



## PARKS & RECREATION ADVISORY COMMITTEE MEETING

Tuesday, May 21, 2019 at 5:30 p.m.  
Los Osos Community Services District Office  
2122 9<sup>th</sup> Street, Suite 106, Los Osos, CA

### COMMITTEE MEMBERS

Matthew Fourcroy, Chairperson  
Christine Womack, Vice Chairperson  
Alissa Feldman, Member  
William Fitzgerald, Member  
Jennifer Foronjy, Member  
Andrea Lueker, Member  
Shaunna Sullivan, Member

### STAFF

Renee Osborne, General Manager  
Ann Kudart, Administrative Services Manager

## AGENDA

1. **Opening at 5:30 p.m. – Call to Order; Flag Salute; and Roll Call**
2. **Approve Parks and Recreation Committee Meeting Minutes of April 2, 2019**  
*(Recommend approval)*  
Presented by: Administrative Services Manager Kudart
3. **Update Regarding Request for Reimbursement from the County for Rubber Chip Removal Project**  
*(Update, no action necessary)*  
Presented by: Chairperson Fourcroy
4. **Working Group Updates**
  - a. Dog Park – Committee Fitzgerald and Committee Lueker
  - b. LOCAC Tree and Landscape Committee Update – Committee Member Sullivan
  - c. Pocket Parks – Committee Member Feldman and Committee Member Foronjy
5. **Discussion Regarding a Potential Pocket Park at the District's Ferrell Avenue Yard**  
*(Discussion and recommendations)*  
Presented By: General Manager Osborne
6. **Review Fund 900 Parks and Recreation Draft Fiscal Year 2019/2020 Budget**  
*(Review and recommendations)*  
Presented by: General Manager Osborne
7. **Public Comments on Items NOT on this Agenda:** At this time, the public may comment on items not on this agenda. Each commenter is limited to 3 minutes and shall address the Chairperson.
8. **Schedule Next Parks and Recreation Committee Meeting** – The next meeting will be held on Tuesday, June 18, 2019 at 5:30 p.m. unless otherwise noted.
9. **Closing Comments by Parks and Recreation Committee Members**
10. **Adjournment**

**ITEM 2**

**APPROVE PARKS AND RECREATION  
COMMITTEE MEETING MINUTES OF  
APRIL 2, 2019**

**Los Osos Community Services District**  
**DRAFT Minutes of the Parks & Recreation Advisory Committee Meeting**  
**April 2, 2019 at 5:30 p.m. at the District Office**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<p><b>1. Call to Order, Flag Salute, and Roll Call</b></p>	<p>Chairperson Fourcroy called the meeting to order at 5:34 p.m. and led the flag salute.</p> <p><u>Roll Call:</u>            Alissa Feldman, Committee Member – Absent            William Fitzgerald, Committee Member - Present            Jennifer Foronjy, Committee Member – Present            Andrea Lueker, Committee Member – Arrived at 5:45 p.m.            Shaunna Sullivan, Committee Member – Present            Christine Womack, Vice Chairperson – Present            Matthew Fourcroy, Chairperson – Present</p> <p><u>Staff:</u>            Renee Osborne, General Manager            Marti Brand, Administrative Clerk I</p>	
<p><b>2. Review of Brown Act Guidelines</b></p>	<p>Chairperson Fourcroy introduced President Ochylski who provided a PowerPoint presentation regarding the Brown Act, explaining that it is a law which guarantees the public's right to attend and participate in meetings of local legislative bodies and defining the open meeting requirements of the Brown Act.</p> <p>Committee Member Lueker asked President Ochylski if there is a possible cure to a Brown Act violation.</p> <p>President Ochylski responded that the item would have to go back to the Board with the understanding that everything prior to this would be rescinded with the record wiped clean and they would have to start from the beginning. It is a complicated issue but it is about public trust and transparency and must be taken very seriously.</p>	<p><b>Action:</b> No Action.</p>
<p><b>3. Approve Parks and Recreation Committee Meeting Minutes of March 5, 2019</b></p>	<p>Administrative Clerk Brand presented the draft minutes to the Committee for approval.</p> <p>Public Comment – Julie Tacker commented that she was not in attendance at the March meeting but had listened to the audio. She requested that the record reflect that she objected to a statement by the General Manager regarding Julie's family not providing a bench at the 3<sup>rd</sup> Street well site as they had offered.</p> <p>Linde Owen requested that her comment in Item 5 be corrected.</p> <p><b>Committee Member Fitzgerald moved to approve the meeting minutes of March 5, 2019, as amended. The motion was seconded by Committee Member Foronjy and carried by unanimous consent.</b></p>	<p><b>Action:</b> File the minutes as amended.</p>
<p><b>4. Discussion Regarding District Properties with Potential to Support a Pocket Park</b></p>	<p>General Manger Osbourne provided a summary of the report as submitted with the agenda packet reporting that the packet contained a list of all District properties including sites that would not work, along with comments from District Engineer Miller, and four potential sites for pocket parks; and, that the 3<sup>rd</sup> Street location currently experienced erosion problems.</p> <p>Chairperson Fourcroy reported that he would like to look at the Donna Ave and Lupine site as it had been listed as a potential park; he reported that he would discuss with President Ochylski a potential working group and hoped to speak about this at Thursday's Board Meeting.</p> <p>The Committee reviewed the four potential locations, their advantages, drawbacks in terms of neighbors' acceptance and potential pushback.</p> <p>At this point in the meeting Chairperson Fourcroy requested Julie Tacker provide a historical account of the Ferrell Avenue Community Gardens.</p>	<p><b>Action:</b> No Action.</p>

