



CAMBRIA COMMUNITY SERVICES DISTRICT

MEETING	TIME & DATE	LOCATION
PROS Committee	2:00 PM Tuesday, November 19, 2024	Cambria Veterans' Memorial Hall 1000 Main Street, Cambria, CA 93428

## AGENDA

### **Regular PROS Committee Meeting**

**Tuesday, November 19, 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. REPORTS FROM AFFILIATED 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.

- [County Parks and Recreation Commission](#), District 2 Commissioner Pandora Nash-Karner
- [Beautify Cambria](#), Claudia Harmon Worthen
- [Forest Committee](#), Laura Swartz,
- Friends of the [Cambria Dog Park](#), Shelly Becker,
- [Greenspace the Cambria Land Trust](#), Executive Director Karin Argano,
- [Kenneth Norris Rancho Marino Reserve](#), Reserve Director Keith Seydel,
- Lampton Cliffs Adopt-a-Park Iceplant Removal Project, Suzanne Fiedler,
- [The Land Conservancy of San Luis Obispo County](#), ED Kaila Dettman, or Daniel Bohlman

**3. REPORTS & PROJECT UPDATES**

**3.A Facilities & Resources Manager’s Report, David Aguirre**

**3.B Friends of the Fiscalini Ranch Preserve Report, FFRP Executive Director Kitty Connolly**

**3.C East Ranch Community Park Restroom Project Update Report, Tristan Reaper**

**4. 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.

**5. CONSENT AGENDA**

**5.A Consideration to Approve the October 15, 2024 Regular Meeting Minutes**

**6. REGULAR BUSINESS**

**6.A Update on Draft Community Park Phase 3 Plan Engagement Sessions**

**6.B Discuss and Update the [PROS Goals Progress Report](#)**

**7. FUTURE AGENDA ITEMS**

**8. ADJOURN**



## CAMBRIA COMMUNITY SERVICES DISTRICT

### MINUTES OF OCTOBER 15, 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, October 15, 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 all Committee Members present: Steve Kniffen, Jim Bahringer, Shannon Sutherland, Juli Amodei, and Jeff Wilson. Chair Michael Thomas was present.

Staff members present: General Manager Matthew McElhenie and F&R Manager David Aguirre attended the meeting, and Utilities Manager Jim Green, and Utilities Department Administrative Technician Eric Johnson attended a portion of the meeting on zoom.

Public present: Dick Clark

Public on Zoom: Karin Argano and Kitty Connolly.

#### **1.C Chair Report – 2:02 PM**

Chair Thomas reported on key proceedings from the most recent CCSD Board meetings.

#### **1.D Agenda Review – 2:04 PM**

Chair Thomas asked for any questions or updates. There were none.

#### **1.E Ad Hoc Subcommittee Report(s) – 2:05 PM**

Chair Thomas updated changes to several of the Ad Hoc Subcommittees, including the disbanding of the Signage Ad Hoc and the Open Space Ad Hoc. Jeff Wilson will be the PROS Committee member responsible for working with the GM and others designated in the Strategic Plan regarding CCSD owned parcels. The Community Park Planning Ad Hoc remains in place.

#### **1.F Committee Member Communications – 2:07 PM**

Jeff Wilson brought up concerns regarding Sunday, October 6 incident of visitors to West Fiscalini Ranch falling off the cliff near the Bluff Trail, and suggested a review and addition of signage to keep visitors on the established boardwalk/pathway.

#### 2. REPORTS FROM AFFILIATED COMMUNITY GROUPS -2:10 PM

Greenspace the Cambria Land Trust, 2:10 PM, Executive Director Karin Argano reported:

- The recent Saturday October 12 event at Creekside Reserve.
- Sunday October 20, 5:00 PM speaker series with Obi Kaufman at Saint Paul's.
- Greenspace Fiscal Year recently ended September 30.
- Working on the Master Plan for Strawberry Canyon

3. **PUBLIC COMMENT NOT ON THE AGENDA – 2:15PM:** There was none.

