

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



Parks & Recreation Committee
Monday, September 11, 2023
6:30 p.m.

Cameron Park Community Center – Social Room

2502 Country Club Drive
Cameron Park, CA 95682

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

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. Community Center Warranty Litigation Funds – Status Report (M. Grassle)
2. Pickleball at Cameron Park Lake – Status and Options for Next Steps (J. Ritzman)
3. California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act of 2018 (Prop 68) Per Capita Grant – Status and Recommendations (J. Ritzman, M. Grassle, K. Vickers)
4. Review - Parks & Facilities Project Funding Sources (C. Greek)
5. Review and Discussion - Park Improvement Plan (J. Ritzman, M. Grassle, K. Vickers)

STAFF REPORTS

6. Recreation Report (K. Vickers)
7. Parks & Facilities Report (M. Grassle)
8. Cameron Park Drive Road Widening Project and Paul J. Ryan Park Impacts (J. Ritzman; oral report)

Items for May & Future Committee Agendas

- a. Automatic Entry Gate at Cameron Park Lake (October)
- b. Park Improvement Plan Review
- c. CP Lake daily entry fees (October)
- d. Gift Policy proposal (November)
- e. Update to Park Ordinance, 2nd Hearing
- f. Registration/communication software report (October)

Items to take to the Board of Directors

MATTERS TO AND FROM COMMITTEE MEMBERS

ADJOURNMENT

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



Parks & Recreation Committee
Monday, August 7, 2023
6:45 p.m.

Cameron Park Community Center – Social Room

2502 Country Club Drive
Cameron Park, CA 95682

Conformed Agenda

Members: Director Monique Scobey (MS), Director Tim Israel (TI), Alt. Director Sid Bazett (SB)
Director Scobey will be absent; Director Bazett may be able to attend as alternate

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

CALL TO ORDER 6:38

ROLL CALL TI/MS

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 TI/MS

APPROVAL OF CONFORMED AGENDA TI/MS

OPEN FORUM

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

- *Public comment made about taking the Lagoon fence down to allow walking*
- *Futsal League would like to continue on Sundays and understand that the community center hours may be reduced impacting Sunday programs*

DEPARTMENT MATTERS

1. Automatic Entry Gate for Cameron Park Lake (M. Grassle)
 - o *Staff will return in October with additional information regarding permitting, electrical costs and site preparation work, schematic of the new entry gate*
2. Summer Spectacular Report (K. Vickers, M. Grassle)

STAFF REPORTS

3. Recreation Report (K. Vickers, hand-carry to meeting)
4. Parks & Facilities Report (M. Grassle)

Items for May & Future Committee Agendas

- a- Automatic Entry Gate at Cameron Park Lake (~~September~~) *revised to October*
- b. Park Improvement Plan Review (September)
- c. CP Lake daily entry fees (~~September~~) *revised to October*
- d. Gift Policy proposal (October)
- e. Registration/communication software report (October)
- f. Park Ordinance update

Items to take to the Board of Directors

MATTERS TO AND FROM COMMITTEE MEMBERS

ADJOURNMENT



Agenda Transmittal

DATE: September 11th, 2023

FROM: Michael Grassle, Parks, and Facilities Superintendent
Matt Bustabade, Parks, and Facilities Supervisor

AGENDA ITEM #1: FUND 82 COMMUNITY CENTER WARRANTY FUNDS

RECOMMENDED ACTION: RECEIVE AND FILE

Introduction

The district received a conceptual cost estimate with a narrative for all the structural flaws found by Angus and Terry on 5/20/2019. The cost estimate broke down all items found during the warranty settlement into specific projects and placed an estimated cost to each project. The Superintendent then broke down the project into five main categories based on his specific findings and potential for further damage. Below is a brief narrative of each project including scope of work, cost, and status.

1. Roof leak and dry rot over the fire riser/alarm room. The Facilities Supervisor released two separate RFP'S based on Angus and Terry's report to repair a severe roof leak over the fire riser room and mitigate all the visible mold growing on the sheet rock. Cal Vintage Roofing and Lawton Construction were awarded the contracts. A third-party company was hired to test for mold prior and post construction. The roof leak was repaired and tested, then the mold was remediated, followed by replacement of all sheet rock. The framing behind the sheet rock was undamaged.

Total Project Cost = \$14,344.11

Completion Date: April 2022

2. Dry rot outside the main entrance to the Community Center. The main entryway into the Community Center supported by additional 4X6 lumber due to severe dry

rot to the stone veneer, fascia lumber, and stucco. The district released an RFP based on the worst-case scenario findings that were written by Angus and Terry. Lawton Construction was awarded the contract with a bid of around \$100,000. Once Lawton Construction began uncovering the dry rot behind the stucco and stone veneer it showed that the dry rot hadn't travelled underneath the metal roof. There were significant cost savings due to the roof not being removed from the overhang. The dry rot was repaired, and the gutters were capped off in a way that water can no longer make its way behind the stucco and stone veneer.

Total Project Cost = \$60,353.14

Completion Date: June 2023

3. Several roof leaks over the pool locker rooms, social room, gymnasium, and Classrooms A & B. It did not take the Parks and Facilities Supervisor long to start uncovering roof leaks all over the Community Center. Several areas around the roof drains were not sealed properly. This was not called out in the Angus and Terry report but was uncovered by Cal Vintage Roofing and district staff. Cal Vintage Roofing repaired several major roof leaks and back those repairs with a 1-year warranty.

Total Project Costs= \$18,525

Completion Date: June 2023

4. Seal all metal ridge caps along the perimeter of the roof. Several of the smaller roof leaks that were occurring in the gym were due to the metal ridge caps not being sealed correctly. This caused rainwater to leak down the concrete walls during a heavy rain event. Silicon was never installed between the rivets and the ridge caps. Cal Vintage Roofing installed the sealant and added flange screws with rubber washers to seal the ridge caps correctly.

Total Project Cost= \$8,794

Completion Date: August 2023

5. Seal, clean, and repair all damaged gutters. It is called out in several sections of the Angus and Terry report that gutter seams, edges, and caps were not sealed correctly. Staff observed gutters leaking at several locations. Staff noticed several

down spots that are not flowing correctly and spilling over the gutters. Staff are currently working on receiving quotes to have the gutters cleaned and repaired.

Total Project Cost Estimate= \$10,000 Completion Date: Late Fall of 2023

6. Repair the damaged weather stripping along and around the gym door on the south side of the building. District staff were able to remold the weather stripping and flashing around the gym doors to prevent water from entering the gym during a heavy rain event. This took a skilled staff a few hours of labor to correct this issue.

7. Seal the entire Community Center roof with a 20-year membrane product. The plan is to work with Cal Vintage Roofing to apply a membrane product over the pool locker room roofing. This specific roof seems to be declining at a faster rate than the rest of the facility. Staff are awaiting a price per square foot to purchase and install the product. Staff may be able to install the product once we work with Cal Vintage Roofing. This product could extend the lifespan of the roof by 15-20 years. Currently the roof has 3-5 years left with annual repairs needed. Currently there is no timetable or cost estimate for this project.

Remaining Fund Balance = \$81,275



Agenda Transmittal

DATE: September 11, 2023

FROM: Jill Ritzman, Interim General Manager

AGENDA ITEM #2: Pickleball at Cameron Park Lake – Status & Options for Next Steps

RECOMMENDED ACTION: Review & Discuss Options; Provide Direction to Staff

Background

Cameron Park Community Services District (CSD) applied for an Administrative Permit to allow Pickleball play on existing courts at Cameron Park Lake. On August 24, 2023, El Dorado County Planning Commission (Commission) upheld an appeal from the Gates family against El Dorado County Planning Director's Administrative Permit for Pickleball at Cameron Park Lake.

