



Oceano Parks and Recreation Committee Agenda
TUESDAY, DECEMBER 3, 2024 – 1:30 P.M.
Oceano Community Services District Board Room
1655 Front Street Oceano, CA

All items on the agenda, including information items, may be deliberated. Any member of the public with an interest in one of these items should review the background material and request information on the possible action that could be taken.

The Oceano Community Services District strongly encourages your active participation in the public process, which is the cornerstone of democracy. All persons desiring to speak during any Public Comment period are asked to fill out a "Board Appearance Form" to submit to the Board Secretary prior to the start of the meeting. If you wish to speak to an item NOT on the agenda, you may do so during the "Public Comment On Matters Not on the Agenda" period. Each individual speaker is limited to a presentation time of THREE (3) minutes per item. The time limits allocated to speakers may change to facilitate the Board meeting better. Time limits may not be yielded to or shared with other speakers.

The purpose of the Committee meeting is to conduct the business of the community in an effective and efficient manner. For the benefit of the community, the Oceano Community Services District asks that you follow the Board meeting guidelines while attending Committee meetings and treat everyone with respect and dignity. This is done by following meeting guidelines set forth in State law and Board policy. Disruptive conduct is not tolerated, including but not limited to addressing the Committee without first being recognized; interrupting speakers, Committee members, or staff; continuing to speak after the allotted time has expired; failing to relinquish the podium when directed to do so; and repetitiously addressing the same subject.

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **AGENDA REVIEW**
4. **PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA**

This public comment period provides an opportunity for members of the public to address the Board on matters of interest within the jurisdiction of the District that are not listed on the agenda. If a member of the public wishes to speak at this time, Public comment is limited to three (3) minutes.

5. **CONSENT AGENDA ITEMS:**

***Public comment** Items appearing on the Consent Items are considered routine and may be approved by one motion. Any member of the Board may request to have an item removed from the Consent Items. If an item is pulled, the President has the sole discretion to determine when the item will be heard. Members of the public wishing to speak on Consent items may do so when recognized by the Presiding Officer. If a member of the public wishes to speak at this time, Public comment is limited to*

- A. Review and approve the minutes of the Oceano Parks and Recreation Committee meeting of November 5, 2024.

6. **BUSINESS ITEMS:**

***Public comment** Members of the public wishing to speak on business items may do so when recognized by the Committee Officer. If a member of the public wishes to speak at this time, Public comment is limited to three (3) minutes.*

- A. OPARC Bylaws: Review Bylaws, consider clarification to terms, and recommend that the OCSD Board of Directors consider two-year terms for OPARC Committee Members and recommend quarterly meetings.
- B. OPARC Committee Applications: Per the Bylaws, all interested parties shall submit an application for Board consideration to be appointed (or re-appointed) to OPARC by January 2025.

- C. OPARC Budget: Review and consider potential funding streams for OPARC activities, including County Park Impact Fees, County TOT and Recreational Vehicle use fee augmentations, and other sources of revenue.

- D. Donations for Track and Field Fundraising: Review and discuss options for donations via check and reconsider a third-party non-profit to serve as a collection/distribution of donations to Lucia Mar Unified School District and flyer review.

- E. Review and Cost Accounting for Nov. 16 Oceano Plaza Celebration: Review and discuss the Oceano Plaza Community Celebration on Nov 16.

- F. OPARC Community Engagement Survey:
 Over the past few months 27 persons filled out the OPARC Community Needs Survey. The top choices were:
 - 1. Track at Oceano School (10)
 - 2. Farmers Market (9)
 - 3. Walking/playing at beach; bike riding; community garden (8 each)
 - 4. Dances for adults; dances for teens (7 each)

- G. Community Track Fundraising
 - 1. Grant writing. OPARC assistance in grant writing
 - 2. Outreach to local business
 - 3. OES school Jog-a-Thon and student/parent solicitation
 - 4. Local non-profit and profit organizations (speaker opportunities)

7. ITEMS FOR NEXT AGENDA

8. ADJOURNMENT

This agenda was prepared and posted pursuant to Government Code Section 54954.2. The agenda is posted at the Oceano Community Services District, 1655 Front Street, Oceano, CA. Agenda and reports can be accessed and downloaded from the Oceano Community Services District website at www.oceanocsd.org

ASSISTANCE FOR THE DISABLED If you are disabled in any way and need accommodation to participate in the Board meeting, please call the Clerk of the Board at (805) 481-6730 for assistance at least three (3) working days prior to the meeting so necessary arrangements can be made.



