



Parks & Recreation Committee
Monday, February 7, 2022
6:30 p.m.

TELECONFERENCE ZOOM MEETING
<https://us02web.zoom.us/j/83041173318>

Meeting ID: 830 4117 3318

(Teleconference/Electronic Meeting Protocols are attached)

Agenda

Members: Chair, Director Monique Scobey (MS), Vice-Chair, Ellie Wooten (EW)
Alternate: Director Sidney Bazett (SB)

Staff: General Manager André Pichly, 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.

APPROVAL OF AGENDA

APPROVAL OF CONFORMED AGENDAS

- Conformed Agenda – Parks & Recreation Committee Meeting – December 6, 2021
- Conformed Agenda – Parks & Recreation Committee Meeting – January 10, 2022

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. Land and Water Conservation Fund (LWCF) Application and Resolution (A. Pichly)**
- 2. Work Plan 2022 (A. Pichly)**
- 3. Staff Oral & Written Updates**
 - a. Recreation Report (K. Vickers)
 - b. Parks & Facilities Report (M. Grassle)
 - c. Skate Park Update (M. Bustabade)
 - d. Meeting schedule and times for 2022 (A. Pichly)
- 4. Items for February & Future Committee Agendas**
- 5. Items to take to the Board of Directors**

MATTERS TO AND FROM COMMITTEE MEMBERS

ADJOURNMENT



Teleconference/Electronic Meeting Protocols

Cameron Park Community Services District

(Effective April 2, 2020)

WHEREAS, on March 4, 2020, Governor Newsome proclaimed a State of Emergency to exist in California as a result of the threat of COVID-19; and

WHEREAS, March 17, 2020, Governor Newsome issued Executive Order N-29-20 suspending parts of the Brown Act that required in-person attendance of Board members and citizens at public meetings; and

WHEREAS, on March 19, 2020, Governor Newsome issued Executive Order N-33-20 directing most individuals to shelter at home or at their place of residence.

NOW, THEREFORE, the Cameron Park Community Services District will implement the following protocols for its Board and committee meetings.

The guidance below provides useful information for accessing Cameron Park Community Services District (“District”) meetings remotely and establishing protocols for productive meetings.

BOARD AND COMMITTEE MEMBERS:

- **Attendance.** Board and Committee Members should attend District meetings remotely from their homes, offices, or an alternative off-site location. As per the Governor’s updated Executive Order N-29-20, there is no longer a requirement to post agendas at or identify the address of these locations.
- **Agendas.** Agenda packages will be made available on the District’s website. They will also be sent by email to all Board and Committee Members. Note that under the circumstances, District staff may not be able to send paper packets.
- **Board and Committee Member Participation.** Meeting Chair(s) will recognize individual Board and Committee Members and unmute their device so that comments may be heard or will read comments if they are provided in writing only.

PUBLIC PARTICIPATION:

- **Attendance.** The District’s office will remain closed to the public until further notice. Members of the public will be able to hear and/or see public meetings via phone, computer, or smart device. Information about how to observe the meeting is listed on the agenda of each meeting.
- **Agendas.** Agendas will be made available on the District’s website and to any members of the public who have a standing request, as provided for in the Brown Act.
- **Public Participation.** The public can observe and participate in a meeting as follows:
 - **How to Observe the Meeting:**
 - **Telephone:** Listen to the meeting live by calling Zoom at (669) 900-6833 or (346) 248 7799. Enter the Meeting ID# listed at the top of the applicable Board or Committee agenda followed by the pound (#) key. More phone numbers can be found on Zoom’s website at <https://us04web.zoom.us/j/91111111111> if the line is busy.
 - **Computer:** Watch the live streaming of the meeting from a computer by navigating to the link listed at the top of the applicable Board or Committee agenda using a computer with internet access that meets Zoom’s system requirements (<https://support.zoom.us/hc/en-us/articles/201362023-System-Requirements-for-PC-Mac-and-Linux>)
 - **Mobile:** Log in through the Zoom mobile app on a smartphone and enter the Meeting ID# listed at the top of the applicable Board or Committee agenda.
 - **How to Submit Public Comments:**
 - **Before the Meeting:** Please email your comments to admin@cameronpark.org, with “Public Comment” in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. If you would like your comment to be read aloud at the meeting (not to exceed 3 minutes at staff’s cadence), prominently write “Read Aloud at Meeting” at the top of the email. Emails running longer than the time limit will not be finished. All comments received at least 2 hours prior to the meeting on the day the meeting will be held, will be included as an agenda supplement on the District’s website

