



CAMBRIA COMMUNITY SERVICES DISTRICT

PO Box 65 • Cambria CA 93428 • Telephone: (805) 927-6223 • Fax: (805) 927-5584

DATE: December 13, 2011

TO: PROS

FROM: Carlos Mendoza

RE: CCSD Parks & Rec Managers Report

3:C Update on Moonstone Connector Trail

Project went through County Review w/ no appeals.

We will ask for an encroachment permit from the county. This will make the project shovel ready.

Staff is coordinating w/ California Conservation Corp on start date.

3:D Update on Facilities and Resources Department Staffing

District advertised for two weeks for part time temporary maintenance workers to fill vacancies in the department.

District received 20 applications, mostly from locals.

10 were interviewed and five are now going through background check and physical.

Department should be staffed in the next couple of weeks.

December 13, 2011

Dog Park Status Report

We are addressing the following issues:

1. The last wind storm wrecked both of our 12X20 shade canopies completely. We are now arranging to have the wreckage hauled away; and have obtained quotes on a replacement that could withstand another severe storm(see carport attachments) We can make one service both sections of the park, which will help because it is an expensive upgrade. Since its removable we will be able to take it to the ranch when that time comes. Before we finalize decision, we would welcome any comments and suggestions.

2. Our research into DG road costs average \$20.-\$22. per cubic yard. We suggest that CCSD verify this and start soon to use in calculating access road costs to the Community Ranch, and other infrastructure. The sooner we can determine this as well as a potential timetable for completion, the sooner the Dog Park can determine its cost and move timetable.

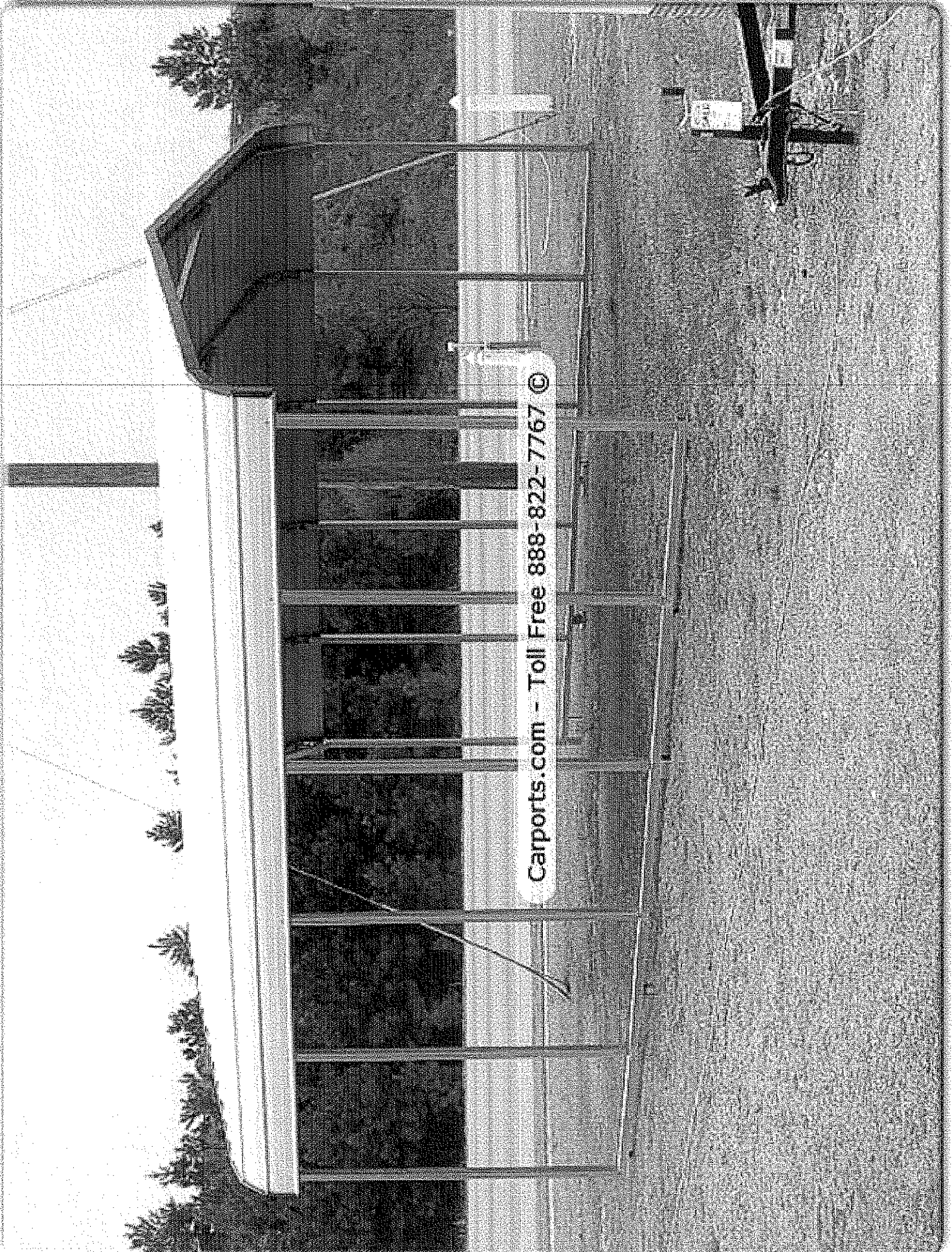
3. In mid-Jan 2012 we will hold elections to our Dog Park Executive Board. Our present Board has agreed to stand for reelection to assure we continue our momentum and direction. However, our By-Laws require notice to all active members as to the election and their rights to nominate and vote for members of their choice. We don't expect any serious change because the vast majority of our members don't want the hassle of committed involvement.

