



REGULAR MEETING

JEFF GORELL
Supervisor, 2nd District

ISRAEL RODRIGUEZ
Field Representative
Supervisor Jeff Gorell

MEMBERS OF THEBOARD

- SCOTT HORN, CHAIR
- CATHARINE HOGUE
- DEBBIE HANNA
- UNSCHEDULED
VACANCY (X3)

AGENDA

November 9, 2023

6:00 PM

**Municipal Advisory Council
Casa Conejo, California**

**Walnut Elementary School
Multipurpose Room
581 Deba Drive
Casa Conejo, CA 91320**

WEB ACCESS

At: ventura.org/casaconejomac

MAC Calendar, Agenda, and Minutes

Welcome to the meeting of the Casa Conejo Municipal Advisory Council (MAC) an advisory council for the unincorporated area of Casa Conejo to Ventura County Supervisor Jeff Gorell.

LEGAL NOTICES

Persons who require accommodation for any audio, visual, language, or other disability to review an agenda or to participate in a meeting of the Casa Conejo Municipal Advisory Council per the American Disabilities Act (ADA), may obtain assistance by requesting such accommodation by calling (805) 214-2510 or e-mailing israel.rodriquez@ventura.org. Any such request for accommodation should be made at least 48 hours prior to the scheduled meeting for which assistance is requested.

All agenda reports and supporting data, including those filed in accordance with Government Code Section 54957.5 (b) (1) and (2) are available from Ventura County Supervisor Jeff Gorell's office at 2100 E Thousand Oaks Blvd, Suite E, Thousand Oaks, CA 91362. The same materials will be available and attached with each associated agenda item, when received, at the following website: ventura.org/casaconejomac

Documents including staff materials, comment emails and letters, photos, etc., distributed to the Casa Conejo Municipal Advisory Council regarding any agenda item during an open session or after the meeting concluded, are posted online and made available for public inspection at ventura.org/casaconejomac

PUBLIC COMMENT

Public comment is the opportunity for members of the public to participate in meetings by addressing the Casa Conejo Municipal Advisory Council in connection with one or more agenda or non-agenda items. Public comments by a member of the public at a single meeting are limited to a cumulative total of five minutes at such meeting unless the time allotment is increased or decreased by the Chair depending on the number of speakers. The public comment period during the opening part of the meeting to address non-agenda items is limited to 30 minutes total for all speakers; this 30-minute limit does not apply to items on the agenda.

To maintain a public meeting environment conducive and welcoming to receiving public comments from all members of the public, the audience is discouraged from engaging in displays of support or opposition to staff reports or public comments, including clapping, yelling, booing, hissing or cheering, that may create a disruptive environment for members of the public wishing to participate. Any person who disrupts or impedes the orderly conduct of a meeting will be instructed to cease the disruptive conduct. Failure to do so may result in that person being removed from the meeting.

Members of the public who would like to augment their comments with visual or audio presentations must submit their materials to the israel.rodriquez@ventura.org for review at least 48 hours before the meeting. The review will be conducted to determine only whether the materials are on matters within the jurisdiction of the Municipal Advisory Council, would be disruptive of the meeting, or would foster illegality, such as identity

theft. If it is determined that materials are about matters not within the Municipal Advisory Council's jurisdiction, or would be disruptive of the meeting, or would foster illegality, use of County-provided equipment will not be allowed.

Email or Mail Public Comment in Advance of the Meeting

If you wish to make a comment on a specific agenda item by email or mail, please submit your comment by 12:00 p.m. on the day prior to the meeting. Indicate in the Subject Line the Agenda item number (e.g., Item No. 9) on which you are commenting. Your email or written comment will be distributed to the Municipal Advisory Council and placed into the item's record for the minutes of the meeting. Public Comments submitted in writing are public records and subject to disclosure. An unredacted version is made available when records are requested by a Public Records Act request. Please do not submit personal contact information you do not want to be made public. Please submit your comment to israel.rodriquez@ventura.org or mail to:

Casa Conejo Municipal Advisory Council
Ventura County Supervisor Jeff Gorell
2100 E Thousand Oaks Blvd Suite E
Thousand Oaks, CA 91362

In-Person Public Comment

If you would like to provide a verbal comment **in person** during the meeting, upon arrival at the meeting location, check in with staff and complete a comment card. When your name is called for public comment, please proceed to the podium. If you do not wish to pre-register but would like to provide in-person comments at the meeting, you must check in with the staff prior to the agenda item being called.