under the relevant meeting date, and provided to the Directors/Committee Members at the meeting. Comments received after that time will be treated as contemporaneous comments.

- **Contemporaneous Comments:** During the meeting, the Board President/Committee Chair or designee will announce the opportunity to make public comments. If you would like to make a comment during this time, you may do so by clicking the “raise hand” button. You will be addressed and un-muted when it is your turn to speak (not to exceed the 3 minute public comment time limit).

FOR ALL PARTICIPANTS:

- **Get Connected:** Please download Zoom application for your device and familiarize yourself with how to utilize this tool. There is no cost for using the application.
- **Ensure Quiet.** All audience members will be muted during the meeting until they are addressed by the Board/Committee as their time to speak. Please make every effort to find a location with limited ambient noise. Please turn off the ringer on your phone and other notification sounds on your devices to reduce interruptions.

We anticipate that this process of moving to remote meetings will likely include some challenges. Please bear with us as we navigate this process.

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



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

**Cameron Park Community Center
2502 Country Club Drive, Cameron Park**

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 6:45

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. Land & Water Conservation Fund Grant (J. Ritzman) APPROVED**

2. **Splash Pad Fundraising Ad Hoc Committee** (J. Ritzman) *APPROVED with addition of language regarding the term of the Committee*
3. **Final Design for Splash Pad – Information Item** (J. Ritzman)
4. **Staff Oral & Written Updates**
 - a. Recreation Report (K. Vickers)
 - b. Parks & Facilities Report (M. Grassle)
 - c. Air Quality Management District Emission Reduction Grant for Summer Spectacular 2022 and 2023
5. **Items for January & Future Committee Agendas**
 - *Recreation Annual Report*
6. **Items to take to the Board of Directors**
 - *Land and Water Conservation Fund*
 - *Splash Pad Fundraising Ad Hoc Committee*

MATTERS TO AND FROM COMMITTEE MEMBERS

ADJOURNMENT 7:45

Conformed Agenda Prepared by:

Conformed Agenda Approved by:

Lindsay Dorosh for Jill Ritzman
Board Secretary

Director Felicity Carlson, Chair
Parks and Recreation Committee



**Parks & Recreation Committee
Monday, January 10, 2022
6:30 p.m.**

**Cameron Park Community Center
2502 Country Club Drive, Cameron Park**

Conformed Agenda

Members: Chair Director Monique Scobey (MS), Vice-Chair Ellie Wooten (EW)
Alternate Director Sidney Bazett (SB)

Staff: General Manager André Pichly, Parks & Facilities Superintendent Mike Grassle,
Recreation Supervisor Kimberly Vickers

CALL TO ORDER - 6:42

ROLL CALL - SB/EW

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 – EW/SB - APPROVED

APPROVAL OF CONFORMED AGENDAS - 12.6.21 Conformed Agenda included in agenda packet but skipped in meeting, NOT approved.

OPEN FORUM – CLOSED, no members of the public present.

