

CASA CONEJO MUNICIPAL ADVISORY COUNCIL MINUTES
Wednesday, May 26, 2021

The Casa Conejo MAC held a Meeting on Wednesday, May 26, 2021
at 5:30 p.m. via Zoom and Teleconference.

1. Call to Order

The meeting was called to order by **Scott Horn** at 5:32 pm. MAC members **Edward Villa, Sr., Richard Gaz, Wendy Zimmerman** and **Cecily Rock** were present.

2. Flag Salute

Scott Horn led the flag salute.

3. Approval of Minutes from March 11, 2021

Ed Villa, Sr. moved to approve the minutes from March 11, 2021 with no changes. **Wendy Zimmerman** seconded the motion and it passed 5/0.

4. Agenda Review

There were no changes to the agenda.

5. Public Safety Reports (CHP, Sheriff's Department)

Ventura County Sheriff Senior Deputy John Chiaramonte reported an increase in mail theft and catalytic converter thefts, and announced a new program where residents can get their license plate number and a Sheriff's stamp etched in their converter at participating auto shops to deter such thefts at no charge. He said the Prius and Ford F150s tend to be popular vehicles for the thefts and a list of auto shops is available online and in the Sheriff's media release.

CHP Lt. Deputy Brian DeNike announced there is a Click-It-or-Ticket campaign happening for the next two weeks to reduce injuries and fatal collisions from not using seat belts. He reported no collisions in the Casa Conejo unincorporated area since January 1, 2021. **Wendy Zimmerman** mentioned an accident on Wendy Drive by the Dollar Tree shopping center, but Officer DeNike said that was likely in the incorporated area, which is handled by the Sheriff's Department. He followed up on an ongoing parking complaint on Wendy Drive reporting the property owner has been contacted and the cars are being tagged as appropriate. He discussed a complaint received about cars parked on the front lawn of a home on Gerald Drive but there is nothing CHP can do about parking on private property. Lastly, he said the owner of the Ford pickup truck with a camper shell parked on Gerald Drive is currently incarcerated and the neighbor is moving the vehicle. **Supervisor Parks** asked about the Sheriff's senior volunteer program and he said it will resume approximately June 15th and they have already reached out to the senior volunteers.

6. Comments of Ventura County Supervisor Linda Parks

Supervisor Linda Parks announced that the wildlife bridge over the 101 Freeway recently received a \$25 million challenge grant from the Annenberg Foundation. She announced that the County will move into the Yellow Tier allowing for more indoor use and opening of more businesses and is looking forward to June 15th when the whole state will open. She said the City of Thousand Oaks recently changed their trash hauling service provider and the County's Public Works Agency (PWA) closely followed the City's selection process. She said the County's current residential hauling contracts for Casa Conejo are set to expire December 31, 2023, and PWA has hired a consultant to assist with the process and obtain the best value for residents and businesses with future hauling agreements. She said the California Public Utilities Commission is still evaluating CalAm Water's proposed water rates and the City of Thousand Oaks is not opposing the rate proposal this time. She announced the Thousand Oaks City Council approved the map for the General Plan Update, which will now go through the EIR process and back to the Council for adoption. She said the Borchard property near Casa Conejo has been re-designated for building from 4.5 units per acre to up to 30 units per acre and commercial development. She said development is a concern from a hydrological perspective due to the stormwater detention role the property plays and could impact the residential neighborhood with

traffic. She said the Council's vote was a split decision with Mayor Claudia de la Peña and Councilmember Ed Jones voting against approval. She said she was impressed by the outreach done in Casa Conejo by neighborhood groups and concerned residents, and that her office also got information out to the community about taking the survey. She said the County has a flowage easement over the property that prohibits construction because it is critical for flood control. Also, the channel only has the capacity for a 50-year flood event, while other channels in the county can hold 100-year storm events, which is one reason why the County's Watershed Protection District had the easement prior to when the current landowner purchased the property. She said ingress and egress to the property is another major constraint for development.

7. Council Comments on Items not on the Agenda

Scott Horn discussed his attendance at the Thousand Oaks City Council meeting and would like the MAC to get involved in formulating a long-term plan since Casa Conejo would be greatly affected by any development on the Borchard wetlands.

Wendy Zimmerman suggested adding this topic to the next MAC agenda, including looking at traffic control measures. Mr. Horn suggested adding the formation of a committee to the next agenda in regarding the Borchard wetland property.

8. Public Comments on Items not on the Agenda

Heather Swanson asked about cell antennas on streetlamps in the neighborhood and at Borchard Park.

9. Advisory Items

a. MAC Approval, Addition of a Student Representative to the MAC

Scott Horn presented a proposal for adding a student representative from Newbury Park High School to the MAC. The MAC discussed refining the student rep's duties, eligibility, appointment process, and completion incentives. **Scott Horn** moved approval of the updated proposal (included in minutes) and **Richard Gaz** seconded the motion. It was approved 5/0.

b. MAC Approval, Council Protocols

Ed Villa, Sr. made a motion to adopt the suggested MAC protocols (included in minutes) with no changes and **Richard Gaz** seconded the motion. It was approved 5/0.

