



## SPECIAL MEETING OF THE PARKS & RECREATION ADVISORY COMMITTEE

Thursday, July 21, 2016 at 5:30 p.m.  
Los Osos Community Services District  
2122 9<sup>th</sup> Street, Suite 102, Los Osos, CA

### COMMITTEE MEMBERS

Jon-Erik Storm, Chairperson  
Lou Tornatzky, Vice Chairperson  
Stephen Best, Member  
Andrea Lueker, Member  
Vicki Milledge, Member  
Shaunna Sullivan, Member  
Julie Tacker, Member

### STAFF

Peter Kampa, Interim General Manager  
Ann Kudart, Administrative/Accounting Assistant III

## AGENDA

1. **Opening – 5:30 p.m.**
  - A. Call to Order
  - B. Flag Salute
  - C. Silent Observance
  - D. Roll Call
2. **Approval of Parks & Recreation Committee Meeting Minutes of May 19, 2016**  
Presented By: Administrative/Accounting Assistant Kudart
3. **Discussion of Logistics for Community Needs Assessment Booth at SBCC 30<sup>th</sup> Anniversary Celebration, August 13, 2016**  
Presented By: Interim General Manager Kampa
4. **Schedule Next Parks & Recreation Advisory Committee Meeting**
5. **Closing Comments by Parks & Recreation Committee Members**
6. **Adjournment**

**ITEM 2**

**APPROVAL OF PARKS AND RECREATION  
COMMITTEE MEETING MINUTES  
OF MAY 19, 2016**

**Los Osos Community Services District**  
**DRAFT Minutes of the Parks & Recreation Advisory Committee Meeting**  
**May 19, 2016 at 5:30 p.m. at the District Office**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<b>1. Call to Order, Flag Salute, Silent Observation and Roll Call</b>	<p>Chairperson Storm called the meeting to order at 5:30 p.m., led the flag salute, and observed a moment of silence.</p> <p><u>Roll Call:</u>            Andrea Lueker, Committee Member – Present            Vicki Milledge, Committee Member – Present            Shaunna Sullivan, Committee Member - Present            Julie Tacker, Committee Member – Present            Lou Tornatzky, Vice Chairperson – Present            Jon-Erik Storm, Chairperson – Present</p> <p><u>Staff:</u>            Peter Kampa, Interim General Manager            Ann Kudart, Administrative/Accounting Assistant III</p>	
<b>2. Approval of Parks &amp; Recreation Committee Meeting Minutes of March 21, 2016</b>	<p>Administrative/Accounting Assistant Kudart presented the item for Committee discussion and/or approval.</p> <p>Public Comment: None</p> <p><b>Committee Member Sullivan made a motion to approve the minutes. The motion was seconded by Committee Member Milledge. The motion passed on a 2-0 vote with Committee Members Lueker and Tacker abstaining.</b></p>	<b>Action: Approve and file minutes.</b>
<b>3. Committee Discussion and Input Regarding Parks and Recreation Community Forum Framework</b>	<p>Interim General Manager Kampa introduced the item recommending that the Committee discuss and provide input as to the structure of a Community Forum to gather public feedback in order to determine the needs of the community regarding parks and recreational services.</p> <p>Public Comment – Richard Margetson commented on the Community Center's 30<sup>th</sup> Anniversary celebration in August and offered to discuss with his Board the possibility of the Committee holding the forum at that event.</p> <p>The Committee thanked Mr. Margetson as this would offer wide exposure to the public. They discussed outreach strategies, the community's vision, underserved areas, the County's Infrastructure and Beautification grant, and sustaining recreational programs. The Committee identified three areas of interest including green parks/traditional parks with open spaces for picnics and community gatherings; dog parks; and, community gardens.</p>	<b>Action: The Committee will meet again before holding the public forum.</b>
<b>4. Schedule Next Parks and Recreation Advisory Committee Meeting</b>	No meeting date was scheduled at this time. The Committee discussed holding meetings on the third Thursday of the month or a time when all members are available.	
<b>5. Closing Comments by Parks &amp; Recreation Committee Members</b>	None.	
<b>6. Adjournment</b>	The meeting adjourned at 6:41 p.m.	