Oceano Parks and Recreation Committee Meeting

Summary Minutes for

Tuesday, November 5, 2024 – 1:30 P.M.

Oceano Community Services District

1. **Call To Order:** The meeting was called to order by Chair Joyce-Suneson at 1:34 PM

2. **Roll Call:**

Present: Beverly Joyce-Suneson, OPARC Chair Charles Varni, Board President OCSD Andy Stenson, Director of Facilities, LMUSD Jasmine Dexter, Boys & Girls Club Wanda Monson, Safe Routes to School Chair Ray Monson, Member at Large Bruce Hilton, Co of SLO Parks Commissioner Jeannie Harper, Habitat for Humanity Colleen Stefanek, Habitat for Humanity Carey Casciola, Business & Accounting Manager, OCSD	Absent:
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3. **Agenda Review:** Agenda accepted as presented

4. **Public Comment on Matters not on the Agenda:**

Sunny Paz	In support of a collaborative community event on November 16, 2024
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5. **Consent Items:**

- A. Review and approve the minutes of the Oceano Parks and Recreation Committee meeting of October 1, 2024.
- B. Review and approve the minutes of the Oceano Parks and Recreation Special Committee meeting of October 10, 2024.

Discussion/Actions: Member Varni motion to approve the consent items as presented with a second from Chair Joyce-Suneson. Motion passed.
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6. **Business Items:**

- A. Update: Current status of the track and field design and engineering (Member Stenson)

Discussion/Actions: Update provided by Member Varni: •Received a Community Block Development Grant being held by LMUSD •PTA President has leads on contractors Update provided by Member Stenson: •Mid Oct contracted with CLAD Consulting for engineering and design work to include shooting elevations, an ADA walkway and materials estimates. Public Comments: None

B. Update: Current status of fundraising efforts (Member Varni)

1. Remittance envelope
2. OES PTA (Jog-a-thon, donation boxes, parent outreach)
3. Track and Soccer Fields flyer, press release, OCSD website and others

Discussion/Actions:
Update provided by Member Varni •Provided a sample of a draft remittance envelope for soliciting donations. Donations go directly to LMUSD. Donations will have dedicated drop locations. •Oceano Elementary School PTA has committed to raising 10K for the track and field via their jog-a-thon. •Provided a sample flyer for the 11/16 event designed by Member Dexter. •Online donations are not available at this time.
Public Comment: None

C. Discussion: November 16, 2024, Oceano Plaza planning tasks (Member Varni)

1. Poster (Member Dexter)
2. Tables/chairs (Member Varni/Efren's)
3. Set-up may (Member R. Monson)
4. DJ (Member Varni/OCSD)
5. OPARC Banner (Member Varni/OCSD)
6. Garbage cans (Member Varni/OCSD)
7. Food Coupons and ink stamp (Member Varni/OCSD)
8. Clean-up (Member Varni/OCSD)
9. Porta Potty (Member R. Monson/OCSD)
10. Street Barriers (Member Varni/OCS)
11. Salsa Dancers (Member Varni/OCSD)
12. Bounce House (Efren's)
13. Permitting (Member Varni/OCSD)
14. Volunteers (Member W. Monson)
15. Organizational participants (Member W. Monson)
16. Church parking lot (Member Joyce-Suneson/OCSD)

Discussion/Actions:
Member Varni provided status updates regarding C 1-16. • Oceano Community Center can loan 50 chairs via Member Stenson •8 various organizations will be on site for set up •DJ is local •OPARC banner is ordered •Need volunteers for clean up •Salsa dancers from CalPoly •Permitting is underway •Vendors are being secured
Public Comment: None

D. Update: Routes to Parks video

Discussion/Actions:
Member W. Monson provided an update: <ul style="list-style-type: none">•Provided an update on field trips at Oceano Elementary School•Video created to show the aspects of the program and student reactions•OPARC has applied for another round of funding for 2025
Public Comment: None

E. Update: OPARC Budget 2024/2024

Discussion/Actions:
Carey Casciola, Business & Accounting Manager, provided a budget update
Public Comment: None

7. Items for Next Agenda: OPARC funding

8. Adjournment: Approximately 2:34 PM

OCEANO COMMUNITY SERVICES DISTRICT

RESOLUTION NO. 2023 - 12

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE OCEANO COMMUNITY
ADOPTING THE BYLAWS OF THE OCEANO PARKS AND RECREATION COMMITTEE**

