

**CONEJO RECREATION AND PARK DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING
February 5, 2026
6:00 PM
HILLCREST CENTER
M I N U T E S**

1. CALL TO ORDER AND FLAG SALUTE

Cusworth called the meeting to order at 6:00 p.m. and she led the flag salute.

2. ROLL CALL

Directors Present: Cusworth, Huffer, Nickles, and Orozco, Buss

Directors Absent:

Staff Present: Friedl, General Manager; Smith, Management Services Director; Callis, Recreation and Community Services Director; Mooney, Parks and Planning Director; and Broeker, Executive Assistant

Staff Absent:

3. SPECIAL PRESENTATIONS

Part Time Service Awards

Aubrey McGowan- Did not attend

Averie Lomas

Erika Mendoza

Heidi Kroetz

Katherine Hernandez

Mollie Maxon

Noelle Estidian

Director Callis introduced the recipients, presented overviews of their professional accomplishments, and thanked them for their outstanding contributions to the District.

Break at 6:30 p.m. Meeting resumed at 6:36 p.m.

Conejo Community Center – Summer Camps

Tim Smith, Conejo Community Center Recreation Supervisor, Brian Naginey, Conejo Community Center Recreation Coordinator, shared a presentation on the Districts Summer

Day Camps. They covered topics such as cost comparisons, categories of camp, collaborations, and staff training. Travis Wilson, Conejo Community Center, Recreation Specialist covered the planning timeline for staffing counselors, training, and what their plans are for the future. Smith, Naginey, and Wilson answered questions from the Board.

4. ITEMS FROM THE PUBLIC

George Lange, CRPD representative for the Mountains Recreation and Conservation Authority, shared that the Wildlife Crossing Bridge dedication is anticipated for early December.

5. APPROVAL OF THE AGENDA

It was moved by Buss seconded by Orozco and carried 5-0 to approve the agenda as presented.

6. CONSENT CALENDAR

A. Approval of Minutes of January 15, 2026, Regular Board Meeting

B. Approval of Warrants

Accounts Payable Check Registers \$602,010.82

Payroll \$540,000.00

It was moved by Huffer, seconded by Buss, and carried 5-0 to approve the consent calendar as presented.

7. DEFERRED MATTERS

8. ITEMS FOR DISCUSSION

9. NEW ITEMS

A. Old Boney Mountain Foundation for Kids Oakheart Country Music Festival – 2026 Annual Agreement and Permit Conditions, Conejo Creek Park

Mooney gave a history of the Oakheart Country Music Festival and explained the terms of the agreement and logistics for the event.

Mooney introduced Jeff Losey, founder of Old Boney Mountain Foundation, who gave a presentation on their background and their partnership with Oakheart Country Music Festival. Losey and Mooney answered questions from the Board.

It was moved by Buss, seconded by Huffer and carried 5-0 to:

1. Determine that Old Boney Mountain Foundation for Kids Oakheart Country Music Festival (OAKHEART) for 2026 is Categorically Exempt from the California Environmental Quality Act (CEQA).
2. Authorize the General Manager to Execute the OAKHEART Agreement for 2026.

B. Amendments to Contracts for Tree Services at Various Park Facilities Not to Exceed \$200,000

Mooney informed the Board the reasons for the amendments. He explained that the District uses multiple vendors with arborists and specialized equipment. The contracts allow the district to spend up to \$200,000 with each contractor.

It was moved by Huffer, seconded by Orozco and carried 5-0 to :

1. Authorize the General Manager to execute Amendment #5 to the contract with West Coast Arborists, Inc. in the amount not to exceed \$200,000 annually for potential tree maintenance services at parks throughout the District.
2. Authorize the General Manager to execute Amendment #5 to the contract with Treescapes in the amount not to exceed \$200,000 annually for potential tree maintenance services at parks throughout the District.
3. Authorize the General Manager to execute Amendment #4 to the contract with Royal Oak Tree Service in the amount not to exceed \$200,000 annually for potential tree maintenance services at parks throughout the District.

C. Gratitude Circle Selection Process

Discussion ensued amongst the Board members on how best to select a recipient and any adjustments to the selection process.

It was moved by Huffer, seconded by Orozco and carried 5-0 to keep the existing process.

D. Proposed Amendment Number Two to Employment Agreement with the District's General Manager

Smith shared that the proposed amendment is to adjust the General Manager's annual base salary from \$278,450 to \$295,154, which is a 6% increase representing the cumulative two-year adjustment provided to all full-time employees. The amendment

also clarifies that the General Manager has access to the deferred compensation match benefit that is available to all full-time employees. The total estimated annual compensation, including salary, benefits, and fringe benefits, is approximately \$360,000. The effective date is the pay period beginning February 7, 2026.

It was moved by Orozco, seconded by Buss and carried 5-0 to approve Amendment Number Two to employment agreement between Conejo Recreation and Park District and the General Manager, adjusting annual base salary by approximately 6% from \$278,450 to \$295,154.

10. REPORTS AND ANNOUNCEMENTS

- A. 2026 Goals and Objectives**
- B. Capital Improvement Plan 2nd Quarter Update**
- C. Recreation Highlights**
- D. Youth Outreach Report**
- E. Conejo Senior Volunteer Program Activity Report**
- F. Investment Report – November 2025**
- G. Goebel Senior Center Commission Minutes – December 2025**
- H. Park Dedication Fees**

11. DEPARTMENT REPORTS-

A. Parks Division Report

Mooney reported that work has begun at Northwood Park to remove acacia and replace it with fire-resistant plants. A concerned call was received about a shade tree being removed from the baseball fields. It was not part of the fuel modification project. Staff will confirm the reason for removal, suspecting it was health related.

B. Recreation Division Report

Callis reported that the Directors were given their Fall/Winter Survey report showing 90% satisfaction amongst program participants. Callis also reported that Play Conejo approved Financial Assistance for seniors 65 and older.

C. Management Services Division Report

Smith reported that the Directors received a binder with the revised Brown Act regulations. RFPs for the municipal advisor for financing the acquisition of Fireworks Hill

are due tomorrow. Smith also shared that the Finance Manager, Loretta Massie, will be retiring on May 1st.

D. General Manager's Report

Friedl shared that the next meeting will include a tour of the Rancho Potrero Community Equestrian Center. The March 5th meeting is in consideration for cancellation if there is no pressing action items to be discussed. The Property Acquisition Committee will be discussing the 401/403 acquisition and the potential acquisition of 524 Janss Road. The Finance and Audit Committee will review the Financial Advisor recommendation.

E. Director's Reports and Follow-up Reports on Meetings/Conferences Attended

Director Orozco attended the Conejo Coalition for Youth and Families meeting; Director Nickles attended the Wellness Fest, CARPD Board of Directors meeting, Conejo Valley Chamber breakfast, CARPD Legislative Committee Meeting, and the VCSDA meeting; Director Buss attended the Conejo Coalition for Youth and Families meeting; Director Huffer attended the Wellness Fest; Director Cusworth attended the VCSDA meeting

- 12. **REQUEST FOR STATUS REPORTS AND ITEMS FOR SUBSEQUENT AGENDAS**
- 13. **ITEMS FROM THE PUBLIC**
- 14. **EXECUTIVE CLOSED SESSION**

Friedl announced the need for an executive closed session.

Government Code Section 54957
Public Employee Performance Evaluation, General Manager

15. ADJOURN

Cusworth adjourned the meeting at 8:50 p.m. to the next regular meeting on February 19th, 2026.

Date: 2/19/2026

Attest:


Raquel Broeker, Executive Assistant

Approved by:


Nellie Cusworth, Chair