Discussion

The following bulleted list summarizes staff's opinion of the Commission's discussion and decision:

- Pickleball at Cameron Park Lake is not the same as Tennis, in terms of the number of players and the intensity of the sport.
- Because Pickleball is not the same as Tennis, a Conditional Use Permit is an appropriate method to consider the impacts of adding Pickleball courts at Cameron Park Lake.
- Commissioners recognized concerns and desires of both residents (who live adjacent to Pickleball courts) and Pickleball players.
- Commissioners upheld the appeal without prejudice allowing the CSD to return to the Commission at any time.
- A Conditional Use Permit would allow formal restrictions on Pickleball play and placement of courts to lessen the intensity of the sport at Cameron Park Lake.

The CSD has the following options:

A. Decommission Pickleball courts at Cameron Park Lake and seek a new venue in the CSD's park system.

If selected, staff recommends Option A be incorporated into the CSD's Park Improvement Plan discussions along with available funding sources. The courts at Cameron Park Lake are unique due to the number of courts and the shady outdoor setting amongst oak trees. Pickleball play generates revenues from players entering the park. Replicating these unique Pickleball courts in another park would be improbable.

New courts are costly; estimated costs to be determined. The only park site, developed or undeveloped, that could accommodate new courts may be Christa McAuliffe Park, and the number of courts would be fewer than eight. Christa McAuliffe is the only park that does not have residences in close proximity. Staff estimates that new courts would take approximately a year to construct with planning, permitting, construction documents, bidding and construction. Parking is limited at this park.

In addition to funding new courts, funds should be allocated to decommission existing Cameron Park Lake courts, removing signage and Pickleball court lines and nets. Informal Pickleball play may continue at the Tennis courts even if Pickleball court lines and infrastructure is removed.

B. Work with residents adjacent to Cameron Park Lake and Pickleball players to develop conditions for a Conditional Use Permit application for Pickleball to resume at Cameron Park Lake.

With the denial of the Administrative Permit without Prejudice, the Planning Commission is open to re-visiting the subject of Pickleball at Cameron Park Lake through a Conditional Use Permit (CUP) process whereby the CSD outlines conditions on Pickleball play in the permit application to protect both nearby concerned residents and Pickleball players. Possible conditions outlined in the CUP may include:

- Location and orientation of courts to provide greater set back from private property lines,
- Times and days of play,
- Types of equipment,
- Number of courts,
- Additional improvements.

Option B is less costly because infrastructure for the courts exist. Staff estimates an application for a Conditional Use Permit will take two to three months to develop for Planning Commission consideration, and implementation of conditions an additional 30 days. Funding is required to implement changes to the current Pickleball courts.

The Conditional Use Permit application requires CSD Board of Directors approval before submittal to El Dorado County Planning Department. In early 2019, the CSD added a T-Ball field to Christa McAuliffe Park and followed the described process.

C. Decommission Pickleball courts at Cameron Park Lake and not seek a new outdoor venue, but continue Pickleball play in the CSD gymnasium.

CSD hosts indoor Pickleball play in the gymnasium 5 days a week, and play can continue in the gym into the future. Funds to decommission Pickleball courts needs to be allocated. Option C is the least expensive and takes the least amount of time to implement.

Conclusion

When managing parks and park uses, staff seek balance between providing facilities for nearby residents and the greater community while respecting residents who live around a park or recreation facility. Staff work to minimize noise, illegal street parking, public nuisances and loitering for all park user and for nearby residents. A vibrant park adds home value to nearby residents, and a healthy park system adds to home values for all residents of a community.

Staff's recommendation is to pursue Option B because staff believes that balance can be found that allows Pickleball to continue in some fashion on the unique courts located at Cameron Park Lake.



Agenda Transmittal

DATE: September 11, 2023

FROM: Jill Ritzman, Interim General Manager

AGENDA ITEM #3: California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act of 2018 (Prop 68) Per Capita Grant

RECOMMENDED ACTION: Review and Discuss; Provide Direction to Staff

Background

In 2018, California voters passed the California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act of 2018 (Prop 68) Per Capita Grant. On March 21, 2022, the Cameron Park Community Services District (CSD) entered into an agreement with State of California to receive \$177,952 in grant monies to be spent by June 30, 2024. Due to COVID, the State is providing an option to extend the agreement to 2028. Staff is initiating this option.

The 2015 Parks & Facilities Master Plan and the 2020 Park Improvement Plan prioritized improvements to sports fields. Staff prepared three sports field improvement grant applications for Christa McAuliffe, Rasmussen and David West parks. Matching funds from Prospector Soccer were secured and the Christa McAuliffe Park project proceeded and completed in 2021 with a cost of \$49,770. Ponderosa Little League chose not to partner for improvements to the baseball fields, and those applications were not submitted. A forth application for the Splash Playground at Cameron Park Lake was prepared and submitted to the State instead, but this project is not moving forward.

Discussion

Remaining Proposition 68 funding is an estimated \$128,182; a 20% match from a local source is required. Staff recommends the following projects that allow opportunities for local youth sports teams to partner with the CSD to make facility improvements.

- *Sports fields at Rasmussen and David West Parks*

Provide another opportunity for Ponderosa Little League to commit to the required local match, and proceed with improvements at Rasmussen and David West parks' baseball fields. This includes addressing drainage constraints at Rasmussen Park to protect the ballfield improvements.

- *Shade Structures & Improvements at Community Pool*

Investigate costs for shade structures at the Community Pool, and ask AquaSol and Sierra Sharks to provide 20% match. This project should include razing the old slide and replacing with a small spray playground (plumbing already exists). Shade would help with swim team practices and meets. For residents, shade and a new spray playground would add value to recreation swim especially for families with small children.

Conclusion

Depending upon project costs and funding partners, additional funding from Park Impact Fees is available to have projects fully funded.

Next Steps

Staff's next steps include:

- Finalizing reimbursement for Christa McAuliffe Park sports fields improvements; State's final inspection completed in August
- Initiating new agreement extension to 2028
- Rescinding the Splash Playground at Cameron Park Lake application
- Writing new project applications and securing match requirements



Agenda Transmittal

DATE: September 11, 2023

FROM: Christina Greek, Finance/HR Manager

AGENDA ITEM #4: **FUNDING SOURCES – PARKS AND FACILITIES PROJECTS**

RECOMMENDED ACTION: Review

The following list outlines funding sources available for park and facilities maintenance and/or improvement projects. Staff have not conducted a year-end review and audit; therefore, the fund balances are estimated. In October, when County provides their final documents, these fund balances will be finalized.

Fund 04 - Park Impact Fee Fund Balance = \$1,695,593.01

These funds are generated by new residential development and stipulated for capital improvements to expand/enhance the park and recreation facilities.

Fund 03 – Quimby Fees = \$75,070.50

These funds are generated by new residential development and stipulated for capital improvements that will improve park and recreation facilities.

Proposition 68 = \$128,182 (estimated; waiting for reimbursement from State)

Funds to be used for creation and rehabilitation of local park and natural resource protection projects.

