CONEJO OPEN SPACE CONSERVATION AGENCY
BOARD OF DIRECTORS MEETING

February 10, 2021
Videoconference

SUMMARY MINUTES

1. CALL TO ORDER AND FLAG SALUTE:
   Chair Skei called the meeting to order at 6:00 p.m. and led the Flag Salute. The
   meeting was conducted via videoconference.

2. ROLL CALL:
   Vice Chair Bill-de la Peña, Director Huffer, Director Jones, Director Nickles, and
   Chair Skei present.
   Also present were:
   CRPD General Manager Friedl, Deputy City Manager Rogers, Assistant City
   Attorney Liberman, CRPD Park Superintendent Kouba, COSCA Administrator
   Stark, COSCA Analyst Huber, Accounting Manager Magaña, Office Supervisor
   McMurtry, and Recording Secretary Goor.

3. PRESENTATIONS AND ANNOUNCEMENTS: None

4. PUBLIC COMMENTS:
   Speakers: None
   
   Written Statements: Chris Lock, Thousand Oaks, requesting COSCA Board of
   Directors develop and implement a plan to eliminate parking on residential streets
   by visitors to the Wildwood Park Trailhead on Avenida de los Arboles and noting
   the challenges the area neighbors have had.
   
   COSCA Administrator Stark responded that COSCA staff has been working for
   several years on strategies to alleviate parking issues in the Wildwood area
   including expanding parking at Hill Canyon and advertising other areas. The
   second bridge and Hill Canyon and moving the official address of Wildwood to that
   area should help. The adjacent streets are public, but a neighborhood can request
   a permit parking zone. Establishing such a zone is overseen by the Public Works
   Department and requires a vote by those in the neighborhood. The neighbors
   rejected this idea in the past.
5. **CONSENT CALENDAR:**

   A. Approval of Minutes of November 18, 2020 Meeting – Recording Secretary Goor noted a change to the Roll call to reflect correct titles.

   Motion by Director Jones to approve the Minutes of November 18, 2020 meeting as amended carried 5 - 0 by the following vote: Ayes – Directors Bill-de la Peña, Huffer, Jones, Nickles, and Chair Skei; Noes – None; Abstain – None; Absent – None.

6. **ACTION ITEMS:**

   A. Annual Financial Report for Fiscal Year 2019-2020 presented by Accounting Manager Magaña. Ms. Magaña noted COSCA’s net position increased by $9 million to $85 million at the end of the Fiscal Year, primarily due to $8.5 million in Woolsey Fire settlement proceeds from Southern California Edison, and $.5 million in program revenues primarily due to $.3 million in operating grant contributions and $.2 million in capital grant contributions. Program expenses increased by $.3 million primarily due to $.2 million increase in salaries and benefits related to vacancies and $.1 million in maintenance and operations. She also reviewed cash and investments, capital assets, and responded to Director’s questions regarding valuation of COSCA land assets.

   Speaker/Written Statement Cards: None.

   Received and filed.

   B. Authorization to Accept 10’ Wide Multi-Purpose Trail Easement for Zuniga Ridge. This item was pulled, and it was noted this item would be addressed by the City.

   C. Authorization to Execute Multi-Year Weed Abatement Contract (Defensible Space) presented by COSCA Administrator Stark who noted partner agencies involved. The abatement area totals 425 acres. The weed abatement work is contracted and the new contract is out for bid. The contract will be for three years with two optional 1-year extensions. He responded to questions from Board members regarding acreage, deadlines, provisions for work that may be needed post-reinspection, area mapping, and the number of neighboring properties COSCA has. Mr. Stark will send the prior contract to the Board for their information.

   Speaker/Written Statement Cards: None.

   Motion by Director Huffer to approve staff recommendation (to authorize the COSCA Board Secretary to sign all documents to execute a three-year contract for weed abatement services [Defensible Space Program for Fire
Protection) carried 5-0 by the following vote: Ayes—Bill-de la Peña, Huffer, Jones, Nickles, and Skei; Noes—None; Absent—None.

