

**CONEJO RECREATION AND PARK DISTRICT  
BOARD OF DIRECTORS  
REGULAR MEETING  
October 1, 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, Buss, and Orozco

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**

**Employee Service Awards:**

Directors Callis and Mooney introduced each staff member receiving an award and shared their accomplishments and highlights of their careers with the District.

Brianne Anderson - 5 years

Albert Burboa - 10 years

Kari Stav - 15 years

Tony Ruvalcaba - 20 years

Brock Smart - 25 years

**Thousand Oaks Community Center – Serving the Community**

America Nava, Recreation Supervisor, and Michelle Tanaka, Recreation Coordinator, from the Thousand Oaks Community Center gave a presentation showing the many services that are offered at the community center. The presentation included community events, class programming, and various sporting activities.

**4. ITEMS FROM THE PUBLIC**

Jon (no last name given), spoke in opposition of the updates to the Conejo Creek West Master Plan.

Taft Moore, Las Flores Community Garden, spoke in opposition of the updates to the Conejo Creek West Master Plan.

Elizabeth Zernik, Thousand Oaks, Treasurer of the Las Flores Community Garden, spoke in opposition of the updates to the Conejo Creek West Master Plan.

Kevin Mitchell, Thousand Oaks, spoke in opposition of the updates to the Conejo Creek West Master Plan.

Daniel McElvany, Thousand Oaks, spoke in opposition of the updates to the Conejo Creek West Master Plan.

Ping Fang, Thousand Oaks, spoke in opposition of the updates to the Conejo Creek West Master Plan.

Sharon Henry, Thousand Oaks, spoke in opposition of the updates to the Conejo Creek West Master Plan.

Tina Frugali, Thousand Oaks, via written speaker card, spoke in opposition of the updates to the Conejo Creek West Master Plan.

Bob Schuett, Thousand Oaks, spoke in opposition of the updates to the Conejo Creek West Master Plan.

Jo Mitchell, Thousand Oaks, spoke in opposition of the updates to the Conejo Creek West Master Plan.

Kerry Nelson, Thousand Oaks, spoke in opposition of the updates to the Conejo Creek West Master Plan.

Pat Ramsell, Thousand Oaks, via written speaker card, spoke in opposition of the updates to the Conejo Creek West Master Plan.

**5. APPROVAL OF THE AGENDA**

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

**6. CONSENT CALENDAR**

**A. Approval of Minutes of September 3, 2026, Regular Board Meeting**

**B. Approval of Warrants**

**Accounts Payable Check Registers \$1,476,859.87  
Payroll \$1,214,297.89**

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

**7. DEFERRED MATTERS**

**8. ITEMS FOR DISCUSSION**

**9. NEW ITEMS**

**A. Authorize Purchase of HVAC Equipment and Installation Services from ACCO Engineered Systems for \$1,766,296 at 401/403 Hillcrest Drive**

Director Mooney gave description of the RFP process and selection of ACCO. Mooney explained the current mechanical infrastructure of both 401 and 403 HVAC systems. Mooney introduced Scott Wetstein, Project Engineer, ACCO Engineered Systems. Wetstein provided details on price, warranties, and the scope of work needed. Director Mooney and Wetstein answered questions from the Board.

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

- 1. Authorize purchase of HVAC materials and installation from ACCO Engineered Systems in the amount of \$1,766,296**
- 2. Appropriate \$1,016,296 from Capital Project Unassigned Fund Balance to Hillcrest Center and Property Tenant Improvements (Account 13-804-851-81305-026) for a total projected cost of \$2,566,296 (which includes HVAC, Miscellaneous Building Repairs, Grounds Improvements [Trees and Landscaping] and Hardscape/Amenities).**

**10. REPORTS AND ANNOUNCEMENTS**

- A. 2026 Goals and Objectives Status Report**
- B. Enrollment Report**
- C. Conejo Senior Volunteer Program Activity Report – April-June 2026**
- D. Budget Performance Report – July & August 2026**
- E. Investment Report – June & July 2026**

**F. Park Dedication Fees**

**G. Recreation Highlights**

**11. DEPARTMENT REPORTS**

**A. Parks Division Report**

Director Mooney reported that they will be conducting a community outreach meeting regarding the newly acquired “Janss Park” Tuesday, October 6<sup>th</sup>. Director Mooney answered questions from the Board.

**B. Recreation Division Report**

Director Callis reported on various fall recreation events including a Safe Passage trip, Haunted Trail, and the Westlake Village City Celebration. Director Callis answered questions from the Board.

**C. Management Services Division Report**

Director Smith congratulated Jessi Richardson, Finance Manager, on her first audit.

**D. General Manager’s Report**

Friedl announced the need for a closed session.

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

Director Orozco attended/conducted the Conejo Coalition for Youth and Families Summit, attended the Harbor House annual fundraiser, attended the Many Mansions Summit; Director Nickles attended the COSCA Board of Directors meeting, attended the Association of Water Agencies reception; Director Huffer attended the Conejo Schools Foundation Soiree, attended the McCrea Summer Movie Series; Director Cusworth attended the Conejo Coalition for Youth and Families Summit, attended the Association of Water Agencies reception, attended the Chamber of Commerce Tourism Committee meeting, attended the Stagecoach Museum Board meeting, and the Conejo Botanical Garden Board meeting.

**12. REQUEST FOR STATUS REPORTS AND ITEMS FOR SUBSEQUENT AGENDAS**

**13. ITEMS FROM THE PUBLIC**

**14. EXECUTIVE CLOSED SESSION**

Government Code Section 54957

Public Employee Performance Evaluation, General Manager

**15. ADJOURN**

Cusworth adjourned the meeting at 8:10 p.m. to the next regular meeting on October 15, 2026.

Date: \_\_\_\_\_

Attest:

Approved by:

\_\_\_\_\_  
Raquel Broeker, Executive Assistant

\_\_\_\_\_  
Nellie Cusworth, Chair