

**CONEJO RECREATION AND PARK DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING
October 19, 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 Friedl led the flag salute.

2. ROLL CALL

Directors Present: Buss, Cusworth, Huffer and Lange

Directors Absent: Nickles

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

3. SPECIAL PRESENTATIONS

4. ITEMS FROM THE PUBLIC

5. APPROVAL OF AGENDA

It was moved by Cusworth, seconded by Buss, and carried 4-0 to approve the agenda as amended, i.e., move Item 9C to be the first item considered under New Items.

6. CONSENT CALENDAR

A. Approval of Minutes of the October 5, 2023, Regular Board Meeting

**B. Approval of Warrants
Accounts Payable Check Registers Total \$507,654.85
Payroll \$497,500.00**

It was moved by Lange, seconded by Buss, and carried 4-0 to approve the Consent Calendar as presented.

7. DEFERRED MATTERS

8. ITEMS FOR DISCUSSION

9. NEW ITEMS

C. Annual Update to Conejo Recreation and Park District's Water Conservation Plan

Mooney reported that in recent years, the District has made significant strides in its water conservation efforts. The updated Water Report presented this evening includes highlights of a number of projects that have assisted the District in these efforts and have enabled CRPD to be a local leader in conserving water. He gave kudos to both Hare, former Parks and Planning Administrator, and Kouba, the current Park Superintendent, for their efforts in this regard. The District has decreased its water use by 51.75% when comparing water consumption in 2022/2023 to 2007/2008 units per acre.

(Nickles arrived 6:08 pm)

It was moved by Cusworth, seconded by Lange, and carried 5-0 to approve the annual update report on the District's Water Conservation Plan.

A. Proposed Quimby Fee and Park Dedication for 500 Thousand Oaks Blvd. Development

Friedl reported staff has been working with Cherry Tree Capital Partners on a proposed Quimby fee for their development project at 500 Thousand Oaks Blvd. He acknowledged Tim Marsh, Chris Stanley and Darren Shirai from Cherry Tree Capital appearing via Zoom. Friedl provided a background/history of the Quimby Act law, wherein developers of new residential units donate land (or pay a fee in-lieu of donating land) to help provide parkland and park improvements necessary to serve residents of the new development. Mooney then made a presentation that included maps of the project, a history of current trends, and park needs "by the numbers." He provided particulars of the two park spaces that would be part of the project: an approximately .6 acre "Linear Park" along T.O. Blvd. and a 1/3-acre "Lombard Park" primarily for children, and shared what the Developer's responsibilities would be in terms of park upkeep and maintenance. Mooney and Friedl answered Board member's questions and discussion ensued.

It was moved by Cusworth, seconded by Buss, and carried 5-0 to authorize staff to submit the proposed development conditions to City staff for the subject project as conceptually outlined in the report.

B. City's Development Impact Fee Deferral Program

Friedl reported that on October 10th, the Thousand Oaks City Council authorized a program which will allow builders to apply to participate in an Impact Fee Deferral Program. He elaborated on the City Council's staff report that was a part of the recommendation and explained the rationale behind the Deferral Program.

Although, if approved, this program might delay some capital projects, if the deferral amount is under \$5 million of total fees, the District should have the capacity to utilize interfund loans or reserves and therefore still move projects forward.

It was moved by Nickles, seconded by Lange, and carried 5-0 to authorize CRPD staff to extend City's temporary Development Impact Fee Deferral program to CRPD's Quimby/Park Impact Fees in a manner similar to the City of Thousand Oaks program.

10. REPORTS AND ANNOUNCEMENTS

A. Recreation Highlights

B. Budget Performance Report – September 2023

11. DEPARTMENT REPORTS

A. Parks Division Report

Mooney reported that staff will be going out to visit some potential pickleball sites and will coordinate some neighborhood outreach meetings at the same time.

B. Recreation Division Report

Callis reported that she attended the Recreation Van event last weekend; 10 people were at the event at Kimber Park and four at Beyer Park. The Teen Center Block Party for 6th, 7th and 8th graders was well attended and the teens had a great time. The Haunted Trail will be this Saturday from 6-9pm. A Family Harvest Festival will be held at McCrea Ranch from noon to 2pm on Saturday, October 28th. On Veteran's Day, the Goebel Adult Center will hold a breakfast from 8:30 – 10:30am; the Veteran's Day service will be held at 11:00 am at Conejo Creek North Park. Marketing staff is working on a new design for the Program Guide; the winter Guide will be arranged by age rather than by units. It is almost time to retire the 60th anniversary CRPD logo; staff is looking at a refresh to the current branded logo; the Ad Hoc Art, Education and History Committee will be meeting to review logo options tomorrow. Callis thanked the Board members for turning in their photo contest judging sheets; she will be tallying the results soon. The staff winning photos, and the winning photos submitted by the public, will be used for notecards that will be distributed at holiday time.