4. **REPORTS & PROJECT UPDATES**

**4.A Facilities & Resources Manager’s Report, David Aguirre – 2:15PM**

- Onboarding new F&R tech, Lalo.
- Continued cleanup of homeless encampments.
- Clean up at entry/exit of Rodeo Grounds, at base of stairs.
- West Ranch final Wednesday Weeders cleanups.
- Contributing to upcoming Lampton Cliffs ice plant removals.
- Mentioned problem of visitor trails off main boardwalk on Bluff Trail.
- Clean up at Windsor, south end of West Ranch.
- Gearing up for winter season.
- 1<sup>st</sup> set of interviews for remaining open Tech position, 2 locals as finalists.

**4.B Friends of the Fiscalini Ranch Preserve Report, FFRP Executive Director Kitty Connolly – 2:24 PM**

- Linking boardwalk soft opening Friday Oct 11; major thanks to donors!
- No bike signs soon to go up on the new boardwalk.
- Full formal boardwalk dedication on Oct 26.
- Plants being donated by Santa Barbara Nursery to be planted in November.
- Monterey Pine planting will be in early December.
- First Saturday Trails work party Saturday, Oct 19.

**4.C Skatepark Project Update Report, Juli Amodei – 2:27 PM**

- Appreciation to Mr. Aguirre for clearing the skatepark area of dirt and debris.
- As part of the Scarecrow Festival, Shredder is out front of the skate park.
- Continuing efforts regarding the Skatepark Maintenance Fund, hoping to reach a Memorandum of Understanding with the District by the end of November.
- Everything is on track for the grant, hoping for good news in early 2025.
- In September, the Board approved the contract with Spohn Ranch for preparation of plans and specifications.

For information, see the following resources:

- o [Skate Cambria](#)
- o [Cambria Skatepark](#) on the CCSD website.

GM McElhenie followed up with further details.

**4.D East Ranch Community Park Restroom Project Update, Matt McElhenie – 2:36 PM**

- Still targeting end January for delivery of pre-fab restroom.
- Minor changes to the electrical plans, should not slow anything down.
- Brief discussion regarding pathway to the bathroom from parking lot. No changes.
- Shannon discussed permitting/ ADA requirements, and a preliminary pre-permitting meeting with the County.

5. **CONSENT AGENDA – 2:43 PM**

**5.A Consideration to Approve the September 17, 2024 Regular Meeting Minutes**

Committee member Sutherland moved to approve the minutes.

Committee member Amodei seconded the motion.

Motion Passed Ayes 5, Nays 0, Abstain 0, Absent 0

6. **REGULAR BUSINESS**

**6.A Update on Draft Community Park Phase 3 Plan Engagement Sessions -2:44PM**

- Chair Thomas introduced the topic, and Community Park Phase 3 Plan Ad Hoc Committee Members Sutherland and Wilson led the discussion.
- Excellent progress to date engaging a wide range of community stakeholders.
- Shannon working on translation for the presentation files.
- Vice Chair Sutherland updated the Engagement Plan with the objective of completing all community engagement assignments by December 1, to enable the ad hoc committee to bring the Phase 3 Plan and summary of engagement data to the December 17 PROS Committee meeting.
- Regarding a Park Plan “outlook” meeting with the County, Matt, Jeff, and Shannon will coordinate a meeting with relevant County and CCSD staff before the December PROS meeting.

**6.B Discuss and Update the PROS Goals Progress Report -3:13 PM**

Vice Chair Sutherland led the discussion updating the PROS Goals Progress Report.