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<p><b>4. Discussion Regarding District Properties with Potential to Support a Pocket Park (continued)</b></p>	<p>Public Comment – Julie Tacker commented on the matter of a bench at the 3<sup>rd</sup> Street Well site in memory of a loss of a young family member and that during a conversation with Board Member Cesena regarding the family donating a picnic table that he was surprised because there is already a picnic table in the area, there were problems with graffiti and vandalism and such a donation could invite further incidents and that the family stepped back from that offer and neither side has communicated about it. Ms. Tacker commented on the proposed locations having HCP issues; commented that the Fund 900 money is not for a Dog Park but is a seed fund that should not be spent unless there is a revenue stream and objected to the fund being used for the Rubber Chip Project.</p> <p>General Manager Osborne offered her apologies to Ms. Tacker regarding the memorial bench and that she did not know of the conversation with Director Cesena.</p> <p>Linde Owen requested designs showing the vision for the pocket parks; the possibility of leasing a portion of Sunnyside for community activities; supported pocket parks, rehabbing abandoned roads, property donations, multi-use trails, and strong community involvement; and, opposed the 3<sup>rd</sup> Street Well site as a possible pocket park location.</p> <p>Sarah Bryant asked how she could find out about upcoming meetings regarding the pocket parks.</p> <p>Chairperson Fourcroy responded that meetings are posted on the District's website, Facebook page, posted in the lobby windows, and hoped to have more information on a potential working group after the Board meeting.</p>	
<p><b>5. Discuss Regarding District Procedure/Approach in Requesting Reimbursement from the County Rubber Chip Project</b></p>	<p>General Manager Osborne reported that this Committee had discussed approaching the Board of Supervisors to request reimbursement for the Rubber Chip Removal Project, that this would be a good time as the County is working on its budget for the next fiscal year and reviewed several ways of approaching the Board of Supervisors.</p> <p>The Committee discussed letter writing and attending the public comment portion of the Supervisors' meeting by several members along with members of the community including children and those who volunteered for the project; the Committee agreed that their letter written to the Board of Directors, in 2018 had salient points that could be presented again emphasizing project costs and what the project would have cost the County. The Committee agreed to provide a "heads up" to Nick Franco and to bring along samples of the removed materials.</p> <p>Public Comment – Linde Owen suggested the Committee provide before and after photographs of the project that could be projected on the meeting room screens, samples of the rubber chip material that had been used in the park and the new chips. She believed that all five Supervisors hearing comments will make an impact.</p> <p>Julie Tacker suggested calling Supervisor Arnold to let her know that an organized presentation would be attending their meeting; supported getting volunteers and children all wearing the same color to participate; to keep speeches to one minute as less is more; and, suggested inviting the District Board of Directors to attend as well.</p>	<p><b>Action:</b> Several members of the committee would attend the April 9<sup>th</sup> Board of Supervisors meeting to request reimbursement for costs incurred by the District for the Rubber Chip Removal Project.</p>
<p><b>6. Update Regarding the Habitat Conservation Plan (HCP)</b></p>	<p>General Manager Osborne reported that Supervisor Gibson reported that the County will be mailing the HCP at the end of April to Ventura Fish and Wildlife Office and that it will take three to six months for their review; that Ventura will then submit it to the Federal Registry for their review which will take an additional six months; and, that it will then become a public draft with a public review period, the County's response period, the final draft, and lastly, public hearings.</p>	<p><b>Action:</b> No action.</p>

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<b>6. Update Regarding the Habitat Conservation Plan (HCP)                      (continued)</b>	<p>Public Comment – Julie Tacker commented on the confusion surrounding the HCP, what it's about, what has to happen in order to be able to use it, and that the HCP and the Community Plan both need to go before the Coastal Commission before the dog park plans can move forward.</p> <p>Linde Owen commented that the dog park site had been approved by the County to be used as a Frisbee park and opposed the HCP being dragged out for 14 years.</p>	
<b>7. Consideration of Possible Change to the Parks and Recreation Advisory Committee Meeting Date</b>	<p>General Manager Osborne reported that moving the meeting to the third Tuesday of the month gives staff more time to prepare the Committee's reports for presentation to the Board for their action.</p> <p>The Committee supported requesting that the Board approve Parks and Recreation Committee meetings be held on the third Tuesday of the month.</p> <p>Public Comment - None</p>	<p><b>Action: The Committee supported requesting Board approval for their meetings to be held on the third Tuesday of the month.</b></p>
<b>8. Public Comments on Items NOT on this Agenda</b>	<p>Linde Owen supported the use of a portion of Sunnyside for recreational use and that we need to push past the HCP and get permission to move forward with the dog park.</p> <p>Julie Tacker commented that if the dog park group really wanted to move forward that they could get organized and push the Board.</p>	
<b>9. Schedule Next Parks and Recreation Committee Meeting</b>	<p>The next Parks and Recreation Advisory Committee meeting is scheduled to be held on May 7, 2019 at 5:30 p.m. unless otherwise approved by the Board to be held on Tuesday, May 21, 2019, the third Tuesday of the month.</p>	
<b>10. Closing Comments by Parks and Recreation Committee Members</b>	<p>Committee Member Lueker commented on the need for trails and bikeways for students from the Monarch Grove and Baywood areas to safely walk or ride their bicycles to the Middle School; and, commented on Morro Bay's proposed sewer plant and its direct impact to Los Osos.</p>	
<b>11. Adjournment</b>	<p>The meeting adjourned at 7:09 p.m.</p>	

## **ITEM 5**

# **DISCUSSION REGARDING A POTENTIAL POCKET PARK AT THE DISTRICT'S FERRELL AVENUE YARD**



May 16, 2019

TO: Parks and Recreation Advisory Committee

FROM: Renee Osborne, General Manager

SUBJECT: **Item 5 – 5/21/2019 Parks and Recreation Committee Meeting**  
Discussion Regarding a Potential Pocket Park at the District's  
Ferrell Avenue Yard

President  
Marshall E. Ochylski

Vice President  
Charles L. Cesena

Directors  
Matthew D. Fourcroy  
Vicki L. Milledge  
Christine M. Womack

General Manager  
Renee Osborne

District Accountant  
Robert Stilts, CPA

Unit Chief  
Scott M. Jalbert

Battalion Chief  
George Huang

Mailing Address:  
P.O. Box 6064  
Los Osos, CA 93412

Offices:  
2122 9<sup>th</sup> Street, Suite 110  
Los Osos, CA 93402

Phone: 805/528-9370  
FAX: 805/528-9377

www.losososcsd.org

### DESCRIPTION

Committee discussion regarding the feasibility of a pocket park where the community garden was located on the District's property at Ferrell Avenue Yard.

### STAFF RECOMMENDATION

***Motion: I move that the Committee recommend that the Board approve the snail study by SWCA for determining feasibility of a pocket park at the Ferrell Avenue Yard.***

### DISCUSSION

#### **Community Garden History**

In 2003, the District allowed the Community Garden at the Ferrell Avenue Yard. The Community Garden was later shut down due to water and maintenance invoices not being paid.

A snail study was performed in March of 2007 (attached). Snails were not found in the Community Garden portion of the property at that time. Due to inactivity in the Community Garden, District Engineer Miller has determined that a new snail study (good for two years) would need to be performed prior to any new use of the property. The Community Garden area is mowed yearly.

