

Cameron Park Community Services District
2502 Country Club Drive
Cameron Park, CA 95682



Parks & Recreation Committee
Monday, January 8, 2024
6:45 p.m.

Cameron Park Community Center – Social Room

2502 Country Club Drive
Cameron Park, CA 95682

Agenda

Members: Tim Israel (TI), Eric Aiston (EA), Alternate: Monique Scobey (MS).

Staff: General Manager Alan Gardner, Parks & Facilities Superintendent Mike Grassle,
Recreation Supervisor Kimberly Vickers

CALL TO ORDER

ROLL CALL

Public testimony will be received on each agenda item as it is called. Principal party on each side of an issue is allocated 10 minutes to speak, individual comments are limited to 3 minutes except with the consent of the Committee; individuals shall be allowed to speak on an item only once. Members of the audience are asked to volunteer their name before addressing the Committee. The Committee reserves the right to waive said rules by a majority vote.

ADOPTION OF AGENDA

APPROVAL OF CONFORMED AGENDA

1. Conformed Agenda- November 6, 2023

OPEN FORUM

Members of the public may speak on any item not on the agenda that falls within the responsibilities of the Committee.

DEPARTMENT MATTERS

2. Nomination of Committee Chair and Vice Chair
3. Proposed Project at Paul J. Ryan Park / Road widening & property purchase (M. Grassle; diagram of improvements)
4. Update Landscape Architect Services / Discussion High Priority Park Improvement Projects (all; no written report)

STAFF REPORTS

5. Recreation Report (K. Vickers)
6. Parks & Facilities Report (M. Grassle)

ITEMS FOR FUTURE COMMITTEE AGENDAS

- Fees at Cameron Park Lake and Park Entry Improvements
- Annual Recreation Report (February 2024)
- Park tour coordinated by Kim; visit proposed to Fair Oaks RPD

ITEMS TO FORWARD TO THE BOARD OF DIRECTORS

MATTERS TO AND FROM COMMITTEE MEMBERS

ADJOURNMENT

Cameron Park Community Services District
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Parks & Recreation Committee
Monday, November 6, 2023
6:45 p.m.

Cameron Park Community Center – Social Room

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Cameron Park, CA 95682

Conformed Agenda

Members: Director Monique Scobey (MS), Director Tim Israel (TI), Alt. Director Sid Bazett (SB)

Staff: Interim General Manager Jill Ritzman, Parks & Facilities Superintendent Mike Grassle,
Recreation Supervisor Kimberly Vickers

CALL TO ORDER 6:46

ROLL CALL

Public testimony will be received on each agenda item as it is called. Principal party on each side of an issue is allocated 10 minutes to speak, individual comments are limited to 3 minutes except with the consent of the Committee; individuals shall be allowed to speak on an item only once. Members of the audience are asked to volunteer their name before addressing the Committee. The Committee reserves the right to waive said rules by a majority vote.

ADOPTION OF AGENDA MS/TI

APPROVAL OF CONFORMED AGENDA MS/TI

OPEN FORUM

Members of the public may speak on any item not on the agenda that falls within the responsibilities of the Committee.

DEPARTMENT MATTERS

1. Air Quality Management District Grant Application – Summer Spectacular Shuttle (K. Vickers)
 - *Committee supporting advancing the grant application to the Board of Directors for consideration*
2. Air Quality Management District Grant Application - New Sound/AV System for Community Center Assembly Hall (M. Grassle)
 - *Committee supporting advancing the grant application to the Board of Directors for consideration*
3. Proposition 68 Grant Application – Sports Fields Improvements David West Park (M. Grassle)
 - *Committee supporting advancing the grant application to the Board of Directors for consideration*
4. Proposition 68 Grant Application – Sports Fields Improvements Rasmussen Park (M. Grassle)
 - *Committee supporting advancing the grant application to the Board of Directors for consideration*
5. 2024 Facility Use Fees (K. Vickers; M. Grassle)
 - *Committee agreed with staff's recommendations for fees with the exception of Daily Entry Fee for Cameron Park Lake is to remain the same; forward to the Board of Directors for consideration.*
6. Proposed Revision Policy 1061 Naming of District Parks and Facilities and New Policy 1062 Donations of Amenities to Parks and Recreation Facilities (J. Ritzman)
 - *Committee requested two additions: 1) adding trinkets is prohibited and 2) section regarding approval process.*
7. Draft Conditions – Pickleball Conditional Use Permit (J. Ritzman)
 - *Committee forwarded to the Board of Directors with one supporting and one not supporting staff's recommendations.*