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

DEPARTMENT MATTERS

- 1. Designation of Chair and Vice Chair for the Parks and Recreation Committee (A. Pichly)**

- *Scobey volunteered to be chair of Parks and Recreation Committee.*
- *Motion to appoint Director Scobey to Chair of Parks and Recreation Committee*
EW/SB – Motion passed
Ayes- EW, SB
Noes – None
Absent – None
Abstain – None
- *Motion to appoint Director Wooten to Vice Chair of Parks and Recreation Committee*
SB/EW – Motion passed
Ayes – EW, SB
Noes – None
Absent – None
Abstain – None

2. Land and Water Conservation Fund (LWCF) Application and Resolution (A. Pichly)

3. Work Plan 2022 (A. Pichly)

- *Work plan for 2022 will be discussed in February Parks and Recreation meeting that will then be presented in BOD February meeting.*

4. Staff Oral & Written Updates

- a. Recreation Report (K. Vickers)
- b. Parks & Facilities Report (M. Grassle)
 - *General Manager Pichly presented for M. Grassle who was absent.*
- c. Meeting schedule and times for 2022 (Pichly)
 - *Agreed to keep meeting time of 6:30pm on the first Monday every month.*

5. Items for February & Future Committee Agendas

- *Work plan for 2022 will be discussed in February meeting along with Grant application.*

6. Items to take to the Board of Directors

MATTERS TO AND FROM COMMITTEE MEMBERS

ADJOURNMENT – 7:35

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



Conformed Agenda Prepared by:

Conformed Agenda Approved by:

Lindsay Dorosh
Board Secretary

Director Monique Scobey, Chair
Parks and Recreation Committee



Agenda Transmittal

DATE: February 7, 2022

FROM: André Pichly, General Manager

AGENDA ITEM #2: 2022 COMMITTEE WORK PLAN

RECOMMENDED ACTION: Discuss and Forward to the Board of Directors

In January 2022, Standing Committees were asked to review work plans from 2021 and develop updated annual work plans for 2022 that could be considered and approved by the Board of Directors as the District Work Plan. An annual Work Plan is useful to staff and Board members in initiating and prioritizing projects.

Below are the Parks and Recreation Committee work plan items for 2022 District Work Plan for consideration by the Board of Directors:

- Implement planning for a Splash Pad feature at the old Swimming Lagoon site, including facility design/specifications and determine funding for improvements.
**Meets Strategic Focus Area E.3.a of the Strategic Plan*
- Develop a park entry sign program to clearly identify each park as a Cameron Park Community Services District public park:
**Meets Strategic Focus Area E.3.a of the Strategic Plan*
- Develop viable options to better manage parking at Cameron Park Lake.
**Relates to Strategic Focus Area E.3.e of the Strategic Plan*
- Research and assess the need for inclusion services for Recreation Programs
**Relates to Strategic Focus Area E.3.c. of the Strategic Plan*
- Research and develop shade options for pool deck.

Staff is asking the Parks and Recreation Committee to review these Work Plan items and consider them for endorsement.

Strategic Plan 2021-2026

- Strategic Focus Areas

- E.3 Create Community: Our objective is to provide positive, memorable experiences and establish strong relationships with residents. Our strategy is to create a feeling of community through caring service delivery and programs that meet the changing needs of the community.
 - E.3.f To maintain an attractive, welcoming community, the CC&R office will update its processes and services in alignment with industry standards, and focus on education and engagement with residents to achieve residential compliance.



Agenda Transmittal

DATE: February 7, 2022

FROM: Kimberly Vickers, Recreation Supervisor

AGENDA ITEM #3A: RECREATION DEPARTMENT REPORT

RECOMMENDED ACTION: RECEIVE AND FILE

What a year 2021 shaped up to be! We had an exciting start to the year and are continuing to make plans for an even more exciting year in 2022.

The Recreation Department has seen continued increase in follows, engagements, and website clicks through our social media. Staff continues to evaluate effectiveness and look for avenues to extend our reach within the community. Staff is currently working on our second mailer for the year.

The Aquatic Center remains closed while the District continues working to resolve the propane issue for the pool. We do not allow classes or swim team activity in the pool if it is not heated during as the water temperature is simply too cold for these activities.

The Recreation Department also celebrated Kimberly being elected as the Recreation Therapy Section Representative for CPRS District 2. She will be installed to the CPRS D2 board at a banquet in March 2022.

