CONEJO OPEN SPACE CONSERVATION AGENCY
BOARD OF DIRECTORS MEETING

February 8, 2023
Civic Arts Plaza Board Room
2100 Thousand Oaks Boulevard

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.

2. ROLL CALL:
Incoming Director Engler, Director Huffer, Incoming Director Newman, Director Nickles, and Chair Skei present.

Also present were: CRPD General Manager Friedl, City Human Resources Director Giles, City Clerk Maguire, Assistant Attorney Doran, CRPD Park Superintendent Kouba, COSCA Administrator Stark, COSCA Analyst Huber, Accounting Supervisor Gomez, Office Supervisor McMurtry via Zoom, and Senior Recording Secretary Goor.

3. PRESENTATIONS AND ANNOUNCEMENTS:
A. Administration of Oath of Office for New Board Members. City Clerk Maguire administered the Oath of Office to New Board Members Bob Engler and David Newman.

4. PUBLIC COMMENTS:
Christopher Price, Westlake Village, spoke in favor of the mountain biking community. He noted a majority of audience members (there were approximately 75), were in attendance to support Ride and Develop Trial Alliance (RAD), a new group consisting of mountain bikers whose mission is to maintain, enhance, and develop Conejo Valley and surrounding trail systems through community engagement, collaboration, and education. They wish to serve those of all skill, ability, and interest levels, and their goal is a connected and accessible trail network serving as a gateway to recreation and nature appreciation, and a world-class destination. He stated there are trail users, local businesses, the recreation industry, non-profits, and Newbury Park High School Mountain Bike Team members being represented today.

Brisa White, Newbury Park, stated she is an avid hiker, mountain biker, and trail runner, and commented on the importance of protecting nature. She commented on RAD and noted mountain bikers have specific trail concerns including ruts, clear lines of sight, and trails on which to improve their skills. She noted their group is eager to participate in trail work days and would like to see more than two per year, as well as a trail for the exclusive use of mountain bikers.
Ben Kreinces, Newbury Park, stated he is the Newbury Park High School Mountain Biking Team Varsity Captain, and a founding member of the RAD Trail Alliance. He has been mountain biking since fourth grade and has learned the Conejo Valley Open Space and etiquette and has participated in competitions all over the country. Currently the team, with over 125 kids, must travel several hours to reach more progressive trails. He would like to see a stronger infrastructure to support a local competition.

5. **CONSENT CALENDAR:**

A. Approval of Minutes of November 9, 2022 Meeting.

   Directors Engler and Newman abstained as they were not yet on the Board at the time of the subject meeting.

   Motion by Director Huffer to approve the Minutes of the November 9, 2022 meeting carried 3 – 0 by the following vote: Ayes – Directors Huffer, Nickles, and Chair Skei; Noes – None; Abstain – Directors Engler and Newman; Absent – None.

6. **ACTION ITEMS:**

A. Election of Board Chair and Vice Chair; Appointment of Board Secretary
   i. Find that this action is not a project as defined under the California Environmental Quality Act.
   
   ii. Discussion and action regarding election of Board Chair and Vice Chair, and appointment of Board Secretary.

   Board Secretary Stark stated that nominations would be opened by the Chair.

   Speaker/Written Statement Cards: None.

   **Motion by Director Huffer to nominate Chair Skei as Chair for the next term; carried 5 - 0 by the following vote:** Ayes – Directors Engler, Huffer, Newman, Nickles, and Chair Skei; Noes – None; Absent – None.

   **Motion by Director Huffer to nominate Director Nickles as Vice Chair for the next term; carried 5 - 0 by the following vote:** Ayes – Directors Engler, Huffer, Newman, Nickles, and Chair Skei; Noes – None; Absent – None.

   **Motion by Vice Chair Nickles to nominate Board Secretary Stark as Board Secretary for the next term; carried 5 - 0 by the following vote:** Ayes – Directors Engler, Huffer, Newman, Nickles, and Chair Skei; Noes – None; Absent – None.
B. Annual Financial Report for Fiscal Year 2021-2022

i. Find that this action is not a project as defined under the California Environmental Quality Act.


Report presented by Accounting Supervisor Gomez who noted COSCA’s net position increased $3.0 million over last fiscal year reaching $90.1 million at fiscal year-end. Program revenues increased $1.2 million compared to prior fiscal year, primarily due to $0.9 million increase in capital grants and contributions, as well as $0.4 million increase in operating grants and contributions. General revenues remained at $0.1 million. Program expenses remained relatively consistent at $2.2 million as the $0.4 million increase in maintenance and operations is offset by $0.4 million decrease in land parcels donated to the Conejo Recreation and Park District in the prior fiscal year. COSCA ended the fiscal year with $10.4 million in cash and investments held for future open space acquisitions and maintenance, a decrease of $40,000 over last fiscal year. Capital assets increased $3.1 million for an ending balance $79.7 million.

Speaker/Written Statement Cards: None.

Report received and filed.


i. Find that the action is categorically exempt from CEQA pursuant to 14 CCR §15325.

ii. Review and approve the First Amendment to the Purchase and Sale Agreement with Escrow Instructions for Assessor Parcel Numbers (APN) 673-0-240-430, 673-0-270-220, 673-0-270-150, 673-0-150-350 Between Conejo Open Space Conservation Agency and Andre G. Metzger to remove parcel number 673-0-150-350 from the transaction and adjust the total purchase price to $289,333.