C. Management Services Division Report

Smith absent.

D. General Manager's Report

Friedl attended the Conejo Open Space Foundation's (COSF) "Plantapalooza and Eco Fest" held on October 7th, and thanked COSF for their efforts. COSF/COSCA's Trail Work Day is this Saturday. On October 13th, Friedl attended a Rolling Oaks Homeowner's Association meeting at the request of Ventura County Supervisor Jeff Gorell; residents were curious to hear about plans for the future Rolling Oaks Park. CRPD staff participated in the "Great Shakeout" today, which simulated an evacuation and reviewed emergency preparedness procedures. The Ride On "Brunch in the Barn" fundraiser is this Sunday, October 22nd. The Ad Hoc Large Community Events Policies and Procedures Review Committee and CRPD staff will be meeting with representatives from Conejo Valley Days, Chili Cook Off and Wild Oaks Country Music Festival next Tuesday. Friedl reminded Board members that the November 2nd Board meeting has been cancelled; this will allow the Board members to attend the Ventura County State of the County event at the Reagan Library that evening. Friedl will be having dinner with members of the California Association of Park and Recreation Indemnity (CAPRI) Board and staff that evening. An application has been made to the Santa Monica Mountains Conservancy (SMMC) for non-native plant removal. Friedl stated there would be a need for an Executive Closed Session this evening with no report expected.

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

Nickles met with Frank Akrey to talk about Conejo Valley Days (CVD). Yesterday, he attended a California Association of Recreation and Park Districts (CARPD) Board of Directors meeting in Roseville. Cusworth praised various staff members and is grateful for their continued job devotion, enthusiasm. She attended COSF's Plantapalooza, had a meeting with Frank Akrey regarding CVD, attended the Conejo Arts Jubilee at Hillcrest Center, and volunteered at a McCrea Ranch event, where Wyatt McCrea hosted members from the Oklahoma Cowboy and Western Heritage Museum. Buss attended a Conejo Coalition for Youth and Families meeting. She met with the Ad Hoc Art, Education and History Committee and attended the Ventura County Special District Association's (VCSDA) Dinner meeting. Lange attended an SMMC meeting last Tuesday evening. Huffer enjoyed visiting four of CRPD's playgrounds last weekend with his 3-year-old grandson.

12. REQUEST STATUS REPORTS AND ITEMS FOR SUBSEQUENT AGENDAS

Cusworth requested an item be placed on an upcoming agenda about the future of urban and/or pocket parks and their feasibility in our valley as compared to other communities in southern California or the greater United States area. Friedl and Mooney stated this information can likely be brought back to the Board sometime in the first 6 months of 2024.

Nickles requested policy guidelines be prepared for future developers who are proposing “onsite parks” that are composed for public access as consideration for Quimby fee assessments (not necessarily in lieu of.) This adopted policy could then be provided to developers as guidelines.

Lange requested that the recently distributed Claims and Liability Report be addressed at the next scheduled Executive Closed Session.

13. ITEMS FROM THE PUBLIC

14. EXECUTIVE CLOSED SESSION

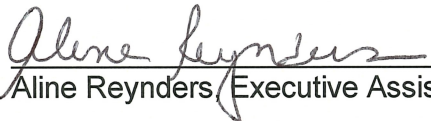
Government Code Section 54957
Public Employee Performance Evaluation, General Manager

16. ADJOURN

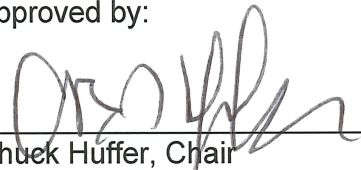
Huffer adjourned the meeting at 8:20pm to the next Regular Meeting on November 16, 2023.

Date: NOVEMBER 16, 2023

Attest:


Aline Reynders, Executive Assistant

Approved by:


Chuck Huffer, Chair