



Parks & Recreation Committee
Monday, August 30, 2021
6:30 p.m.

Eastwood Park
Veld Way and Culver Lane, Cameron Park

Agenda

Members: Chair Director Felicity Carlson (FC), Vice Chair Director Sidney Bazett (SB)
Alternate Director Ellie Wooten (EW)

Director Carlson will be absent and Director Wooten will be serving as the Alternate

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

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.

APPROVAL OF AGENDA

APPROVAL OF CONFORMED AGENDA

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. Eastwood Park Improvement Opportunities – Discussion (M. Grassle)**
- 2. Staff Oral & Written Updates**
 - a. Recreation Report (K. Vickers)
 - b. Parks & Facilities Report (M. Grassle)

MATTERS TO AND FROM COMMITTEE MEMBERS

ADJOURNMENT

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



Parks & Recreation Committee
Monday, July 19, 2021
6:30 p.m.

TELECONFERENCE ZOOM MEETING
<https://us02web.zoom.us/j/83913413233>

Meeting ID: 839 1341 3233

(Teleconference/Electronic Meeting Protocols are attached)

Conformed Agenda

Members: Chair Director Felicity Carlson (FC), Vice Chair Director Sidney Bazett (SB)
Alternate Director Ellie Wooten (EW)

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

CALL TO ORDER - 6:32PM

ROLL CALL – FC,SB

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.

APPROVAL OF AGENDA – Approved

APPROVAL OF CONFORMED AGENDA – Approved

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. Proposition 68 Per Capital Projects and Funding Status** (J. Ritzman, M. Grassle) – *Adjust priorities due to Little League not supporting Prop 68 grant with 20% match. Place pool shade and signs higher on priority list. Ask camp baseball teams if they are interested in baseball field rentals.*

2. Staff Oral & Written Updates

- a. Parks & Facilities Report (oral report, M. Grassle)
- b. Recreation Report (K. Vickers)
- c. Report Back - Ordinance 2001-02, Section 5.X regarding Smoking in Parks (J. Ritzman, oral)

3. Items for August & Future Committee Agendas – *No August meeting*

4. Items to take to the Board of Directors - *None*

MATTERS TO AND FROM COMMITTEE MEMBERS

ADJOURNMENT – 7:53pm

Conformed Agenda Prepared by:

Conformed Agenda Approved by:

Jill Ritzman
Board Secretary

Director Felicity Carlson, Chair
Parks & Recreation Committee



Agenda Transmittal

DATE: August 30, 2021

FROM: Mike Grassle, Parks & Facilities Superintendent

AGENDA ITEM #1: EASTWOOD PARK IMPROVEMENT OPPORTUNITIES

RECOMMENDED ACTION: Review and Discuss

Background

In July, the Parks and Facilities Superintendent met with a few residents who live within Eastwood Park Lighting and Landscape Assessment District. They wanted to bring forth ideas about how to utilize the large Lighting and Landscape District (LLAD) fund balance to make improvements to Eastwood Park. An invitation for tonight's meeting was sent via US Mail to residents of Eastwood LLAD.

Discussion

Staff is seeking Committee and neighborhood feedback about park improvements. Below is a list of specific improvement ideas.

- ✓ Eastwood Park entry sign stating park is for Eastwood Community only. Attach entry sign on the existing flag pole.
- ✓ Cut vegetation around existing community light poles
- ✓ Prune Oak Trees within Eastwood Park
- ✓ Create an additional formal picnic/seating area on the west side of the park. The east side currently has ADA access sidewalk with a few picnic benches
- ✓ Create a small community library swap kiosk
- ✓ Permanent concrete table games like chess, backgammon, checkers and more

Additional ideas are welcome, too.



Agenda Transmittal

DATE: August 30, 2021

FROM: Kimberly Vickers, Recreation Supervisor

AGENDA ITEM #2A: RECREATION DEPARTMENT REPORT

RECOMMENDED ACTION: RECEIVE AND FILE

July and August have been full in the Recreation department. We successfully wrapped up summer camp, swim lessons, and youth sports camps.

The summer staff rose to the challenge this summer to provide quality programs and build relationships with our participants despite not having as many staff as years prior. The Recreation department will continue recruitment efforts, with the hope and intent to maintain full service levels in aquatics, add additional youth camp opportunities during school breaks, assist in Facilities due to unfilled vacancies, and keep the kiosk open throughout the year. This trend in hiring and staffing is being experienced in the region at other agencies. Staff retention from this summer to next continues to be an on-going high priority.

The Recreation Department also executed our first fully in-person community event since the start of COVID. The event, CP Family Festival, was a new event planned with the intent to build community, and raise funds for the Recreation Participant Scholarship Fund. Kayla did an amazing job, and we have received great feedback and support of the event. Please see attached event report for additional information.

Recreation Programming:

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

- *Aquatics:*
 - Sierra Sharks swim team completed their season July 24th
 - AquaSol swim team continues to be in the pool six days a week
 - We have continued lap swim, and are seeing continued participation

- We moved Saturday Recreation swim to the evenings, and will continue through Labor day weekend
- Melanie completed AquaBody Strong training, and we successfully launched the class with consistent participation
- *Virtual Rec:*
 - Our Virtual Rec staff continues updating the website weekly with new spotlights on activities and family things to do
- *Sports:*
 - AllNet Basketball continues to utilize the gym in the evenings
 - Little League completed their Spring/summer season, and are looking forward to their fall season
 - Skyhawks sports had good participation this summer, and will begin fall classes in September
- *Summer Camp*
 - We are encouraged by the feedback and participation over the summer, and have plans to pilot school-break camps this year
- *Lake Kiosk*
 - We continue to staff the kiosk on weekends, and most mornings and evenings
- *Upcoming*
 - We have several special events in planning stages for the next few months
 - We continue to watch COVID guidelines and will continue to seek opportunities to utilize our parks, pool, and open spaces for events and gatherings while implementing our roll-out plan

Annual Passes:

We have seen residents taking advantage of our online purchase option. We continue to see annual pass sales which is an increase from previous years.

