



CAMBRIA COMMUNITY SERVICES DISTRICT

MEETING	TIME & DATE	LOCATION
PROS Committee	2:00 PM Tuesday, May 21, 2024	Cambria Veterans' Memorial Hall 1000 Main Street, Cambria, CA 93428

AGENDA

Regular PROS Committee Meeting

Tuesday, May 21, 2024 2:00 PM

In person at:

**Cambria Veterans' Memorial Hall
1000 Main Street, Cambria, CA 93428**

AND via Zoom at:

Please click the link to join the webinar: [HERE](#)

Webinar ID: 829 7570 2177

Passcode: 641439

Copies of the staff reports or other documentation relating to each item of business referred to on the agenda are on file in the CCSD Administration Office, available for public inspection during District business hours. The agenda and agenda packets are also available on the CCSD website at <https://www.cambriacsd.org/>. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting or if you need the agenda or other documents in the agenda packet provided in an alternative format, contact the Confidential Administrative Assistant at 805-927-6223 at least 48 hours before the meeting to ensure that reasonable arrangements can be made. The Confidential Administrative Assistant will answer any questions regarding the agenda.

1. OPENING

1.A Call to Order

1.B Establishment of Quorum

1.C Chair Report

1.D Agenda Review

1.E Ad Hoc Subcommittee Report(s)

1.F Committee Member Communications

Any Committee Member may make an announcement, report briefly on his or her activities, or ask a question for clarification.

2. PUBLIC COMMENT NOT ON THE AGENDA

Members of the public may now address the Committee on any item of interest within the jurisdiction of the Committee but not on its agenda today. Future agenda items can be suggested at this time. In compliance with the Brown Act, the Committee cannot discuss or act on items not on

the agenda. Each speaker has up to three minutes.

3. FACILITIES & RESOURCES MANAGER'S REPORT

4. REPORTS FROM AFFILIATED GROUPS COMMUNITY GROUPS STARTING AT 2:15 PM

There is no expectation that representatives from these groups necessarily report at every meeting, each will judge when to engage based on current issues and plans. To keep meeting duration to a manageable time span, we will limit reports to 3 minutes, and keep Committee discussion brief. Where substantive issues emerge, we will identify those issues as future discussion topics.

- [Friends of the Fiscalini Ranch Preserve](#), Executive Director Kitty Connolly
- [Skate Cambria](#), Juli Amodei
- Friends of the Dog Park, Shelly Becker
- [Greenspace the Cambria Land Trust](#), Executive Director Karin Argano
- [Forest Committee](#), Laura Swartz
- [The Land Conservancy of San Luis Obispo County](#), ED Kaila Dettman, or Daniel Bohlman
- [Kenneth Norris Rancho Marino Reserve](#), Reserve Director Keith Seydel

5. CONSENT AGENDA

5.A Consideration to Approve the April 16, 2024 Regular Meeting Minutes

6. REGULAR BUSINESS

6.A Discuss and Update the PROS Goals Progress Report

6.B Discuss and Consider Ad Hoc Committee Assignments

7. FUTURE AGENDA ITEMS

8. ADJOURN



CAMBRIA COMMUNITY SERVICES DISTRICT

MINUTES OF APRIL 16, 2024, REGULAR PROS COMMITTEE MEETING OF THE CAMBRIA COMMUNITY SERVICES DISTRICT

A regular meeting of the PROS Committee of the Cambria Community Services District was held at the Cambria Veterans' Memorial Hall, located at 1000 Main Street, Cambria, CA 93428, on Tuesday, April 16, 2024, at 2:00 PM

1. OPENING

1.A Call to Order: Chair Thomas called the meeting to order at 2:00 PM

1.B Establishment of Quorum

A quorum was established with Committee Members Michael Thomas, Shannon Sutherland, Kermit Johansson and Jim Bahringer present. Committee Members Steve Kniffen and Jeff Wilson were absent for good cause.

Staff members present: F&R Manager Aguirre attended in person. GM McElhenie attended by Zoom

Public Present: Dick Clark, Shelly Becker, Donn Howell, Dennis Dudzik, Tony Church and David Pierson attended in person. Karin Argano, Kitty Connolly, Laura and Crosby Swartz attended on zoom.

1.C Chair Report: No Chair report

1.D Agenda Review: Chair Thomas briefly reviewed the agenda, no changes, but we may rearrange the schedule to discuss item 4 at 2:15 PM.

1.E Ad Hoc Committee Reports, 2:02 PM

Shannon Sutherland reported that the Community Park Planning Ad Hoc Committee presented an alternative location for the East Rach restroom which was denied by the Board.