4. Also in mid -Jan 2012, we start our 2012 new and renewal membership campaign. The weather in 2011 cost us big time, so we need to be more creative in raising badly needed revenue and more volunteers to keep our expenses low.

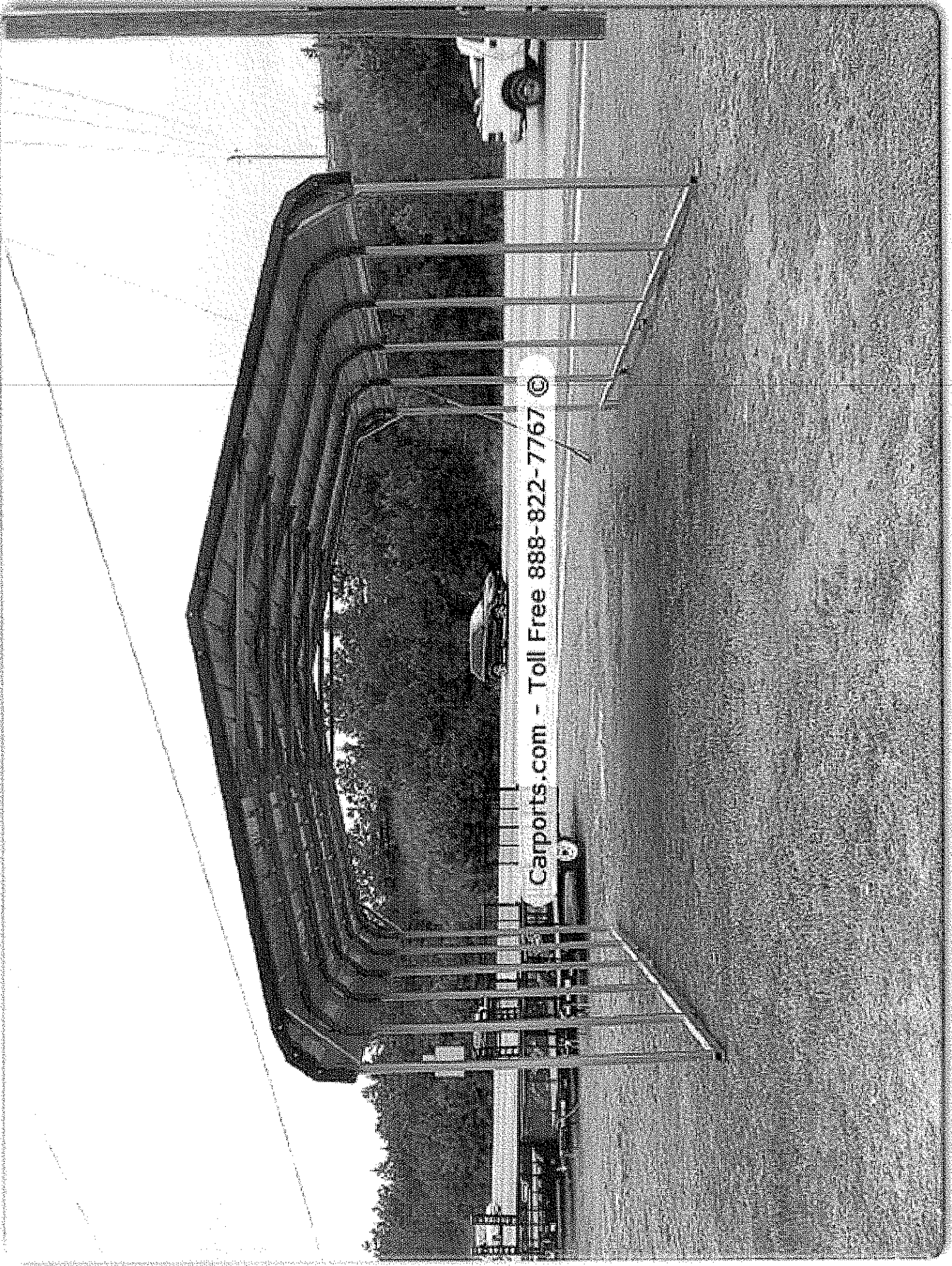
5. We think you will find a read of the USA attachment illuminating as it shows that City Dog Parks are the fastest growing segment of City Parks, a 34% jump in five years while City Parks overall increased only 3%. The increase mirrors demographic shifts: there are now more City households with dogs (43 million) than with kids (38 million) Cities like Portland Ore. and San Francisco have 32 and 27 Dog Parks respectively. As a result, dog owners have become a powerful lobby. Accordingly, it should come as no surprise to understand why our little town boasts 800 household with dogs. Amen!