Snail studies are good for two years and can only be done after a rain event. Three separate studies will need to be conducted in order for a full report to be compiled. This could mean waiting until this Fall (2019) to get study results.

The property is already insured for liability under the District's existing plan with SDRMA. Currently, the cost is \$120.00 for the whole property. Half of that cost would be billed to Fund 900. Additional insurance for items such as benches, trash cans, etc., is available for \$0.20 per \$100.00.

I have left a message with County Planning to discuss next steps towards permitting. As of the date of this report, I have not heard back from the County.

#### **Next Steps**

SWCA, the company that conducts the snail surveys, has been contacted. They feel they will need to do several "protocol surveys" to check if there are still snails in the area and/or if they have moved. Total cost would be about \$3,000.

## **SUMMARY**

If the Committee would like to determine the feasibility of a pocket park project at the Ferrell Avenue Yard, a snail study is the next step.

If recommended to the Board, staff will:

- Add the \$3,000 for the snail survey to Fund 900 Parks and Recreation Budget for 2019/2020
- Add this report to the Board meeting agenda for approval of a snail study

Both of these items will be heard at the Board's June meeting and once the snail study is approved, staff can then enter into an agreement with SWCA.

## **FINANCIAL IMPACT**

The cost of the Snail Survey will be approximately \$3,000.

Attachments:

March 2007 Snail Survey

Pictures of Ferrell Avenue Yard



**Renee Osborne**

---

Parks

**From:** Frank Asuncion  
**Sent:** Thursday, April 25, 2019 11:25 AM  
**To:** Jose Acosta  
**Cc:** Renee Osborne  
**Subject:** RE: Ferrell yard  
**Attachments:** comgarden1.JPG; comgarden2.JPG; Ferrell.JPG; Ferrell2.JPG; Ferrell3.JPG

Jose,

\*

Attached are pictures of both the Ferrell yard and the Community Garden.

From what I recall, barriers (silt fencing, carsonite markers, etc.) were put up on land that the District owns to designate areas of snail habitat.

A lot of the fencing and markers are no longer in place.

At the Ferrell yard (not at the Community garden) there was silt fencing that marked an area of snail habitat.

I do not recall any snail habitat being marked off on the Community Garden lot.

The areas were marked right about the time I began working for the District.

I cannot find any reports on the M: that states this.

I can only remember that we were told not to go past these markers while groundskeeping or to keep the trimmers at least 4" above the ground.

Hope this helps.

Frank Asuncion  
Crew Leader  
Los Osos CSD Utilities Department

C: 805.458.8123  
O: 805.528.6511  
F: 805.528.2387

Community garden lot looking west.



**Community Garden looking east**



---

**Ferrell Avenue Well Site  
Los Osos, California**

**MORRO SHOULDERBAND SNAIL  
PROTOCOL SURVEY REPORT**

**Prepared for:**

Mr. George Milanes  
Los Osos Community Services District  
2122 9<sup>th</sup> Street  
Los Osos, CA 93402

**Prepared by:**



**MORRO  
GROUP, INC.**  
Environmental Services

**March 30, 2007**

TABLE OF CONTENTS

I. Introduction ..... 1  
II. Survey Methods ..... 1  
III. Morro Shoulderband Snail Species and Habitat Description ..... 1  
IV. Proposed Project ..... 4  
V. Existing Conditions ..... 4  
VI. Results ..... 4  
VII. Regulatory Implications ..... 8  
VIII. Conclusions and Effects Determination ..... 8  
IX. References ..... 10

TABLES

Table 1: Survey Dates, Time, and Findings ..... 7

FIGURES

Figure 1: Vicinity Map ..... 2  
Figure 2: Location Map – USGS Quad ..... 3  
Figure 3: Site Map ..... 5

APPENDIX

Appendix A: Photo-documentation

## I. INTRODUCTION

This protocol survey report has been prepared by Morro Group, Inc. for the Los Osos Community Services District (LOCS), and is intended for use by the LOCS and regulatory agencies for permitting and planning purposes. The objective of this report is to provide protocol-level survey results for the federally listed Morro shoulderband snail (*Helminthoglypta walkeriana*) on an approximately 1.0-acre lot (APN 074-251-006) located on Ferrell Avenue in the community of Los Osos, California (refer to Figures 1 to 2). The data presented in this report is a compilation of information received from regulatory agencies, literature reviews, and five protocol-level surveys of the property by Morro Group biologists.

