

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

**November 9, 2016
Civic Arts Plaza Board Room
2100 Thousand Oaks Boulevard**

SUMMARY MINUTES

- 1. CALL TO ORDER AND FLAG SALUTE:** for Regular Meeting at 6:02 P.M.
- 2. ROLL CALL:** Director Bill-de la Peña, Vice-Chair Gibson and Chair Skei. Director Fox and Director Jones absent.

Also present were:

CRPD General Manager Friedl
Human Resources Director Rogers
Assistant City Attorney Liberman
COSCA Manager Mason
CRPD Park Superintendent Kouba
Assistant Planner Huber
Sr. Recording Secretary Vaudreuil
Administrative Secretary Quiroz

3. PUBLIC COMMENTS:

Speakers: None
Statement Cards: None

4. PRESENTATIONS AND ANNOUNCEMENTS:

A. Conejo Open Space Trails Advisory Committee (COSTAC) Reports

i. National Public Land Day Outreach, September 24, 2016

COSCA Manager Mason reported on the National Public Land Day Outreach at Lang Ranch Open Space trailhead. COSCA volunteers observed 99 trail users and surveyed 59. Of those surveyed, 50% said they visit the open space weekly.

ii. Annual Trail Work Day, October 15, 2016

CRPD Park Superintendent Kouba reported on the Annual Trail Work Day. 163 volunteers participated in building .95 miles of the Peninsula Loop Trail and removing non-native thistle in the Conejo Canyons Open Space. Director Jones attended the event and participated in the non-native plant removal.

B. Introduction of New Assistant Planner, Anna Huber and New Recording Secretary, Lee Quiroz

COSCA Manager Mason introduced new employees Anna Huber, Assistant Planner, and Lee Quiroz, Recording Secretary.

C. COSCA Volunteer Corps Activity

Assistant Planner Huber presented the Volunteer Corps Activity update for September and October 2016:

- Trail Watch: 63 reports, 113 hours donated
- Trail Patrol: 51 reports, 169 hours donated
- Adopt-A-Trail: 32 reports, 81 hours donated

Ms. Huber noted that volunteers have recently adopted the Skelton Canyon and Windmill Canyon Trails. To date, 51 volunteers have adopted 63 trails.

5. CONSENT CALENDAR:

A. Approval of Minutes of September 14, 2016 Meeting

Director Bill-de la Peña moved to approve minutes of September 14, 2016; Vice-Chair Gibson seconded the motion. Motion passed 3-0 (Director Fox and Director Jones absent).

6. ACTION ITEMS:

A. 2017 COSCA Board of Directors Meeting Schedule

Vice-Chair Gibson moved to approve the proposed meeting dates for 2017; Chair Skei seconded the motion. Motion passed 3-0 (Director Fox absent, Director Jones absent).

B. Authorization to Execute 10' Wide Trail Easement from Jay Gibbons and Laura Giuliani

COSCA Manager Mason presented the report; the proposed trail is located along a portion of the northern property line of 611 Lone Oak Drive.

Speakers: Gina Smurthwaite, Thousand Oaks
Statement Cards: None

Vice-Chair Gibson moved to authorize staff to execute the trail easement; Director Bill-de la Peña seconded the motion. Motion passed 3-0 (Director Fox and Director Jones absent).

7. INFORMATION ITEMS:

A. 2016-2017 COSCA Budget

COSCA Manager Mason presented the staff report.

Vice-Chair Gibson noted the budget was \$27,000 less than the 2015-2016 budget and asked what work would not be performed due to this reduction in budget. COSCA Manager Mason stated that staff would get back to the Board with an answer.

B. 2017 Open Space Appreciation Hikes

COSCA Manager Mason reported on the free monthly hikes sponsored by CRPD.

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

CRPD Superintendent Kouba reported on COSCA Ranger Operations. He noted the high volume of trail users throughout the open space, especially in Wildwood Park.

Chair Skei commented that trail use has increased in all open space areas, including State and National Parks and that this creates land management challenges. She reiterated the importance of keeping dogs on leash to protect them from cholla, poison oak, rattlesnakes and coyotes in the open space.

8. BOARDMEMBER COMMENTS:

9. **ADJOURNMENT:** Meeting adjourned at 6:31 P.M. to 6:00 P.M., February 8, 2017, Civic Arts Plaza Board Room.

Submitted by:



Rorie Skei, Chairperson

Date:



February 8, 2017

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