Submitted by Commissioner Tim Roche

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USA TODAY - McLean, Va.

Author: Haya El Nasser

Date: Dec 8, 2011

Start Page: A.1

Section: NEWS

Dogs get run of more city parks

Urban parks are going to the dogs.

Dog parks where canines can romp freely without a tether are the fastest-growing segment of city parks, according to a study by the Trust for Public Land out today.

There were 569 off-leash dog parks in the 100 largest cities in 2010, a 34% jump in five years. Parks overall increased 3% in that time.

Portland, Ore., has the highest per capita: 5.7 dog parks for every 100,000 residents.

"There was a playground movement 100 years ago," says Peter Harnik, director of the Center for City Park Excellence at the Trust for Public Land. "In the last 15 to 20 years, it's these off-leash dog areas. There's a tremendous upsurge in demand and love for them."

The increase mirrors demographic shifts: There are now more households with dogs (43 million) than with kids (38 million).

"It's a playground for people without kids," Harnick says.

Many dog lovers have kids, of course, but in congested cities with a dearth of open space, dog parks have become the equivalent of playgrounds and community centers.

"It's socializing for both" the dogs and the owners, says Maria Goodavage, a San Francisco writer and mom (of a kid and a dog) who founded the Dog Lover's Companion series of guide books for dog owners and author of the upcoming *Soldier Dogs: Untold Stories of America's Canine Heroes*. "I met my husband in a dog area," she says.

Dog owners have become a powerful lobby, Goodavage says. Owners feel that "these children of ours are furry, they have four legs, but we're still paying taxes to be here, and we still want our recreational needs met."

Pooch power played out in a big way last year in Tigard, Ore., a Portland suburb. The lease on a 2.6-acre area that had been the Potso Dog Park was ending and the property was in foreclosure. The Trust for Public Land stepped in and negotiated to buy the property if the city could raise the money. Dog owners jumped into action, went to City Hall, and handed out fliers. The measure passed.

