDMEMBER COMMENTS:**

Director Bill-de la Peña stated she will not be able to attend the May 27, 2015 Board meeting.

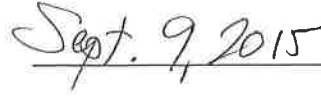
9. **ADJOURNMENT:** Meeting was adjourned at 7:05 P.M. to 6:00 P.M., May 27, 2015, Civic Arts Plaza Board Room.

Submitted by:



Rorie Skei, Chairperson

Date:



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