STAFF REPORTS

8. Recreation Report (K. Vickers)
9. Parks & Facilities Report (M. Grassle)

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ITEMS FOR FUTURE COMMITTEE AGENDAS

- CP Lake daily entry fees
- Facility Use Fees 2024 for community center, sports fields, pool
- CP Lake Automatic Gate Entrance Project
- Park Improvement Plan Project Costs and Priority List
- Rate Study & Policy for assessing facility and program fees
- Pickleball Conditional Use Permit
- Park Ordinance 2nd Hearing
- Road widening near Paul Ryan Park
- Gift Policy proposal

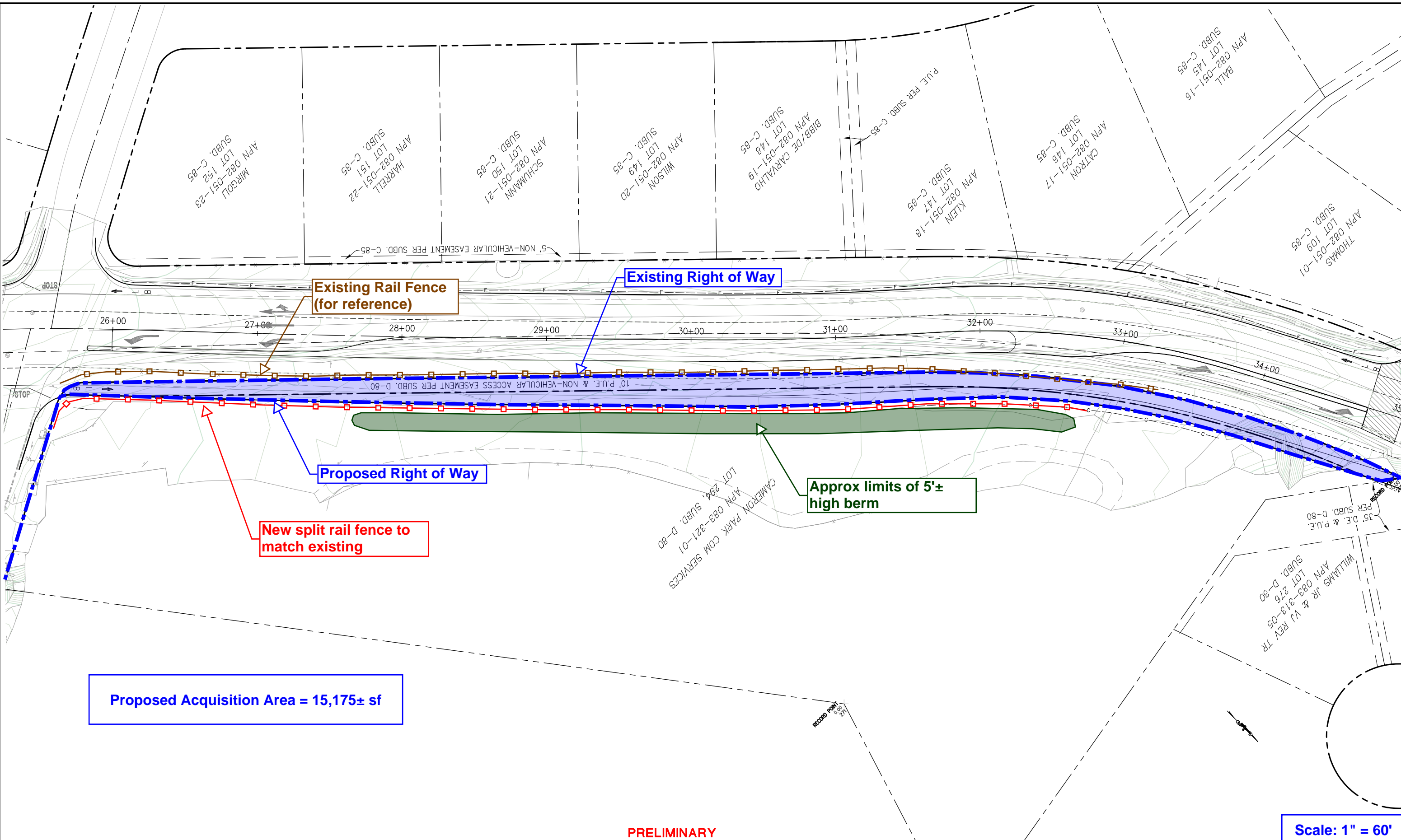
ITEMS TO FORWARD TO THE BOARD OF DIRECTORS

