

**CONEJO RECREATION AND PARK DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING
January 5, 2023
6:00 PM
HILLCREST CENTER
M I N U T E S**

1. CALL TO ORDER AND FLAG SALUTE

Huffer called the meeting to order at 6:00pm and Mooney led the flag salute.

2. ROLL CALL

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

Directors Absent:

Staff Present: General Manager Friedl, Administrators Callis, Mooney and Smith, and Executive Assistant Reynders

3. SPECIAL PRESENTATIONS

4. ITEMS FROM THE PUBLIC

5. APPROVAL OF AGENDA

It was moved by Lange, seconded by Cusworth, and carried 5-0 to approve the agenda as presented

6. CONSENT CALENDAR

A. Approval of Minutes of December 15, 2022, Regular Board Meeting

B. Approval of Warrants
Accounts Payable Check Registers Total \$728,848.19
Payroll \$956,200.00

C. Adopt Resolution 010523-A Determining Need for More than Five Meetings per Month

It was moved by Nickles, seconded by Lange, and carried 5-0 to approve the Consent Calendar as presented.

7. DEFFERED MATTERS

PUBLIC HEARING

Receive presentation from demographic consultant regarding proposed draft maps from consultant and any submitted by members of the public; conduct a public hearing to solicit public testimony regarding the draft maps and proposed sequence of elections; receive direction from the Board of Directors regarding any proposed revisions.

Huffer opened the Public Hearing.

Dr. Justin Levitt, Vice President, National Demographics Corporation, referenced the Districting process that began on November 17th with the first public hearing and included education and solicitation of input on the composition of districts; this was followed by another public hearing on December 1st with the same goal. Maps were released on Thursday, December 8th and were first presented at the December 15th Board meeting. At tonight's hearing, new maps have been included along with the original set. Levitt reviewed each map and presented details on their composition. Tonight's hearing is an opportunity to gather input, engage in discussion and look at a possible revision of the draft maps. The Board is welcome to eliminate any maps and/or choose to focus on a subset of the maps. Map 108 has been removed as it is not population balanced. The goal is to come back to the next Board meeting on January 19th with the best map for the District.

Huffer read two written comments received prior to the meeting, one from Liza Diniakos expressing support for Map 107b and one from Willie Lubka expressing support for Map 107b, with Map 102 his second choice.

Patricia Booker expressed the importance of representation of minorities and urged Board members to reach out to all their constituents.

Chaise Rasheed noted he is the author of Map 107; Map 107b was formed from this map based on some better criteria. He supports Map 107b and believes it allows for the principles of fairness and community interest.

Mary Anne Van Zuyle, Westlake Village, is in favor Map 107b and believes it is best in terms of creating communities of interest that are together and where natural boundaries are preserved.

Rosanna Guerra, Thousand Oaks, believes communities of interest have to have equal representation and she supports Map 107b.

Carole Shelton (via zoom), Thousand Oaks, expressed her support for Map 107b as her first choice, and her second choice is Map 102.

Discussion ensued amongst Board members; no maps were withdrawn from consideration, and it was agreed that all Board members would come back to the meeting on January 19th with their top two or three choices.

Huffer closed the Public Hearing.

8. ITEMS FOR DISCUSSION

Board Appointments and Assignments for 2023

Friedl referenced the draft 2023 Board Appointments and Assignments document that was provided Board members ahead of this evening's meeting. Board members stated their interests and modifications were made. The final version will be brought back to the Board for adoption at the next Board meeting on January 19th.

9. NEW ITEMS

A. Temporary Lease Agreement with Reign of Terror Haunted House, Inc. and Thousand Oaks Marketplace, LP as Landlord

Callis reviewed the history of the Reign of Terror Haunted House (ROT), which had its beginnings in 1999 and has grown steadily since then. Over the years, Bruce Stanton and ROT have donated \$427K to Conejo Theater for Everyone and the Teen Center.

The lease presented for approval this evening includes a rent increase of \$10K (from \$75K to \$85K) and a lease period which runs from April to December of 2023.

Bruce Stanton expressed his excitement at moving forward with the plans for the 2023 event and expressed delight over the event getting bigger and better every year. He is grateful for the Board's support and for 15 years of partnership with CRPD.