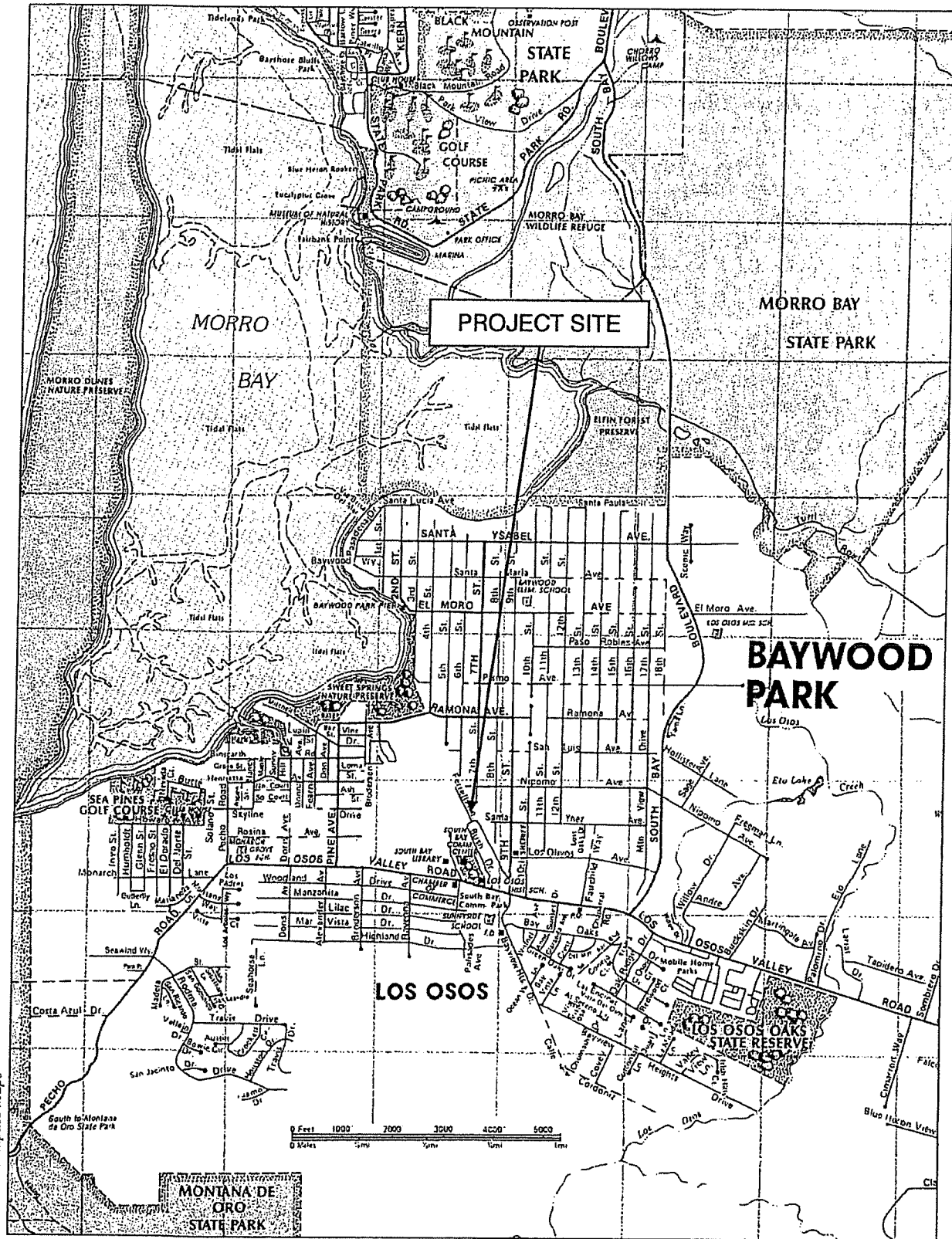
## II. SURVEY METHODS

According to the 2003 United States Fish and Wildlife Service (USFWS) Protocol Survey Guidelines for Morro shoulderband snail (MSS) a minimum of five formal protocol surveys must be performed under rainy or heavy fog conditions per the protocol requirements, Morro Group conducted five surveys during or immediately following rainfall events (refer to Table 1) between December 11, 2006, and January 27, 2007. All surveys were led by USFWS-approved Morro Group biologists Bob Sloan or Dwayne Oberhoff, and supported by Morro Group biologist, Jon Claxton. Both Mr. Sloan and Mr. Oberhoff are authorized to perform MSS surveys under federal permit PRT-824123-3.

All five surveys were conducted on foot, over an approximate one hour period, and all areas of the site were thoroughly examined in order to determine the presence/absence of live MSS, empty shells, suitable habitat, or other resources considered sensitive by USFWS. Although the entire area was surveyed, Morro Group biologists focused the majority of survey efforts within areas of potential habitat including, but not limited to: woody refuse, stems of woody vegetation, areas of detritus or debris, shrubs, and ground cover plants.

## III. MORRO SHOULDERBAND SNAIL SPECIES AND HABITAT DESCRIPTION

On December 15, 1994 the USFWS listed the MSS as an endangered species, under the Federal Endangered Species Act. MSS are a member of the land snail family Helminthoglyptidae and are most closely related to the surf shoulderband snail (*Helminthoglypta fieldii*), which occurs in coastal dune habitats south of the San Luis range to Point Arguello. The MSS is most often found associated with sandy soils of coastal dune and coastal sage scrub communities near Morro Bay. MSS has been found to be closely associated with several species of shrubs including mock heather, seaside golden yarrow, deerweed, sand almond, and with the introduced hottentot fig (ice plant). Other plants that commonly occur in areas occupied by this species include black sage, dune buckwheat, California sagebrush, dune lupine, and California croton. Typically, live snails have been found to be associated with shrubs that exhibit dense, low growth with ample contact with the ground.