Attachments

4A. Fund 04 - Park Impact Fee Fund Balance

4B. Fund 03 – Quimby Fees

Attachment 4A

Cameron Park Community Services District
Balance Sheet
04 - AB 1600 /Park Impact
As of 6/30/2023

	Fiscal Year 2022-23 Fund Balance
Beginning Fund Balance	1,590,831.72
Actual Activity - Year to Date	104,761.29
Fund Balance - Year to Date	1,695,593.01

Cameron Park Community Services District
Balance Sheet - Unposted Transactions Included In Report
03 - Quimby
As of 6/30/2023

	Fiscal Year 2022-23 Fund Balance
Beginning Fund Balance	54,431.69
Actual Activity - Year to Date	20,638.81
Fund Balance - Year to Date	75,070.50



Agenda Transmittal

DATE: September 11, 2023

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

AGENDA ITEM #: 2020 Park Improvement Plan

RECOMMENDED ACTION: Review & Discuss; Provide Direction to Staff

Introduction

This report will provide the following information:

- ✓ Background regarding the development of the 2020 Board-adopted Park Improvement Plan
- ✓ Review the community outreach efforts from 2020
- ✓ Summarize the recommendations and priorities set in 2020
- ✓ Review the process for implementing capital improvement projects

Background

In 2014, the Cameron Park Community Services District (CSD) Board of Directors approved the Parks & Facilities Master Plan, a ten year planning document. The recommended highest priority capital improvement projects, based on extensive community feedback, were a disc golf course and improvements to sports fields.

In May, June and August 2019, staff and the Parks & Recreation Committee reviewed the 2014 Master Plan, evaluated the conditions of CSD parks and park amenities; visited other community centers and parks; and conducted a community engagement process to obtain feedback from residents and community groups. This effort was timely due to the passage of the California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act of 2018 (Prop 68) and the allocation of Per Capita Grant

funds. At the conclusion of the review, direction was given to staff to hire a landscape architect and grant writer to develop a Park Improvement Plan and seek grant funding.

Callander Associates Landscape Architects (CALA); Sheri Lasick, grant writer, and staff began work in January on a Park Improvement Plan. May through August 2020, the Parks and Recreation Committee worked with staff and consultants to develop a Park Improvement Plan (Plan), based on an assessment of current park conditions and current community needs. Staff provided information to and solicited feedback from the community about the proposed Plan thru print newspaper articles (Mountain Democrat August 2020); draft Plan with accompanying survey posted on CSD website (271 respondents); design charrette with consultants, social media posts and community meetings (Attachment A). Feedback was solicited at meetings with community groups and individual residents, via survey results, and at numerous public meetings. CALA developed the Plan and Sheri Lasick provide a matrix of funding opportunities for each project.

In September 2020, the Board of Directors approved the Park Improvement Plan (Attachments B and C). In December 2020, the Board extended CALA's contract to begin planning for the Splash Pad at Cameron Park Lake. The highest priorities established in 2020 were improved sports fields, replacement facility for the Swimming Lagoon and trails. Spring 2023, the Board of Directors decided to stop work on the Splash Playground project at Cameron Park Lake.

Staff completed several improvement projects consistent with the 2015 and 2020 park plans:

- ✓ Disc Golf Course at Cameron Park Lake (2019)
- ✓ New TBall field at Christa McAuliffe Park (2019)
- ✓ Christa McAuliffe Park sports field improvement project (2021)

Discussion

Conditions in parks and facilities have changed in recent years, most notably the partition walls in the assembly hall and the slide at the pool are no longer functional, which impacts the CSD's ability serve residents and generate revenues. A park sign program, to include entrance signs, informational and enforcement signs, was also an

idea discussed in 2020 but not prioritized. Pickleball is currently an unpermitted amenity and courts are closed. Razing the Swimming Lagoon facility infrastructure should be addressed. Major maintenance projects such as these may affect the priority list established in the Park Improvement Plan.

In 2020, the priority list established by the Board of Directors was:

1. Splash Playground and Amphitheater – Cameron Park Lake
2. Rasmussen Park (new amenities, enhance drainage, and sports fields improvements)
3. Christa McAuliffe Park (improve sports field)
4. Gateway Park Trails
5. Dunbar Park

Staff is seeking feedback from the Parks and Recreation Committee for next steps to determine priority projects. Time is of the essence. The Proposition 68 Per Capita grant funds are available for a limited time, and Park Impact Fees have been collected for many years without expenditures to provide additional park and recreation amenities for new residents. Options to proceed include:

- Determining new priority list
- Assess current conditions in parks and identify critical infrastructure repairs
- Conduct survey of community needs; identify survey methods
- Visit other community centers and parks to view industry standards
- Retain a landscape architect and grant writer
- Establish near-term and long-term objectives

Attachments

5A Community outreach activities

5B. 2020 Park Improvement Plan staff transmittal

5C. 2020 Park Improvement Plan

5D. 2020 Estimated Costs

5E. Capital improvement project flowchart

2020 Park Improvement Plan Community Outreach

✓ Meetings with Community Groups

Staff met with -

- Seniors to solicit feedback and provided paper surveys,
- Youth sports groups include swim teams, soccer, baseball and basketball
- Rotary Club Presentation
- Chamber of Commerce Presentation
- Cameron Park Lake residents

✓ Electronic Survey

Survey promoted in E-Newsletter (distributed to 2,632 subscribers), Facebook, Instagram, Website, General Manager's Cameron Park Life column and article in Mountain Democrat. Staff provided incentives to respond to the survey by having a drawing for three annual passes (three passes were given away). Paper copies of the survey distributed at various parks by volunteers. 271 respondents. Survey active for an initial 4 weeks and then extended an additional 2 weeks.

✓ Formal Public Meetings in 2020 –

- 3 Park & Recreation Committee meetings
- 2 Board of Directors meetings in 2020

✓ Community Workshop, March 1, 2020, with CALA staff for park designs.

✓ Newspaper

- General Manager's Monthly Column
- Mountain Democrat newspaper article, prominently displayed, August 2020

✓ Coincided with Strategic Plan development January 2021 – March 2021, and information shared with those community groups

*Cameron Park
Community Services District*

Agenda Transmittal

DATE: September 16, 2020

FROM: Jill Ritzman, General Manager
Mike Grassle, Parks Superintendent

AGENDA ITEM #11: PARK IMPROVEMENT PLAN AND PRIORITY PROJECTS

RECOMMENDED ACTION: APPROVE THE PARK IMPROVEMENT PLAN AND PRIORITY PROJECTS

Background

In 2014, the Cameron Park Community Services District Board of Directors approved the Parks and Recreation Master Plan. In 2019, staff began discussions with the Parks and Recreation Committee (Committee) about park and recreation needs in the District’s park system and in the community. These discussions were initiated due to the available funds from the Park Development Impact Fees and future funds available from Proposition 68. In May, June and August 2019, the Committee brainstormed and prioritized park improvement ideas. In February 2020, staff executed a contract with Callander Associates Landscape Architects (CALA) to develop a Park Improvement Plan that outlines specific park improvements, expanding on the 2014 Parks and Recreation Master Plan and the Committee’s work in 2019.

Parks and Recreation Committee

The Parks and Recreation Committee (Committee) worked thoughtfully and diligently to provide a Park Improvement Plan for consideration by the Board of Directors, and strongly urges the Board to consider their recommendations for park improvements, strategies and priorities.

Discussion

The Committee worked for four months May through August 2020 on the Park Improvement Plan.

- May 4: Discussed Draft Park Improvement Plan and a survey to collect community input.
- July 6: Reviewed survey results and made changes to the Park Improvement Plans. Discussed funding strategies, estimated construction costs and recommended priorities.
- August 3: Reviewed the Final Draft Park Improvement Plan and discussed priorities and big picture strategies for implementation.
- August 31: Received and discussed staff Sports Field Rehabilitation project information.

Park Improvement Plan

The proposed Park Improvement Plan (Attachment 11A) includes recommendations for improvements at seven park sites: Cameron Park Lake, Rasmussen, Gateway, Dunbar, David West, Christa McAuliffe, and Royal Oaks. No improvements are proposed for Hacienda Park. Sandpiper Park, due to its topography, is not recommended for park development and could be considered surplus property. The Final Plan considers Committee and community feedback, and is intended to be a timeless document to guide future park development projects and pursuit of grants.