Shannon Sutherland reported on Signage, the colors recommended for the skate park bathroom will match the community park bathroom, benign colors which will hopefully provide the backdrop for future murals.

1.F Committee Member Communications, 2:05 PM

Committee Member Kermit Johansson stated that this will be his last meeting. Michael Thomas, Shannon Sutherland, Jim Bahringer, Donn Howell, and Kitty Connolly commented on what an honor it has been working with Kermit on this Committee, how Kermit has been so dedicated and persistent in truly serving the community.

Jim Bahringer commented that he has presented the List of Pedestrian and Transportation Needs to the Cambria Tourism Board, and that the CTB is considering asking the County to install speed bumps on Moonstone Beach Drive.

In public comment on Committee Member Communications, Tony Church expressed concerns that installing speed bumps on Moonstone Beach Drive is not a good idea, because speed bumps impede emergency responders.

2. PUBLIC COMMENT NOT ON THE AGENDA, 2:11 PM

- Dick Clark commented about the excellent presentation by the Skate Park to the SLO Planning Commission.
- Michael Thomas read written comment from Fanny Arenas regarding Meals That Connect.
- Tony Church commented that Cambria Community Council provides transportation at no charge to the community.

3. FACILITIES & RESOURCES MANAGER'S REPORT, 2:24 PM

- Already started weed abatement on CCSD owned parcels, 22 completed already.
- Started mowing, but with the ground so wet, have had a couple failures with the tractors.
- Finally, fully staffed with 3 Maintenance Technicians, with the onboarding of Patrick Moloney last week.
- Mr. Aguirre described how he is focused on creative ways to accomplish the mission of his department within the limited resources available.

Public comment by Dennis Dudzik, asking Mr. Aguirre the schedule for clearing the debris in Santa Rosa Creek adjacent to his property? Mr. Aguirre responded that it's still too wet from the recent rains to access the area with heavy equipment, but hopefully within the next several weeks.

4. BRIEF REPORTS FROM GROUPS WITH ROLES AND RESPONSIBILITIES RELATED TO PROS WITHIN JURISDICTIONAL BOUNDARIES STARTING AT 2:14 PM

- [Friends of the Fiscalini Ranch Preserve](#), Executive Director Kitty Connolly, 2:14 PM,
 - The CCSD Board approved the Linking Boardwalk Project, expecting construction to be completed this summer.
 - More rain = more weeding, so thank you to the volunteers, and to David Aguirre for mowing, no way to get it all done by hand.
 - Working with USLTRCD to get more wildlife supporting native plants on the ranch, both in the forest and lower down.
 - Received a grant to work with the Santa Barbara Botanical Garden to put even more plants on the ranch.
 - FFRP volunteers will focus on growing trees, which we are very good at.
 - The 16th Wildflower Show will be coming April 27-28 at the Vets Hall.
- Friends of the Dog Park, Shelly Becker, 2:18 PM
 - They have reestablished their 401(c)(3) organization, have \$45k in private donations, hoping to get benches, plaques and gazebos, and working with a trainer on their “no bark” program,
- [Greenspace the Cambria Land Trust](#), Executive Director Karin Argano, 2:20 PM,
 - Greenspace, in cooperation with True Earth Market is hosting Earth Day Sunday April 21, 11-3. The theme is planet vs. plastics.
 - Planning to do another round of grazing with goats in Strawberry Canyon.
- [Forest Committee](#), Laura Swartz, 2:24 PM, working on removal of invasives from Fern Canyon and other public spaces.

5. CONSENT AGENDA

5.A Consideration to Approve the March 27, 2024 Special Meeting Minutes, 2:34 PM

Committee member Johansson moved to approve the minutes.

Vice Chair Sutherland seconded the motion.

Motion Passed Ayes 3, Nays 0, Abstain 0, Absent 2 (Committee Members Kniffen and Wilson)

6. REGULAR BUSINESS

6.A Update on the East Ranch Restroom Project, 2:35 PM

Chair Thomas introduced the topic, stating that the permit has been approved and the purchase order was issued on April 1, answering the questions raised in the last meeting.

6.B Discuss and Consider the Color Scheme for the Skatepark Restroom, 2:36 PM

Chair Thomas introduced the topic. Staff has proposed the color scheme for the Skatepark Restroom match what was previously submitted in the PO for the East Ranch Restroom, ash grey for the body, antique bronze for the doors, door frames and trim, and a tan blend for the flooring.

Committee member Bahringer moved to forward the proposed color scheme for the skate park restroom to the Board of Directors.

Vice Chair Sutherland seconded the motion.