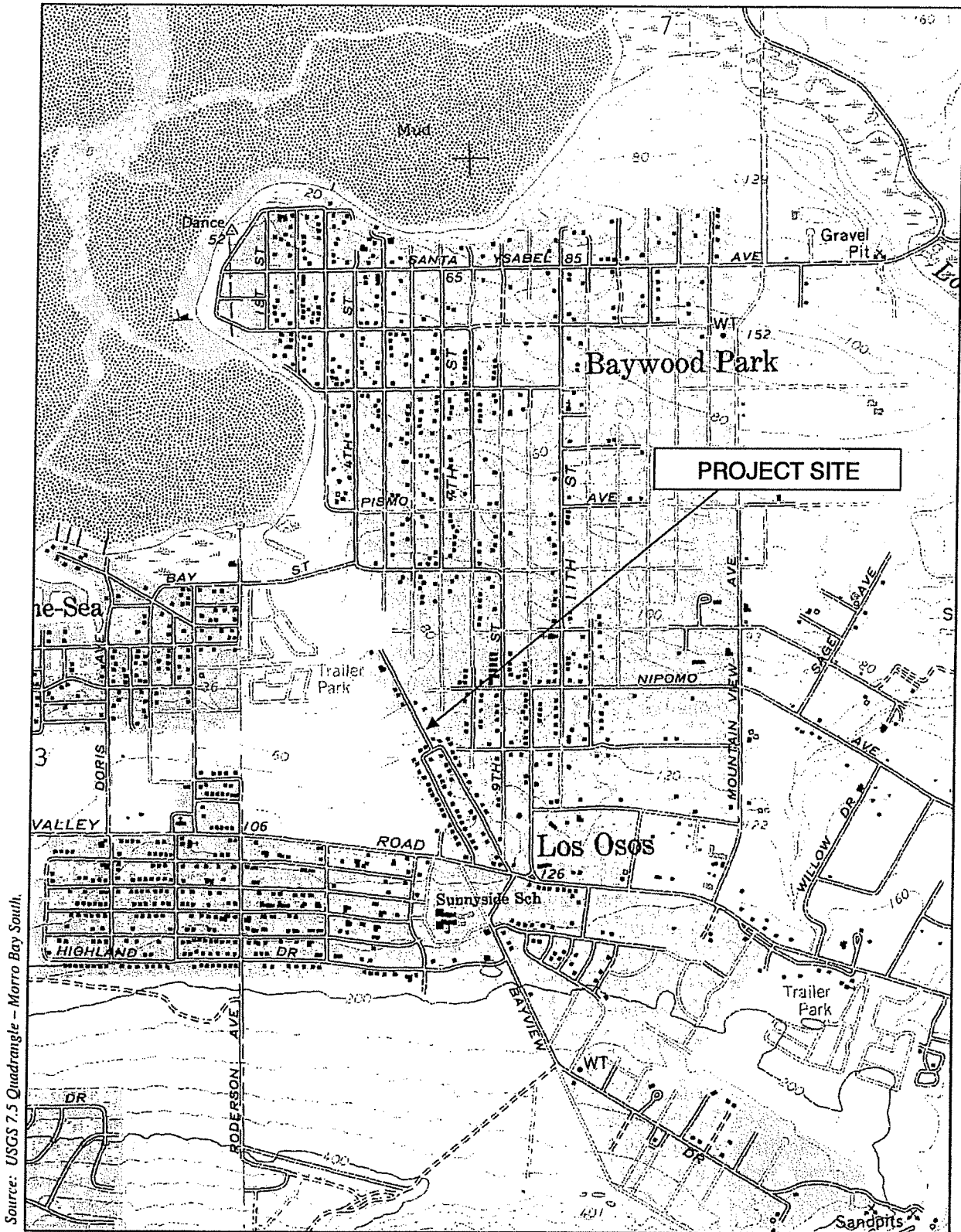


Source: Compass Maps



NORTH  
Not to Scale

Vicinity Map  
FIGURE 1



Source: USGS 7.5 Quadrangle - Morro Bay South.



NORTH  
Not to Scale

Morro Group, Inc.

Location Map - Usgs Quad  
FIGURE 2



#### IV. PROPOSED PROJECT

The project site includes an existing well which is utilized by the LOCSO. The proposed project would include the installation of two additional wells within the southwestern portion of the property (refer to Figure 3). The wells are being proposed to augment the potable water supply to LOCSO area customers, to increase reliability and redundancy in the water supply. The wells are not intended to provide new water supplies to serve future development. A small housing structure will also be built within the property for the wellhead, and pump facilities, as well as electrical and chemical product storage.

#### V. EXISTING CONDITIONS

The property is currently developed with one municipal water well and associated infrastructure operated by the LOCSO (refer to Figure 3). The property is bordered to the north and south by existing residences, Ferrell Street to the west and 7<sup>th</sup> Street to the east.

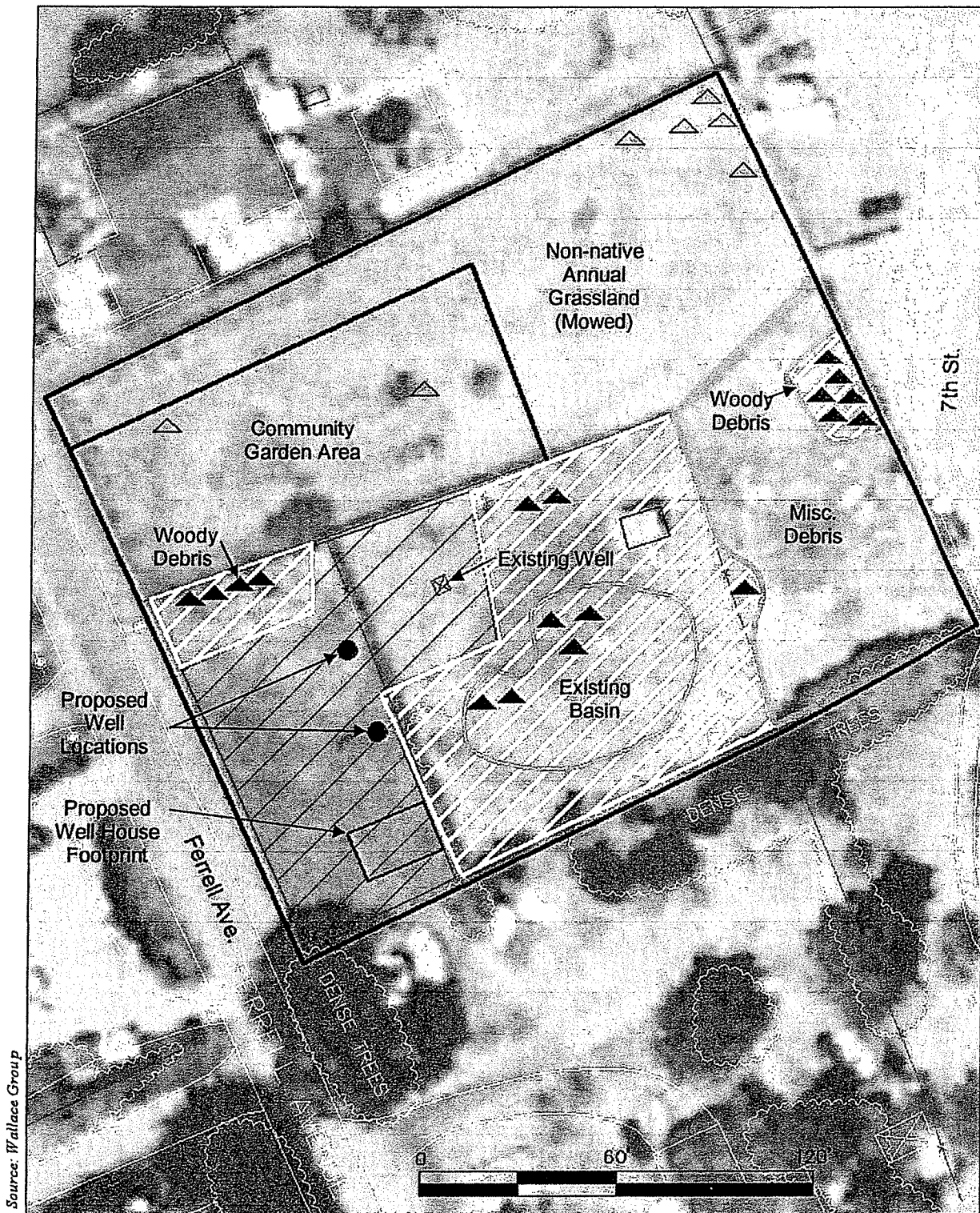
The northern portion of the property consists of non-native annual grassland species dominated by veldt grass (*Ehrharta calycina*) and a few remnant coastal scrub species such as silver beach lupine (*Lupinus chamissonis*). This area is mowed on an annual basis and provides little cover for wildlife species. Within this area is also a community garden area. The southern portion of the property includes an existing basin that is dominated by veldt grass and other non-native species such as wild radish (*Raphanus sativa*) and unidentified forbs. The eastern portion of the property is also dominated by non-native vegetation and is also mowed on an annual basis. The eastern portion of the property is currently utilized by the LOCSO for debris stockpiling and heavy equipment storage.