OPENING

1. Call to Order.
2. Roll Call.
3. Pledge of Allegiance to the Flag of the United States of America.
4. Approval of the Minutes of the meeting of the Casa Conejo Municipal Advisory Council held on Thursday, September 14, 2023.
5. Agenda Review.
6. Consent Agenda Items 10 through 14.

7. Public Comments – Citizen presentations regarding Casa Conejo Municipal Advisory Council related matters NOT appearing on this agenda. (See Guidelines above).
8. Office of Ventura County Supervisor Jeff Gorell’s Comments – Brief announcements and report on County activities.
9. Council Comments – Comments by Council members on matters they deem appropriate. A Council member may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. A Council member may also provide a reference to staff or other resources for factual information, or request staff to report back to the body at a subsequent meeting concerning any matter. The Council may also direct staff to place a matter of business on a future agenda.

CONSENT AGENDA

Consent Agenda items are routine and non-controversial. Items are reviewed and approved together by the Council as recommended and without discussion, unless an item is pulled for separate action by the Board on the Regular Agenda. Consent items are heard at the Council’s discretion and may be heard at any time during the meeting.

10. California Highway Patrol (CHP)

The California CHP will be kicking-off our annual CHP’s Kids Toy Drive event this month. You can drop off new, unwrapped toys at the CHP Moorpark area office Monday-Friday from 8 AM to 5 PM. We will be holding our big drive-through drop-off event Friday, December 8th at Walgreens on Ventu Park Road in Thousand Oaks. The California Highway Patrol will be conducting a Maximum Enforcement Period (MEP) over the Thanksgiving holiday week. The California Highway Patrol is hiring 1,000 officers to help make California Roads safer.

RECOMMENDATION TO RECEIVE AND FILE

11. Ventura County Fire Department

Ventura County Fire kicks off their Spark of Love toy and food drive campaign for the 2023 holiday season. Spark of Love last year supplied toys to 30,000 children and partnered with Foodshare to help 6,000 families with food during the holidays. In 2023 six Ventura County communities received their Firewise USA designation helping to reduce fires and make their neighborhoods safer. Approximately 40 communities have now started their Firewise certification process.

RECOMMENDATION TO RECEIVE AND FILE

12. Ventura Sheriff Department

An updated community crime report from the Sheriff will be provided prior to the meeting.

RECOMMENDATION TO RECEIVE AND FILE

13. City of Thousand Oaks General Plan

The City of Thousand Oaks is updating its General Plan and has allowed for significant community feedback into its formation. While significant opportunities for community feedback have existed (as outlined via toaks2045.org), there remains opportunity for the community to provide feedback to the City Council. While the incorporated City of Thousand Oaks has separate jurisdiction for their General Plan, outside of the County of Ventura's responsibility, it is prudent for community members to participate in their feedback processes.

RECOMMENDATION TO RECEIVE AND FILE

14. Municipal Advisory Council Vacancies

The Casa Conejo Municipal Advisory Council has two unexpected regular member vacancies and one alternate member vacancy. The Supervisor continues to look for a pool of civically engaged constituents who are passionate about the improvement of the Casa Conejo Community and able to provide advisement to him on important issues within the County's jurisdiction. Interested individuals who would like to apply for this role are encouraged to send their resume to district2@ventura.org

RECOMMENDATION TO RECEIVE AND FILE

REGULAR AGENDA

Regular Agenda items are heard at the Council's discretion and may be heard at any time during the meeting.

15. Legislative Sub Committee

Supervisor Gorell is creating a legislative subcommittee comprising of MAC Chairs and selected MAC members. The purpose of this subcommittee is to keep the Supervisor informed on legislative items, issues, and opportunities that affect each of the MAC's regions. The members of this committee will review the Board of Supervisors Agendas and brief the Supervisor on any items that could/should directly affect Casa Conejo. As part of this agenda item the MAC shall select one additional member to participate along with the MAC Chair in this sub-committee.

16. Review of Proposed of 2024 Municipal Advisory Council Meeting Calendar

MAC members to review the 2024 MAC calendar for consideration. (See attached draft calendar)

17. 3-5 Year Plan – Next Steps

- a) Developing a Vision Statement for Casa Conejo. Developing a statement that serves as an inspirational declaration for the community of Casa Conejo.
- b) Determining what key categories and subcategories to include in the plan. Categories could include Infrastructure, Safety, Beautification, Community Development, followed by sub-categories such as crime, road improvements, and teen activities.