Recreation Programming:

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

- *Camp CP*
 - We are piloted a one-week winter break camp, and felt it was a success
 - Preparing for Spring Break camp and Summer
- *Aquatics:*
 - We were able to host the Placer County Sheriffs dive team in January
 - No other programs due to pool shutdown

- *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
 - We launched a 5-week futsal league and have completed 2 sessions
 - Started our second skills-n-drills class with 36 participants
 - Launched adult basketball league

- *Cameron Park Lake Events & Kiosk Operations*
 - We continue to staff the kiosk on weekends, based on staff availability, weather, and daylight, and reservations. We continue to take opportunities to provide education to public regarding annual passes and their benefits.

- *Community Center Programs*
 - Senior Social Hour continues with participants on Tuesday and Thursday only
 - Modified Zumba continued in its second month
 - Gold Nugget Quilters continue to meet
 - Launched Tai Chi class

- *Upcoming*
 - Hosting CPRS Lunch N' Learn- February 9, 2022
 - Ties and Tiaras event- February 11, 2022
 - Affair of the Heart Event w/ Marshall Medical- February 23, 2022
 - Skills-n-Drills Basketball Tournament- February 26, 2022
 - 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 annual pass sales dwindle as expected for the time of year. However, we have started our early bird sale of annual passes. December through April, the 10%

discount will remain, and all renewals will also receive the discount automatically. We expect to see an increase after our Mailer is sent out in March.

Communications:

- Continue monthly e-newsletter
- Active engagement on Facebook, Instagram, and Nextdoor
- Updating district website
- Mailer

*Cameron Park
Community Services District*



Agenda Transmittal

DATE: February 7, 2022

FROM: Michael Grassle, Parks and Facilities Superintendent

AGENDA ITEM #3B: **PARKS & FACILITIES DEPARTMENT REPORT**

RECOMMENDED ACTION: **RECEIVE AND FILE**

General Information

- El Dorado Weed Control continues to apply pre and post emergent to all the district fire breaks. Depending on weather, they are scheduled to wrap up later this month.
- The district has renewed its annual pesticide applicator permit with El Dorado County. All district staff have been educated, trained, and signed off to spray herbicides for the year.
- The Superintendent passed his Certified Irrigation Technician exam last December. This is a creditable certificate within the industry focusing on irrigation diagnosing and repair.

Cameron Park Lake

- Staff finished loading up the remaining Christmas tree from the lower parking lot. The last tree was loaded up on Wednesday, January 26.
- The department purchase five new picnic benches from the Growlersberg Camp. All five benches will replace damaged benches around the picnic area.

Parks and LLADs

- Staff met with Ponderosa Little League to perform a preseason field walkthrough. District staff have begun repairing minor issues to the dugout fencing and trimming trees out of the field of play. Ponderosa Little League season is set to kick off on Saturday, March 5, 2022.

- Staff installed no parking signs at Dunbar Park. The public has been using the upper half of the park as a parking lot.
- Staff spread granular pre-emergent throughout the district. The goal is to prevent weeds from germinating within landscaped areas.
- Staff addressed the drainage issue at Northview Park. A culvert was cut into the side of the pathway to help divert water away from the path. The district may install a more permanent culvert if needed in the future. Staff also installed 10 yards of decomposed granite to repair the pathway.
- Staff have begun repairing the back side of the trail at Rasmussen Park. The trail completely washed out during the heavy rainstorms earlier this winter. The district is looking into a permanent solution to address all the flooding. The trail will not be completely repaired until the ground dries out.
- Two of the four toilets at Rasmussen Park need to be repaired/replaced. This would include tearing up the floor to reroute the sewer lines. The old toilets are no longer available. Staff are going to remove the toilets and try to repair the damage. If successful, the district will not need to reroute the plumbing.
- The Parks and Facilities department has begun maintaining the landscape and grounds at fire station 89. The plan is to have facilities on staff spend a few hours a week maintaining the lawn, trees, shrubs, irrigation and more.

