

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

September 14, 2011  
Civic Arts Plaza Board Room  
2100 E. Thousand Oaks Boulevard

**SUMMARY MINUTES**

1. **CALL TO ORDER AND FLAG SALUTE:** for Regular Meeting at 6:30 p.m.
2. **ROLL CALL:** Director Bill-de la Peña, Director Jacobsen, Director Gibson and Chairperson Skei.

Vice-Chairperson Fox, absent.

Also present were:

CRPD General Manager Friedl  
Assistant City Manager Watkins  
Assistant City Attorney Hehir  
COSCA Manager Foord  
Associate Planner Austin  
CRPD Park Superintendent Kouba  
Administrative Clerk Norman

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

Conejo Open Space Trails Advisory Committee (COSTAC) Reports

- A. Annual Trail Work Day, October 15, 2011

COSTAC Chair Mark Langton reported that COSTAC is working on outreach for the event; a new loop off the Sunset Hills Trail will be built this year. More social media, including a Facebook page, will be used to recruit volunteers.

- B. Summary of Recent COSCA Volunteer Corps Activity

Associate Planner Austin reported a new trail (Lizard Rock) was adopted through the Adopt-A-Trail Program; a total of 29 trails have been adopted to date. Adopt-A-Trail, Trail Watch and Trail Patrol reported a combined total of 163 reports filed for 375 volunteer hours. Two Trailhead

Outreaches were held and the Resource Stewardship Program held a non-native invasive plant removal event with 18 volunteers for 72 volunteer hours.

**5. CONSENT CALENDAR:**

- A. Approval of Minutes of May 11, 2011 Meeting.

Director Bill-de la Peña moved to approve minutes of May 11, 2011. Director Jacobsen seconded the motion. Motion passed 4-0.

**6. NEW ITEMS:**

- A. Proposed South Moorpark Road/Los Robles Trailhead Improvement Project.

Associate Planner Austin presented a PowerPoint and explained that this is a joint project between COSCA and City to improve the trailhead at the Southerly Terminus of Moorpark Rd. The project will increase the size and number of trailhead parking spaces, create a proper southern terminus for Moorpark Road, and improve traffic flow at the intersection of Moorpark Road and Greenmeadow Avenue.

Conceptual project elements include one-way access into parking lot; removal of the raised median; installation of standard curbs, gutters, and landscaping; installation of fencing and turnaround at the new terminus, horse trailer parking; a water fountain; and grading and retaining walls to create a more level parking area. Elements will be refined during the design process.

No COSCA funding will be used; funding is included in the City's 2011-2012 Capital Improvement budget. Estimated costs are \$50,000 for design and \$250,000 for construction.

Director Gibson moved to approve staff recommendation. Director Jacobsen seconded the motion. Motion passed 4-0.

Speakers: JoAnn Evans, Thousand Oaks, voiced her concerns about some elements and offered to help with the design.

Statements Cards: None

- B. 2012 COSCA Board of Directors Meeting Schedule

Director Bill-de la Peña moved to approve the schedule. Director Gibson seconded the motion. Motion passed 4-0.

Speakers: None  
Statements Cards: None

**7. STAFF REPORTS AND ANNOUNCEMENTS:**

**A. 2011-2012 COSCA Budget**

COSCA Manager Foord presented a PowerPoint and noted that the \$1.18 million budget, which is split 50/50 by City and CRPD, is \$128,000 less than last year's budget. Capital Improvement Budget is \$120,000; \$100,000 for continued implementation of the Conejo Canyons Management Plan and \$20,000 for improvements to the Los Robles Trail fencing.

Director Bill-de la Peña applauded COSCA staff for working so well with a small budget. She noted this is partly due to assistance from volunteers.

**B. COSCA Strategic Plan Update (verbal report)**

Associate Planner Austin presented a PowerPoint. 2M Associates has been interviewing staff, Board members, and volunteers about their thoughts on the status and future of COSCA; the next step is a public workshop on September 20th.

**C. Conejo Canyons Trail Bridge Update (verbal report)**

Associate Planner Austin presented a PowerPoint. Trail bridge installation is planned for October 11, 2011. It was noted that COSF donated \$35,000 to the project.

**D. Recent COSCA Ranger Operations and Maintenance Activities (verbal report)**

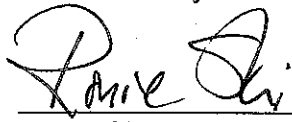
Park Superintendent Kouba presented a PowerPoint. Supervising Park Ranger Kinney retired and two new rangers were hired. There have been several recent non-native plant removal projects, primarily targeting fennel.

**8. BOARDMEMBER COMMENTS AND REPORTS: None.**

**9. REQUESTED CLOSED SESSION: Oak Room. CONFERENCE WITH LEGAL COUNSEL – Anticipated Litigation: Initiation of Litigation; Pursuant to Government Code Section 54956.9(c) (1 Potential Case).**


10. **ADJOURNMENT:** Meeting was adjourned to closed session at 7:44 P.M. The next scheduled meeting is 6:30 P.M., November 9, 2011, Civic Arts Plaza Board Room.

Submitted by:



Rorie Skei, Chairperson

Date:



H:Common/COSCA/531-20/Board meeting records/2011/9-14-11