



CAMBRIA COMMUNITY SERVICES DISTRICT

MINUTES OF NOVEMBER 20, 2025, REGULAR PARKS, RECREATION & OPEN SPACE (PROS) COMMITTEE MEETING OF THE CAMBRIA COMMUNITY SERVICES DISTRICT

A regular meeting of the Parks, Recreation & Open Space (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 Thursday, November 20, 2025, at 2:00 PM

1. OPENING

1.A Call to Order

Chairperson Thomas called the meeting to order at 2:01 p.m.

1.B Establishment of Quorum

A quorum was established at 2:01 p.m.

Committee Members Present: Michael Thomas, Shannon Sutherland, Gary Stephenson, and Matthew Jaffe.

Staff Present: General Manager Matthew McElhenie, Facilities & Resources Manager David Aguirre, and Confidential Administrative Assistant Haley Dodson, with Rachelle Benjamin on Zoom.

1.C Chair Report – 2:02

Chairperson Thomas reported the following from recent CCSD Board meetings:

Work is progressing on the Stuart Street Tank Construction project.

At September 11 meeting the CCSD Board approved the purchase of a Type 1 fire engine.

The Board directed staff to prepare a Request For Proposal for the Cambria Skatepark project and issue that RFP as soon as construction permits are obtained from the County and weather is suitable.

General Manager McElhenie committed to getting quotes for the required visual assessment for the Cambria Community Park.

There is also a commitment from the CCSD to work with a potential Community Park non-profit or fundraising organization, should any be formed.

Chairperson Thomas credited staff for its response to the 9/12 boil water notice and mentioned that there was no actual contamination during the incident.

A milestone was reached in the Water Reclamation Facility's Coastal Development Permit process.

General Manager McElhenie announced a \$935,000 federal funding award for the new fire engine.

Chairperson Thomas responded to a question from Secretary Jaffe about the reasons for the reduction in committee meetings from 12 to four annually.

1.D Agenda Review -- 2:10

No comments.

1.E Ad Hoc Subcommittee Report(s) – 2:11

Secretary Jaffe reported on a recent meeting he and community member Christine Siebuhr held to look into the potential placement of warning/advisory signs on CCSD parcels to call attention to wildlife crossings. Siebuhr offered background about both previous and ongoing efforts to put up warning signs and plans for a \$400,000 safety study on Highway 1. The study will begin in early 2026 and won't be completed until fall 2027. She expressed thanks to the CCSD and PROS Committee for its attention to this issue.

1.F Committee Member Communications – 2:20

No comments.

2. PUBLIC COMMENT NOT ON THE AGENDA – 2:20

No comments.

3. REPORTS & PROJECT UPDATES – 2:20

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

- Ongoing projects include taking down dead trees and chipping trails.
- Trying to prevent foragers from taking mushrooms.
- Dealing with off-leash dogs near the worksite by the Dog Park.
- Various maintenance tasks on the gate latch at the Dog Park.
- Working on the Veterans Hall. Putting together quotes on an assortment of repair tasks.
- Looking into renovating public bathrooms on Center Street and Sheffield Street. Partitions are rotted, termite rot in roof.
- Sand dropped at Dog Park and Lampton Cliffs.
- Wear and tear on tractors is extreme because of mowing.
- Removed 120 eucalyptus trees eight inches or smaller on Fiscalini Ranch Preserve (FRP). Week's worth of work.
- Working on bridges and crossings on FRP.
- General Manager McElhenie added that the Lions Club and other 501(c)(3) organizations are interested in working on projects at the site. Grant money is potentially available for significant funding.

3.B Friends of the Fiscalini Ranch Preserve Report, FFRP Executive Director Kitty Connolly – 2:32

- Chairperson Thomas announced that Executive Director Kitty Connolly is unable to attend. Chairperson Thomas gave preserve updates, including mentions of several upcoming events, such as a Sierra Club work day and a pollinator habitat planting day.

3.C Skatepark Project Update Report, Juli Amodei – 2:33

- Juli Amodei announced an event on December 14 that will include food, music, and skateboard giveaways as a thank you to the community.

4. REPORTS FROM AFFILIATED COMMUNITY GROUPS – 2:35

Shelly Becker of Friends of the Cambria Dog Park reported:

- Thanked Manager Aguirre for the wood chips and the work on the gate latches.
- Reiterated that dogs need to be on leash until they are within the park fence.
- Announced that the County has distributed a needs survey.

Laura Swartz of the Cambria Forest Committee reported:

- Pleased by the planting of understory plants by Fiscalini Ranch Preserve and Greenspace.
- Mentioned that the creek is running through Fern Canyon.
- Question about whether nonprofit organizations will report during future special meetings.

5. CONSENT AGENDA – 2:39

5.A Consideration to Approve the August 21, 2025 Regular Meeting Minutes

Vice Chairperson Sutherland moved to approve the minutes.

Committee Member Stephenson seconded the motion.

The motion was approved: 3-Ayes; 0-Nays; 0-Abstain; 0-Absent

6. REGULAR BUSINESS – 2:40

6.A Community Park Phase 3 Planning Update

- Chairperson Thomas thanked Kitty Connolly of FFRP for calling attention to the Statewide Park Development and Community Revitalization Program (SPP).
- General Manager McElhenie offered background on recent Board-directed actions regarding the Community Park, including obtaining quotes on visual assessments and engineering and design estimates for different park features.
- General Manager believes the Community Park is “a great fit” for an SPP grant, which could potentially cover the entire cost of the project.
- CCSD would have to fund initial work on the park because SPP funding is a reimbursement grant.
- The CCSD will begin to draft the grant application once the application period opens.
- Vice Chairperson Sutherland volunteered to be part of an ad hoc committee and emphasized that young people have limited recreational opportunities in the community.
- General Manager McElhenie emphasized that the CCSD doesn’t want to “undershoot” the mark on the potential costs of the park. He anticipates that the project will be expensive.
- Committee Member Stephenson raised the idea that the park could also be attractive to visitors coming into Cambria and that the tourism aspect could be an additional point to emphasize in the application.
- Committee Member Stephenson also inquired about maintenance questions once the park is completed.
- The discussion then centered on the role of the ad hoc committee and 501(c)(3) organizations.
- The grant requires a 30-year commitment to operations and maintenance of the park.
- An ad hoc committee was formed to work with CCSD staff to move the application forward. Vice President Sutherland and Secretary Jaffe volunteered to serve on the ad hoc committee.
- General Manager McElhenie described how grant administration workshops operate.

7. FUTURE AGENDA ITEMS – 2:59

Chairperson Thomas asked for any future agenda items.

A motion to reschedule the December 18 meeting passed unanimously.

8. ADJOURN

Chairperson Thomas adjourned the meeting at 3:05 p.m.