10. Information Items

a. Proposal for Dog Waste Stations in Casa Conejo

Cecily Rock reported that this project is currently on hold due to issues regarding the wetlands taking priority. **Scott Horn** said earlier in the year he and Ms. Rock toured the neighborhood for possible sites for waste station locations, including the two elementary schools and middle school. **Vanise Terry** reported that she asked the County's Waste Management Division and they suggested contacting Poo Free Parks. They supply, install, and maintain dog poop bag dispensers at a minimal cost to the municipality, and could be subsidized by local business sponsors, which provides partnering opportunities in the community. **Scott Horn** asked if they would also maintain the dispensers, but they do not. Ms. Rock will follow-up with Poo Free Parks, and Mr. Horn will follow-up with E.J. Harrison for the next meeting.

b. Update on Correspondence with VCTC regarding 101 Highway Expansion Project

Scott Horn reported that he spoke with the VCTC Director, who said they are in the process of re-grouping and did not have a status update on this issue. He hopes to have a more in-depth update for the next meeting. **Supervisor Parks** said she does not anticipate any formal recommendations from the Transportation Commission for a while but will keep the MAC informed.

c. Graffiti Removal Intervention Team (GRIT) Update

Ed Villa, Sr. reported there has been no graffiti in Casa Conejo for most of the COVID pandemic. He said if any graffiti is spotted to please contact him so it can be cleaned and reported promptly to keep the neighborhood looking good.

14. Correspondence

There was no correspondence to report.

15. Suggestions for Future Agenda Items

- a. Presentation from the County Public Works Agency on feasibility of development on the Borchard property, including Watershed Protection District and Transportation Department
- b. Options for the formation of a Borchard Property Sub-committee
- c. Dog Waste Station Update
- d. VCTC/Highway101 Expansion Project Update

13. Adjournment at 6:55 pm to Wednesday, July 21, 2021.



Student Representative on the Casa Conejo Municipal Advisory Council

The Casa Conejo Municipal Advisory Council (MAC) would request a student who is interested in participating in local County government. The student would provide updates to the MAC on school events and input on community matters that affect the school and its student population. The student would also report back to the school on community issues discussed by the MAC.

The Principal, or the designee of the Principal, of Newbury Park High School would appoint one student to the Casa Conejo MAC as an “honorary, non-voting member.”

The student appointment would run concurrently with the student’s school year. Upon successful completion of the term the student will receive a Certificate of Recognition from the MAC.

The appointed student should fulfill the following qualifications:

- Reside in Newbury Park, preferably in Casa Conejo
- Sophomore, Junior or Senior in good academic standing
- Able to attend 1.5 to 2-hour MAC meetings every other month on a Wednesday evening either via Zoom or in-person at Walnut Elementary School, 581 Dena Drive



COUNTY of VENTURA

Office of Supervisor Linda Parks
Supervisor, District 2
625 W. Hillcrest Drive, Thousand Oaks
(805) 214-2510

DATE: May 26, 2021

TO: Casa Conejo Municipal Advisory Council (MAC)

SUBJECT: Approved Protocols for the Casa Conejo MAC

1. Brown Act Compliance

The MAC is required under state law to comply with the Ralph M. Brown Act. Below are two major components of the Act that must be adhered to and are called out here to assist the MAC in their communications between themselves and the public:

- a. MAC members are to follow the Brown Act requirements that prohibits communication among a majority (3 or more) of MAC members (including serially or through an intermediary) about MAC agenda items or potential future agenda items, including communication in person, in writing, electronically, telephonically, or otherwise.
- b. Comments and questions from individual MAC members about items on a current or future MAC agenda should not be shared with a majority of MAC members prior to the item's discussion during the MAC meeting, including communication in person, in writing, electronically, telephonically, or otherwise.

2. MAC Representation

- a. MAC members should make it explicit that they are acting as private citizens if they express their own opinions in letters, e-mails, interviews, or during meetings of other agencies, or on social media. MAC members should explicitly state that their personal opinions do not represent the agency's position and should not allow the inference that they do. MAC members could state: "All opinions expressed herein are the opinions of the author [or presenter] and do not represent the views or opinions of the Casa Conejo Municipal Advisory Council."

3. Coordination with District 2 Supervisor's Office

- a. An important role of the MAC is to keep the Board of Supervisors informed about its activities through the District 2 Supervisor.
- b. The MAC jurisdiction includes the community of Casa Conejo, bounded by Borchard Road, Old Conejo Road, and the 101 Freeway in the unincorporated area of Newbury Park. The MAC makes recommendations on matters in the Casa Conejo area related to planning, public works, public health, safety, and welfare which are heard by the Planning Commission, Board of Supervisors, and Local Agency Formation Commission.

- c. The Supervisor's office will coordinate follow up requests from MAC meetings and MAC members unless arranged differently in advance.
- d. Communications sent directly to County departments by MAC members should be copied to the District 2 Supervisor's office to ensure efficiency.