Chris Garsteck, head of the Tigard Dog Park Committee and owner of a Doberman pinscher, could not fathom losing the park, which is attracting more people on weekdays now that many are unemployed. It has become a jobs network center of sorts, she says.

"Yes, they go there to exercise their dogs but ultimately, they form friendships," Garsteck says.



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PO Box 65 • Cambria CA 93428 • Telephone: (805) 927-6223 • Fax: (805) 927-5584

DATE: December 13, 2011

TO: PROS

FROM: Carlos Mendoza

RE: Ranch Managers Report

4:A Update on Seasonal Wetlands Restoration Project

On September 24th Ranch Manager along w/ FFRP Volunteers installed "sensitive habitat" signs on two trails along the bluff trail

So far it appears that the signs are working as new vegetation is starting to appear along those trails.

If this "experiment" is successful we will be systematically moving those signs to other sensitive areas.

4:B Update on Erosion Control Project on Fiscalini Ranch Preserve

We have all permits in place

RCD has postponed the start of this project until next summer.

With the recent rains the ground has become saturated and there is a big concern for safety on the part of the contractor doing the work.

Also with the eucalyptus project nearing conclusion it was very clear that we would not have enough logs to complete this project.

Over the next months staff will look at alternatives to finish the log requirement.

4:C Update on Eucalyptus Project

The last 4 eucalyptus trees were removed on November 10th.

CCC crew is finishing the replanting of native plants along entire site, hydro-mulching and re seeding disturbed areas.

CCSD Staff is providing in kind support that includes, honey hut, ATV, two tractors (one w/ a grapple to move logs), chipper, dump trailer, dump truck and staff to oversee and operate such equipment.

4:D Skate Park Update

Staff met w/ the new person in charge of the skate park: Dan Beauchene

Staff assisted in the removal of trash and cleaning the surroundings

Dan is working on providing the district a plan of proposed repairs and cost.

Sons of the American Legion have expressed a strong commitment to help with the upkeep of the skate park.

DRAFT
CAMBRIA COMMUNITY SERVICES DISTRICT
MINUTES OF PROS (Parks Recreation and Open Space) COMMISSIONERS
October 4, 2011 – Veterans Memorial Building

- 1A. Commission Chair Steve Kniffen called meeting to order at 10:05 AM.

Present: Commission Vice Chair Robinette, PROS Commissioners Jeff Miller, Ben Bouldin, Tim Roche
Parks & Recreation CCSD Board & Liaison: Michael Thompson and Muril Clift
CCSD Staff: Jerry Gruber and Carlos Mendoza
Ex Officio Members: FFRP – JoEllen Butler and Alese Bell
Ex Officio Members: CUSD – Lee Wight

- 1B. Established quorum
-

- 1C. Chair Report – None.

2. Public Comment – none

3. CCSD Parks & Recreation Manager's Report – Jerry Gruber & Carlos Mendoza

- 3A. Status Update on Fiscalini Ranch Management Plan – Jerry reported that Plan is scheduled to go to SLO County in October. There will be a public comment/hearing at a date TBA. County is waiving \$10,000 of the \$12,000 fees.

(Note: Commissioner Tim Roche arrived late at approximately 10:12 AM during Jerry's report)

- 3B. Discuss Land Conservancy Proposed Lot Transfer and Committee Selection Update and Pocket Parks

Land Conservancy - Jerry reported there is a meeting scheduled for October 25th to look at the feasibility and financial impact with all the stakeholders on the committee. There are approximately 18 members on the committee.

Pocket Parks – Carlos reported that he is aware of two pocket parks, Moonstone Beach and Center Street that CCSD maintains. He will see if there are others.

- 3C. Update on Moonstone Beach Drive Connector Trail – Jerry reported that the environmental documents have all been completed and circulated for public comment. The CCSD Board approved the documents. CCSD staff needs to contact the CCC to schedule starting the project and the plan is to have completed before the rainy season begins.

- 3D. Update on Facilities and Resources Department Staffing – Ben Boer is officially retired. CCSD has approved Carlos Mendoza moving into the Facilities and Resources Supervisor position. Salary range has been reclassified. CCSD Board instructed CCSD staff to look at alternatives to filling Carlos' old position. Jerry will propose numerous part-time positions to the CCSD Board at the October meeting. This would result in more coverage, being able to do more and costing less.