#### VI. RESULTS

A total of twenty-three (23) live Morro shoulderband snails were found on the property during the five protocol-level surveys conducted by Morro Group (refer to Table 1). Several of the MSS present were likely observed on several different surveys – the actual total number of MSS present is estimated at between 12 and 15. The majority of MSS individuals observed onsite were found within woody debris piles; however, five MSS individuals were observed in clumps of non-native vegetation and debris located within a small existing basin in the southern portion of the property (refer to Figure 3).

Potential native habitat (remnant coastal scrub) for MSS is located within the northern portion of the property; however, the entire project site has been historically cut on an annual basis for fire prevention. Therefore, few individuals were observed this area and it is likely that these mowed areas would provide minimal habitat value for MSS.

Numerous live and empty shells of *Helix aspersa* were also observed in various areas of the property during the performance of the five protocol-level surveys. Competition with *Helix aspersa* is a known threat to MSS (USFWS, 1998).



Source: Wallace Group

**LEGEND**



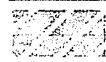
**NORTH**

Scale as shown

- ▲ Live Morro Shoulderband Snail
- △ Empty Morro Shoulderband Snail Shell



Proposed Construction Area



Morro Shoulderband Snail Habitat Area

**Site Map  
FIGURE 3**

**TABLE 1**  
**Survey Dates, Time, and Findings**

Survey Number	Survey Date and Time	Rainfall Activity	Temperature	Findings	Biologist(s)
1	12/11/06 9:05 a.m. to 10:00 a.m.	Approximately 0.95-inch of collective rain during previous two days and day of survey.	61°F	MSS – 1 adult live individual and 4 Class B shells observed. <i>Helix aspersa</i> – 31 live individuals and 14 shells observed	D. Oberhoff J. Claxton
2	12/27/06 11:00 a.m. to 11:50 a.m.	Approximately 0.11 inch of collective rain during previous day and day of survey.	54°F	MSS – 1 adult live individual observed. <i>Helix aspersa</i> – 18 live individuals and 3 shells observed.	D. Oberhoff J. Claxton
3	1/4/07 1:00 p.m. to 1:55 p.m.	Approximately 0.10-inch of rain during day of survey.	52°F	MSS – 3 adult live individuals and 1 Class A shell observed. <i>Helix aspersa</i> – 11 live individuals and 6 shells observed.	D. Oberhoff J. Claxton
4	1/17/07 3:30 p.m. to 4:30 p.m.	Approximately 0.10-inch of rain during day of survey.	52°F	MSS – 2 adult live individuals, 6 juvenile live individuals, and 3 Class C shells observed. <i>Helix aspersa</i> – 8 shells observed.	B. Sloan J. Claxton
5	1/27/07 2:00 p.m. to 3:00 p.m.	Approximately 0.75-inch of rain during day of survey.	58°F	MSS – 3 adult live individuals, 7 juvenile live individuals and 1 Class C shell observed. <i>Helix aspersa</i> – 5 live individuals and 3 shells observed.	B. Sloan J. Claxton

## VII. REGULATORY IMPLICATIONS

Section 3(18) of the Endangered Species Act defines "take" to mean "to harass, harm, pursue, hunt, shoot, wound, kill, trap, capture, or collect, or to attempt to engage in any such conduct." As further defined by the USFWS, "harm" includes significant habitat modification or degradation which actually kills or injures wildlife by "significantly impairing essential behavioral patterns, which include, but are not limited to, breeding, feeding, or sheltering." Therefore, activities such as construction, mowing, brush or debris removal or grading within the property has potential to result in "take" of Morro shoulderband snail, as well as modification and/or degradation to known habitat.

Concurrence authorization may be granted from the USFWS if the project can be shown to have no adverse impacts on MSS or their habitat. If a concurrence authorization is not granted by USFWS, mitigation through preparation of a Habitat Conservation Plan (HCP) may be necessary prior to construction.

## VIII. CONCLUSIONS AND EFFECTS DETERMINATION

The findings as described within Section VI are sufficient to establish that MSS and suitable habitat for this species exists within the property boundaries. Given the presence of MSS within the property, it is understood that concurrence authorization from the USFWS is unlikely to be granted unless the USFWS determines that the proposed project has determined that implementation of the project could avoid "take" of this species. Therefore, the LOCSD has modified the proposed project to avoid all potential habitat and known locations of MSS. In addition, the following recommended measures would be implemented as part of the project to further reduce potential impacts to MSS:

1. Construction activities would be limited to the dry season (April 15<sup>th</sup> to October 31) when MSS are aestivating, thus preventing MSS from entering the work area.
2. At least 30 days prior to construction activities, the LOCSD would retain a biologist in possession of a valid Section 10(a)(1)(A) permit to conduct a pre-construction survey to determine the distribution of MSS within the project site. In the event that MSS are found within the construction impact area, the LOCSD would consult with the USFWS to ensure that impacts to MSS are avoided.
3. Prior to the initiation of construction activities, the LOCSD would retain a biologist in possession of a valid Section 10(a)(1)(A) permit for MSS to conduct an environmental worker training class for construction personnel. Training would be conducted immediately prior to construction and would include a discussion of those constraints involved with working in MSS habitat, species identification, habitat avoidance, and regulatory requirements. Following this training, all attendees would sign an acknowledgement sheet to be submitted to the USFWS.
4. Prior to construction, the contractor would install construction fencing to clearly delineate the construction impact area and prevent foot-traffic within MSS habitat. The contractor would be responsible for maintaining this construction fencing throughout the duration of the project.

5. During construction, the LOCSD would retain a qualified biologist to periodically monitor construction activities to ensure compliance with recommended measures. The qualified biologist would prepare a monitoring report which would be submitted to the USFWS within 30 days following project completion.

