

**CONEJO RECREATION AND PARK DISTRICT  
BOARD OF DIRECTORS  
REGULAR MEETING  
MARCH 19, 2026  
6:00 PM  
HILLCREST CENTER  
MINUTES**

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

Cusworth called the meeting to order at 6:00 p.m. and she led the flag salute.

**2. ROLL CALL**

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

Directors Absent:

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

Staff Absent:

**3. SPECIAL PRESENTATIONS**

Hillcrest Center for the Arts – The Cultural Unit’s Summer 2026

Megan McDonough gave a presentation for the Cultural Unit’s Summer 2026 programs. Programs included Hillcrest Players showing of Annie, and the Teen Summer Musical amongst others. McDonough also shared success stories from past participants. McDonough announced that Mark Reyes, Recreation Specialist will be retiring this year after 38 years with the District.

McDonough answered questions from the Board.

**4. ITEMS FROM THE PUBLIC**

George Lange, MRCA Representative, gave an update on Mountains Recreation and Conservation Authority. He reported that seasonal hiring is moving forward approximately 60 applications have been received. They hope to onboard new fire fighters by mid-April.

**5. APPROVAL OF THE AGENDA**

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

**6. CONSENT CALENDAR**

**A. Approval of Minutes of February 19, 2026, Special Board Meeting**

**B. Approval of Warrants**

**Accounts Payable Check Registers \$1,180,632.79**

**Payroll \$1,153,000.00**

**C. Approve and Adopt CRPD Salary Schedule**

**It was moved by Huffer, seconded by Nickles, and carried 5-0 to approve the consent calendar.**

**7. DEFERRED MATTERS**

**8. ITEMS FOR DISCUSSION**

**9. NEW ITEMS**

**A. Adoption of Preliminary Budget for FY 2026-27**

Smith reported the adoption of this preliminary budget, which is identical to the budget that was approved in June of 2025. This will begin the budget hearings at each Board meeting until the final budget is adopted on June 18, 2026, as scheduled. Smith answered questions from the Board.

**It was moved by Huffer, seconded by Buss, and carried 5-0 to approve Resolution No. 031926-A, adopting the preliminary operating and capital budgets for FY 2026-2027.**

**B. Approval to Renew Ongoing Licensing Agreements with Southern California Edison (SCE)**

Mooney explained that there are four property license agreements on Edison property, on a five-year cycle. The agreements are assessed every five years. The total cost for all four parcels for all five years is just below \$20,000. The renewal process is initiated by the District about six months before the agreement expires. Mooney answered questions from the Board.

**It was moved by Nickles and seconded by Huffer to Authorize the General Manager to renew four license agreements with Southern California Edison (SCE), from July 1, 2026, through June 30, 2031.**

**C. Authorize Purchase of Materials and Installation Services from Travis Stoke Construction for Crowley House Repairs**

Mooney reported that the Crowley House dating back to 1910, has gone through a structural assessment. The District consulted with an architect to work through historical items to secure a permit, which they have received. The goal is to fix and preserve the structure to prevent further issues.

**It was moved by Huffer and seconded by Orozco to:**

- 1. Authorize purchase of materials and installation from Travis Stoke Construction in the amount of \$93, 301.**
- 2. Appropriate \$65,834 from Capital Project Unassigned Fund Balance to Crowley House Structural Improvements (Account 13-801-851-80303-007) for a total projected cost of \$120,000.**

**D. Consider and Approve Proposed 2026 Goals and Objectives**

Friedl presented the revised Goals and Objectives that were discussed at the February 19<sup>th</sup> Special Meeting. He explained the changes that were made to the wording in the Strategic Plan along with the adjustment to the Goals and Objectives.

**It was moved by Buss and seconded by Orozco to approve the proposed 2026 Goals and Objectives.**

**10. REPORTS AND ANNOUNCEMENTS**

- A. Recreation Highlights**
- B. Fall-Winter Program Enrollment Summary**
- C. Park Dedication Fees**
- D. Budget Performance Report – January 2026**

**11. DEPARTMENT REPORTS-**

**A. Parks Division Report**

Mooney gave an update on the groundbreaking of the Borchard Skate Park. Demolition and grading will occur in the coming weeks. Mooney answered questions from the Board.

**B. Recreation Division Report**

Callis informed the Board that Jay Dodwell, Teen Center Recreation Coordinator, will be retiring on May 1<sup>st</sup> after 37 years with the District. Callis updated the Board on new

training that Recreation staff is taking through NRPA. She also updated the Board on new insurance requirements for independent contractors.

**C. Management Services Division Report**

Smith informed the Board that Jessi Richardson has been promoted to Finance Manager,

**D. General Manager's Report**

Friedl reported that cooling centers are open for community members that may need to escape the heat. Saturday is the COSCA/COSF Trail Work Days as well as the Disability Fair. He reminded the Board that the Gratitude Circle ceremony will be held at Conejo Creek North on April 27<sup>th</sup>.

**E. Director's Reports and Follow-up Reports on Meetings/Conferences Attended**

Director Orozco attended the Senior Concerns Gala, the Community Conscience Mardi Gras Ball, the Property Acquisition Committee meeting; Director Nickles attended the Senior Concerns Gala, the Community Conscience Mardi Gras Ball, CARPD Legislative Committee meeting, and the Master Plan Committee meeting; Director Buss attended the Master Plan Committee meeting, the Property Acquisition Committee meeting, and the Community Conscience Mardi Gras Ball; Director Huffer attended Bark in the Park, and the Community Conscience Mardi Gras Ball; Director Cusworth met with Lauren Gil, her Board Buddy, met with VCSDA Executive Committee, attended the Community Conscience Mardi Gras Ball, and a meeting with the Chumash Museum.

- 12. REQUEST FOR STATUS REPORTS AND ITEMS FOR SUBSEQUENT AGENDAS**
- 13. ITEMS FROM THE PUBLIC**
- 14. EXECUTIVE CLOSED SESSION**
- 15. ADJOURN**

Cusworth adjourned the meeting at 7:30 p.m. to the next regular meeting on April 2, 2026.

Date: \_\_\_\_\_

Attest:

Approved by:

\_\_\_\_\_  
Raquel Broeker, Executive Assistant

\_\_\_\_\_  
Nellie Cusworth, Chair