

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

**July 8, 2009  
Civic Arts Plaza Board Room  
2100 Thousand Oaks Boulevard**

**SUMMARY MINUTES**

1. **CALL TO ORDER AND FLAG SALUTE:** for Regular Meeting at 6:32 p.m.
2. **ROLL CALL:** Vice-Chair Bill-de la Peña, Directors Gibson, Jacobsen, and Chair Skei. Director Fox was absent when roll was called but arrived at 6:40 p.m.

Also present were:

CRPD General Manager Friedl  
Community Development Director Prescott  
Assistant City Attorney Hehir  
COSCA Manager Foord  
Associate Planner Austin  
Sr. Recording Secretary Vaudreuil

3. **PUBLIC COMMENTS:** None
4. **SPECIAL PRESENTATION:**
  - A. Commendation in Honor of Elayne Haggan.

Chair Skei presented a Commendation to Elayne Haggan in recognition of her 20 years of volunteer service, role as founding member of the Conejo Open Space Trails Advisory Committee and Trails Education Days program, and participation in the Trail Watch, Trail Work Days, Open Space Community Outreach, and Resource Stewardship programs.

5. **COMMITTEE REPORTS AND ANNOUNCEMENTS:**

Conejo Open Space Trails Advisory Committee (COSTAC) Reports

- A. Trails Education Days Writing Contest Winners.

Elayne Haggan, Conejo Open Space Foundation board member, thanked Director Fox for his involvement and support and stated contest winners were honored by City Council at its June 9, 2009 meeting.

**6. CONSENT CALENDAR:**

A Minutes of May 13, 2009.

Director Jacobsen moved to approve minutes of May 13, 2009, Director Bill-de la Peña seconded the motion. Motion passed 5-0.

**7. NEW ITEMS:**

A. Updated Priority List of Areas for Potential Purchase as Open Space.

COSCA Manager Foord submitted a revised priority list, developed pursuant to Board direction and public input at the May 13, 2009 workshop.

Vice-Chair Bill-de la Peña moved to approve staff recommendation, Director Jacobsen seconded the motion. Motion passed 5-0.

Speakers: None  
Statement Cards: None

B. Authorization to Accept Donation of 0.06-acre Parcel on Mount Clef Ridge from Michael and Sharlene Dubin (Located Approximately 1,000 Feet Northeast of the Northern Terminus of Briar Bluff Circle).

COSCA Associate Planner Austin gave a PowerPoint presentation on the proposed donation of 0.06 acres and noted its significance in completing protection of the Mount Clef Open Space.

Director Gibson moved to approve staff recommendation, Director Fox seconded the motion. Motion passed 5-0.

Speakers: None  
Statement Cards: None

C. Reauthorization of Appropriations from COSCA Trust Fund for Good Neighbor Program Implementation.

COSCA Manager Foord gave a PowerPoint presentation and recommended Board reauthorize up to \$70,000 per year for the next two fiscal years from the COSCA trust fund to hire a limited-term staff person to help resolve COSCA's backlog of encroachment cases.

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

Speakers: None  
Statement Cards: None

D. Proposed Fee Schedule for Commercial Filming and Photography on COSCA Open Space.

COSCA Manager Foord noted that with the adoption of COSCA Ordinance No. 01-2009, COSCA-specific fees will be collected for filming on COSCA open space.

The proposed COSCA commercial filming and still photography fee schedule is based on CRPD'S filming fee schedule, which is in line with fees charged by similar agencies, but also includes a variable security deposit for filming on COSCA property to ensure proper site restoration.

Director Fox moved to approve staff recommendation to adopt Resolution 2009-2, Vice-Chair Bill-de la Peña seconded the motion. Motion passed 5-0.

Speakers: None  
Statement Cards: None

**8. STAFF REPORTS AND ANNOUNCEMENTS:**

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

COSCA Associate Planner Austin reported the second Conejo Canyons Management Plan public workshop will be September 30, 2009 at 6 p.m. and the plan will be presented to the Board at the November 18, 2009 COSCA meeting.

Speakers: None  
Statement Cards: None

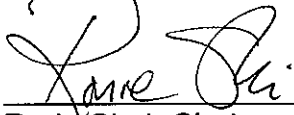
**9. BOARDMEMBER COMMENTS AND REPORTS:**

Director Fox congratulated and thanked Elayne Haggan for her many years of service and dedication to COSCA.

**10. REQUESTED CLOSED SESSION:** Park Room; Conference with Real Property Negotiators: Property – Assessor Parcel Number 671-0-300-010; Agency Negotiators: Kristin Foord, COSCA Manager and Patrick Hehir, Assistant COSCA Attorney; Negotiating Party: Donald B. Jensen; Under Negotiation: Price and Terms; Pursuant to Government Code Section 54956.8.

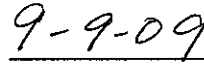
11. **ADJOURNMENT:** Meeting was adjourned at 7:48 P.M. to 6:30 P.M., September 9, 2009, Civic Arts Plaza Board Room.

Submitted by:



Rorie Skei, Chairperson

Date:



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