Motion Passed Ayes 3, Nays 0, Abstain 0, Absent 2 (Committee Members Kniffen and Wilson)

6.C Discuss and Update the PROS Goals Progress Report, 2:40 PM

Chair Thomas introduced the topic, and asked Vice Chair Sutherland to lead the discussion. Vice Chair Sutherland reviewed the updates that have been provided.

6.D Discuss Responsibilities for Maintenance of Parks, Recreation & Open Spaces, 2:54 PM

Chair Thomas introduced the topic, and the committee, staff and public had an engaging discussion, with broad support for the summary of PROS Committee responsibilities listed in the staff report.

- The GM commented that where staff can use help from PROS is identifying the potential maintenance costs for anything that goes into the parks, recreation & open space realm. We're already operating at a structural deficit, and we can use PROS help on identifying ways that they can be funded.
- Public comment by Dennis Dudzik, 3:12 PM, regarding addressing accumulations of vegetation in Santa Rosa Creek which may present a flood risk, another unfunded maintenance issue.
- Public comment by Laura Swartz, 3:15 PM, regarding past maintenance practices that may have been overly aggressive in forested areas resulting in increased future maintenance costs. The concern is that indiscriminate clearing destroys native landscaping leading to increased invasives. Don't do any more than absolutely necessary. Mr. Aguirre responded thoughtfully to this comment.
- It was pointed out that the Strategic Plan Objective to Develop Management Plans for CCSD-owned parcels will help in this regard.
- Public comment by Shelly Becker, 3:20 PM, inquiring regarding the possibility of having crews of inmates help with clearing. Mr. Aguirre discussed some of the challenges of that approach.
- 3:20 PM, Vice Chair Sutherland asked about contracting the California Conservation Corps. Mr. Aguirre discussed some of his experience regarding the cost of contracting CCC.

7. FUTURE AGENDA ITEMS, 2:05 PM

Chair Thomas asked for any future agenda items. Committee member Bahringer suggested we discuss ways we can be ready for progress in the East Ranch Community Park when the restroom is installed. This is already being addressed in the ad hoc committee scope and will be coming to the PROS Committee when sufficiently defined.

8. ADJOURN

Chair Thomas adjourned the meeting at 3:27 PM.

DRAFT

CCSD Parks Recreation & Open Space Goals for 2024 and Beyond

Note: These are long-term Goals the PROS Committee is working towards, and most require coordination of multiple organizations to achieve.