It was moved by Cusworth, seconded by Buss, and carried 5-0 to Authorize the General Manager to sign and execute a temporary lease agreement between Thousand Oaks Marketplace LP and Reign of Terror Haunted House.

B. Reclassification of Three Existing Positions

Smith reported the District regularly reviews staff classifications and job descriptions; in 2022, there were 20 changes in the District's 100 full-time staff. Three full-time staff have been identified for reclassification so that they would better represent the actual in-house work being performed: Open Space Technician, Pool Operator/Management Aquatics and Accounting Assistant II. Smith described the nature of the changes and shared CRPD Org charts illustrating how each position lines up with other positions in their division. The total increase of \$18K will be absorbed into the budget, so no budget adjustments will be necessary. Smith answered Board member's questions.

It was moved by Nickles, seconded by Cusworth, and carried 5-0 to:

- 1. Reclassify the existing Open Space Technician position (range 33) to Open Space Technician (range 35) and accept proposed job description revisions.**
- 2. Reclassify the existing Pool Operator/Management Aquatics position (range 41) to Recreation Coordinator position (range 48) and accept proposed job description revisions.**
- 3. Reclassify the existing Accounting Assistant II position (range 37) to Accounting Assistant III position (range 41) and accept proposed job description revisions.**

10. REPORTS AND ANNOUNCEMENTS

- A. Recreation Highlights**
- B. Park Dedication Fees**
- C. Goebel Senior Center Commission Meeting Minutes – October 2022**

11. DEPARTMENT REPORTS

A. Parks Division Report

No report.

B. Recreation Division Report

No report.

C. Management Services Division Report

Smith reported CRPD's Fiscal Year 21/22 audit is wrapping up and the Mountains Recreation Conservation Authority (MRCA) audit is about to begin. Staff will be meeting tomorrow with representatives from Reward Strategy Group to finalize the questionnaire for the Class and Comp study.

D. General Manager's Report

Friedl announced a need for an Executive Closed Session this evening with no report expected. Friedl referenced the "Board Buddies" handout and urged Board members to reach out and establish a relationship with their assigned colleagues at the City and School District. He recently met with City Staff from the Planning Department regarding the City's Housing Element and its relationship to consider smaller urban parks and possible fee credit for park amenities open to the public but still owned by private owners. He recently took a field trip with Mooney, Duerr and Miller to the Whittier Narrows Recreation Area Cricket Fields. The cricket fields were not multi-use and consisted of artificial turf on a bed of concrete.

E. Directors Reports and Follow-up Reports on Meetings/Conferences Attended

Lange shared a memento from his role as the last Grand Marshal for Conejo Valley Days. He has attended several MRCA meetings and reported on two recent MRCA grants totaling \$180 million. Yesterday, he was re-elected Chair of the MRCA Board of Directors. He attended 16 meetings this month, many due to his MRCA involvement. Buss and Cusworth attended the Silver Starlight Ball.

12. REQUEST STATUS REPORTS AND ITEMS FOR SUBSEQUENT AGENDAS

13. ITEMS FROM THE PUBLIC

14. EXECUTIVE CLOSED SESSION

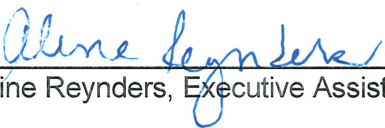
CONFERENCE WITH REAL PROPERTY NEGOTIATORS -- Pursuant to California Government Code Section 54956.8 Property: An approximately 10,000 square foot portion of Paige Lane Neighborhood Park, 901 Paige Lane, Thousand Oaks. Agency Negotiators: Jim Friedl, Andrew Mooney, Mark Sellers, Esq. Purpose of closed session is to discuss the possible disposition of this property.

16. ADJOURN

Huffer adjourned the meeting at 8:39pm to an Executive Closed Session with no report expected.

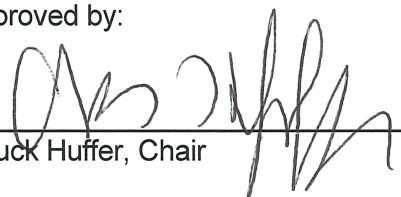
Date: 1-19-22

Attest:



Aline Reynders, Executive Assistant

Approved by:



Chuck Huffer, Chair