

**CONEJO RECREATION AND PARK DISTRICT
BOARD OF DIRECTORS
SPECIAL MEETING
May 15, 2025
5:00 PM
HILLCREST CENTER
M I N U T E S**

1. CALL TO ORDER AND FLAG SALUTE

Nickles called the meeting to order at 5:07pm and led the flag salute.

2. ROLL CALL

Directors Present: Cusworth, Huffer, Nickles and Orozco

Directors Absent: Buss (arrived 5:20pm)

Staff Present: Friedl, General Manager, and Mooney, Parks & Planning Director

Also Present: Karl H. Berger, Esq., Burke, Williams & Sorensen, LLP

3. ITEMS FROM THE PUBLIC

4. EXECUTIVE CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION
GOVERNMENT CODE § 54956.9(d)(4). Number of Cases: One.

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to Government Code § 54956.9(d)(2): One
Matter. Facts and Circumstances: Instrument No. 96-71979, recorded
May 29, 1996.

Discussion ensued.

5. ADJOURN

Nickles adjourned the Special Meeting at 5:53pm.

Date: _____

Attest:

Approved by:

Aline Reynders, Executive Assistant

Doug Nickles, Chair

**CONEJO RECREATION AND PARK DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING
May 15, 2025
6:00 PM
HILLCREST CENTER
M I N U T E S**

1. CALL TO ORDER AND FLAG SALUTE

Nickles called the meeting to order at 6:01pm and led the flag salute.

2. ROLL CALL

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

Directors Absent:

Staff Present: General Manager Friedl; Callis, Recreation and Community Services Director; Mooney, Parks and Planning Director; Smith, Management Services Director; and Reynders, Executive Assistant

3. SPECIAL PRESENTATIONS

Employee Service Awards

Melissa Smith	5 Years
Emily Vines	10 Years
Melissa Ruwhiu	25 Years

Friedl and Callis introduced the recipients, presented overviews of their professional and academic accomplishments, and thanked them for their outstanding contributions to the District.

Recipients thanked the Board, co-workers, and families for their support and expressed appreciation for the award.

Directors congratulated and thanked recipients for their contributions and efforts on the District's behalf.

4. ITEMS FROM THE PUBLIC

5. APPROVAL OF AGENDA

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

6. CONSENT CALENDAR

- A. **Approval of Minutes May 1, 2025, Regular Board Meeting**
- B. **Approval of Warrants**
Accounts Payable Check Registers Total \$479,882.83
Payroll \$533,200.00
- C. **Appropriation Amount Subject to Limitation FY 2025-2026 – Adopt**
Resolution No. 051525-B

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

7. DEFERRED MATTERS

Public Hearing Preliminary Budget Fiscal Years 2025/26 – 2026/27
Proposed Ten-Year Capital Improvement Plan, Proposed Capital
Improvement Budget for Fiscal Years 2025-26 and 2026-27

Nickles opened the Public Hearing. Mooney reviewed the Capital Improvement Plan (CIP) and reviewed the spreadsheets of projects, year by year. Moving forward, he is looking for direction from the Board, and for any comments from the public. The entire budget will be presented to the Board for approval on June 19th. He highlighted the process used to arrive at the projects listed and the reasons for where they fall in the 10-year budget scheme. Years 1 and 2 are part of the proposed budget and Years 3 through 9 are for future planning and budgeting purposes. Year 10 is more idea driven and Year X looks well beyond Year 10 with projects such as replacing Recreation Centers and land acquisitions. Mooney reviewed the ways projects will be funded, including Park Development fees, Grants, Assessment District and Landscape Maintenance District fees, Partnerships and Agreements. Mooney answered Board member's questions and was thanked for his informative presentation.

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

- 1. Provide direction to staff on the recommended proposed Ten-Year Capital Improvement Plan; and**
- 2. Public hearings for the Fiscal Years 2025-26 and 2026-27 are scheduled for June 5, 2025, and June 19, 2025**

There being no public present, Nickles closed the Public Hearing.

8. ITEMS FOR DISCUSSION

9. NEW ITEMS

A. Facility Rental Fees and Deposits and Filming Fees - Adopt Resolution 051525-A

Callis reported every year staff reviews the District's Facility Rental Fees and Deposits and Filming Fees. James Foster, Recreation Analyst, offered details in a PowerPoint presentation which reviewed the history of these fees and provided a path moving forward to allow for streamlining and consistency, which will provide for a better patron experience. Callis and Foster answered Board member's questions.