**ITEM 3**

**REVIEW OF LOGISTICE FOR THE  
COMMUNITY NEEDS ASSESSMENT BOOTH AT  
SBCC 30<sup>TH</sup> ANNIVERSARY CELEBRATION**



July 21, 2016

**TO:** LOCSO Parks and Recreation Committee Members  
**FROM:** Peter J. Kampa, Interim General Manager  
**SUBJECT:** Discussion of Logistics for Community Needs Assessment Booth at SBCC 30<sup>th</sup> Anniversary Celebration, August 13th

**President**  
Marshall E. Ochylski

**Vice President**  
Jon-Erik G. Storm

**Directors**  
Charles L. Cesena  
Louis G. Tomatzky  
R. Michael Wright

**Interim General Manager**  
Peter J. Kampa

**District Accountant**  
Warmerdam CPA Group

**Unit Chief**  
Scott M. Jalbert

**Battalion Chief**  
Tom McEwen

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### OVERVIEW

The goal of the Needs Assessment Booth at this year's South Bay Community Center 30<sup>th</sup> Anniversary Celebration is to establish the need, if any, for the CSD to have its hand in Parks and Recreation in Los Osos. We will be gathering information from the public to see what kinds of facilities and activities they would like to have available to them in their community.

Parks and Recreation has the potential to provide a broad range of facilities and programs for a community. Though placed under one umbrella, Parks and Recreation cover two very different ideas. When a person thinks of parks they typically think of expansive grassy areas, picnic benches, or dog parks. In reality, parks are facilities which can range from grassy dog parks to baseball or soccer fields, walking trails, bike paths, and so much more. Similarly, Recreation consists of programs which can cover athletic teams to community classes such as cooking, outdoor education, summer camps, and clubs for people of all ages.

### VOLUNTEERS

We will need at least two volunteers to run the booth for the duration of the event. These volunteers will be talking to community members and receiving their input. This is a venue to see what truly matters to the community and start a healthy dialogue about the facilities and programs missing in our town. This assessment should be unbiased, we will not be selling suggestions to the community, but rather seeing what they feel is important to them. Talking points will include:

- What is Parks and Recreation? What is the difference between the two?
- What kinds of facilities are we lacking?
- Are there existing facilities that need improvement?
- Would our children benefit from programs including (but not limited to) classes, athletics, camps, etc.?
- Would adults be interested in forming clubs, taking classes, etc.? If so, what kind?

### CURRENT TASKS

Staff is working on or completed the following items:

- Flyers detailing the event have been distributed around town in local businesses as well as posted on the website. Everyone is encouraged to share the flyer on their social media to spread the word.
- Pamphlets describing various forms of Parks and Recreation along with the role of the Los Osos Community Services District are being created for distribution.
- Poster boards depicting various park facilities and recreational activities are being created to spark conversation with the community members.
- A survey is being created (and will be completed post-event) to be posted online to gauge the community's desire to implement the ideas gathered from the Needs Assessment Event.

### **SET UP**

The table will include informational boards with pictures of different park and recreation activities that will help jumpstart conversation. Informational pamphlets about the goal of the assessment and information on the role of the Los Osos Community Services District will be available for distribution.

A suggestion box will be placed on the table for volunteers to encourage the people they chat with to fill out a comment card and submit it for consideration. Those who may not have the time to fill out a comment card should be directed to the website to leave their suggestions online.

Additional detail on responsibilities for set-up will be communicated directly to volunteers as we receive direction from the Community Center.

### **BREAK DOWN**

Materials left over from the event, as well as any District property, should be returned to the CSD office promptly on Monday, August 15<sup>th</sup>.

# Los Osos Community Services District Parks and Recreation Committee

## *Community Needs Assessment*

The Los Osos Community Services District Needs your help!

You may know us best for being the folks that provide water to your homes, but we are so much more! As a local form of government, the District also provides fire protection services through the South Bay Fire Department and are now evaluating the need to improve our **Parks and Recreation** in Los Osos.

We need your input. What do you want to see in Los Osos? From new facilities for your families to recreational programs and classes, all ideas and suggestions are welcome. Our goal is to assess what our community thinks is important and set a direction for the Parks and Recreation Department of the Los Osos Community Services District.

We will be joining the South Bay Community Center as they celebrate their 30th Anniversary; stop by our booth and talk to our volunteers about what park facilities and recreation programs you want to see in Los Osos.

Saturday August 13th, 2016

12pm to 6pm

South Bay Community Center

2180 Palisades Ave, Los Osos

Los Osos Community Services District

805-528-9370

Can't make the event? Visit [losososcsd.org/parks-and-recreation-advisory-committee](http://losososcsd.org/parks-and-recreation-advisory-committee) to leave your suggestion.

