

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

**March 11, 2009
Civic Arts Plaza Board Room
2100 Thousand Oaks Boulevard
Thousand Oaks, California**

SUMMARY MINUTES

1. **CALL TO ORDER AND FLAG SALUTE:** for Regular Meeting at 6:33 p.m.

2. **ROLL CALL:** Vice-Chairperson Bill-de la Peña, Directors Fox, Gibson, Chairperson Skei. Director Jacobsen was absent.

Director Jacobsen arrived at 6:35

Also present were:

CRPD General Manager Friedl
Assistant City Manager Pappas Díaz
City Clerk Lawrence
Assistant City Attorney Hehir
COSCA Manager Foord
Associate Planner Austin
Administrative Secretary Maguire

3. **PUBLIC COMMENTS:** None.

4. **SPECIAL PRESENTATIONS:**

- A. Administration of Oath of Office for new Board Member, Joe Gibson.

City Clerk Lawrence administered oath of office for Director Joe Gibson. Chair Skei introduced Director Gibson and highlighted some of his past accomplishments.

5. **COMMITTEE REPORTS AND ANNOUNCEMENTS:**

Conejo Open Space Trails Advisory Committee (COSTAC) Reports

- A. Special Trail Work Days, March 14 and March 28, 2009.

Steve Forman, Thousand Oaks, COSTAC Special Trail Work Days Program Coordinator, announced three upcoming trail work days on March 14, March 28 and May 20, 2009 at Dos Vientos and Los Robles areas with two additional work days in the preliminary stages of planning.

- B. Trails Education Days, April 27 – May 1, 2009.

Elayne Haggan, Thousand Oaks, COSTAC Trails Education Days Program Coordinator, stated that this year's Trails Education Days will be held April 27 through May 1, 2009. All 20 Conejo Valley Unified School District elementary schools are expected to participate.

6. CONSENT CALENDAR:

- A. Minutes of January 14, 2009 meeting.

Vice-Chairperson Bill-de la Peña moved to approve minutes of January 14, 2009, Director Jacobsen seconded the motion. Motion passed (5-0).

7. NEW ITEMS:

- A. Initiation of Development of COSCA Ordinances.

COSCA Manager Foord explained that City Attorney's Office recently recommended COSCA adopt its own ordinances regulating COSCA-owned open space. In the past, COSCA has applied City and CRPD ordinances to COSCA-owned open space. City Attorney's Office suggested this change in advance of notifying adjacent property owners of apparent encroachments onto COSCA open space.

Vice-Chairperson Bill-de la Peña moved to approve staff recommendation, Director Fox seconded the motion. Motion passed (4-1, Gibson opposed).

Speakers: None
Statements Cards: None

- B. Approval of COSCA Volunteer Corps Manual and Authorization for Staff to Make Minor Changes to Manual Administratively.

Associate Planner Austin discussed the updated COSCA Volunteer Corps Manual, briefly described each of the eight COSCA Volunteer Corps programs and recommended that because the Board did not review the original Manual, they should review and approve it now and authorize Staff to make minor changes administratively.

Director Fox moved to approve staff recommendation, Vice-Chairperson Bill-de la Peña seconded the motion. Motion passed (5 -0).

Speakers: None

Statements Cards: None

8. STAFF REPORTS AND ANNOUNCEMENTS

- A. Status Report on Workshop for Update to Priority List of Areas for Potential Purchase as Open Space.

COSCA Manager Foord stated the public workshop will be held at the next regularly scheduled COSCA Board meeting on May 13, 2009 and discussed the process for public notification.

Director Jacobsen requested that an information packet be made available so that the public will know which topics will be open for discussion.

COSCA Manager Foord said that background information about the priority list will be provided to serve as a framework for the discussion.

Speakers: None

Statements Cards: Mark Langton, Newbury Park.

- B. Status Report on Conejo Canyons Management Plan (verbal report).

Associate Planner Austin discussed the next steps for the Conejo Canyons Management Plan. These steps include a spring plant survey, archaeological survey and possible revisions to the draft trail alignments based on these surveys. Staff will then write the Draft Management Plan and present it at the second public workshop to be held in mid- to late-summer, and then to the COSCA Board for conceptual approval. The environmental document will be drafted and presented to the COSCA Board for approval along with the final draft of the Management Plan.

Speakers: None

Statements Cards: None

- C. Arbor/Earth Day, April 25, 2009.

Associate Planner Austin informed the Board that COSCA, COSTAC and COSF will host booths to provide information about trails and open space at the 12th Annual Arbor/Earth Day Event on April 25 from 11 am to 4 pm.

Speakers: None

Statements Cards: None

9. BOARDMEMBER COMMENTS AND REPORTS:

Director Jacobsen requested an update on resource management actions of neighboring open space agencies and how those may impact or benefit COSCA's open space.

Director Bill-de la Peña stated that she liked the memo from COSCA Manager Foord encouraging Board members to enjoy the wildflowers currently blooming in open space.

Director Jacobsen asked that any questions pertaining to open space in the City's Community Survey be reviewed by staff or the Board before the survey is finalized.

- 10. ADJOURNMENT:** Meeting was adjourned at 7:27 P.M. to a Special Meeting, 6:30 P.M., April 29, 2009, Civic Arts Plaza Board Room.

Submitted by:

Date:

Rorie Skei, Chairperson