- *All agenda items are forwarding to the Board of Directors*

MATTERS TO AND FROM COMMITTEE MEMBERS

ADJOURNMENT 8:44

ORIGINAL SCALE IS IN INCHES
Drawing name: Z:\Civil 3D Projects\72143 Cameron Park Drive - Palmer Dr to Hacienda\CADD Files\Sheets\1-Sheets.dwg Layout Tab: L-4 May 02, 2023 - 8:29am Dharrington



FOR REDUCED PLANS
2
1
0

Proposed Acquisition Area = 15,175± sf

Approx limits of 5'± high berm

Existing Rail Fence (for reference)

Existing Right of Way

Proposed Right of Way

New split rail fence to match existing

PRELIMINARY

Scale: 1" = 60'

REVISION	NUMBER	DATE	DESCRIPTION	BY

PREPARED UNDER THE SUPERVISION OF :	DESIGNED: AN	DRAWN: AN
REGISTERED CIVIL ENGINEER	CHECKED: DH	DATE: 2/4/2021
DATE:	ROAD NUMBER: 20	



**COUNTY OF EL DORADO
DEPARTMENT OF TRANSPORTATION**

**CAMERON PARK DRIVE
PALMER DRIVE TO HACIENDA ROAD**

SHEET
L-4
9 OF 30
W.O. No. **72143**



Agenda Transmittal

DATE: January 8, 2024

FROM: Kimberly Vickers, Recreation Supervisor

AGENDA ITEM #5: RECREATION REPORT

RECOMMENDED ACTION: RECEIVE AND FILE

The Recreation Department has remained busy over the last two months. In November we welcomed Hayley as Recreation Coordinator. Hayley has been learning community center operations, learning the management side of Aquatics, Communications, and jumping into our front office operations. We also lost our front office staff at the end of November. We have been working through the recruitment process and hope to hire a qualified candidate soon. We had a successful Craft Faire event, despite the rainy day.

In December we partnered with Food and Fun Magazine for their Gingerbread showdown event, decorated the tree at Christa Park, partnered with Fire Services for three great nights of Santa Parade, and held our second annual Polar Express at the CSD. We finished up the year with our first of the two sessions of Winter Break Camp CP.

Recreation Programming:

Below is a quick summary on everything that has been happening:

- *Camps*
 - Camp CP
 - Winter Break Camp
 - Dec 27-29th- 14 Participants
 - Jan 2nd-5th- 18 Participants
- *Aquatics:*
 - lap swim continues 6 days a week
 - Aquasol swim team 6 days a week
- *Sports:*
 - Indoor Pickleball continues M-F:

- November
 - 109 drop-ins/ \$327 Gross Revenue
 - 1 Punch card sold
 - 127 Annual Pass swipes
 - December
 - 140 drop-ins/ \$420 Gross Revenue
 - 4 Punch card sold
 - 178 Annual Pass swipes
- Ballet continues
- Soccer shots concluded their Fall program
- Adult basketball league continues second league this month
- Futsal Leagues started- 160 participants
- Futsal had first clinic in December- 33 participants
- *Community Center Programs*
 - Senior Social Hour continues with participants approximately 6 participants on Tuesday and Thursday
 - Modified Zumba continues with a full class in dance room
 - Gold Nugget Quilters continue to meet on Wednesdays with 8-12 participants each week
 - County Elderly Nutrition meals for pick-up continue in-person five days a week; CSD provides tables and chairs for congregate dining
 - Tai Chi is running again with 1- and 2-day options
 - Speaking Spanish Beginning and Intermediate
 - Speaking Spanish- Kids
 - Social skills group and Teen Explorers group
 - Teen explorer group concluded with minimal participation
 - Social skills group concluded with 9 participants
- *Upcoming Events*
 - Ties and Tiaras- February 10 (CSD)

Communications:

- Active engagement on Facebook, Instagram
 - Instagram Insights (last 30 days)
 - Accounts engaged- 6%
 - Followers- increased by .03%
 - Facebook
 - Post engagement- decreased by 72%
 - Followers- increased 24 followers

- Updating district website-
 - Page views: Nov- 73,450; Dec 52,046
 - 3,162 subscribers to a distribution list (increase of 43 subscribers)
 - 2,682 subscribers to E-newsletter (increase of 27 subscribers)
 - Approximately a 53% open rate, and 4% click rate
 - 864 subscribers to Board & Committee Distribution List (increase 25)