Goal	Ultimate Outcome	What PROS Committee HOPES to Achieve in 2024	Directly Responsible Individual (DRI)	Updates	TASK	PRIORITY	STATUS	DUE DATE	% COMPLETE	NOTES
Community Park Plan	Design a comprehensive Community Park that provides recreational opportunities consistent with District fiscal capabilities and the Master EIR.	Design a Community Park Plan that reflects the community's current needs and get approval from the CCSD Board so that efforts to progress the next project(s) can proceed as soon as the bathroom is installed.	Community Park Plan Ad Hoc Committee: Michael Thomas Shannon Sutherland Jeff Wilson David Aguirre		Recommend Restroom location	High	In Progress	3/21/2024	50.00%	
					Define boundaries	High	In Progress	4/16/2024	40.00%	
					As is map	Normal	In Progress	3/19/2024	75.00%	
					Project viability matrix	Normal	In Progress	4/16/2024	40.00%	
					First draft conceptual plan to PROS	Normal	In Progress	5/21/2024	0.00%	
					Proposed map	High		5/21/2024	40.00%	
					Community engagement	High		8/20/2024	0.00%	
					Name community park	High	In Progress	9/17/2024	0.00%	
					Draft plan to PROS	High	In Progress	9/17/2024	0.00%	
					Draft plan to the Board	High	In Progress	10/17/2024		
Inventory of CCSD-owned undeveloped properties	Inventory CCSD-owned undeveloped properties to determine , where appropriate, potential uses.	Inventory of open spaces owned by CCSD, listing relevant info such as deed restrictions, CCSD utilities, and existing conditions/ needs, and begin to identify potential uses. Review Open Space Management Plans presented by staff and advise the Board regarding the robustness of those plans.	Jeff Wilson David Aguirre		Task 1	High	In Progress	3/3/2024	0.00%	
					Task 2	Low	Complete	2/14/2024	0.00%	
					Task 3	Normal	In Progress	3/19/2024	0.00%	
					Task 4	High	In Progress	3/7/2024	0.00%	
					Task 5	Normal	In Progress	3/19/2024	0.00%	
					Task 6	High	In Progress	3/7/2024	0.00%	
Relationship with San Luis Obispo County Parks & Recreation	Better working relationship with SLO County Parks and Recreation Commission, leading to County support and funding for PROS projects.	Cultivate a better working relationship with SLO County in general and the County Parks & Recreation Commission in particular by attending and participating in the County Parks & Recreation Commission meetings. The PROS members will take turns attending the meetings to update the	Steve Kniffen		Task 1	High	In Progress	3/3/2024	0.00%	
					Task 2	Low	Complete	2/14/2024	0.00%	
					Task 3	Normal	In Progress	3/19/2024	0.00%	
					Task 4	High	In Progress	3/7/2024	0.00%	
					Task 5	Normal	In Progress	3/19/2024	0.00%	
					Task 6	High	In Progress	3/7/2024	0.00%	
Rodeo Grounds Road	Rodeo Grounds Road paved to enable access to our Community Park in all weather conditions.	Work to influence the County at every opportunity to include paving Rodeo Grounds Road in their plans as soon as possible.	Shannon Sutherland		Task 1	High	In Progress	3/3/2024	0.00%	
					Task 2	Low	Complete	2/14/2024	0.00%	
					Task 3	Normal	In Progress	3/19/2024	0.00%	
					Task 4	High	In Progress	3/7/2024	0.00%	
					Task 5	Normal	In Progress	3/19/2024	0.00%	
					Task 6	High	In Progress	3/7/2024	0.00%	
Burton Drive Walkway	A walking path from Burton Drive and Eton Road to Village Lane, a safe route for Santa Lucia Middle School students and the Cambria Pines Lodge tourists to walk downtown.	Work with SLO County Public Works to progress their expanded scope project.	Kermit Johansson		Task 1	High	In Progress	3/3/2024	0.00%	
					Task 2	Low	Complete	2/14/2024	0.00%	
					Task 3	Normal	In Progress	3/19/2024	0.00%	
					Task 4	High	In Progress	3/7/2024	0.00%	
					Task 5	Normal	In Progress	3/19/2024	0.00%	
					Task 6	High	In Progress	3/7/2024	0.00%	
Safe Pedestrian Walkways, Phase I	Safe walkways for reasonable distances on both sides of Ardath/Main Street, Burton Dr., Windsor Blvd. and Weymouth St. as outlined in Purpose/Needs of 4 Intersections on Hwy 1 In Cambria, dated 12/13/2023.	Work with SLO County Public Works to at least get these projects included in their 5 Year Plan.	Kermit Johansson	Might we increase probability of success by breaking this out as 4 separate projects?	Task 1	High	In Progress	3/3/2024	0.00%	
					Task 2	Low	Complete	2/14/2024	0.00%	
					Task 3	Normal	In Progress	3/19/2024	0.00%	
					Task 4	High	In Progress	3/7/2024	0.00%	
					Task 5	Normal	In Progress	3/19/2024	0.00%	
					Task 6	High	In Progress	3/7/2024	0.00%	
Trail connecting Fiscalini West Ranch with the East Ranch	A safe multipurpose trail connecting the Fiscalini West Ranch with the East Ranch under Highway 1, either following an existing social trail under the Santa Rosa Creek bridge, or through traffic control measures.	Work with CalTrans to at least get this project included in their Capital Improvement Plan.	Kermit Johansson		Task 1	High	In Progress	3/3/2024	0.00%	
					Task 2	Low	Complete	2/14/2024	0.00%	
					Task 3	Normal	In Progress	3/19/2024	0.00%	
					Task 4	High	In Progress	3/7/2024	0.00%	
					Task 5	Normal	In Progress	3/19/2024	0.00%	
					Task 6	High	In Progress	3/7/2024	0.00%	

About this Workbook

This worksheet (this page) describes the purpose of this workbook (this file) and how it is used. The "PROS Goal Progress Report 2024" worksheet (the 2nd tab) lists the goals.

BACKGROUND: In the CCSD Strategic Plan, adopted 8/11/2022, under the Core Area of Facilities and Resources, the CCSD Strategic Goal is to Manage and provide stewardship of District assets, parks, recreation, and open space in a timely, cost-effective, and environmentally sensitive manner. The PROS Committee Goals established during the 12/5/2023 CCSD PROS Committee Meeting are aligned with this CCSD Goal.

These Goals were presented to the Board 2/15/2024, and subsequently revised substantially based on Board direction.

How we will use this Workbook

The PROS Committee Vice Chair Shannon Sutherland will keep this workbook up to date on a monthly basis, and post a pdf extract on the CCSD Website at: <https://www.cambriacsd.org/pros-committee-work>.

One of the responsibilities of the Directly Responsible Individual is to provide an update to PROS Committee Vice Chair Shannon Sutherland 12 days ahead of each PROS Committee Regular Meeting describing progress, status, and action needed at the upcoming meeting.

Updates received by the agenda content deadline will be included in the upcoming meeting agenda packet.