




Conejo Recreation & Park District

GENERAL MANAGER
Jim Friedl

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DATE: April 16, 2026

TO: Board of Directors

FROM: Jim Friedl, General Manager 

SUBJECT: **Acquisition of City of Thousand Oaks-Owned Property at 524 Janss Road by Conejo Recreation and Park District in the Amount of \$1 and Related Matters**

RECOMMENDATION

1. Approve Purchase and Sale Agreement (PSA) related to the sale of 524 Janss Road property from the City of Thousand Oaks (City) to Conejo Recreation and Park District (CRPD).
2. Approve License Agreement for the Use and Maintenance of the Public Right of Way Adjacent to 524 Janss Road from the City of Thousand Oaks (City) to Conejo Recreation and Park District (CRPD).
3. Authorize General Manager to execute all documents necessary to effectuate the purchase of 524 Janss Road (APN 552-0-034-125) and use of adjacent public right-of-way from the City to the terms and conditions set forth in the PSA and License Agreement.

BACKGROUND

The Property

On March 6, 2025, the CRPD Board toured the 524 Janss Road property as part of a CRPD Board field trip and park facilities tour. Since the tour, District and City staff have been collaborating over the opportunity for the District to take ownership of the property to provide public parkland.

The City of Thousand Oaks owns (1) parcel totaling 1.1 acres just west of the intersection of Janss Road and Lynn Road, and has a public right-of-way easement over approximately 0.6 acres of land adjacent to said parcel, and both have historically been utilized as City greenspace after the development of the housing tract (See Exhibit A).

ADMINISTRATIVE OFFICES

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The Need for Additional Parkland

The property is located within the CRPD Master Plan Zone D - Neighborhood Planning Area 13. The nearest park facility within the zone is Conejo Community Park. Currently, the planning area is deficient by 53.8 acres, but specifically 5.3 acres in neighborhood parks (Exhibit B). If acquired, due to the size and possibility of use, staff recommends that the park be designated as a neighborhood park. Additionally, this acquisition would provide a more walkable park location for existing residents who currently do not have a public park in their direct neighborhood, less than a 10-minute walk or ½ mile away (Exhibit C).

The Purchase and Sale and License Agreements (Exhibits D and E)

Main terms of the Agreements include:

- Purchase Price: \$1 for City-owned parcel (1.1 acres)
- City to transfer ownership of land with improvements
- CRPD to take over ownership of City parcel with maintenance of parcel and right-of-way
- Closing Date: On or before 120 days from the effective date of PSA
- License Agreement for Use and Maintenance for adjacent public right-of-way (0.6 acres)

Maintenance Operations and Future Plans

As part of the agreements, the City will provide various site improvements, including separating the water and power utilities on the site, as well as miscellaneous tree work. Once acquired, District staff will further review the site's needs and opportunities. Additionally, staff looks to engage the community by conducting neighborhood meetings and would return to the board with recommendations for any associated approvals and improvements on this newly acquired park property.

City staff presented the same recommendation to the City Council on April 14, 2026.

STRATEGIC PLAN COMPLIANCE

Meets 2026 Strategic Plan Element Goal and Strategy 2.0 Facilities: Our objective is to provide and maintain recreational facilities that meet the needs of the community. Our strategy is to effectively plan and allocate resources to implement the District's Master Plan.

Respectfully submitted by,



Andrew J. Mooney, Director
Parks and Planning