4. Ranch Manager's Report – Carlos Mendoza
 - 4A. Update on Seasonal Wetlands Restoration Project – Carlos reported that the signage has been installed and 2 trails have been closed. This is initially a trial period to see how public reacts.
 - 4B. Update on Erosion Control Project on Fiscalini Ranch Preserve – Carlos reported the plan was to start this week but we are waiting on response from Coastal Commission.
 - 4C. Update on Eucalyptus Project – Carlos reported 134 of the 140 trees scheduled to come down are down. 3 more scheduled for today and the last 3 are too big for the CCC to remove. They will need to go to contract for removal. The project of removing the trees and ivy is a week ahead of schedule.
5. Regular Business -

 - 5A. Approve Minutes of Commissioner Meeting of August 2, 2011
Commissioner Miller moved to approve. Commissioner Robinette seconded. Motion passed unanimously. Ayes – 5, No – 0.
 - 5B. Update on Dog Park Location, Field Trip to Evaluate Location and Discuss Next Steps: Commissioner Roche and Jerry Gruber did a site visit, identifying a possible new site location. Eventually a hard surface road would be needed to access as well as potable water. Visibility to tourists and visitors is needed since 1/3 of the donations the Dog Park receives are from tourists and visitors to Cambria.
 - 5C. Update on BMX Bike Trail and Use of CCSD Land – Commissioner Robinette reported that the initial location by the berry trail is not feasible. Discussion with Aaron Linn, JoEllen Butler, Jerry Gruber and Commission Robinette needed as to what CCSD properties might be an appropriate location. Might interact with the Land Conservancy on the lots being considered for donation. Comments were made the Madonna lots below Burton Circle would be a good choice.
 - 5D. Discuss Agreement between SLO County and CCSD Relating to East Ranch – Jerry distributed copies of the agreement for our reference and review. Chair Kniffen wanted to go on record that he is wants active recreation in the park.
 - 5E. Consider and Adopt 2012 PROS Regular Meeting Schedule – Meetings on February 7th, April 3rd, August 7th and October 2nd, scheduled for 10 AM at the Vets Hall. Meeting on June 5th scheduled at 10 AM at the Fire Dept., and the meeting on December 4th also at the Fire Dept. with a time of 5 PM.
Commissioner Robinette moved to approve. Commissioner Miller seconded. Motion passed unanimously. Ayes – 5, No – 0.
 - 5F. Discuss Equestrian Use on Fiscalini Ranch – JoEllen Butler reported that the FFRP Board approved “in concept” the use of the ranch, that details needed to be worked out and that State Coastal Conservancy input was needed. Concern that riders have been using the bluff trail. Carlos will be removing the hide a key and posting a phone number to contact. Also providing to the group riders what the management plan actually allows.

(Note: Commissioner Robinette left during this discussion at 11:20 AM for another scheduled appointment)

5G. Ex Officio Member Reports

1. Friends of Fiscalini Ranch Preserve (FFRP) – Alese Bell and JoEllen Butler reported that the Sunday after Thanksgiving tree planting day is scheduled. October 22nd Cal Poly's Make A Difference Day is assisting with weed pulling. This years Kitchen Tour made the most money of any so far.

2. Coast Unified School District – Lee Wight reported that Prop 84 funds would hopefully be available in February 2012 to use for playing fields.

6. Comments, Concerns, Other Future Discussion Items

6A. Discuss SLO County Park and Recreation Master Plan – Jerry reported he needs to get a copy for us to all see.

6B. Discuss Skate Park – possible future discussion and/or agenda action item.

6C. Discuss Basketball Back Board Replacement at Vets Hall – new “court” lines have been painted and will be having new backboards and metal nets installed.

6D. Scarecrow Festival – CCSD Board liaison Michael Thompson commented on the scope and success of the Scarecrow Festival and wanted to invite the event producers and others involved in the event to the October CCSD meeting for public recognition from the CCSD Board.

7. Commission Chair Kniffen adjourned the meeting at 11:35 AM.

Next PROS Regular Meeting: December 6, 2011 at 5:00 PM at the Cambria Fire Department on Burton Drive in the Conference Room.