Staff researched costs to renovate the sports fields at Christa McAuliffe, Rasmussen, and David West Park. The District's sports fields are weedy, have an uneven surface, and do not meet industry standard playing conditions for youth sports. Improved fields will provide a safer experience for players, be easier to maintain by staff, be more durable to inclement weather, provide more year-round play and provide additional revenues.

Big Picture Strategies

Staff is recommending the following strategies to implement the Park Improvement Plan:

- Use Park Development Impact Fees (current estimated balance \$860,000) & Proposition 68 Per Capita Grant (current allocation \$178,000) to leverage additional competitive grant funds;
- Improvements should encourage use of all District parks to alleviate pressure on Cameron Park Lake and expand park services in underserved areas of the District;

- Improvements should be accessible to everyone;
- Advance construction of one large project at a time;
- Consider future maintenance and operations costs for the proposed improvement;
- Consider potential impacts to the park's neighborhoods.

Project Priorities

Staff is recommending the following project priorities:

1. Splash Playground and Amphitheater – Cameron Park Lake
2. Rasmussen Park (new amenities, enhance drainage, and sports fields improvements)
3. Christa McAuliffe Park (improve sports field)
4. Gateway Park
5. Dunbar Park

Next Steps

Once the Board of Directors approves the Committee's recommendations, staff will work immediately on the priority projects, beginning with Cameron Park Lake's proposed improvements. Project priorities may adjust depending upon the seasonality of the improvement or the availability of funds for specific improvements. Initially, the following three items will occur:

Project Specifications Identified - For grant application and County permitting purposes, project specifications and a budget will be developed by the landscape architect. Costs for the specifications developed by a landscape architect can be funded from the Park Development Impact Fees. The project specifications and costs will be brought to the Board for approval.

Funding - Working with the grant writer, a funding strategy will be developed and application(s) sent to potential grantors. Grant applications are approved by the Board of Directors. Staff will discuss improvements with the County, to determine the level of Park Development Impact Fees that can be used. Funding for the grant writer is already budgeted in the General Fund, Fund 001.

California Environmental Quality Act (CEQA) and County Permitting - Project specifications will be used to address CEQA requirements and secure County permits.

Most grants applications are due in February, with approval by the granting agency in the spring. Once the District receives and determines project funding, CEQA and permits are approved and the project specifications finalized, a public bid is released to determine a construction contractor. Construction on a replacement facility for the Lagoon could commence in the Fall/Winter 2021 (Attachment 11B).

Conclusion

Over the years as new residential development was constructed in Cameron Park, the District received Park Development Impact Fees for the purposes of expanding the park system for new residents. These funds have been largely unspent and very few new park amenities constructed, even though Cameron Park's population has grown. The District has a great opportunity to make meaningful improvements in the park system to benefit all Cameron Park residents with funding that is readily available, and possibly with additional competitive grants. Approving a Park Improvement Plan and designating priorities will guide staff in pursuing the community's highest priority projects in an efficient and effective manner.

Two consultants, CALA - landscape architecture firm, and Sheri Lasick - grant writer, have supported the development of the Park Improvement Plan and accompanying documents. Staff and the Committee express our appreciation to them for their support.

Attachments:

11A – Park Improvement Plan

11B – Park Improvement Process

CAMERON PARK COMMUNITY SERVICES DISTRICT PARK IMPROVEMENT PLANS

SEPTEMBER 10, 2020

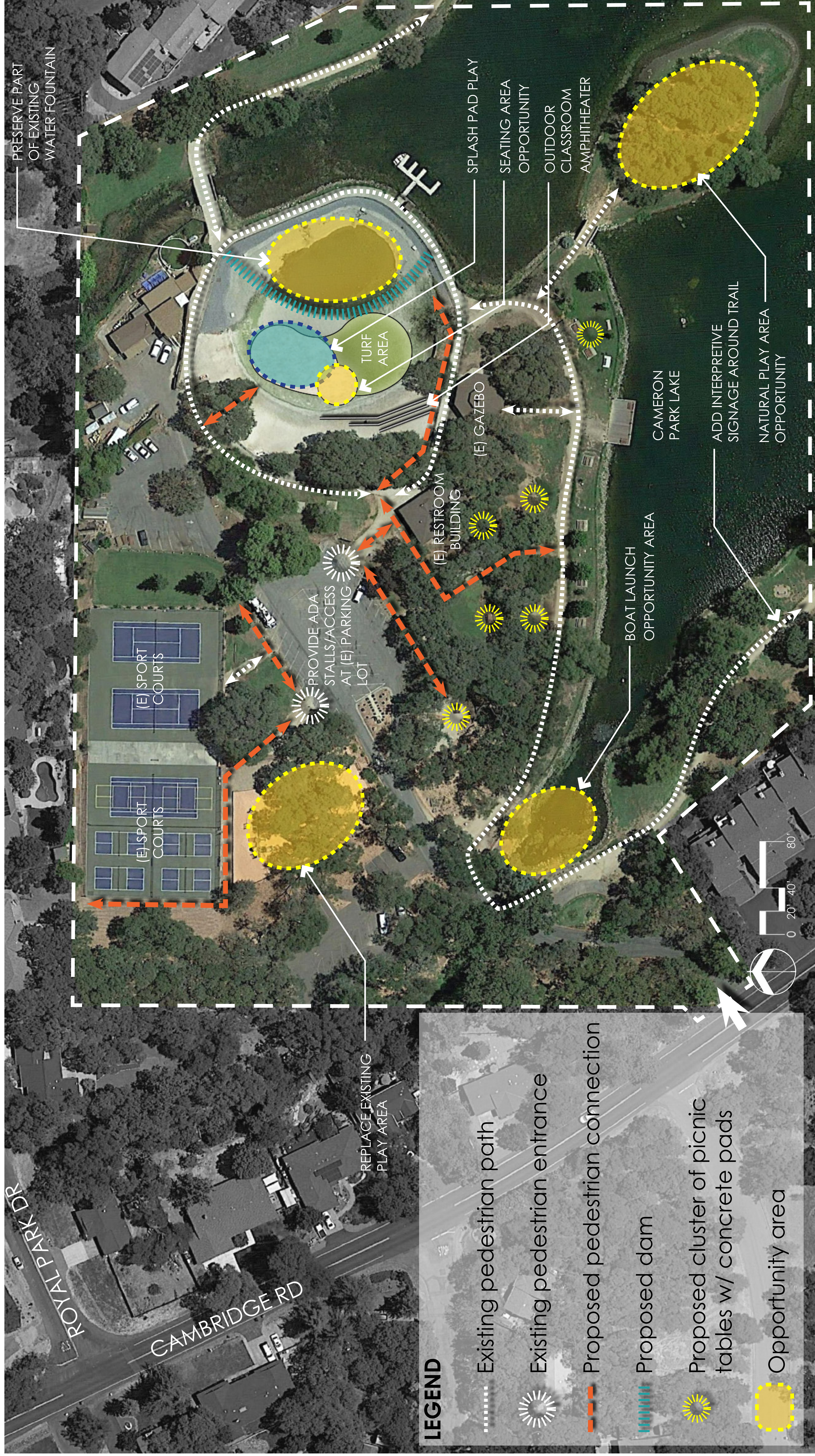


CAMERON PARK LAKE

COMMUNITY PARK | 56.5 ACRES



CONCEPT DESIGN



RASMUSSEN PARK

COMMUNITY PARK | 10.1 ACRES



CONCEPT DESIGN

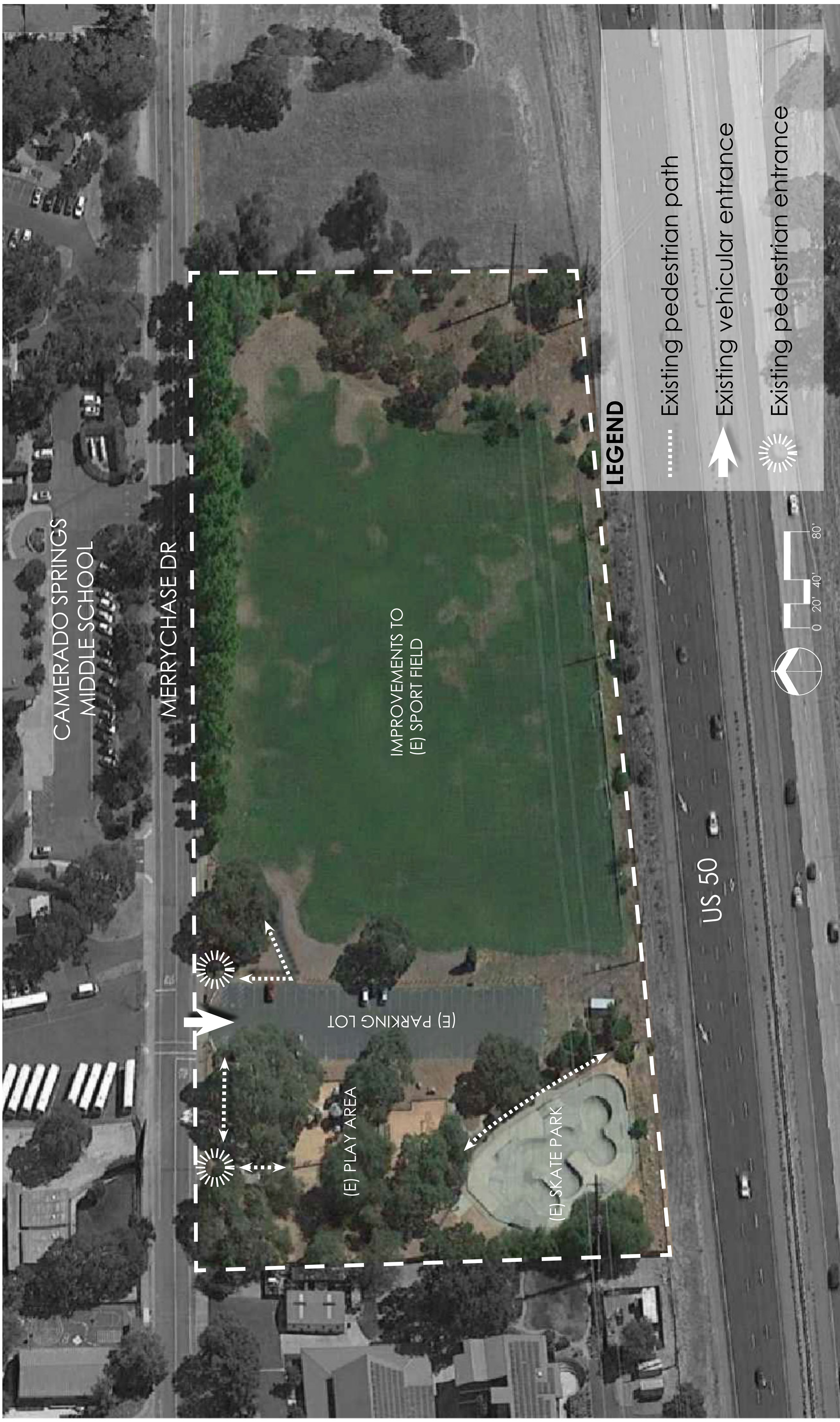


CHRISTA MCAULIFFE PARK

COMMUNITY PARK | 7.1 ACRES



CONCEPT DESIGN



GATEWAY PARK

NEIGHBORHOOD PARK | 13.3 ACRES



CONCEPT DESIGN



DUNBAR PARK

NEIGHBORHOOD PARK | 0.9 ACRES



CONCEPT DESIGN



DAVID WEST PARK

NEIGHBORHOOD PARK | 6.2 ACRES



CONCEPT DESIGN



ROYAL OAKS

TRAIL/NATURE AREA | 10.4 ACRES



CONCEPT DESIGN



prepared on: 04/30/20
 prepared by: IA
 checked by: SD/BW

PARK	Estimated Construction Costs	Estimated Contingencies	Estimated Construction Costs w/ Contingencies	Estimated City Administration and Professional Services Costs	Total Estimated Project Costs
CAMERON PARK LAKE	\$ 1,143,980.00	\$ 228,800.00	\$ 1,372,780.00	\$ 183,460.00	\$ 1,556,240.00
DAVID WEST	\$ 579,710.00	\$ 115,940.00	\$ 695,650.00	\$ 90,430.00	\$ 786,080.00
DUNBAR	\$ 538,600.00	\$ 107,720.00	\$ 646,320.00	\$ 84,020.00	\$ 730,340.00
GATEWAY	\$ 492,480.00	\$ 98,500.00	\$ 590,980.00	\$ 76,830.00	\$ 667,810.00
RASMUSSEN	\$ 548,630.00	\$ 109,730.00	\$ 658,360.00	\$ 85,590.00	\$ 743,950.00
ROYAL OAKS	\$ 319,310.00	\$ 63,860.00	\$ 383,170.00	\$ 54,810.00	\$ 437,980.00
HACIENDA DOG PARK	\$ 331,800.00	\$ 66,360.00	\$ 398,160.00	\$ 51,760.00	\$ 449,920.00
ALL PARKS: TOTAL ESTIMATED PROJECT COSTS					\$ 5,372,320.00

Based on drawing titled "David West Park-Proposed Concept Design", dated "04/27/20"
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prepared for the
Cameron Park Community Services District

Estimate of Probable Construction Costs
Cameron Park: Park Opportunity Plans
CAMERON PARK LAKE

prepared on: 04/30/20
 prepared by: IA
 checked by: SD/BW

Item #	Description	Qty	Unit	Cost	Item Total	Subtotal
A. Project Start-up						
1.	Bonding, mobilization, and staking	ALLOW	5%	\$ 54,475.00	\$ 54,475.00	
2.	Stormwater pollution prevention	4	AC	\$ 5,000.00	\$ 20,000.00	
						\$ 74,480.00
B. Site Amenities						
1.	Parking lot improvements (asphalt, ada ramp, striping)	1	LS	\$ 25,000.00	\$ 25,000.00	
2.	Splash pad area (splash pad, import fill, amphitheater)	1	LS	\$ 500,000.00	\$ 500,000.00	
3.	Replace existing play area (demo existing structure, new structure, ada ramp)	1	LS	\$ 175,000.00	\$ 175,000.00	
4.	Nature play area (structure, surfacing, ada ramp, walkway)	1	LS	\$ 200,000.00	\$ 200,000.00	
5.	Boat launch	1	EA	\$ 45,000.00	\$ 45,000.00	
6.	Bocce ball courts (courts, walkway)	2	EA	\$ 50,000.00	\$ 100,000.00	
7.	Picnic (table improvements, concrete pads)	1	LS	\$ 20,000.00	\$ 20,000.00	
8.	Interpretive signage	3	EA	\$ 1,500.00	\$ 4,500.00	
						\$ 1,069,500.00
C. Total Estimated Construction Costs						\$ 1,143,980.00
D. Contingencies						
1.	Design contingency	ALLOW	10%	\$ 114,398.00	\$ 114,398.00	
2.	Change Order Contingency	ALLOW	10%	\$ 114,398.00	\$ 114,398.00	
						\$ 228,800.00
E. TOTAL ESTIMATED CONSTRUCTION COSTS & CONTINGENCIES						\$ 1,372,780.00
F. Professional Services						
1.	Design development	ALLOW	3%	\$ 41,183.40	\$ 41,183.40	
2.	Construction documents	ALLOW	8%	\$ 109,822.40	\$ 109,822.40	
3.	Construction administration	ALLOW	2%	\$ 27,455.60	\$ 27,455.60	
4.	Interpretive signage design	ALLOW	LS	\$ 5,000.00	\$ 5,000.00	
						\$ 183,460.00
G. TOTAL ESTIMATED PROJECT COSTS						\$ 1,556,240.00