D. Approval of Appropriation from Woolsey Fire Recovery Fund for Invasive Plant Management and Habitat Restoration Plan (IPMHRP), Implementation of Targeted Invasive Plant Removal Projects, and Authorization for Board Secretary to Execute Associated Contracts presented by COSCA Administrator Stark. He reviewed the types and location of invasive plants to be removed and responded to questions regarding timing and various removal methods. COSCA Analyst Huber responded to questions regarding timing of Arundo Donax removal. Mr. Stark responded to questions noting $100,000 to $110,000 is expected to be used for the plan and $140,000 to $150,000 for on the ground project implementation. He also answered questions regarding program timing, priorities, types of eradication, contractors, and volunteers.

Speakers: None.

Written Statements: Elayne Haggan, Thousand Oaks, expressed support as a long-time volunteer who has worked to remove invasive species. She noted non-native fennel has been eradicated in Wildwood Regional Park, and nearly eliminated it in the Western Plateau.

Motion by Director Nickles to approve staff recommendation to approve (to authorize staff to expend up to $250,000 from the Woolsey Fire Recovery Fund for preparation of an Invasive Plant Management and Habitat Restoration Plan and implementation of targeted invasive plan removal projects in selected open space areas, and authorize the COSCA Board Secretary to execute associated contracts) carried 5-0 by the following vote: Ayes—Bill-de la Peña, Huffer, Jones, Nickles, and Skei; Noes—None; Absent—None.

7. INFORMATIONAL ITEMS:

A. COSCA Volunteer Corps Activity (verbal report) presented by COSCA Analyst Huber who stated Trail Watch filed 90 reports with 155 volunteer hours and Adopt-a-Trail filed 38 reports with 82 volunteer hours for November - December. Ms. Huber also noted the totals for 2020: Trail Watch filed 593 reports with 1,020 volunteer hours and Adopt-a-Trail filed 279 reports with 754 volunteer hours. Additionally, Trail Watch filed 56 reports with 87 volunteer hours and Adopt-a-Trail filed 34 reports with 65 volunteer hours for January, 2021.

B. Ranger Operations and Maintenance Activities (verbal report) presented by CRPD Park Superintendent Kouba who presented photos of the Erbes Fire, and photos of illegal dumping which lead to identification of the individuals and subsequent clean up performed by those responsible. Mr. Kouba also
reported on the aftermath of an intense wind event. He commented on the Los Robles re-route and responded to questions regarding illegal dumping fines, cleanup, and trail cameras.

8. **COSCA UPDATES** (CRPD General Manager and/or City Manager):

A. Follow-up items, announcements, and upcoming issues

CRPD General Manager Friedl reported a $2.7 million grant was secured from the City of Thousand Oaks for the Goebel Senior Center and the Teen Center. He noted the Goebel Senior Center will be used a vaccination center for six months.

Deputy City Manager Rogers noted they are working on the Rancho Potrero Equestrian Center and will be bringing that to the Board in the future. He also commented on the great partnership between CRPD and the City.

9. **BOARDMEMBER COMMENTS:**

Director Huffer thanked Mr. Stark for sending the information on the Ad Hoc Committee of Staffing and Budget noting there is good information as to why COSCA needs additional staffing.

Vice Chair Bill-de la Peña requested home-hardening program status be given at the next meeting. Mr. Stark provided a brief update noting he will bring more information at the next meeting.

Director Nickles noted the State will be offering guideless for home-hardening. He commented on the need for more staffing. He suggested staff make a recommendation regarding formation of an Ad Hoc Committee to discuss the Wildwood Parking situation.

10. **ADJOURNMENT:** Meeting was adjourned at 7:08 p.m. to Regular Meeting on Wednesday, May 12, 2021.

Rorie Skei, Chairperson