Community Center

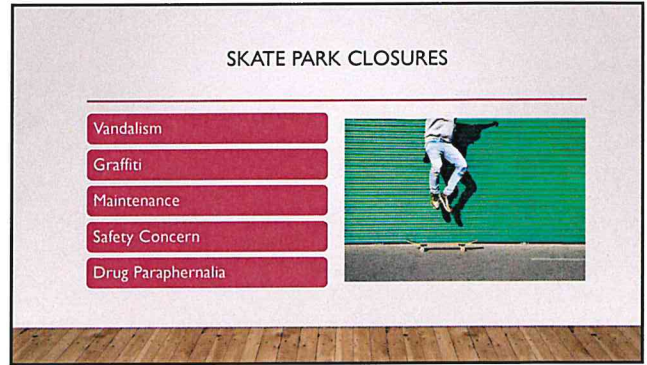
- Staff installed new covers on the Community Pool. The covers are replaced every 3-5 years due to wear and tear.
- Cal Vintage Roofing repaired several roof leaks throughout campus. The next step is to have a restoration company come out and replace sections of sheet rock with water damage. This work was outlined in the 2019 report provided by Angus and Terry LLP.

Cal Fire / Growlersburg

- Growlersberg spent one crew day at Northview Park clearing vegetation and repairing the decomposed granite pathway.
- Growlersberg spent two crew days trimming trees and hedges at Cameron Valley LLAD.



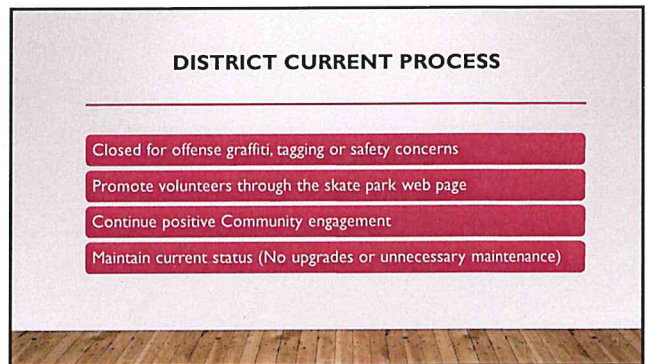
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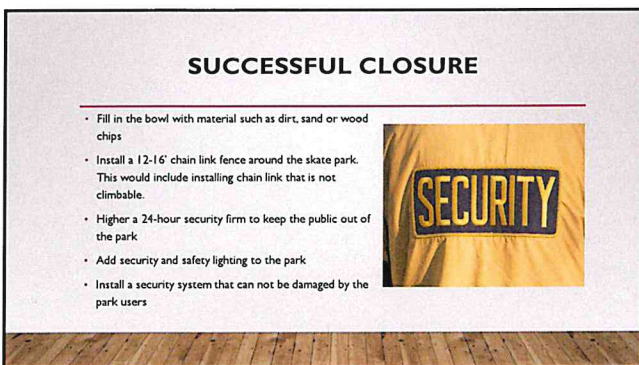
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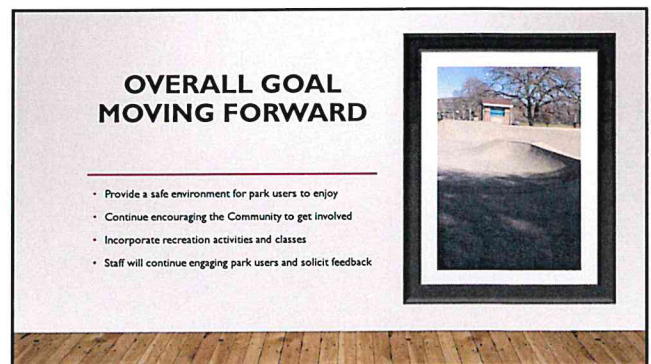
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