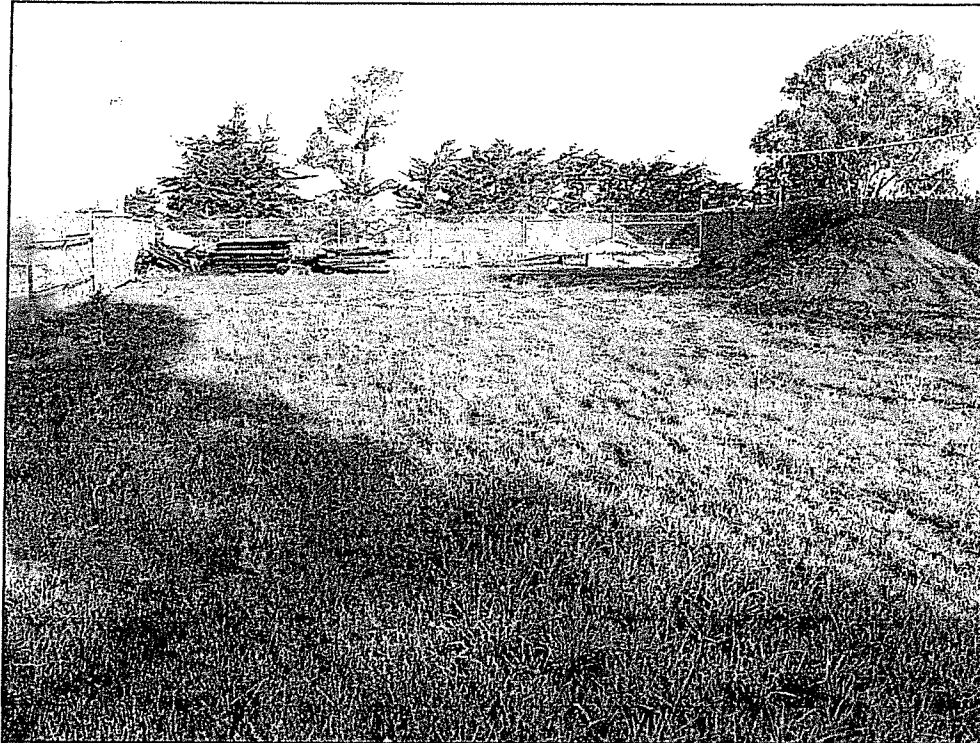
Based on the results of the five protocol-level surveys, and the recommended measures included above, it is unlikely that the proposed project would affect individual MSS. A letter requesting a concurrence determination from USFWS has been prepared by Morro Group and included with this report.

## IX. REFERENCES

- California Natural Diversity Data Base. 2007. Data Base Search for the Morro Bay South U.S.G.S 7.5-minute Quadrangle. California Department of Fish and Game. Sacramento, California.
- California Department of Fish and Game. 2006. State and Federally Listed Endangered and Threatened Animals of California. Sacramento, California.
- California Department of Fish and Game. CDFG. 2007. State and Federally Listed Endangered, Threatened, and Rare Plant Species. Sacramento, California.
- Hickman, J. Ed. 1993. The Jepson Manual: Higher Plants of California. University of California Press. Berkeley, California.
- Holland, Robert F. 1986. Preliminary Descriptions of the Terrestrial Natural Communities of California. California Department of Fish and Game. Sacramento, California.
- Hoover, Robert F. 1970. The Vascular Plants of San Luis Obispo County, California. University of California Press. Berkeley, California.
- Morro Group, Inc. 2006. 2005 Annual Report for Endangered Species Permit (TE-824123-3) Prepared for the U.S. Fish and Wildlife Service.
- Roth. 1985. Status Survey of the Banded Dune Snail, (*Helminthoglypta walkeriana*). Prepared for the U.S. Fish and Wildlife Service. Sacramento, California.
- U.S. Fish and Wildlife Service. 1998. Recovery Plan for the Morro Shoulderband Snail and Four Plants from Western San Luis Obispo County, California. U.S. Fish and Wildlife Service, Portland, Oregon.
- U.S. Fish and Wildlife Service. 2003. Protocol Survey Guidelines for the Morro Shoulderband Snail. U.S. Fish and Wildlife Service, Portland, Oregon.

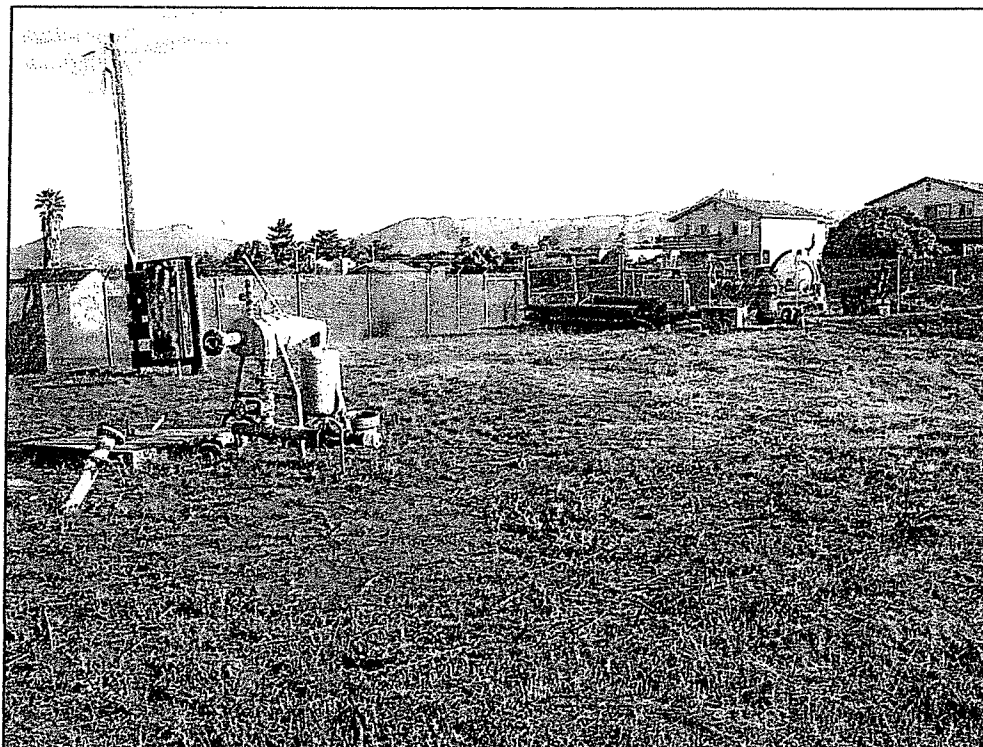
APPENDIX A

- Photo-documentation



**Photo 1:**

View of project area along Ferrell Avenue, looking north. Note mowed grass in project area. The woodpile area visible along the rear fenceline contained several MSS during the survey effort. Picture taken December 12, 2006.



**Photo 2:**

View of existing well location and project area looking east. Note mowed grass over the project area, and equipment storage area in background. Picture taken December 12, 2006.