CLOSING

18. Adjournment of the Casa Conejo Municipal Advisory Council meeting to the next meeting, December 14, 2023, at Walnut Elementary School, 581 Dena Drive, Newbury Park, CA 91320



JEFF GORELL
Supervisor, 2nd District

ISRAEL RODRIGUEZ
Field Representative
Supervisor Jeff Gorell

REGULAR MEETING

Minutes

MEMBERS OF THE BOARD

- SCOTT HORN, CHAIR
- CATHARINE HOGUE
- DEBBIE HANNA
- UNSCHEDULED
VACANCY (X3)

September 14, 2023

6:00 PM

**Municipal Advisory Council
Casa Conejo, California**

**Walnut Elementary School
Multipurpose Room
581 Dena Drive
Casa Conejo, CA 91320**

WEB ACCESS

At: ventura.org/casaconejomac

MAC Calendar, Agenda, and Minutes

Welcome to the meeting of the Casa Conejo Municipal Advisory Council (MAC) an advisory council for the unincorporated area of Casa Conejo to Ventura County Supervisor Jeff Gorell.

OPENING

1. Call to Order.
 - **Chair Scott Horn** called the meeting to order at 6:19 PM
2. Roll Call
 - CC MAC Members Present: **Chair Scott Horn, Catharine Hogue, Debbie Hanna**
3. Pledge of Allegiance to the Flag of the United States of America.
 - Led by **Chair Scott Horn**.
4. Approval of the Minutes of the meeting of the Casa Conejo Municipal Advisory Council held on July 13, 2023.
 - **Chair Scott Horn** made a comment that under Council Comments he had asked for a speaker from Water Shed Protection as a future agenda item and wants it reflected in the Minutes. **Field Representative Israel Rodriguez** so noted.
 - Motion Made By: **Debbie Hanna**. Seconded: **Catharine Hogue**. Motion passed unanimously.
5. Agenda Review.
 - No adjustments to the agenda.
 - Motion made by **Debbie Hanna** to accept the agenda as is. Seconded by **Catharine Hogue**. Motion passed unanimously.
6. Consent Agenda Items 11 through 12
 - Sheriff Report made by **Sergeant Cyrus Zadeh, with Ventura County Sheriff Department**. No major crime trends, however, there have been what they call “crime of opportunities” which include vehicle thefts/burglaries in nearby communities. The Sergeant suggested to not make yourself a person of opportunity such as leaving money in the car or not locking your car doors. He suggested installing home surveillance systems and have good lighting in place.
 - Motion made by **Catharine Hogue** to accept the Sheriff’s Report. Seconded: **Debbie Hanna**. Motion passed unanimously.
 - **Chair Scott Horn** made a brief comment about the Venura County Fire Department relocating their headquarters to Newbury Park. He also mentioned, the CHP 101 scales improvement project includes high precision scales made in Germany.
 - Motion Made by **Catharine Hogue** to accept both the CHP & Fire reports: Seconded: **Chair Scott Horn**. Motion passes unanimously.

7. Public Comments:

8. Office of Ventura County Supervisor Jeff Gorell's Comments.

- **Field Presentative Israel Rodriguez** announced that Supervisor Gorell is attending an event and cannot be here, but he was happy with the last meeting and appreciated everyone's engagement in discussions.
- Oversized vehicle ordinance has nearly reached 100% compliance. The ordinance appears to be working. Your emails help make us aware of how the community is reacting to the ordinance. **Debbie Hanna** received a yellow sticker for the OVO vehicle violation and bantered about how hard the stickers are to take off, but the ordinance is working. **Wendy Zimmerman** mentioned that there has been an increase in RVs and cars parking at the library and not in our neighborhood.
- Application for Oversized Vehicle Permit on Wendy Street was denied because the vehicle registration of the work truck did not match the owner's address.

9. Council Comments – Comments by Council members on matters they deem appropriate.

- **Chair Scott Horn:**

Asked staff to investigate rules and information for E-Bikes on streets, trails, sidewalks. Lack of wearing helmets is an issue. He spoke with Mr. Soury, the ASG Teacher representative. Homecoming football game is on October 6th against Agoura High School. Trying to get them to have convertibles for the Homecoming Court. September 22, Newbury Park will play rival Thousand Oaks Highschool.

- **Catharine Hogue:**

Would like to see rider of E-Bikes have a permit. We should have speakers to talk about it. Creating flyers and distributing them to residents about bicycle safety.