DRAFT
CAMBRIA COMMUNITY SERVICES DISTRICT
MINUTES OF PROS (Parks Recreation and Open Space) COMMISSIONERS
December 13, 2011 – Veterans Memorial Building

1A. Commission Vice Chair Gail Robinette called meeting to order at 5:00 PM.

Present: Commission Vice Chair Robinette, Commissioner Tim Roche

Parks & Recreation CCSD Board Liaison: Michael Thompson

CCSD Staff: Jerry Gruber and Kathy Choate

Ex Officio Members: FFRP – JoEllen Butler and Alese Bell

Absent: PROS Commissioners Jeff Miller, Ben Bouldin, Chair Steve Kniffen, Board Liaison Muril Clift, CUSD Lee Wight, CCSD staff Carlos Mendoza

1B. Establish quorum – Due to lack of quorum the meeting was adjourned at 5:02 PM.

Next PROS Regular Meeting: February 7, 2012 10:00 A.M., Veterans Memorial Building

Kathy Choate

From: SUSAN MCDONALD [smcdon13@wildblue.net]
Sent: Wednesday, November 30, 2011 2:02 PM
To: Kathy Choate
Subject: Cambria Equestrian proposal
Attachments: Equestrian Project Proposal.doc

Hi Kathy:

Here's a copy of the proposal we presented to FFRP. We have also given a copy to Carlos. Would you please distribute copies to the members of PROS for Tuesday's meeting?

We would like to have the item added to the agenda, if possible, so that the PROS commissioners can take action next week if they choose to do so. Linda Finley and Kathleen Jones will make the presentation on Tuesday.

Please let me know if you have any questions.

Thank you,
Susan McDonald

Equestrian Project Proposal Fiscalini Ranch Preserve

June 9, 2011

Susan McDonald
927-4274

Kathleen Jones
927-2720

Concept: Create a self-sustaining Equestrian Program on the Fiscalini Ranch Preserve to provide new community recreation opportunities based on local equine tradition.

Organization: Preferred sponsorship would be by Friends of the Fiscalini Ranch. Interested equestrians would form a committee that would create the program, including funding, fees, schedules, rules and regulations, operations and ranch stewardship related to horses. All activities would comply with the ranch Management Plan. The FFRP Board of Directors and the CCSD Board of Directors, with assistance from PROS, would approve and evaluate the program. The committee would report to the FFRP Board, with two committee members potentially becoming members of the FFRP Board.

Location: Base camp for the program would be a portion of the Rodeo Grounds (exact site to be determined). Riding trails would be on the East and West sides of the Ranch (exact locations to be determined). No horses on the bluff trail.

Facilities: Trails. Existing bull pen, portable riding/training arena, portable pipe corrals, portable shed, truck and trailer parking, portable feed storage, manure management/compost area, portable toilets, trailer for manager/overnight security, onsite information kiosk.

Potential Activities: Trail rides, riding arena, riding lessons, day camp for kids, riding clinics, horse shows, play days and other events. Therapeutic riding program. Docent program. Web page and online calendar to improve communications and management of horse activities. Compost production from manure and community garden.

Community Benefits: Healthy, outdoor recreational activities for children and adults. Sustainable use of public land.

Benefits for FFRP and CCSD: Bring local riders "into the fold" through club outreach about ranch stewardship and proper equestrian use of the land. Docent riders will provide "eyes and ears" on the ranch, on the lookout for fire and other safety concerns; downed trees, erosion and other "land" issues; illegal activities.

New crop of volunteers for trail maintenance and other ranch activities. Good public relations from recreation offerings. New source of income.