Based on drawing titled "Cameron Park Lake-Proposed Concept Design", dated "04/27/20"

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Estimate of Probable Construction Costs
Cameron Park: Park Opportunity Plans
DAVID WEST PARK

prepared for the
Cameron Park Community Services District

prepared on: 04/30/20
 prepared by: IA
 checked by: SD/BW

Item #	Description	Qty	Unit	Cost	Item Total	Subtotal
A. Project Start-up						
1.	Bonding, mobilization, and staking	ALLOW	5%	\$ 27,605.00	\$ 27,605.00	
2.	Stormwater pollution prevention	6	AC	\$ 5,000.00	\$ 30,000.00	
						\$ 57,610.00
B. Site Amenities						
1.	Trail (10' wide, asphalt, headerboard, demo)	1,550	LF	\$ 110.00	\$ 170,500.00	
2.	Seating area (furnishings, concrete pavement)	2	EA	\$ 18,000.00	\$ 36,000.00	
3.	Stairs	30	LF	\$ 120.00	\$ 3,600.00	
4.	Youth soccer field (turf, irrigation, drainage, walkway)	1	LS	\$ 152,000.00	\$ 152,000.00	
5.	Traditional play area (structure, surfacing, ada ramp)	1	LS	\$ 160,000.00	\$ 160,000.00	
						\$ 522,100.00
C. Total Estimated Construction Costs						\$ 579,710.00
D. Contingencies						
1.	Design contingency	ALLOW	10%	\$ 57,971.00	\$ 57,971.00	
2.	Change Order Contingency	ALLOW	10%	\$ 57,971.00	\$ 57,971.00	
						\$ 115,940.00
E. TOTAL ESTIMATED CONSTRUCTION COSTS & CONTINGENCIES						\$ 695,650.00
F. Professional Services						
1.	Design development	ALLOW	3%	\$ 20,869.50	\$ 20,869.50	
2.	Construction documents	ALLOW	8%	\$ 55,652.00	\$ 55,652.00	
3.	Construction administration	ALLOW	2%	\$ 13,913.00	\$ 13,913.00	
						\$ 90,430.00
G. TOTAL ESTIMATED PROJECT COSTS						\$ 786,080.00

Based on drawing titled "David West Park-Proposed Concept Design", dated "04/27/20"

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Estimate of Probable Construction Costs

prepared for the
Cameron Park Community Services District

**Cameron Park: Park Opportunity Plans
DUNBAR PARK**

prepared on: 04/30/20

prepared by: IA

checked by: SD/BW

Item #	Description	Qty	Unit	Cost	Item Total	Subtotal
A. Project Start-up						
1.	Bonding, mobilization, and staking	ALLOW	5%	\$ 25,647.50	\$ 25,647.50	
						\$ 25,650.00
B. Site Amenities						
1.	Parking lot (11 stall, asphalt, curb and gutter, ada ramp, striping)	1	LS	\$ 60,000.00	\$ 60,000.00	
2.	Concrete Pathway (6' wide)	6,500	SF	\$ 16.30	\$ 105,950.00	
3.	Nature play area (structure, surfacing, walkway, ada ramp)	1	LS	\$ 250,000.00	\$ 250,000.00	
4.	Zipline (structure, surfacing, walkway)	1	LS	\$ 45,000.00	\$ 45,000.00	
5.	Fitness Station (structure, surfacing)	2	EA	\$ 16,000.00	\$ 32,000.00	
6.	Amenity area (furnishings, concrete pavement)	1	EA	\$ 20,000.00	\$ 20,000.00	
						\$ 512,950.00
C. Total Estimated Construction Costs						
						\$ 538,600.00
D. Contingencies						
1.	Design contingency	ALLOW	10%	\$ 53,860.00	\$ 53,860.00	
2.	Change Order Contingency	ALLOW	10%	\$ 53,860.00	\$ 53,860.00	
						\$ 107,720.00
E. TOTAL ESTIMATED CONSTRUCTION COSTS & CONTINGENCIES						
						\$ 646,320.00
F. Professional Services						
1.	Design development	ALLOW	3%	\$ 19,389.60	\$ 19,389.60	
2.	Construction documents	ALLOW	8%	\$ 51,705.60	\$ 51,705.60	
3.	Construction administration	ALLOW	2%	\$ 12,926.40	\$ 12,926.40	
						\$ 84,020.00
G. TOTAL ESTIMATED PROJECT COSTS						
						\$ 730,340.00

Based on drawing titled "Dunbar Park-Proposed Concept Design", dated "04/27/20"

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Estimate of Probable Construction Costs

prepared for the
Cameron Park Community Services District

**Cameron Park: Park Opportunity Plans
GATEWAY PARK**

prepared on: 04/30/20

prepared by: IA

checked by: SD/BW

Item #	Description	Qty	Unit	Cost	Item Total	Subtotal
A. Project Start-up						
1.	Bonding, mobilization, and staking	ALLOW	5%	\$ 22,975.00	\$ 22,975.00	
2.	Stormwater pollution prevention	2	AC	\$ 5,000.00	\$ 10,000.00	
						\$ 32,980.00
B. Site Amenities						
1.	Parking lot (2 stall, asphalt, curb and gutter, ada ramp, striping)	1	LS	\$ 15,000.00	\$ 15,000.00	
2.	Trail (10' wide, asphalt, headerboard, demo)	2,250	LF	\$ 110.00	\$ 247,500.00	
3.	Boardwalk (6' wide)	420	LF	\$ 150.00	\$ 63,000.00	
4.	Bridge	1	EA	\$ 36,000.00	\$ 36,000.00	
5.	BMX Course (demo, grading, irrigation adjustments)	1	LS	\$ 50,000.00	\$ 50,000.00	
6.	Fitness Station (structure, surfacing)	3	EA	\$ 16,000.00	\$ 48,000.00	
						\$ 459,500.00
C. Total Estimated Construction Costs						
						\$ 492,480.00
D. Contingencies						
1.	Design contingency	ALLOW	10%	\$ 49,248.00	\$ 49,248.00	
2.	Change Order Contingency	ALLOW	10%	\$ 49,248.00	\$ 49,248.00	
						\$ 98,500.00
E. TOTAL ESTIMATED CONSTRUCTION COSTS & CONTINGENCIES						
						\$ 590,980.00
F. Professional Services						
1.	Design development	ALLOW	3%	\$ 17,729.40	\$ 17,729.40	
2.	Construction documents	ALLOW	8%	\$ 47,278.40	\$ 47,278.40	
3.	Construction administration	ALLOW	2%	\$ 11,819.60	\$ 11,819.60	
						\$ 76,830.00
G. TOTAL ESTIMATED PROJECT COSTS						
						\$ 667,810.00

Based on drawing titled "Gateway Park-Proposed Concept Design", dated "04/27/20"

