

**CONEJO OPEN SPACE CONSERVATION AGENCY  
BOARD OF DIRECTORS MEETING**

**November 20, 2024  
Civic Arts Plaza Board Room  
2100 East Thousand Oaks Boulevard**

**SUMMARY MINUTES**

**1. CALL TO ORDER AND FLAG SALUTE:**

Chair Engler called the meeting to order at 6:00 p.m. and led the Flag Salute.

**2. ROLL CALL:**

Director Newman, Director Nickles, Director Sullivan, Vice Chair Huffer, and Chair Engler were present.

Also present were: CRPD General Manager Friedl, Deputy City Manager Giles, Assistant Attorney Brick, CRPD Park Superintendent Kouba, COSCA Administrator Stark, COSCA Analyst Huber, Senior Recording Secretary Goor, and via Zoom was Interim CDD Office Supervisor Luxenberger.

**3. PUBLIC COMMENTS:** None.

**4. CONSENT CALENDAR:**

A. Approval of Minutes of September 18, 2024 Meeting.

Motion by Director Huffer to approve the Minutes of the September 18, 2024 meeting and carried 5 – 0 by the following vote: Ayes – Directors Huffer, Newman, Nickles, Sullivan, and Chair Engler; Noes – None; Abstain – None; Absent – None.

**5. ACTION ITEMS:**

- A. Establish the 2025 Meeting Dates for Regular Meetings of the COSCA Board of Directors
- i. Find that this action is not a project as defined under the California Environmental Quality Act.
  - ii. Establish the 2025 meeting dates for regular meetings of the COSCA Board of Directors pursuant to Resolution 2023-02.

COSCA Administrator Stark presented the report noting upcoming meeting dates of February 19<sup>th</sup>, May 21<sup>st</sup>, September 17<sup>th</sup>, and November 19<sup>th</sup>.

Speaker/Written Statement Cards: None.

Motion by Director Newman to establish the 2025 meeting dates for regular meetings of the COSCA Board of Directors (February 19<sup>th</sup>, May 21<sup>st</sup>, September 17<sup>th</sup>, and November 19<sup>th</sup>); and to find that this action is exempt from the California Environmental Quality Act (CEQA); carried 5 – 0 by the following vote: Ayes – Directors Huffer, Newman, Nickles, Sullivan, and Chair Engler; Noes – None; Absent – None.

6. **INFORMATION ITEMS:**

- A. Update on Woolsey Fire Recovery Fund projects and Preview of 2025 COSCA Projects (verbal report)
- i. Find that this action is not a project as defined under the California Environmental Quality Act.
  - ii. Receive and file COSCA Volunteer Corps Activity report.

COSCA Administrator Stark presented the report outlining use of the \$8,461,034.39 Woolsey Fire Recovery Funds, noting that among the ≈97,000 acres burned, ≈3,500 acres were natural lands owned or managed by COSCA. Some losses were covered by insurance but larger environmental value losses were not. Damages included signage, fencing and other infrastructure, vital native vegetation and wildlife habitat, recreational accessibility and quality, and subsequent erosion and trail damages due to winter rains and loss of stabilizing vegetation.

Director Nickels left the dais at 6:20 p.m. and did not return prior to adjournment of the meeting.

COSCA Administrator Stark detailed the following fund expenses, including fund allocation percentages: Weed Management and Restoration (32%): Invasive Species Management Plan, Arroyo Conejo Arundo and Palm Removal Project, COSCA Annual Priority Invasive Plant Removal Projects, and Erosion Repair Projects; Land Management (10%): Hill Canyon Bridge #2, Arroyo Conejo Trash Removal Project; Community Fire Prevention Outreach and Public Agency Coordination (4%): Ventura Regional Fire Safe Council (VRFSC) #1 Home hardening assessments, workshops, webinars, and free chipper days, and VRFSC #2 Directed outreach to homeowners in the WUI, supporting neighborhood-based resilience groups, home assessments, home hardening projects for low-income seniors; direct mail outreach of 17,000 mailers for those closest to COSCA open space, and information on home hardening, VCFD's Ready, Set Go program, defensible space preparation, evacuation planning, and emergency information sources, and Fire Wise Communities; Equipment/Services/Administration (4%) website update, developing outreach capacity, and

GPS technology; Land Acquisition (32%); Enhanced Vegetation Management Reserve (8%); and Un-Allocated Reserves (10%).

COSCA Administrator Stark reviewed the \$7,624,660.10 fund balance details. Upcoming projects that will return to the Board include road washout repair at Paradise Falls access, restoration pilot project at Rancho Potrero which will go out to bid, weed management expansion. He added that the Woolsey Fire Recovery Funds have contributed to moving COSCA from an acquisition agency to a land management agency. He also responded to Director questions regarding sufficiency of funds for near-term projects and reserves for future projects, home-hardening assessment follow-ups, invasive species removal prior to these funds, long-term plan for the work, plans for programs at fund depletion, grants, and partnerships with other agencies.

**B. COSCA Volunteer Corps Activity**

- i. Find that this action is not a project as defined under the California Environmental Quality Act.
- ii. Receive and file COSCA Volunteer Corps Activity report.

The written report was received and filed and indicates that from September through October, Trail Watch had 26 reports and 39 hours donated; Adopt-A-Trail had 81 reports and 186 hours donated.

**C. Ranger Operations and Maintenance Activities verbal report**

- i. Find that this action is not a project as defined under the California Environmental Quality Act.
- ii. Receive verbal report.

The verbal report was received with CRPD Park Superintendent Kouba presenting a PowerPoint including slides of D.A.M.P. project work including drainage management and weather preparation including sandbags, Lake Eleanor spillway cleaning, two Eagle Scout projects at Wildwood, bathroom #4 at the bottom of Wildwood Canyon refurbishment, signage replacement at Wildwood, wind damage cleanup, and homeless activity cleanup in concert with the Sheriff's Department is occurring several times per week.

**7. COSCA UPDATES (CRPD General Manager and/or City Manager):**

**A. Follow-up items, announcements, and upcoming issues:**

CRPD General Manager Friedl reported the very popular Veteran's Day breakfast at the Goebel Adult Center took place, CRPD received Planning Commission approval for the Borchard Skatepark and the Conejo

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Community Park/Community Center projects, and closed by wishing everyone a Happy Thanksgiving.

8. **BOARDMEMBER COMMENTS:**

Chair Engler wished the citizenry a Happy Thanksgiving and holiday season.

9. **CLOSED SESSION:** None.

10. **ADJOURNMENT:** The meeting was adjourned at 6:51 p.m. to the next Regular Meeting on Wednesday, February 19, 2025.



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Chuck Huffer, Vice Chairperson

Minutes Approved: February 19, 2025

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