

**CONEJO RECREATION AND PARK DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING
April 16, 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; Mooney, Parks and Planning Director; Smith, Management Services Director; Callis, Recreation and Community Services Director; and Broeker, Executive Assistant

Staff Absent:

3. SPECIAL PRESENTATIONS

4. ITEMS FROM THE PUBLIC

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 April 2, 2026, Special Board Meeting

B. Approval of Warrants

Accounts Payable Check Registers \$208,406.23

Payroll \$575,000

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

7. DEFERRED MATTERS

A. Public Hearing Preliminary Budget Fiscal Year 2026/2027

Cusworth opened the Public Hearing. Being that there was no public, she closed the Public Hearing.

8. ITEMS FOR DISCUSSION

9. NEW ITEMS

A. Grant Agreement with McCrea Ranch Foundation for Development Services of the Restoration Efforts, Development and Interpretation, and Restoration of the Interior and Exterior of McCrea Ranch Facilities up to \$450,000

Director Mooney stated that there has been an agreement with the McCrea Ranch Foundation since April 2011. Projects are contemplated for the entire ranch facility, with priorities set for professional development services, interpretive exhibits, and restoration of historic structures. The enhanced capital grant program aims to celebrate the 100th-year anniversary of the McCrea Ranch in 2033. The funding will help the foundation secure additional funding from other outside grants and organizations. Mooney answered questions from the Board.

It was moved by Huffer and seconded by Buss to:

- 1. Authorize General Manager to enter into a grant agreement with McCrea Ranch Foundation for Development Services of Restoration Efforts, Development and Interpretation, and Restoration of the Interior and Exterior of McCrea Ranch Facilities**
- 2. Appropriate \$150,000 for FY2026/2027 from Districtwide Assessment Fund to Annual CIP Grant Fund (Account 62-62-662-2801-000).**

B. Acquisition of City of Thousand Oaks-Owned Property at 524 Janss Road by Conejo Recreation and Park District in the Amount of \$1 and Related Matters

In March 2025, the board toured the property at 524 Janss Road. The City owns the 1.1-acre parcel and has a right-of-way easement on the 0.6-acre parcel. Both parcels have been used as a green space by the neighborhood. The City is offering the 1.1 acres for \$1. The city will transfer ownership of the land with improvements, including mature trees, irrigation infrastructure, and electrical connections. The Park District will take over ownership and maintenance of the parcel. The closing date is on or before 120 days from the effective date of the PSA. Mooney answered questions from the Board. Community meetings will be held with the neighborhood to gather input on desired amenities. The Board members collectively donated \$1 for the purchase of the property.

It was moved by Buss and seconded by Huffer to:

- 1. Approve Purchase and Sale Agreement (PSA) related to the sale of 524 Janss Road property from the City of Thousand Oaks (City) to Conejo Recreation and Park District (CRPD).**

2. **Approve License Agreement for the Use and Maintenance of the Public Right of Way Adjacent to 524 Janss Road from the City of Thousand Oaks (City) to Conejo Recreation and Park District (CRPD).**
3. **Authorize General Manager to execute all documents necessary to effectuate the purchase of 524 Janss Road (APN 552-0-034-125) and use of adjacent public right-of-way from the City to the terms and conditions set forth in the PSA and License Agreement.**

C. Agreement between the Conejo Valley Unified School District (CVUSD) and Conejo Recreation and Park District (CRPD) for Joint Use of Facilities

Callis stated that the board has a long-standing relationship with CVUSD on sharing various school facilities and parks. The agreement was updated to combine the shared use facility and two pool agreements into one agreement that runs through June 30, 2031. This agreement includes a mutual promotion and community outreach clause. The Los Cerritos Middle School futsal courts were added to the list of facilities with separate agreements. Amendment A also includes an agreement for CRPD use of a performing arts center, which is used in the summer for the Teen Summer Musical. Callis answered questions from the Board.

It was moved by Orozco and seconded by Huffer to approve the updated agreement, Appendix A, with a change in 4D, between Conejo Recreation and Park District and the Conejo Valley Unified School District regarding the joint use of facilities agreement for 5 years expiring June 30, 2031.

10. REPORTS AND ANNOUNCEMENTS

- A. **Recreation Highlights**
- B. **Enrollment Report**
- C. **Budget Performance Report March 2026**

11. DEPARTMENT REPORTS-

A. Parks Division Report

Mooney reminded the Board about the Conejo Creek West Master Plan Community Outreach Meetings that will be held on Wednesday April 22nd, and Saturday April 25th.

B. Recreation Division Report

Callis shared a document with the Board that covered the social services that are offered by the District or that the District partners with, as requested at a previous meeting. The Winter Participant Feedback Survey showed great responses with everything in the 90th percentile for satisfaction. Callis updated the Board on upcoming events.

C. Management Services Division Report

Smith reported that the technical issues from the last board meeting were resolved, and the meeting was posted with audio. Smith refreshed the Board on the Brown Act stating that if technical issues arise during a meeting with Zoom participation, the meeting will be paused to address the technical issue and if not resolvable, that the meeting may have to be continued.

D. General Manager's Report

Friedl thanked staff and Board for their hard work in completing the items that were approved this night, and their continued work in keeping rapport with their counterparts in partnering agencies. Friedl attended the Ventura County Community Foundation's "lunch and learn" on the Ventura County Open Space Collaborative, a group interested in the economic value of open space and parks.

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

Director Huffer assisted in the interviewing process for the Goebel Senior Commission, attended the VCSDA meeting at Channel Islands Harbor, attended the COSCA Board Meeting, attended the CSVP volunteer luncheon, and concluded the CSVP Tax Program; Director Buss no report; Director Nickles attended the VCSDA meeting at Channel Islands Harbor, attended the COSCA Board meeting, and the CARPD legislative committee meeting; Director Orozco attended the All District Music Festival, attended the Conejo Coalition for Youth and Families meeting; Director Cusworth attended the VCSDA meeting at Channel Islands Harbor

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

Cusworth adjourned the meeting at 7:47 p.m. to the next regular meeting on May 7, 2026.

Date: May 7, 2026

Attest:


Raquel Broeker, Executive Assistant

Approved by:


Nellie Cusworth, Chair