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Estimate of Probable Construction Costs

prepared for the
Cameron Park Community Services District

**Cameron Park: Park Opportunity Plans
RASMUSSEN PARK**

prepared on: 04/30/20
prepared by: IA
checked by: SD/BW

Item #	Description	Qty	Unit	Cost	Item Total	Subtotal
A. Project Start-up						
1.	Bonding, mobilization, and staking	ALLOW	5%	\$ 26,125.00	\$ 26,125.00	
2.	Stormwater pollution prevention	2	AC	\$ 5,000.00	\$ 7,500.00	
						\$ 33,630.00
B. Site Amenities						
1.	Shade shelter (structure, furnishings, concrete pavement)	1	LS	\$ 170,000.00	\$ 170,000.00	
2.	Half basketball court (relocate swings, basketball court, walkway)	1	LS	\$ 195,000.00	\$ 195,000.00	
3.	Bocce ball courts (courts, walkway)	2	EA	\$ 50,000.00	\$ 100,000.00	
4.	Amenity area (furnishings, concrete pavement)	2	EA	\$ 20,000.00	\$ 40,000.00	
5.	Flood protection	1	LS	\$ 10,000.00	\$ 10,000.00	
						\$ 515,000.00
C. Total Estimated Construction Costs						\$ 548,630.00
D. Contingencies						
1.	Design contingency	ALLOW	10%	\$ 54,863.00	\$ 54,863.00	
2.	Change Order Contingency	ALLOW	10%	\$ 54,863.00	\$ 54,863.00	
						\$ 109,730.00
E. TOTAL ESTIMATED CONSTRUCTION COSTS & CONTINGENCIES						\$ 658,360.00
F. Professional Services						
1.	Design development	ALLOW	3%	\$ 19,750.80	\$ 19,750.80	
2.	Construction documents	ALLOW	8%	\$ 52,668.80	\$ 52,668.80	
3.	Construction administration	ALLOW	2%	\$ 13,167.20	\$ 13,167.20	
						\$ 85,590.00
G. TOTAL ESTIMATED PROJECT COSTS						\$ 743,950.00

Based on drawing titled "Rasmussen Park-Proposed Concept Design", dated "04/27/20"

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Estimate of Probable Construction Costs

prepared for the
Cameron Park Community Services District

Cameron Park: Park Opportunity Plans
ROYAL OAKS

prepared on: 04/30/20
prepared by: IA
checked by: SD/BW

Item #	Description	Qty	Unit	Cost	Item Total	Subtotal
A. Project Start-up						
1.	Bonding, mobilization, and staking	ALLOW	5%	\$ 15,205.00	\$ 15,205.00	
						\$ 15,210.00
B. Site Amenities						
1.	Parking lot (11 stall, asphalt, curb and gutter, ada ramp, striping)	1	LS	\$ 60,100.00	\$ 60,100.00	
2.	Trail (10' wide, asphalt, headerboard, demo)	1,500	LF	\$ 110.00	\$ 165,000.00	
3.	Stairs	1	LS	\$ 25,000.00	\$ 25,000.00	
4.	Seating area (furnishings, concrete pavement)	3	EA	\$ 18,000.00	\$ 54,000.00	
						\$ 304,100.00
C. Total Estimated Construction Costs						\$ 319,310.00
D. Contingencies						
1.	Design contingency	ALLOW	10%	\$ 31,931.00	\$ 31,931.00	
2.	Change Order Contingency	ALLOW	10%	\$ 31,931.00	\$ 31,931.00	
						\$ 63,860.00
E. TOTAL ESTIMATED CONSTRUCTION COSTS & CONTINGENCIES						\$ 383,170.00
F. Professional Services						
1.	Design development	ALLOW	3%	\$ 11,495.10	\$ 11,495.10	
2.	Construction documents	ALLOW	8%	\$ 30,653.60	\$ 30,653.60	
3.	Construction administration	ALLOW	2%	\$ 7,663.40	\$ 7,663.40	
4.	Interpretive signage design	ALLOW	LS	\$ 5,000.00	\$ 5,000.00	
						\$ 54,810.00
G. TOTAL ESTIMATED PROJECT COSTS						\$ 437,980.00

Based on drawing titled "Royal Oaks-Proposed Concept Design", dated "04/27/20"

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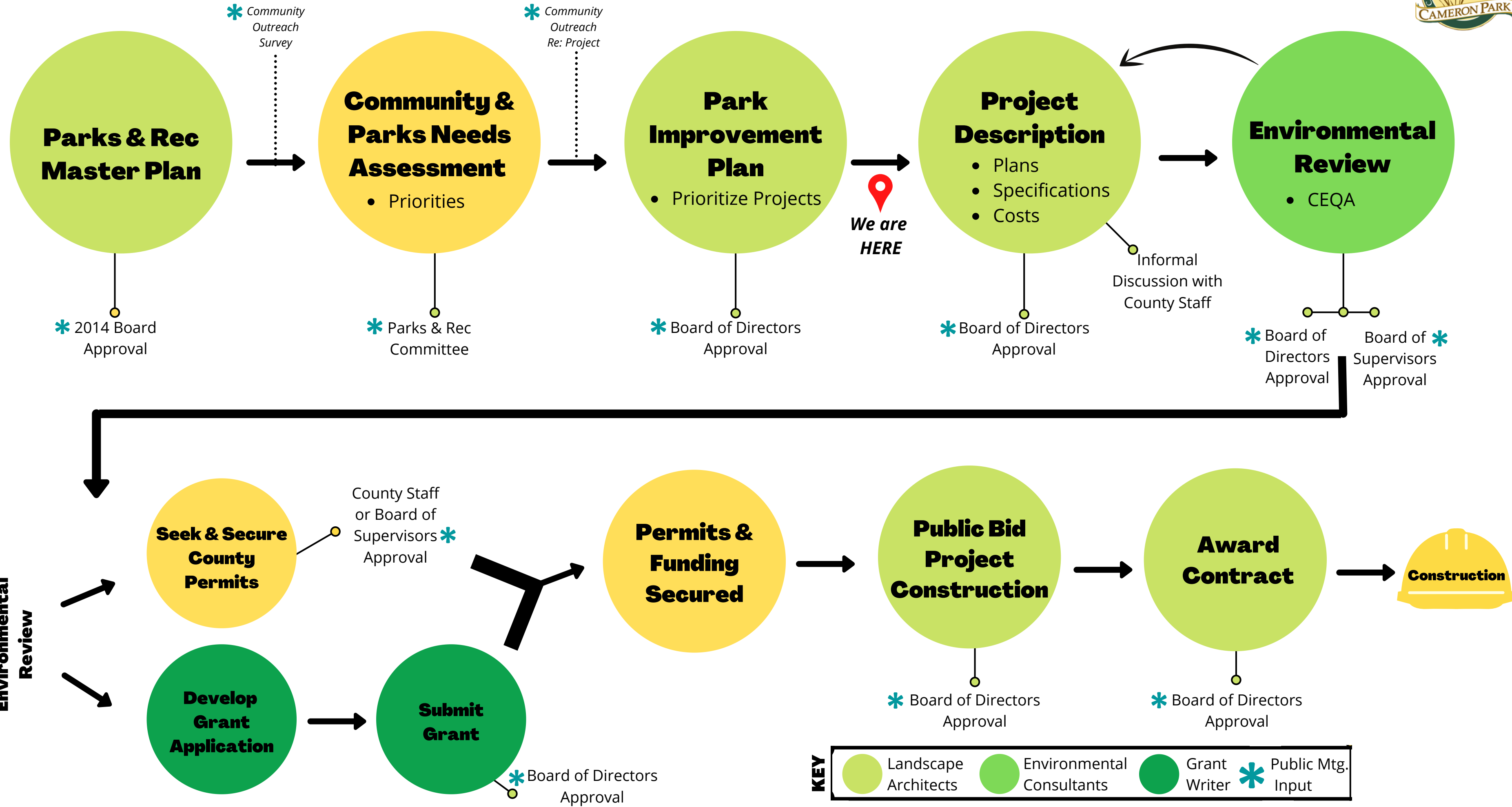
prepared on: 04/30/20
 prepared by: IA
 checked by: SD/BW