*Cameron Park
Community Services District*



Agenda Transmittal

DATE: January 8th, 2024

FROM: Michael Grassle, Parks, and Facilities Superintendent

AGENDA ITEM #6: **PARKS & FACILITIES DEPARTMENT REPORT**

RECOMMENDED ACTION: **RECEIVE AND FILE**

General Information

- The third and final FEMA reimbursable project is almost complete. This project is capturing all the trail and fencing damage that occurred last winter. FEMA is currently reviewing the other two projects (Culvert repair and Debris removal).
- Cameron Park Fire/Cal Fire provide a 2010 Ford F-150 pick-up truck for the Parks Department. The district is working with other local agencies to acquire one or two additional pick-up trucks.
- Staff finished rebuilding a Kohler engine for one of the ExMark riding lawn mowers. The engine needed a complete overhaul and is now back in service.
- Mike Merritt and Greg Dalbeck both retired from the district on December 28th. They both worked for the Parks Department for 7 years. The district hired Bobby Gelardi to replace one of the two positions. The district is in the process of filling the second position.
- The Superintendent is working with County OES (Office of Emergency Services) as part of the overall County Hazardous Mitigation plan. The district was asked to participate in the County wide plan.

Cameron Park Lake

- Staff installed a rock bed drain along the walking trail on the S/W side of the lake. Drain lines from nearby condominiums are broken and washing away the walking path when it rains. The rock bed drain now collects water and diverts it under the pathway and into the lake.

- Staff have been installing deer fencing around native trees that are naturally growing. The wildlife has been destroying these trees. The goal is to allow native trees to grow around the lake, replacing trees that have fallen or died.
- The Boy Scouts of America will be delivering Christmas Trees to the lake on Saturday January 6th. Waste Connections will be providing 2 additional 30-yard dumpsters for the trees to be loaded in. District staff will load any remaining trees the follow week.

Parks and LLAD'S

- Staff replaced the flagpole lights and flags at Chardi Corner and Cameron Park Lake. The Redwood trees at Chardi Corner needed to be cut back away from the flag pole.
- Department staff decorated the Christmas tree at Christa McAuliffe Park with the help of Heartwood Tree. The tree was lite nightly throughout the holiday season.
- Staff welded a crack in the plastic slide at Christa McAuliffe. The department purchased a plastic welder earlier this fiscal year to repair playground parts instead of replacing them.
- Staff repaired a 3" water main that was leaking at Christa McAuliffe Park. There is another 3" water main leak underneath a 60' London Plain tree right off the backflow device. Staff will begin repairing this leak in January. Hopefully, the damage to the London Plain root system is minimal.
- The department rented an excavator to dig up the 3" water main at Christa McAullife Park. Once the water main was exposed staff used the excavator to dig a drain canal on the south side of the parking lot. There is significant runoff from the hillside that is damaging the parking lot. The water will now drain towards the freeway away from the parking lot.
- PG&E replaced 120 Metal Halide streetlights with LED fixtures. These lights were installed at Bar J A, Bar J B, and Viewpoint LLAD. Viewpoint and Bar J B were both underfunded LLADS.

Community Center

- Special thanks to Matt and his team for keeping the pool heater up and running. The pool lost heat twice in December. The first time was due to a failed ignitor. The second time was due to an air pocket in the piping. Staff were able to replace the bad ignitor and purge the air from the system. The pool experienced minimal down time.

- Staff installed baby changing stations in both restrooms in the main hall. These are the first baby changing stations installed at the Community Center.
- Staff installed two new AED stations at the facility. Now there are a total of three stations on campus. One in the Gym, another in the main hall, and the third in the lifeguard office. Staff also installed an AED station at Cameron Park Lake
- The social room got a much need face lift. The gaming chairs were re-upholstered and new blinds were installed throughout the room.
- The Community Center drops leaves much like a park. Staff have been working to remove all the leaves from the campus. Staff remove leaves daily from the pool deck. Leaves that enter the pool grate system can cause filtration and pressure problems.
- **Cal Fire / Growlersberg**
 - Growlersberg spent 2 crew days cleaning up the leaves at Bar J A and B. This is performed yearly during winter break. Bar J A and B are located across from Blue Oak Elementary School.
 - Growlersberg spent 1 crew day cleaning up brush and vegetation at Sandpiper Park.
 - Growlersberg spent 1 crew day cleaning up vegetation on the west side of Cameron Park Lake