Report presented by COSCA Administrator Stark who noted the original agreement was for 2.87 acres in south Ventu Park area, with 3 full and 1 partial parcel, and a plan to convey the remainder of that parcel to the neighbor; however, it was realized that would result in an illegal lot. Therefore, the partial parcel is being removed, and the seller will apply to the County for a lot line adjustment to create a legal division which may be conveyed in a separate transaction at a future date. The Agreement is now for 2.76 acres at a cost of $289,333.
Motion by Director Newman to approve staff recommendation (find that the action is categorically exempt from CEQA pursuant to 14 CCR §15325, and approve the First Amendment to the Purchase and Sale Agreement with Escrow Instructions for Assessor Parcel Numbers (APN) 673-0-240-430, 673-0-270-220, 673-0-270-150, 673-0-150-350 between Conejo Open Space Conservation Agency and Andre G. Metzger to remove parcel number 673-0-150-350 from the transaction and adjust the total purchase price to $289,333); carried 5 - 0 by the following vote: Ayes - Directors Engler, Huffer, Newman, Nickles, and Chair Skei; Noes - None; Absent - None.

7. **INFORMATIONAL ITEMS:**

A. Electric Bicycles and Vehicles on COSCA Open Space presentation by COSCA Administrator Stark who described the difference between Class 1, 2, and 3 e-bikes and what is allowed (Class 1 - human-power assisted e-bikes) and what is prohibited (Class 2 - throttle/motor that could be used exclusively to propel the bike; Class 3 - due to attainable speeds; as well as electric motorcycles; class-on-demand e-bikes; and other electric vehicles) on COSCA property and why. The E-Bike Buyer's Guide from Trails Are Common Ground for use on natural surface trails was discussed. It was noted that use of electric motorcycles on COSCA trails is a violation of the Vehicular Trespass section of the COSCA Ordinance. The Bicycling section of the Ordinance might be updated to clarify what type of e-bike is permitted. Mr. Stark commented on trail damage and reports of trail use conflicts with electric motorcycles, such as with horses and hikers, that can be dangerous, and responded to questions regarding enforcement, education, injuries, outreach, training, retailer clinics, and rider safety.

B. COSCA Volunteer Corps Activity verbal report was presented by COSCA Analyst Huber who stated that in November and December, 2022, Trail Watch filed 56 reports with 77 volunteer hours, and Adopt-a-Trail filed 48 reports with 64 volunteer hours. 2022 annual totals are: Trail Watch filed 398 reports with 655 volunteer hours, and Adopt-a-Trail filed 329 reports with 486 volunteer hours. In January, 2023, Trail Watch filed 32 reports with 47 volunteer hours, and Adopt-a-Trail filed 34 reports with 38 volunteer hours.

COSCA Administrator Stark reported that the Oak Park High School Wildfire Prevention and Restoration Club planted 600 acorns in Lang Ranch last weekend and viewed the young oaks planted in their first round.

C. Ranger Operations and Maintenance Activities verbal report was presented by CRPD Park Superintendent Kouba who commented that clearing work on the spillway at Lake Eleanor reduced the impacts of the recent rains, and highlighted work done at Rosewood and Los Robles trails after the rains. He reported it took six rangers two days to remove and remediate damage
from illegal bicycle jumps built on COSCA property. There will be a Trail Work Day at Wildwood on March 18th for Santa Rosa, Moonridge, and Stagecoach trails. It was reported 342 logged tasks were completed in their new tracking system. Volunteer training including COSCA history, ecology, Chumash information, trail ethics, is being planned.

Director Nickles discussed the mountain bike group and inquired whether there could be guided trail work for small groups. Mr. Kouba noted that was discussed and noted they will be putting on a trail maintenance program in the Spring, and monthly work parties are in the works as well.

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

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

CRPD General Manager Friedl announced that Director Huffer was named the Ventura County Special Districts' Director of the Year. Also, March 10th will be the Grand Re-Opening of the Teen Center and backyard area; there will be a concert and festivities.

9. BOARDMEMBER COMMENTS:

Director Engler noted he is looking forward to working with everyone in support of COSCA’s open space, noting he was previously on COSTAC.

Director Nickles welcomed the new Directors and added that Director Newman was a long-term Planning Commissioner, and is a road bicyclist.

10. REQUESTED CLOSED SESSION: Assistant Attorney Doran requested a Conference with Real Property Negotiators: Property - Assessor Parcel Numbers 676-0-110-220, 676-0-130-250, and 676-0-130-480; Agency Negotiators: Brian Stark, COSCA Administrator and Noel Doran, Assistant Attorney; Negotiating Party: County of Ventura; Under Negotiation: Price and Terms; Pursuant to Government Code Section 54956.8. The Board entered Closed Session at 7:05 p.m. Closed Session adjourned at 7:15 p.m.

Assistant Attorney Doran stated that all five Directors participated and provided unanimous direction to staff in the Closed Session, and there is no further announcement.

11. ADJOURNMENT: Meeting was adjourned at 7:20 p.m. to the next Regular Meeting on Wednesday, May 8, 2023.

Minutes Approved: May 10, 2023

Rorie Skei, Chairperson