Timeline:

2012

- Form Equestrian Committee
- Create program; gain approval from FFRP, CCSD
- Specify equestrian trails; conduct ongoing trail maintenance
- Create web page and online calendar
- Install kiosk
- Improve footing and use bull pen for warm-ups and beginner lessons
- Set up shed and portable toilets
- Recruit docents for ongoing program
- Initiate campaign for purchase/donations of arena panels and pipe corrals
- Sponsor two English and/or Western riding events for fundraising
- Set up arena and pipe corrals
- Install feed storage facility
- Sponsor play days.
- Provide ongoing progress reports; conduct year-end evaluation; make adjustments

2013

- Hire manager
- Install trailer for overnight security
- Create compost program and community garden
- Create a riding program with borrowed or donated horses
- Sponsor open house
- Host equestrian activities for 4-H, Scouts, Pony Club, YMCA, PROS, horse breed clubs
- Sponsor educational clinics and activities
- Sponsor day camp for children with assistance from parents, local businesses and organizations
- Sponsor two English and/or Western riding event fundraisers
- Conduct year-end program evaluation; make adjustments

2014

- Add docents through public lesson program
- Add camp counselors through public lesson program
- Provide introductory level horse show opportunities
- Begin therapeutic riding program
- Conduct year-end program evaluation; make adjustments

Adopted April 11, 1997
Revisions Adopted by CCSD Board December 15, 1997
Revisions Adopted by CCSD Board December 21, 1998
Revisions Adopted by CCSD Board October 23, 2000
Revisions Adopted by CCSD Board March 21, 2002
Revisions Adopted by CCSD Board September 23, 2010
Revisions Drafted for PROS Consideration February 7, 2012

CAMBRIA COMMUNITY SERVICES DISTRICT

PARKS, RECREATION & OPEN SPACE (PROS) COMMISSION BY-LAWS/GUIDELINES

WHEREAS the needs assessment survey of 1992 documented community attitudes and interests in respect to parks, recreation, and open space for Cambria, the Cambria Community Services District Board of Directors (hereinafter the Board) that same year therefore formally recognized a volunteer community effort by creating a standing Parks, Recreation and Open Space Commission (hereafter the Commission), an appointed body under the Brown Act, to advise the Board on appropriate issues. Community priorities for parks, recreation, and open space have been set forth in the resulting PROS Master Plan adopted November 11, 1994 and the Commission is charged with seeking opportunities for realization of the goals therein.

I. Statement of Purpose and Authority

The purpose of the Commission is to serve the public with respect to parks, recreation and open space as follows:

- A. Assess existing resources and gather information regarding the parks, open space and recreational needs of the community.
- B. Establish a collaborative working relationship with relevant public and private organizations.
- C. Create plans for meeting the needs of the community within the bounds of current and potential resources.
- D. Anticipate needed funding for proposed actions and identify potential sources.
- E. Recommend plans of action to the Directors of the Cambria Community Services District regarding actions to meet the community needs for parks, recreation and open space.

- F. Facilitate communication with the residents of Cambria both to update community priorities for parks, recreation and open space and to obtain community support for planned actions.

II. Statement of Responsibilities

- A. Create an annual budget in consultation with the General Manager/CCSD Parks and Recreation Department staff and manage expenditures according to established guidelines.
- B. Members of the Commission and their activities are bound by all applicable provisions of the Brown Action (Government Code Sections 54950 et seq.).
- C. Members of the Commission shall not participate in discussion of, or vote on issues constituting conflicts of interest – “no public official shall make, participate in making, or in any way attempt to use his official position to influence a governmental decision in which he knows or has reason to know he has a financial interest.” (Government Code Section 87100).
- D. Members of the Commission are charged with protecting and upholding the public interest and with exhibiting the highest level of ethics in all actions.

III. Terms of Appointments and Offices

- A. The Commission shall consist of five members with full voting privileges. The Commission shall interview applicants and forward recommendations on appointments for consideration by the Board of Directors. Commissioners shall be appointed by a majority vote of the Board of Directors.
- B. Each Commissioner shall serve a four-year term. Upon the request of a retiring commissioner, at the end of a completed term of office, with the recommendation of the PROS Commission, and at the discretion of the CCSD Board of Directors, a Commissioner may be appointed for an additional term of up to four years.
- C. Each Commissioner shall live within the Cambria Community Services District’s boundaries, hold no other public office within the CCSD, and shall serve at the pleasure of the Board.
- D. The members of the Commission shall elect a Chairperson, Vice-Chairperson and Secretary. The Chairperson shall preside over meetings, appoint appropriate committees, sign reports, establish meeting agendas, and represent the Commission at the regular Board meeting. In the absence of the Chairperson, the duties of this office shall be performed by

the Vice Chairperson. The terms of these offices shall be two years with elections occurring at the first regular March meeting of every odd year.

