

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

**March 12, 2008
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 6:31 p.m.
2. **ROLL CALL:** Chair Skei, Directors Bill-de la Peña and Berger. Director Fox and Vice-Chair Jacobsen were absent.

Also present were:

CRPD General Manager Friedl
Assistant City Manager Pappas Diaz
Assistant City Attorney Hehir
Deputy Community Development Director Towne
COSCA Manager Foord
Associate Planner Austin
Administrative Secretary Maguire

3. **PUBLIC COMMENTS:** None
4. **COMMITTEE REPORTS AND ANNOUNCEMENTS:**

Conejo Open Space Trails Advisory Committee (COSTAC) Reports

- A. 2008 COSTAC Goals (verbal report)

COSCA Manager Foord introduced Michael Richards, the new COSTAC chairperson, to the Board.

Michael Richards, Thousand Oaks, COSTAC Chairperson, discussed COSTAC's eight goals for 2008.

Director Berger requested that COSCA feature COSF (Conejo Open Space Foundation) at one of its Board meetings.

- B. Michael Richards, Thousand Oaks, COSTAC Chairperson, announced that a Spring Trail Work Day is planned for March 22, 2008 from 8:30 a.m. to 2 p.m. at the Los Robles Trailhead for maintenance and repair work on the Los Robles Trail and that volunteers are still being sought for the event.
- C. Michael Richards, Thousand Oaks, COSTAC Chairperson, stated that Trails Education Days is planned for April 28 – May 2, 2008 at Wildwood Park for all 5th graders in the Conejo Valley Unified School District.

5. CONSENT CALENDAR:

- A. Minutes of January 8, 2008 Joint Special Meeting.

Director Bill-de la Peña moved to approve minutes of January 8, 2008 Joint Special Meeting. Director Berger seconded the motion. Motion passed (3-0).

- B. Minutes of January 9, 2008.

Director Bill-de la Peña moved to approve minutes of January 9, 2008. Director Berger seconded the motion. Motion passed (3-0).

6. NEW ITEMS:

- A. Transfer of 746 Acres Open Space, including Western Plateau and Portions of Other Open Space Areas, from City of Thousand Oaks to COSCA.

COSCA Manager Foord explained that staff recommended approval of transfer of 33 open space parcels totaling 746 acres from City of Thousand Oaks to COSCA and recommended that the Board direct staff to prepare the necessary documents to make the transfer. COSCA Manager Foord made a PowerPoint presentation detailing the location and brief history of the 33 parcels recommended for transfer.

Director Bill-de la Peña moved to approve staff recommendation, Director Berger seconded the motion. Motion passed (3-0).

Speakers: None
Statements Cards: None

- B. Authorization for Secretary to Execute Quitclaim Deed to Release COSCA's Right of Re-entry to Conejo Community Park (Location: Northwest corner Mayflower Street and Warwick Avenue). (report to be provided).

COSCA Manager Foord explained that staff recommended approval to execute quitclaim deeds releasing COSCA's right of re-entry to Conejo Community Park. COSCA Manager Foord gave a PowerPoint presentation explaining how COSCA's unintentional right of re-entry to Conejo Community Park came to be and how this quitclaim deed is necessary for the final recordation of Tract 5325 and will allow the transfer of 8.2 acres from Centex Homes to CRPD for park purposes.

Director Berger moved to approve staff recommendation, Chair Skei seconded the motion. Motion passed (3-0).

Speakers: None
Statements Cards: None

7. STAFF REPORTS AND ANNOUNCEMENTS

- A. Recent Amendments to City Ordinance Regarding Removal, Storage, and Disposition of Personal Property Unlawfully Stored in Public Places.

COSCA Manager Foord discussed updated procedures for responding to the discovery of illegal encampments and the storage of personal property unlawfully stored in public places, including COSCA-owned open space. COSCA staff and CRPD Rangers have been given copies of the updated procedures.

- B. Status Report on Open Space Accessibility Planning (verbal report).

COSCA Manager Foord explained that progress has been made on preliminary plans for accessibility improvements at Wildwood Mesa that include an accessible trail to the Mesa gate and two van-accessible parking spaces.

- C. Arbor/Earth Day, April 19, 2008 (verbal report).

Associate Planner Austin stated that Arbor/Earth Day is scheduled for April 19 and COSCA, COSTAC and COSF booths at the event will have information available about trails and open space.

COSCA Manager Foord responded to Vice-Chair Jacobsen's question from last meeting, stating that the City changes auditors about every five years and that a new auditor will be solicited within the next year.

8. BOARDMEMBER COMMENTS AND REPORTS: None

- 9. ADJOURNMENT:** Meeting was adjourned at 7:10 P.M. to 6:30 P.M., May 14, 2008, Civic Arts Plaza Board Room.

Submitted by:

Date:



Rorie Skei, Chairperson