- **Debbie Hanna:**

Asked about the ages of people riding E-Bikes on streets? She stated an E-Bike safety educational program would be good for the community. She reached out to the high school for a potential student representative and have not heard back.

CONSENT AGENDA

10) California Highway Patrol Safety Report

Received safety report from **CHP Officer Ryan Ayers**, Dated September 11, 2023, that included updates on the oversized vehicle parking ordinance for Casa Conejo. Ordinance is working with nearly 100% compliance among Casa Conejo residents. September is California safety pedestrian month emphasizing parents to take precautions with how and where they drop off their kids to school. Officer Ayer's report also mentioned that Maximum Enforcement Period (MEP) was conducted over Labor Day weekend with a focus on impaired driving (DUI) violations; and finally, the California Highway Patrol is hiring 1,000 officers to help make California roads safer.

RECOMMENDATION TO RECEIVE AND FILE

11) Ventura County Fire Department

Received update report from **Ventura County Fire, Director of Communications and Public Affairs, Scott Thomsen**, Dated September 6, 2023. His report highlights a vote to be taken by the Ventura County Fire Protection District Board on September 12, 2023, to enter escrow on a new building that would act as additional administrative headquarters in Thousand Oaks, California. Public comment period for the state's Fire hazard Severity Zones is now closed. Final updates to maps for State Responsibility Areas will be available in early 2024. Zone Zero mandates are being delayed until 2025 for new construction, and 2026 for existing structures. Finally, VCFD encourages homeowners to mow or remove the plants that become tumbleweeds to avoid future fire hazards and traffic hazards.

RECOMMENDATION TO RECEIVE AND FILE

12) Ventura County Sheriff

Received report from **Senor Deputy Officer, Chris Jones**, dated September 11, 2023, stating there have been no recent crimes in the Casa Conejo area, but there have been sporadic thefts from vehicles in surrounding areas of the Casa Conejo community. The Sheriff Department strongly encourages to remove valuables from vehicles, install security cameras, and be sure to turn footage that would include any potential crimes with your local enforcement agency.

- Motion made previously to accept Consent Agenda Items 11-12. Motion passes unanimously.

REGULAR AGENDA

13) Status Report on the Enforcement of Casa Conejo Oversized Vehicle Ordinance- Presented by CHP Officer Ryan Ayers

CHP Officer Ryan Ayers was not present but discussion on the matter was discussed previously as part of the Supervisor's report and in CHP Officer Ayers report as part of the Consent Agenda.

14) Field Representative Israel Rodriguez Provided an Update on Numerous Projects and Potential Projects for Casa Conejo

- a) Logo and Other Updates – Review and vote on new logo
 - Introduced **Andrew Fox** and spoke about his role, the equipment capabilities, and the live streaming on our new YouTube Page: Casa Conejo MAC. **Chair Scott Horn** asked if we could have a monitor to see what is being recorded.
 - Introduced **Casa Conejo QR Code** which allows you to pull up the agenda packet via your cell phone. This helps save paper.
 - **Logo Update:** Developing a continuity with a circular logo design. Opened for public comments. Neither of the logos presented were liked by the MAC members. Final discussion agreed to take the existing logo and make it a circle.
- b) Update on “T” intersections safety improvements:
 - Supervisor's office has been working with Ventura County Public Works to put up new signs indicating that the street is coming to end and drivers must make a right-hand turn.
- c) Speed Cushion Application and Process for Theresa and Lesser Drive.
 - **Field Representative Israel Rodriguez** spoke about the application process and the buy-in from neighbors who live in the area. Mentioned that the policy for speed cushions is driven by residents and requires 67% buy-in from neighbors. If anyone is interested in having speed cushions, they can bring in their application to the MAC meeting.
- d) Pedestrian Improvements crossing that was installed at Lesser and Rudman drive.
 - We heard your concerns about the intersection at Walnut Elementary School and had a project moved up to have pedestrian safety enhancements including flashing lights for when people are crossing. The project was completed and is in place.
- e) Website Enhancements for Casa Conejo to be implemented in October/November.

- **Field Representative Israel Rodriguez** spoke about the updates that will feature more opportunities for community engagement.