- E. From the PROS recommended list of applicants, the CCSD Board of Directors may appoint up to three Alternate Commissioners who may substitute for absent members at the request of the chair. Such Alternate Commissioners may participate in any PROS activities, as directed by the Commission Chair, but shall not have vote on matters of interest to the Commission unless serving in the place of a Regular Commission Member.

IV. Commission Responsibilities

A. Chairperson

1. Chair Commission meetings.
2. Chair the PROS Executive Committee to include the Chairperson and Vice Chairperson.
3. Coordinate input for agenda topics for the monthly PROS Commission meetings with CCSD Parks and Recreation Department staff.
4. Develop an Annual Calendar of Events that includes PROS priorities, workshops as needed, and joint meetings with the CCSD Board of Directors.
5. Appoint Ad Hoc Committees as needed.
6. Appoint representatives to act as liaison to community groups and committees.

B. Vice Chairperson

1. Perform the duties of the Chairperson in their absence.
2. Coordinate preparation of PROS Priorities with the Chairperson to be submitted to the CCSD Parks and Recreation Department staff.
3. Attend Executive Committee meetings as needed.

V. Agenda Procedure

A. PROS Regular Meetings

1. The PROS Commission shall meet within the jurisdictional boundaries of the CCSD except in emergency.
2. PROS Commissioners provide input on agenda to Chairperson.
3. Chair and Vice Chair develop draft agenda with CCSD staff.
4. CCSD staff prepares the final agenda, attachments, and emails to all PROS Commissioners. Agendas are distributed to PROS distribution list.
5. CCSD staff posts agendas at CCSD Administrative Office, Veteran's Memorial Building, and Cambria Library.

VI. Committees

The Commission shall appoint Ad Hoc Committees as may be deemed necessary or advisable. The duties of the Ad Hoc Committee shall be outlined at the time of appointment, and the committee shall be considered dissolved when its final report has been made.

VII. Commission Procedures

- A. The Commission shall meet on the first Tuesday of each month regularly scheduled meeting unless otherwise publicly noticed 72 hours in advance. The Commission may call public-noticed special meetings as needed.
- B. A majority of the Commission members shall constitute a quorum.
- C. All Commission meetings shall be conducted by laws governing open meetings and public participation.
- D. The Board shall appoint Board liaison to the Commission for the purpose of improving the flow of communication between the entities.
- E. The General Manager, or their designated representative(s), shall assist the Commission as Staff to the Commission.
- F. After two consecutive unexcused absences of a Commissioner, the Commission, by a majority vote, may recommend to the Board the dismissal of said Commissioner.
- G. Should a Commissioner disrupt Commission meetings, or participate in behavior contrary to the charges and responsibilities of the Commission, the Commission, by a majority vote, may recommend to the Board the removal of said Commissioner.
- H. Commissioners desiring to resign shall submit a letter of resignation to the Commission Chairperson and this shall be forwarded to the Board.
- I. To fill a vacancy on the Commission resulting from the expiration of a regular term of office with no request for reappointment, as described in section III.B, such vacancy shall be advertised for a minimum of two weeks in the local Newspaper, and posted at all CCSD public information bulletin boards. The application period shall extend from the date of first posting the vacancy until a date four weeks following. Applications may be obtained at the CCSD Administrative Offices during normal business hours during the application period. An Ad Hoc committee of the Commission, appointed by the Chair, shall interview applicants for such

vacancies and forward their recommendations to the CCSD Board of consideration.

- J. Vacancies of unexpired terms of office of regular Commission members shall be filled from among current alternate members. Such vacancy shall be filled by appointment of an Ad Hoc Committee of the PROS Commission.

VIII. Amendments to Bylaws/Guidelines

The Bylaws/Guidelines may be amended by majority vote at any regular meeting of the Commission provided that written notice of the proposed changes is mailed to each member of the Commission no less than one week in advance. Changes must be approved by the Board.
