

Pursuant to Governor Newsom's Executive Order N-29-20, members of the PROS Commission and staff will participate in this meeting via a teleconference. Members of the public can submit written comments to the Board Secretary at boardcomment@camabriacsd.org.



Parks, Recreation and Open Space Commission (PROS)

REGULAR MEETING
Tuesday, January 5, 2021 - 10:00 AM

AGENDA

Please click the link below to join the webinar:

<https://zoom.us/j/99238331673?pwd=dmVjOHhjZjdKbIRkZ2ZHMHhtUFJHZz09>

Passcode: 590171

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International numbers available: <https://zoom.us/j/99238331673>

1. OPENING

- A. CALL TO ORDER
- B. ESTABLISH QUORUM
- C. CHAIR REPORT

2. ELECTION OF OFFICERS

3. EX - OFFICIO REPORTS

- A. Friends of the Fiscalini Ranch Report

4. PUBLIC COMMENT NOT ON THE AGENDA

Members of the public may now address the Commission on any item of interest within the jurisdiction of the Commission but not on its agenda today.

Future agenda items can be suggested at this time. In compliance with the Brown Act, the Commission cannot discuss or act on items not on the agenda. Each speaker has up to three minutes.

5. FACILITIES AND RESOURCES SUPERVISOR

6. CONSENT AGENDA (Estimated time: 15 Minutes)

- A. Consideration to Approve the Minutes from the Regular Meeting Held on December 1, 2020.

7. REGULAR BUSINESS

- A. Discussion and Consideration of Goals and Objectives for 2021
- B. Discussion and Review of the PROS Bylaws
- C. Receive Update on the Cambria Skatepark

8. FUTURE AGENDA ITEMS

9. ADJOURN

Parks, Recreation and Open Space Commission
(PROS)

REGULAR MEETING
Tuesday, December 1, 2020 - 10:00 AM

MINUTES

1. OPENING

A. CALL TO ORDER

Chairman Kniffen called the meeting to order at 10:00 a.m.

B. ESTABLISH QUORUM

A quorum was established.

Present – Commissioners Johansson, Atencio, Kniffen, Cooper, Renshaw, Bahringer and Lord was absent.
Staff Present – General Manager John Weigold, Facilities and Resources Supervisor Carlos Mendoza, Board Secretary Ossana Terterian.

C. CHAIR REPORT: none

2. EX - OFFICIO REPORTS

- A. Friends of the Fiscalini Ranch Report: Kitty Connolly reported:Volunteers removed kikuyu grass from the boardwalk, cut lupine back from the Bluff Trail, and pulled ice plant from the bluffs. They prepared the Ravine Trail for winter rains and are obscuring secondary “social Trails”. On Nov. 28, a group of more than 70 people planted about 350 Monterey pine seedlings to the SE of the Dolphin Bench on the Ridge

Trail . Our Thanks to Carlos and CCSD for supporting all these activities.

3. PUBLIC COMMENT NOT ON THE AGENDA: none

4. FACILITIES AND RESOURCES SUPERVISOR:

Carlos gave a very comprehensive report with pictures. Trees continue to be maintained on the Ranch and at Vet's Hall. Davy Tree cut a dead tree at Vet's hall. The parking lot at Vet's hall was re-stripped. The stage was was patched, textured, painted and new base board was installed. 40 dead trees were removed on the Ranch. The Cambria Fire Department held a chainsaw training event on the the Fiscalini Ranch. Thanksgiving tree planting on the Ranch went well and Carlos's crew were a part of this event. The pocket park was cleaned up. CCSD Staff is coordinating with Beautify Cambria to re-sand and finish the trash cans on Main St. They will be replanted. This will be an ongoing project. The homeless continues to impact the resource and facilities crew. Carlos philosophy on handling the homeless is compassionate and not heavy handed. The toilet and trash bin is a two edged sword. It does encourage more homeless, but it is the humane thing to do. This issue is not going away and continues to take money and man power of the facilities and resources department. Carlos said if not for FFRP's support in volunteer work and trails and money for forest projects their Department would be worse off. He is so appreciative for the help. A suggestion from Commissioner Cooper was a "Go fund Me" project to raise money. Commissioner Bahringer suggested once again supporting a non profit to help pay for Ranch expenses. He suggested maybe it could be an objective for 2021. Kitty spoke up and said FFRP is a non profit.