**PHOTO DOCUMENTATION**





**Photo 3:**

View of existing basin where several MSS were found, looking east. The grass is regularly mowed in this area, however, uneven terrain and minimal vehicle or foot traffic has allowed taller and more diverse vegetation than in proposed project areas. Picture taken December 12, 2006.



**Photo 4:**

View of adjacent area, including community garden plots, looking west. This area provides a connection between Ferrell Avenue and 7<sup>th</sup> Street, and receives significant foot and bicycle traffic. Picture taken December 12, 2006.


**PHOTO DOCUMENTATION**

**ITEM 6**

**REVIEW FUND 900  
PARKS AND RECREATION DRAFT  
FISCAL YEAR 2019/2020 BUDGET**



May 16, 2019

**TO:** Parks and Recreation Advisory Committee   
**FROM:** Renee Osborne, General Manager  
**SUBJECT:** **Item 6 – 5/21/2019 Parks and Recreation Committee Meeting**  
Review of Fund 900 Draft Fiscal Year 2019/2020 Budget

**President**  
Marshall E. Ochylski

**Vice President**  
Charles L. Cesena

**Directors**  
Matthew D. Fourcroy  
Vicki L. Milledge  
Christine M. Womack

**General Manager**  
Renee Osborne

**District Accountant**  
Robert Stilts, CPA

**Unit Chief**  
Scott M. Jalbert

**Battalion Chief**  
George Huang

**DESCRIPTION**

Attached is the Fiscal Year 2019/2020 Draft Budget with a short summary of adjustments to each fund.

**STAFF RECOMMENDATION**

***Motion: I move that the Committee recommend that the Board approve the Parks and Recreation Budget for Fiscal Year 2019/2020.***

**DISCUSSION**

The Parks and Recreation fund expenses are typically covered by the Parks and Recreation Reserve with a small amount of interest income. In order to accomplish Parks and Recreation goals within the District, there needs to be a consistent flow of revenue to maintain any parks or recreation established by the Parks and Recreation Committee.

At the May 2, 2019 Board Meeting, Chairperson Fourcroy presented the Board with a request for 25% of the property tax allocation (\$63,430.50). The Board approved 12.5% (\$31,715.25) of the property tax revenue to be reallocated from Water. This reallocation benefits the entire District.

We have asked for \$6,000 in the Professional & Consulting Services and \$2,000 for Legal Services to help this committee with pocket parks and dog park contract services.

**FISCAL IMPACT**

As of the Fiscal Year 2017/2018 Audit, there was approximately \$291,656.59 in the Parks Reserve Fund. After 2018/2019 approximate expenses of \$19,054.28, the reserve fund total will be \$272,602.31. We plan to increase the reserve by approximately \$19,054.28 with the property tax reallocation revenue after 2019/2020 proposed expenses. This would bring the reserve total up to \$292,387.22.

**Attachments:**  
Fund 900 Parks and Recreation Draft 2019/2020 Fiscal Budget  
Fund 900 Reserve Balance Sheet

**Mailing Address:**  
P.O. Box 6064  
Los Osos, CA 93412

**Offices:**  
2122 9<sup>th</sup> Street, Suite 110  
Los Osos, CA 93402

**Phone:** 805/528-9370  
**FAX:** 805/528-9377

[www.losososcscsd.org](http://www.losososcscsd.org)

**DRAFT 900 - PARKS & RECREATION**

		Fiscal YTD 3/31/2019	2018-2019 Mid Year Adjustment	2019-2020 Budget	Notes
<b><u>REVENUE</u></b>					
<b>Other Revenues</b>					
4034	Property Tax Revenue from Water	0.00	0.00	31,715.25	
4655	Donations	2,437.17	2,437.17	0.00	
	<b>Total</b>	<b>2,437.17</b>	<b>2,437.17</b>	<b>31,715.25</b>	
<b>Other Revenues</b>					
<b>Use of Money &amp; Property</b>					
4510	Investment Income on funds	0.00	1,607.78	1,607.78	
	<b>Total Use</b>	<b>0.00</b>	<b>1,607.78</b>	<b>1,607.78</b>	
<b>of Money &amp; Property</b>					
	<b>Total Revenues</b>	<b>2,437.17</b>	<b>4,044.95</b>	<b>33,323.03</b>	
<b><u>EXPENDITURES</u></b>					
<b>Services &amp; Supplies</b>					
<b>Legal &amp; Professional</b>					
7320	Professional & Consulting Services	14,140.19	15,000.00	6,000.00	Dog Park/Pocket parks
7326	Legal Services	1,155.00	2,000.00	2,000.00	
	<b>Total Legal &amp; Professional</b>	<b>15,295.19</b>	<b>17,000.00</b>	<b>8,000.00</b>	
<b>Office/Operations</b>					
7140	General Supplies & Minor Equipment	0.00	100.00	100.00	
	<b>Total Office/Operations</b>	<b>0.00</b>	<b>100.00</b>	<b>100.00</b>	
<b>Other Expense</b>					
7330	Misc Operating Expenses	442.77	500.00	100.00	
	<b>Total Other Expense</b>	<b>442.77</b>	<b>500.00</b>	<b>100.00</b>	
	<b>Total Services &amp; Supplies</b>	<b>15,737.96</b>	<b>17,600.00</b>	<b>8,200.00</b>	
<b><u>TRANSFERS</u></b>					
9511	Interfund Transfer Out	2,749.60	5,499.23	5,338.12	
	<b>Total</b>	<b>2,749.60</b>	<b>5,499.23</b>	<b>5,338.12</b>	
<b>Transfers</b>					
	<b>Total</b>	<b>21,237.16</b>	<b>23,099.23</b>	<b>13,538.12</b>	
<b>Expenditures</b>					
	<b>Net Revenues over Expenditures</b>	<b>(18,799.99)</b>	<b>(19,054.28)</b>	<b>19,784.91</b>	

# PARKS & REC RESERVES

## LOS OSOS COMMUNITY SERVICES DISTRICT

Balance Sheet

As of 3/31/2019

		<u>Current Period Balance</u>
LIABILITIES & EQUITY		
Other Liabilities		
Other Liabilities		
Restricted Park and Rec	3090	
900 - Parks & Recreation	900	<u>291,655.59</u>
Total Other Liabilities		<u>291,655.59</u>
Total Other Liabilities		<u>291,655.59</u>
Total LIABILITIES & EQUITY		<u>291,655.59</u>