- Member Wilson reported on presentation to SLO County Parks and Rec Commission in September; Requested time on the October or November meeting agenda for full presentation.
- Vice Chair Sutherland briefly updated lack of progress on East/West Ranch Hwy 1 Crossing.
- Rodeo Grounds Road improvement: Manager Aguirre indicated sealer option costs need to be established and Vice Chair Sutherland indicated full paving costs need to be estimated.
- CCSD Open Parcels discussion, GM McElhenie indicated preference to wait until Project Manager is in place in a couple months thru a CalFire grant. Member Wilson in the interim will develop a draft framework for managing the inventory of parcels across a variety of stakeholders and potential uses, including parks, recreation, open space, and other options.

**7. FUTURE AGENDA ITEMS – 3:43 PM**

Chair Thomas proposed the following:

- For November 19: Update on Community Park Phase 3 Plan Engagement Sessions.
- For December: Bring the Community Park Phase 3 Plan, updated as appropriate based on the community engagement sessions, along with a summary of the engagement data to the December 17 PROS Committee meeting.
- Standing Committee terms expire January 2025, so he be asking who among the current PROS Committee members intend to reapply for the next term.

**8. ADJOURN**

Chair Thomas adjourned the meeting at 3:45 PM.

## CCSD Parks Recreation & Open Space Goals for 2024 and Beyond

*Note: These are long-term goals and may require the coordination of multiple organizations to achieve.*

Goal	Ultimate Outcome	What PROS Committee HOPES to Achieve in 2024	Directly Responsible Individual (DRI)	TASK	PRIORITY	STATUS	DUE DATE	UPDATES
<b>Community Park Plan</b>	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	Restroom ordered Restroom infrastructure Define boundaries As is map Project viability matrix Phase 3 conceptual plan to PROS Proposed map Name community park Community engagement Draft plan to the CCSD Board	High High High High Normal High	In Progress In Progress Completed Completed In Progress Completed Completed Pending In Progress Pending	4/11/2024 4/16/2024 4/11/2024	The restroom has been ordered Bid have been requested to prepare the site for installation on the 11/ Boundaries APN 013-131-025 and 013-131-038 Existing conditions map date 3/24/2024 Presented to PROS at the 10/15/2024 meeting Presented to PROS at the 10/15/2024 meeting Not started Community engagement is underway
	<b>Inventory of CCSD-owned undeveloped properties</b>	Work with CCSD staff to inventory and develop Management Plan for CCSD-owned undeveloped parcels	Jeff Wilson and CCSD R&R Manager Aguirre (in coordination with CCSD GM McElhenie, CCSD Fire Chief Burkey, Dave Pierson at Fire Safe Focus Group, relevant community members as appropriate)	Finalize and approve parcel listing Establish an Open Space Adoption program Establish spreadsheet framework for each parcel, including all existing problems, opportunities, actions, costs, priorities Prioritize high urgency parcels and set timelines for 2024 action and resolution	Normal Normal Normal Normal	Completed In Review In Progress In Progress		The Facilities Manager has reported that all of the CCSD open space lots have been mapped. Each parcel's conservation easement needs to be documented to establish what PROS can and cannot do on the properties. Each parcel is unique.
<b>Relationship with San Luis Obispo County Parks &amp; Recreation</b>	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 County and garner support of PROS projects.	Steve Kniffen	Cancelled June meeting July meeting 7/25/24 Cancelled Invite the Cambria SLO county Park liaison Pandora Nash-Karmer to the PROS meeting. September updated pros goals Oct/Nov community engagement	Normal Normal High	Completed Completed Completed		
<b>Rodeo Grounds Road</b>	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.	Michael Thomas	SLO County graded the road to restore driving surface. Looking into the possibility of sealant Cost estimate for paving	Normal Normal Normal	Completed In Progress In Progress	5/14/2024	No status updates. PROS will review after the seasonal storms have passed.
<b>Trail connecting Fiscalini West Ranch with the East Ranch</b>	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.	Shannon Sutherland	Contact Cal Trans for information	High	In Progress		Cal Trans is unresponsive. Looking at a petition campaign to get their attention.