

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

**February 8, 2017  
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, Director Fox, Vice-Chair Gibson, Director Jones and Chair Skei.

Also present were:

CRPD General Manager Friedl  
Human Resources Director Rogers  
Assistant City Attorney Hehir  
Assistant City Attorney Liberman  
Community Development Director Towne  
COSCA Manager Mason  
Assistant Planner Huber  
Administrative Secretary Quiroz  
Bill Pham (Outside Legal Counsel), Pham Law Group

3. **SPECIAL PRESENTATION:**
  - A. Recognition in Honor of Mark Langton, Former COSTAC Chairperson  
  
Chair Skei presented Mark Langton with a commendation in recognition of his years of dedicated service to Conejo Valley trails and open space.

4. **PUBLIC COMMENTS:**  
  
Speakers: Tom Pagano, Thousand Oaks  
Statement Cards: None

5. **PRESENTATIONS AND ANNOUNCEMENTS:**
  - A. Conejo Open Space Trails Advisory Committee (COSTAC) Reports
    - i. 2017 Conejo Open Space Challenge, March 1 – May 31

COSTAC Chair Steve Bacharach reported on the 2017 Conejo Open Space Challenge, a virtual event in which participants visit 10 trails, submit photos of each trail and are entered to win prizes.

ii. Spring Trail Work Day, March 18

COSTAC Chair Steve Bacharach reported on the upcoming Spring Trail Work Day, which will be held in the Conejo Canyons Open Space this year.

iii. Trails Education Days, April 24 - 28

COSTAC Chair Steve Bacharach reported on Trails Education Days, an annual program where 4<sup>th</sup> graders are guided on a hike into Wildwood Park to learn about the open space.

B. COSCA Volunteer Corps Activity

Assistant Planner Huber reported on Volunteer Corps activities since the last meeting and year-end totals.

- Trail Watch:
  - Nov – Dec 2016: 71 reports, 97 hours donated
  - 2016 total: 425 reports, 652 hours donated
  - January 2017: 35 reports, 53 hours donated
  
- Adopt-A-Trail:
  - Nov – Dec 2016: 30 reports, 60 hours donated
  - 2016 total: 197 reports, 457 hours donated
  - January 2017: 22 reports, 60 hours donated
  - To date 51 volunteers have adopted 63 trails

A Trailhead Outreach event was held at the main Wildwood trailhead in November 2016. 427 trail users were observed. Three habitat restoration projects have taken place in the Western Plateau/Conejo Canyons area. The projects involved making and then placing native seed mix seed balls to help degraded areas in the open space, manually broadcasting native seed, and planting cactus pads to help re-vegetate and block sections of decommissioned trails.

**6. CONSENT CALENDAR:**

A. Approval of Minutes of November 9, 2016 Meeting

Director Fox moved to approve minutes of November 9, 2016; Director Bill-de la Peña seconded the motion. Motion passed 5-0.

**7. ACTION ITEMS:**

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

COSCA Manager Mason presented the report.

Director Fox moved to nominate Chair Skei for Chair; Vice-Chair Gibson seconded the motion. Motion passed 5-0. Director Jones moved to nominate Director Bill-de la Peña for Vice-Chair; Director Fox seconded the motion. Motion passed 5-0.

**B. Consider Acquisition of 82 Acres of Open Space from the Rasnow Family for Habitat Protection and to Ensure Continued Public Access on the Los Robles Trail (Located South End of Ventu Park Road, 1 Mile South of Lynn Road).**

COSCA Manager Mason presented the report.

Ms. Mason thanked the Rasnow family for the offer to transfer the land as public open space and their willingness to enter into the trail license agreement in 1983 to allow the public to enjoy the trail on their land. She also thanked Chair Skei and Director Bill-de la Peña for their work on the Rasnow Acquisition Ad-Hoc Committee.

Tina Rasnow clarified that the involuntary lot merger in 1985 was pursued by Ventura County in order to limit development. She noted that COSCA had asked them to purchase a sealed bid parcel from the County and had been assured that they'd be reimbursed by COSCA. COSCA Manager Mason confirmed that the sealed-bid property purchase reimbursement was inadvertently omitted from the report and the \$2,500 cost should have been included in the overall budget. Ms. Rasnow said she is flexible with trail reroute location and requested that COSCA install fencing in select locations to keep trail users off the ranch property.

Vice-Chair Gibson expressed his gratitude to the Rasnow family for their generosity.

Directors Jones and Fox expressed their thanks to the Rasnows.

Director Bill-de la Peña expressed her sincere gratitude to the Rasnows for their generosity. She said that she thinks Harman Rasnow's vision is coming to fruition with this donation.

Speakers: Tina Rasnow, Ventura County  
Statement Cards: None

Director Bill-de la Peña moved to approve staff recommendations; Vice-Chair Gibson seconded the motion and added that reimbursement to the Rasnows for the sealed bid parcel purchase be included in staff recommendations. Motion passed 5-0.

C. 2016 Strategic Plan Annual Report

COSCA Manager Mason presented the annual report, and described progress on a number of important projects.

**8. INFORMATION ITEMS:**

A. Events for COSCA's 40<sup>th</sup> Anniversary (verbal report)

Assistant Planner Huber reported on events planned for COSCA's 40<sup>th</sup> Anniversary Celebration, including:

- An Open Space-Inspired Art and Photography Show
- Concert in the Park
- Movie night at McCrea Ranch
- Anniversary Celebration at Fall Trail Work Day
- Monthly Open Space Appreciation Hikes
- Geocaching event with a 40<sup>th</sup> Anniversary Geo Coin
- Wildflower Hikes
- Booth at Arbor/Earth Day

B. New Brochure: Guide for Dog Walkers

Assistant Planner Huber described new brochure for dog walkers, available at trailhead kiosks, CRPD headquarters and City Hall. COSTAC Volunteers are also distributing brochures to Conejo Valley veterinarians and pet supply stores.

C. Arbor/Earth Day, April 8, 2017

Assistant Planner Huber discussed Arbor/Earth Day. COSCA will host a booth in conjunction with the booths hosted by the Conejo Open Space Foundation, Conejo Open Space Trails Advisory Committee and CRPD Outdoor Unit. To celebrate the 40<sup>th</sup> Anniversary, COSCA will be giving away free Valley Oak seedlings, propagated by COSCA staff from acorns collected from oaks at City Hall.

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

COSCA Manager Mason reported on COSCA Ranger Operations and Maintenance Activities. The Rangers want to remind everyone to protect the trails by staying off when they are wet.

**9. BOARD MEMBER COMMENTS:**

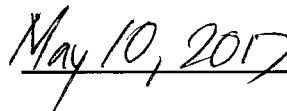
Director Fox recognized the passing of Frances Prince on Sunday. He said that she was the first woman elected to the Thousand Oaks City Council, an accomplished attorney and one of the first park and open space activists in the community. Chair Skei stated that Ms. Prince was her role model and was a founding member of COSCA and the first Chairperson of the Board. Director Jones shared memories and thoughts about Ms. Prince. Director Bill-de la Peña stated that Ms. Prince was a pillar of our community and mentioned that flags at municipal buildings are flying at half-staff in her honor. The City Council meeting on February 14 will be adjourned in her memory as well.

- 10. ADJOURNMENT:** Meeting adjourned in memory of Francis Prince, founding member of COSCA, and Frank Greenway, long-time trail accessibility advocate at 7:21 P.M. to 6:00 P.M., May 10, 2017, Civic Arts Plaza Board Room.

Submitted by:

  
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Rorie Skei, Chairperson

Date:

  
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