15) 3-5 Year Plan – Next Steps

- On, March 9th, the Casa Conejo MAC approved a motion to move forward on the 3-5 Year Plan.
- **Field Representative Israel Rodriguez** introduced SWOT Analysis Worksheet and had open discussion on the Strengths, Weaknesses, Opportunities, and Threats. Some of the discussion included:
 - Constantly having to keep up with Graffiti removal – threat.
 - Catalytic Converter threats – threat.
 - Concern about overdevelopment – threat.
 - Need something for Youth/Youth Center – opportunity.
 - Poor road conditions – weakness.
 - Ageing infrastructure: Clay Pipes filled roots and broken. Gas lines older and may be a danger with earthquakes -weakness.
 - No longer have a bowling alley, drive-in theater, ect – weakness.
 - Buses do not go to the teen center – weakness.
 - Create a teen center in the Borchard Center with Park Rec – opportunity.
 - Need a newsletter – opportunity.
 - First Neighborhood in Newbury Park – strength.
 - Large backyards (Room for ADUs) – strength.
 - Next to the watershed – strength.
 - Close to parks & More parks per capita – strength.
 - Unincorporated – strength.
 - Neighbors are close and talk to each other – strength.
 - Oldest infrastructure – weakness.
 - Close to the freeway – Noise – weakness.
 - Overhead Powerlines – weakness.
 - Pride of Ownership – strength.

CLOSING

16) Adjournment of the Casa Conejo Municipal Advisory Council meeting to the next meeting, November 9, 2023, at Walnut Elementary School, 581 Dena Drive, Newbury Park, CA 91320

- Motion to Adjourn made by Debbie Hanna and Seconded by Catharine Hogue. Motion passed unanimously. Meeting adjourned at 8:06 PM.



CALIFORNIA HIGHWAY PATROL

To: The Casa Conejo MAC c/o Supervisor Gorell's office

CHP MOORPARK'S CASA CONEJO MAC TALKING POINTS: (11.9.23)

- CHP Moorpark and the California Highway Patrol will be kicking off our annual CHIP's for Kids Toy Drive event this month. You can drop off new, unwrapped toys at the CHP Moorpark Area office Monday-Friday from 8 a.m. to 5 p.m. We will also be holding our big drive-through drop-off event Friday, December 8th at the Walgreens on Ventu Park Road in Thousand Oaks.
- The California Highway Patrol will be conducting a Maximum Enforcement Period (MEP) over the Thanksgiving holiday. The MEP will run from 6 p.m. Wednesday, November 22nd through Sunday, November 26th. The focus for this MEP will be occupant restraint (seatbelt and child safety seat) violations. Maximum Enforcement Periods have been a part of California Highway Patrol (CHP) policy for many years and have specific deployment and reporting procedures. During an MEP, field commands are required to deploy the maximum amount of uniformed personnel to address primary collision factor violations, impaired drivers, and assure a prompt response to any incident causing a hazard or traffic delay.
- The California Highway Patrol is hiring 1,000 officers to help make California's roadways safer. If you or someone you know would like to join the CHP, visit www.betheCHP1000.com for more information and to speak with a local recruiter.
- Follow CHP Moorpark on social media for traffic updates, sig alerts, evacuation notices, roadway closures, and general information on what the CHP is doing in your area.

Twitter: **@CHPMoorpark**
Facebook: **@CHP-Moorpark**
Instagram: **@CHPMoorpark**

Contact: **Officer Ryan Ayers**
Public Information Officer
Phone: **(805) 553-0800**
Email: **rayers@chp.ca.gov**





Website: **VCFD.org**

Twitter: **@VCFD**

Facebook: **@VenturaCountyFire**

Instagram: **@VenturaCountyFire**

Contact: Scott Thomsen

Director of Communications and Public Affairs

Phone: **(805) 914-8502**

Email: **scott.thomsen@ventura.org**

Nov. 6, 2023

Attn: Supervisor Jeff Gorell and Municipal Advisory Committees

- New Truck 35 is now in service in Newbury Park.
- VCFD has received four new rescue ambulances and is preparing them for service.
- The department anticipates taking applications for fire control workers in late November or December. Applications for firefighter jobs are scheduled to be accepted in January.
- The Spark of Love holiday toy drive launches this month. Last year, the drive provided toys to more than 30,000 needy children across the county. Additionally, the campaign partners with Food Share to collect and distribute food to thousands of needy families in the county.

Sincerely,

Scott Thomsen

Director of Communications and Public Affairs

Ventura County Fire Department



2024

SEPTEMBER

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Casa Conejo MAC 2024 Meeting Calendar

- Meetings are every other month.
- Meetings take place on the second Thursday of the month.
- Meeting begins at 6:00 PM