It was moved by Buss, seconded by Huffer, and carried 5-0 to adopt Resolution 051525-A setting the Facility Rental Fees and Deposits and Filming Fees for the Conejo Recreation and Park District effective July 1, 2025, that it be read in title only and all future readings be waived.

10. REPORTS AND ANNOUNCEMENTS

- A. Recreation Highlights**
- B. Mountains Recreation and Conservation Authority Report**
- C. Park Dedication Fee**
- D. Investment Report – February 2025**
- E. Budget Performance Report – April 2025**

11. DEPARTMENT REPORTS

A. Parks Division Report

No report.

B. Recreation Division Report

Callis reported that Saturday is the Conejo Valley Disabilities Fair at Conejo Creek North from 11am to 3pm hosted by the Thousand Oaks Police Department, Jacqui Irwin and CRPD. A group of about 20 young adult Special Olympians will be traveling

to Santa Barbara to compete in basketball. The McCrea Ranch Cowboy Cookout is May 17th from 4-8pm; there will be a Glow Party at the Teen Center on May 17th from 7-9pm. The District's website will be updated so as to comply with ADA requirements; the launch is planned for some time in September.

C. Management Services Division Report

Smith reported the District is in the middle of an interim audit; auditors were at Hillcrest Center this past Monday through Wednesday. Meetings with the Union will begin next week. The final MRCA budget will be presented to the Board the same evening that the CRPD Budget will be presented – currently scheduled for June 19th. A new Human Resources Analyst, John Howe, will be starting at the District next Monday.

D. General Manager's Report

Friedl reported that the City of Thousand Oaks (CTO) Council staff report for next Tuesday's City Council meeting includes an item "Authorize City Manager to explore potential terms of disposition for 401/403 Hillcrest Drive property with Conejo Recreation and Park District (CRPD)." The Conejo Valley Days Parade is this Sunday; CRPD will participate with drummers from the Senior Center. Next week there will be a California Association of Park and Recreation Indemnity (CAPRI) Board meeting and the California Association of Recreation and Park Districts (CARPD) Annual Conference, both in San Diego. Friedl reported there is no need for an Executive Closed Session this evening.

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

All five Board Members attended the Gratitude Circle Ceremony on Monday, May 5th. Cusworth attended the recent Chamber of Commerce breakfast. She heard the most recent speaker at the Stagecoach Inn, attended the State of the Schools event, and was given a tour of the Thrive Grove Navigation Center. She thoroughly enjoyed the recent production of "The Secret Garden." Cusworth reminded Board members about the upcoming VCSDA Dinner Meeting on June 3rd. Orozco attended the opening/ribbon cutting of the Thrive Navigation Center. Buss reported on the recent Chili Cook Off and expressed gratitude for the host of volunteers who assisted with the event. Huffer attended the State of the Schools event; Huffer and Nickles attended the Conejo Open Space Conservation Agency (COSCA) Board meeting last night. On May 4th, Nickles attended the 96th birthday/recognition of a senior soccer player from the 60 years and older soccer league. On May 6th, he met with City and COSCA staff to discuss wildfire prevention issues regarding open space and neighbors. On May 9th

Nickles attended a meeting of the CARPD Financial Committee and the CARPD Executive Committee.

12. REQUEST STATUS REPORTS AND ITEMS FOR SUBSEQUENT AGENDAS

13. ITEMS FROM THE PUBLIC

14. EXECUTIVE CLOSED SESSION

CONFERENCE WITH LABOR NEGOTIATORS - Pursuant to Government Code Section 54957.6 – District Representatives: General Manager Friedl, Management Services Director Smith, Adrianna Guzman, Esq. Relative to Labor Negotiations with Service Employees International Union (SEIU) (Represented Employees) and Salary Schedules and Fringe Benefits for Unrepresented Employees

Pursuant to Government Code Section 54956.9(d)(2) Conference with Legal Counsel regarding significant exposure to litigation. District Counsel Karl H. Berger, Esq.

15. ADJOURN

Nickles adjourned the Regular Meeting at 8:47pm to the next regular meeting on June 5, 2025.

Date: _____

Attest:

Approved by:

Aline Reynders, Executive Assistant

Doug Nickles, Chair