5. CONSENT AGENDA (Estimated time: 15 Minutes)

- A. Consideration to Approve the Minutes from the Regular Meeting held on November 3, 2020

Commissioner Atencio moved to approve the November 3, 2020 meeting minutes.

Commissioner Johannson second the motion.

All approved.

6. REGULAR BUSINESS

- A. Discussion and Consideration of 2021 Parks, Recreation and Open Space Commission Meeting Dates

Commissioner Renshaw moved to approve

Commissioner Johannson second the motion.

All approved.

- B. Discussion Regarding PROS Commissioner Alternate Vacancies and Application Process

Commissioner Renshaw moved to extend the alternates time to the year 2021. Commissioner Atencio second

All approved.

- C. Receive Update on the Cambria Skatepark

The update on the Cambria Skate park led to a lengthy discussion. Some of the points made were as follows: We have to still apply for the grant of \$177,000 which can be used for Skatepark. We have \$14,000 for the initial **Concept Design** and we should get started with that design. The Spohn Ranch Organization will do that initial Concept Design and would like to build the skatepark also. Steve would like to push forward on the project and has appointed an ad hoc committee consisting of Commissioners Cooper and

Renshaw to facilitate this push. Commissioner Johannsson it also helping with advice on this project. Carlos is also responsible for seeing this project through to completion.

Julie Amodei then made the following report: She is pushing hard for the Design and build Concept. The District needs to use the Design, Bid and Build concept because they own the property and you must put things out to bid before you can build. The Cambria Initiative has raised \$100,000 already for the project and Julie is pushing to build. She believes that we can do it without the Bid process under the organization called Source Well which CCSD is a member of. Shara Tathan then weighed in that Spohn Ranch does not want the bid process and wants to go ahead and build .They have lots of experiences building skate parks across the country and their web site is filled with examples. Julie then asked the ad hoc Committee and Carlos if they would be available to have a zoom meeting with the Spohn Ranch Organization. The answer was in the affirmative .

D. Receive Update on the Cambria Restroom

The bathroom Up date was as follows: Civil Design has submitted a revised initial proposal to the CCSD. There are many issues that have to be resolved before a final design can be formalized: eg. water, sewer, ADA to name just a few. Carlos feels sure Civil Design will guide us through these issues. Contract with the County ends June 30th. We have 3 months after that to provide the County with a final product to satisfy the grant.

E. Discussion Regarding Parks, Recreation and Open Space Projects, Priorities and Costs: We will continue with the Skate park and the bathroom as priorities and add the right away at Piney Way and

work on a 5013c to help pay for Ranch Costs.

7. FUTURE AGENDA ITEMS See priority list

8. ADJOURN

Chair Commissioner Kniffen adjourned the meeting at 11:33

CAMBRIA COMMUNITY SERVICES DISTRICT

DIRECTORS:

HARRY FARMER, President
 CINDY STEIDEL, Vice President
 AMANDA RICE, Director
 DAVID PIERSON, Director
 DONN HOWELL, Director



OFFICERS:

JOHN F. WEIGOLD IV, General Manager
 MONIQUE MADRID, District Clerk
 TIMOTHY J. CARMEL, District Counsel

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PROS Commission 2020 Goals & Objectives

Adopted by the Board of Directors on 2/20/2020

1. Continue working with the County on the Burton Drive Pedestrian Path. Consider an alternative for the portion of Burton Drive from the intersection of Eton Road to the bridge that might be more practical.
2. Work with the County of San Luis Obispo on the establishment of additional bike paths throughout the community of Cambria.
3. Work to understand and identify lots that may benefit the vision of the PROS Commission and their potential to be purchased or retired.
4. Work to create and establish East Ranch recreational purposes.
5. Work to secure funding outside the regular CCSD funding sources

*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 Adopted by CCSD Board February 23, 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 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 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.