Communications:

We have seen more engagement on social media, and our website as a result, and families are finding programs and information from it as well. We continue to engage with the community via Facebook, Instagram, and NextDoor apps.

2021 – CP Family Festival

	<u>2021</u>	<u>2021</u>
	Actual	Budget/ Est.
Participants	300	200
Supplies*	\$203.40	\$615
PT staff, hours 2.25	\$38.35	\$59
Total Expend	\$241.75	\$674
Revenue/Donation	\$750	\$300
FT staff hours	40	40

* not including projector and screen, one-time cost

I. DATA:

Date: August 13th, 2021
 Time: 6:00 to 10:30PM
 Location: Rasmussen Park
 Fee: Event was free to attend but donations were accepted. We also made a 50/50 split on Alcohol purchases, 10% on some vendors and all of concession profits.

II. PROGRAM CONTENT:

Event activities

Event activities included 1.75 hours of live music and food trucks began serving at 6pm. At 8:00pm we transitioned to a movie in the park and played “Jungle Cruise”.

Planning and Marketing

For marketing, we used Facebook, Instagram and Next-door regularly. We also announced it in our August Newsletter and our website. We posted flyers at local businesses, schools, and parks.

III. SUPPLIES

Event supplies specific to the event **TOTAL = \$203.40**

IV. STAFF HOURS

Recreation Staff –
 Kayla Thayer 30+ hours
 Kimberly Vickers 10+ hours
 Part time Staff 2.25 hours

V. DONATIONS

TOTAL = \$750

VI. COMMENTS & SUGGESTIONS:

- Bring nonprofit receipts for tax deductible
- Get lighting for walkway to parking lot (light towers-parks, string lights along fence and booth)

- Reach out to Mt. Democrat ahead of time to invite to event
- Put cones around the projector and front of screen so attendees cannot run around and knock stuff over and block the view of others
- Add glow sticks and other items that glow in the dark to concessions
- No sprinklers the day before event- field was wet.
- Do not need any PT staff to run concessions
- Include 10% donation or vendor fee in agreements

*Cameron Park
Community Services District*



Agenda Transmittal

DATE: August 30, 2021

FROM: Michael Grassle, Parks and Facilities Superintendent

AGENDA ITEM #2B: **PARKS & FACILITIES DEPARTMENT REPORT**

RECOMMENDED ACTION: **RECEIVE AND FILE**

General Information

- District staff have been extremely busy assisting El Dorado County and the Red Cross with providing the Community Center as an evacuation shelter. The shelter opened up on Tuesday August 17th and is currently still active. The Community Center is housing 60 evacuees and another handful in the parking lot. The Red Cross is utilizing the parking lot, courtyard, main hall, gym and gym restrooms, classrooms, showers and kitchen area.
- Staff have repaired several broken water mains through the District this past month. As these parks continue to age the infrastructure will need to be repaired/replaced.
- The Parks Foreman along with additional staff spent time repairing all of the District lawn mowers. District staff repair all of the lawn mowers in house.

Cameron Park Lake

- Heartwood Tree Company removed 6 dead oak trees along the pathway next to the upper picnic area. The trees were leaning over the pathway and were either dead or dying.
- Staff are evaluating 2 more large oak trees that fell over by the horse shoe pits. The trees will be removed soon depending on Cal-Fire/Growlersberg schedule.

Parks and LLADs

- Santillan Landscape cut all of the hedges along Meder road between Auburn Hills and Raben Way.
- Christa McAuliffe will officially open to the public on Wednesday September 1st. Blain Stumpf will be removing the temp fence that separates the park and the sports field.

- T&M Electric replaced the lighting timer at Chardi Corner. The old timer failed and kept the lights on 24/7.
- Staff repaired a water main outside of the playground at Rasmussen Park. Staff removed an 8X10 ft. section of concrete the leads to the playground. The District is working to secure a contractor to pour a new cement pad.
- Staff finished replacing all of the sink faucets in the park restrooms.
- The District closed the dog park for 1 week due to kennel cough. Staff cleaned and disinfected the entire dog park while it was closed.
- Staff started mowing Rasmussen and Christa McAuliffe Park twice per week to prepare for the upcoming soccer season.
- Staff sprayed a fungicide on the new turf grass Christa McAuliffe Park. A mixture of warm evenings and developing grass caused an outbreak of Southern Bight. Outbreak has been taken care of.
- All of the District's drinking fountains have been repaired and are open to the public. Staff rebuilt several of them last month. The fountains were off for over a year due to COVID 19.

Community Center

- Staff installed a new controller for the Community Pool. The new controller will allow staff to log in and make changes to the system remotely.
- Brighton Energy continues making progress with the installation of the solar panels. All of the underground work has been completed and backfilled. Completion is expected by Labor Day.

Cal Fire / Growlersburg

- Crews spent the last month working at Cameron Valley, Cameron Park Lake and Bar J B LLAD. They have been a hug help in getting all of the vegetation trimmed up.
- The District has not received crews in the past 2 weeks due to the Caldor Fire.