

**CONEJO RECREATION AND PARK DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING
February 15, 2024
6:00 PM
HILLCREST CENTER
M I N U T E S**

1. CALL TO ORDER AND FLAG SALUTE

Lange called the meeting to order at 6:00pm and Nickles and Marino 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

California Lutheran University's (CLU) Women's Soccer Team – Division 3 National Champions

Directors Nickles and Huffer gave a brief description of CRPD's Athletic Achievement Award, and introduced and recognized the CLU Women's Soccer Team, acknowledging their run up to, and capturing of, their championship and recognized them for this exceptional athletic achievement.

Coach Frank Marino thanked the Board for honoring the group this evening and expressed gratitude for the incredible community support the team has received. He described the team as one of the most passionate, respectful, caring and authentic groups ever; these characteristics helped them to attain amazing accomplishments. Board members congratulated the team members and each of them was presented with a medal and certificate of achievement.

4. ITEMS FROM THE PUBLIC

Philip DeBoalt, appearing via Zoom, expressed concern about field access and availability for soccer team practices.

5. APPROVAL OF AGENDA

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

6. CONSENT CALENDAR

- A. Approval of Minutes of the January 30, 2024, Special Board Meeting and the February 1, 2024 Regular Board Meeting**
- B. Approval of Warrants
Accounts Payable Check Registers Total \$784,199.46
Payroll \$484,000.00**

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. Annual Audit Report

Smith reminded Board members that, since CRPD's best practices include changing auditors every four to five years, the Board approved hiring the accounting firm of Moss, Levy & Hartzheim LLP to perform the latest audit. She introduced Bin Zeng, Principal of Moss, Levy, who reported that CRPD has earned a "clean" opinion, which means that they can state, without reservation, that the financial statements are fairly presented in conformity with generally accepted accounting principles. He presented some financial highlights of the report and entertained Board member's questions.

It was moved by Cusworth, seconded by Huffer, and carried 5-0 to accept the audit for the fiscal year (FY) ending June 30, 2023, as prepared by the accounting firm of Moss, Levy & Hartzheim CPAS, LLP.

B. Annual Review and Adoption of Financial Reserves Policy

Smith reported that this policy is brought before the Board each year; it was created in January of 2014 and was last reviewed in February of 2023. There are two steps: the first step entails updating all the balances in the Reserve Policy to match those in the financial statements and the second step is updating the target funding amounts. The policy is intended to provide clear, concise and well-articulated reasons and guidance for the accumulation and management of the District's reserve funds. Smith shared a PowerPoint presentation illustrating these changes and she answered Board member's questions.

It was moved by Huffer, seconded by Nickles, and carried 5-0 to adopt the District's amended Financial Reserves Policy.

10. REPORTS AND ANNOUNCEMENTS

- A. Recreation Highlights**
- B. Budget Performance Report – January 2024**
- C. Investment Report – December 2023**

11. DEPARTMENT REPORTS

A. Parks Division Report

Mooney reported that next Saturday, February 24th, is the ribbon cutting ceremony for the playgrounds at Conejo Creek North Park. He commended Parks staff for their job of keeping up with water moving and drainage in parks during the recent heavy rains. Over the last six weeks, Park Planning staff has been working with the RRM Design Group on the Master Plan. Park and Recreation staff will be meeting next week regarding the Borchard Skate Park project.

B. Recreation Division Report

Callis reported that tomorrow, staff from the Teen Center will be taking 45 youths to Mountain High Resort to ski. In answer to a Board member's question, the Youth Outreach team is working at an elementary school due to a school principal's request asking for this assistance; they are working with five children there.

C. Management Services Division Report

No report.

D. General Manager's Report

Friedl reported a need for a closed session this evening with no report expected. Despite the recent heavy rains, there were no real issues with localized flooding or trail washouts; kudos to Superintendent Kouba and his staff for their hard work that allowed for this result. As a Board member on the California Association for Park and Recreation Indemnity (CAPRI) Board of Directors, Friedl will be attending the Public Agency Risk Management Association (PARMA) conference next week from Tuesday through Friday. Kouba will sit in for Friedl at the Conejo Open Space Conservation Agency (COSCA) Board meeting next week. Friedl announced the Westlake Rotary Club's Wild Oaks Country Music Festival will not be held this spring.

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

Nickles attended a meeting of the Conejo Creek Ad Hoc Committee on January 29th and a Special Board meeting on January 30th. Along with Huffer, Lange and Cusworth, he attended the Ventura County Special Districts Association Dinner meeting on February 6th and he, along with Buss, Huffer and Lange, attended the Mardi Gras Ball on February 10th. Buss attended a Finance and Audit committee meeting and has started her tour of Recreation Centers with a visit to Conejo Community Center. She enjoyed attending a performance of the Hillcrest Center for the Arts' "Finding Nemo, Jr." Cusworth attended the "State of the University" event at Cal Lutheran University. She expressed gratitude to Maintenance Department members, including Loomis and Tett, whom she observed working at the Stagecoach Inn while she was attending a meeting there. She also thanked Lange for keeping CRPD Board members up to date on MRCA business. Huffer reported that after the first 11 days of the Conejo Senior Volunteer Tax Program, almost 400 tax returns have been completed.

12. REQUEST STATUS REPORTS AND ITEMS FOR SUBSEQUENT AGENDAS

13. ITEMS FROM THE PUBLIC

14. EXECUTIVE CLOSED SESSION

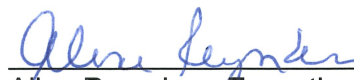
Pursuant to Government Code Section 54956.9 and 54956.95; Workers Compensation Claimant Kerrigan-Mize; Claim Number CRPD-0278; WCAB Case No: ADJ14009865, Chris Griffin, Esq., of Griffin, Lotz & Holzman

15. ADJOURN

Lange adjourned the Regular Meeting at 7:13pm to the next Board Regular meeting on March 7, 2024.

Date: MARCH 7, 2024

Attest:


Aline Reynders, Executive Assistant

Approved by:


George Lange, Chair