WHEREAS, the California Community Services District Law, Cal. Gov. Code § 61000 *et seq.*, which enumerates the types of services and facilities that may be provided by a community services district, specifically authorizes a district’s exercise of a Parks and Recreation power to:

- (1) “Acquire, construct, improve, maintain, and operate recreation facilities, including, but not limited to, parks and open space, in the same manner as a recreation and park district... [and]
- (2) Organize, promote, conduct, and advertise programs of community recreation, in the same manner as a recreation and park district...”;

WHEREAS, the Board of Directors (“Board”) of the Oceano Community Services District (the “District”) desires to exercise these powers in a manner that is transparent, collaborative, and accountable to the residents of Oceano;

WHEREAS, the District’s Bylaws allow the Board to, “...create Committees that are reflective of the District's business and its enumerated powers at its discretion [which] shall be advisory committees to the Board and shall not commit the District to any policy, act or expenditure”;

WHEREAS, the Board, in its regular meeting on February 22, 2023, authorized the creation of “a parks and recreation advisory committee to advise the Board of Directors on projects and programs relevant to recreation and parks in Oceano”;

WHEREAS, the Ralph M. Brown Act, Gov. Code § 54950 *et seq.*, requires “[a] commission, committee, board, or other body of a local agency, whether permanent or temporary, decision-making or advisory, created by charter, ordinance, resolution, or formal action of a legislative body...” to comply with certain requirements regarding open and public meetings;

WHEREAS, the Board desires to enumerate the duties and policies of the Oceano Parks and Recreation Committee.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Oceano Community Services District adopts Bylaws for the Oceano Parks and Recreation Committee, which are attached as Exhibit A to this resolution.

BE IT FURTHER RESOLVED that the District General Manager or their designee is directed to assist the chair and members of OPARC to allow the committee to conduct its work as described in this resolution and to ensure compliance with all applicable requirements under the committee bylaws adopted by this resolution.

PASSED AND ADOPTED by the Board of Directors of the Oceano Community Services District on November 8, 2023, by the following vote:

AYES: See attached meeting minutes

NAYES: See attached meeting minutes

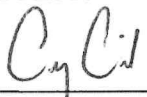
ABSENT: None

ABSTAIN: None



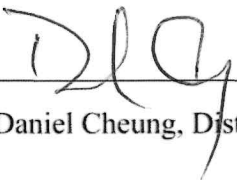
President, Board of Directors of the
Oceano Community Services District

ATTEST:



Board Secretary of the
Oceano Community Services District

APPROVED AS TO FORM:



Daniel Cheung, District Counsel

EXHIBIT A
BYLAWS FOR THE PARKS AND RECREATION ADVISORY COMMITTEE
OF THE OCEANO COMMUNITY SERVICES DISTRICT (“OPARC”)

SECTION I. DUTIES OF THE COMMITTEE

1. The purpose of the Oceano Parks and Recreation Committee (“OPARC” or “Committee”) is to advise the Board of Directors of the Oceano Community Services District (“District”) regarding the exercise of the District’s Parks and Recreation powers as those powers are enumerated in state law.
2. Pursuant to state law and the District’s Bylaws, OPARC is an advisory committee to the District’s Board of Directors (“Board”), and therefore shall not commit the District to any policy, act or expenditure”;
3. Within 30 days after the appointment of Directors from the Board to serve on the OPARC, or no less than annually, OPARC shall submit a brief description of its proposed activities for the year to the Board for its approval. These activities may include:
 - a. Making suggestions regarding the planning and design process for proposed programs for parks and recreation within Oceano and presenting related recommendations to the Board;
 - b. Researching grants related to the District’s parks and recreation power and, at the direction of the Board, preparing applications for grants, recommending contracting with grant writers, and other funding sources;
 - c. Meeting with other public and private not-for-profit organizations to explore offering events or activities for Oceano, or to apply for grant funding;
 - d. Advising the Board on proposed policies and guidelines for use of District resources, including property owned by the District, for parks and recreation; and
 - e. Proposing programs that provide physical, cultural, and educational opportunities for residents of Oceano to the Board.

SECTION II. POLICIES & PROCEDURES

1. In accordance with state law and the District’s Bylaws, OPARC shall operate as a standing committee for purposes of the Brown Act and shall conduct all meetings of the committee as public meetings in accordance with all applicable requirements of the Brown Act.

2. OPARC shall coordinate with the District's General Manager, or the General Manager's designee, to prepare agendas and related materials for all committee meetings, which shall be posted on the District's website and physically posted at the District office.
3. OPARC shall maintain minutes for each of the committee's meetings and included with the meeting materials for the next regular meeting of the Board of Directors for its review; this shall be in addition to the verbal report which will be made by a Director-committee member at that meeting.
4. OPARC may receive funding for its operations from the OCSD General fund, from appropriate Enterprise accounts, from grants, and from private or public donations, as approved by a majority of Directors.

SECTION III. COMMITTEE MEMBERSHIP

1. Membership of the Committee shall consist of the following:
 - a. Two members of the Board, one of whom shall be designated by the Board of to serve as chair of the Committee;
 - b. One individual representing the Lucia Mar Unified School District;
 - c. One individual from the San Luis Obispo County Parks and Recreation Commission
 - d. One individual representing the Oceano Elementary School Parent Teacher Association;
 - e. One representative from the local County Advisory Council for the residents of Oceano;
 - f. One representative from the Oceano Beach Community Association
 - g. One representative from the South County Boys and Girls Club
 - h. One representative from the South County Senior Center
 - i. Four at-large residents of the District.
2. The Board shall accept applications for membership on the committee in January of each year and shall approve the appointment of any Committee members no later than March of each year. Organizations may designate an alternate who can serve as a replacement in the absence of the designated Committee member.
3. The Board may remove a member of the Committee at any time, with or without cause, by a majority vote of the Board.
4. Members of the Committee may not receive compensation from the District for their service on the Committee, except that members of the Board may receive compensation for their service in accordance with applicable state law and District policy.

APPLICATION FOR APPOINTMENT TO THE OCEANO PARKS AND RECREATION COMMITTEE

If you are interested in serving on the Oceano Parks and Recreation Committee for the Oceano Services District Board of Directors, please complete this application and return it to 1655 Front St., Oceano, CA 93445, or email it to carey@oceanocsd.org. You will be advised by the district board if your appointment is confirmed. Thank you for your interest.

NAME: _____ AGE (optional): _____

RESIDENCE ADDRESS: _____

MAILING ADDRESS: _____

PHONE (Daytime): _____ (Evening): _____

E-MAIL: _____

Statement of Qualifications: Please answer the following questions:

1. What are your primary reasons for wanting to join the committee?

2. What experience and/or skills do you bring to the committee?

3. Are you typically available to volunteer two hours a week?

Certification:

I hereby certify that all the information provided in this application is true and accurate, and I give my consent to OPARC to verify the above information.

Signature: _____ Date: _____

OCEANO SCHOOL COMMUNITY TRACK AND SOCCER FIELD PROJECT

The idea for a walking/jogging track and new soccer fields at Oceano Elementary School first came up in 2022 among a group of Oceano residents who had come together to advocate for more sidewalks and safer routes to schools. In 2023, the Oceano Community Services District (OCSD) enacted its Parks and Recreation Authority (OPARC), which opened new opportunities to seek grant funds for recreational access (e.g., a safe walking route to the beach) or new facilities (e.g., a track at Oceano school).

In 2024, OCSD, Lucia Mar Unified School District (LMUSD), and Habitat for Humanity agreed to work together to build a track at Oceano School. LMUSD would provide the land, OPARC would lead the fundraising for construction, and Habitat for Humanity would help provide labor and materials. The track would be open to the public anytime school was not in session, and students would use it for physical education during school. OPARC wrote a grant to the County's Preventative Health fund and was awarded \$25,000 for the project's design, engineering, and permitting. Later, in 2024, an Oceano resident donated \$25,000 towards the project. These funds are in a dedicated account at LMUSD, and the design and engineering work began in early October. Groundbreaking for the project is expected in June 2025. When built, the track will be part of the school, available to the community, and maintained by LMUSD.

Our fundraising goal is another \$50,000. The Oceano donor asked that the community match their \$25,000 donation, which is our current task. We will be looking to residents, businesses, and community organizations to contribute to this legacy project for our community's physical, social, and mental health. All donations are tax-deductible. We will also pursue grants and awards wherever we can and seek volunteers to help us with fundraising ideas. Local construction businesses have offered to review the track plans and see where they can support our efforts. Working together, we can make this dream a reality for our community.

EVERY DOLLAR COUNTS!

For more info, contact: charles@varni.org