Item #	Description	Qty	Unit	Cost	Item Total	Subtotal
A. Project Start-up						
1.	Bonding, mobilization, and staking	ALLOW	5%	\$ 15,800.00	\$ 15,800.00	
						\$ 15,800.00
B. Site Amenities						
1.	Restroom building (prefab building, utility connections, walkway)	1	LS	\$ 316,000.00	\$ 316,000.00	
						\$ 316,000.00
C. Total Estimated Construction Costs						\$ 331,800.00
D. Contingencies						
1.	Design contingency	ALLOW	10%	\$ 33,180.00	\$ 33,180.00	
2.	Change Order Contingency	ALLOW	10%	\$ 33,180.00	\$ 33,180.00	
						\$ 66,360.00
E. TOTAL ESTIMATED CONSTRUCTION COSTS & CONTINGENCIES						\$ 398,160.00
F. Professional Services						
1.	Design development	ALLOW	3%	\$ 11,944.80	\$ 11,944.80	
2.	Construction documents	ALLOW	8%	\$ 31,852.80	\$ 31,852.80	
3.	Construction administration	ALLOW	2%	\$ 7,963.20	\$ 7,963.20	
						\$ 51,760.00
G. TOTAL ESTIMATED PROJECT COSTS						\$ 449,920.00

Based on drawing titled "Hacienda Dog Park-Proposed Concept Design", dated "04/27/20"

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Park Improvement Process



* 2014 Board Approval

* Community Outreach Survey

* Parks & Rec Committee

* Community Outreach Re: Project

* Board of Directors Approval

We are HERE

* Board of Directors Approval

Informal Discussion with County Staff

* Board of Directors Approval

Board of * Supervisors Approval

County Staff or Board of Supervisors * Approval

* Board of Directors Approval

* Board of Directors Approval

* Board of Directors Approval

From Environmental Review



Agenda Transmittal

DATE: September 11, 2023

FROM: Kimberly Vickers, Recreation Supervisor

AGENDA ITEM #XX: RECREATION REPORT

RECOMMENDED ACTION: RECEIVE AND FILE

In August, the Recreation department closed out the summer season, and worked diligently on budgets and programs for the future. One major aspect being our focus on “one voice” for the district in our communications. The Recreation department staff has completed the audit of our website, its content, social media, and has made updates, and reorganization of our website. Based on the audit recommendations, staff have been creating tools and processes such as branding standards, a process for inter-department/agency communications requests, and a monthly communications plan.

Recreation Programming:

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

- *Cameron Park Lake Events & Kiosk Operations*
 - Kiosk was open 4 days a week.
 - Kiosk will be open weekends only through September and then closing
- *Camps*
 - Camp CP
 - Fall break camp Nov. 20-22nd
 - Hoping to pilot an Early Engineers camp during fall break
 - We had great success with National Academy of Athletics and will be investigating options for fall programming and break camps
- *Aquatics:*
 - We continue to have lap swim 6 days a week
 - We have Aquasol swim team 6 days a week
 - Rec Swim is offered weekends through September but attendance is low.

- *Sports:*
 - Basketball Open Gym time has been canceled due to low attendance
 - Indoor Pickleball continues. Stats as of August 31, 2023:
 - 135 drop-ins/ \$405 Gross Revenue
 - 0 Punch cards sold
 - 182 Annual Pass swipes
 - Ballet continues
 - Soccer shots will continue with a Fall sessions with high participation
 - Adult basketball league started with 8 teams

- *Community Center Programs*
 - Senior Social Hour continues with participants on Tuesday and Thursday
 - Modified Zumba continues
 - Gold Nugget Quilters continue to meet on Wednesdays
 - Elderly Nutrition congregate meals continue in-person five days a week
 - Tai Chi is running again with 1 and 2 day options
 - Speaking Spanish Beginning and Intermediate
 - Speaking Spanish- Kids
 - Social skills group
 - Hoping to gain registrations for session starting in October
 - Teen Explorers group will start in September

- *Upcoming Events*
 - Inclusive Park Pop-up- September 21st (Christa Park)
 - Inclusive Park Pop-up- October 27th (CP Lake)
 - Christmas Craft Fair- Nov 18th (CSD)

Communications:

- Active engagement on Facebook, Instagram
 - Instagram Insights (last 30 days)
 - Accounts engaged- increased by 59%
 - Followers- increased by 1%
 - Facebook
 - Post engagement- decreased by 21%
 - Followers- Gained 23
- Updating district website-
 - Page views: 45,593
 - 3,089 subscribers to a distribution list (increase of 17 subscribers)
 - 2,632 subscribers to E-newsletter (increase of 16 subscribers)
 - 836 subscribers to Board & Committee Distribution List



Marketing Request Form Internal Use Only

Please fill out this form completely and return it to Kimberly Vickers via email at kvickers@cameronpark.org. If you have any questions, please contact Kim.

Please submit all requests 10 business days before your ideal posting date.

Your Name: _____ Today's Date: _____

Department: _____ Ideal Posting Date: _____

What marketing platform are you requesting to be updated:

Website

Instagram & Facebook

E-Newsletter

If you selected the website, what date should it be removed? _____

If website, what "tab" should this information be included in? *Please be specific. For example, Recreation/Programs & Classes/Youth Programs.*

What would you like the description to say?

Do you have any photos (JPEG format) or files (PDF) you would like to add to your request?

Photo

File

None

Please include all attachments with your marketing submittal form.

FOR RECREATION DEPARTMENT USE ONLY

Date Received: _____

Date of Posting: _____

Submittal Approved: _____

Check When Posted

September

2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	Dance Academy	Inclusive Pop-Up Event	Let's Uke & Guitar	Ballet	Rec Swim/Lap Swim Hours 1	2
3	Office Closed 4	Inclusive Pop-Up Event 5	Teen Explorers 6	7	8	9
10	Parks Message 11	Inclusive Pop-Up Event 12	Spanish 13	14	Facility Rentals 15	16
17	CC&R Message 18	Inclusive Pop-Up Event 19	Spanish 20	Skills Social Group Story: Inclusive Pop-Up Event 21	Beekeepers 22	23
24	Inclusive Pop-Up Event (recap) mention Oct 25	Zumba/Tai Chi 26	Spanish 27	Social Skills Group 28	Beekeepers 29	30

*Cameron Park
Community Services District*



Agenda Transmittal

DATE: September 11th, 2023

FROM: Michael Grassle, Parks, and Facilities Superintendent
Matt Bustabade, Parks, and Facilities Supervisor

AGENDA ITEM #4B: **PARKS & FACILITIES DEPARTMENT REPORT**

RECOMMENDED ACTION: **RECEIVE AND FILE**

General Information

- The Superintendent continues working with FEMA to move the three different reimbursable projects forward. The district has begun discussing mitigation efforts for both inlets at Cameron Park Lake.
- Terry Haverson (PT Maintenance Worker 1) continues to monitor and repair all the irrigation systems throughout the district. Having a skill staff member take on this task is such a benefit for the district. Terry is a retired annuitant and spent the last 15 years of his career working in the Parks and Rec world.
- The district has promoted Brad Carroll from Full Time Maintenance Worker 1 to the vacant Full Time Maintenance Worker 2. The district is actively recruiting the Full Time Maintenance Worker 1 that Brad Carroll left vacant. The department is hoping to have the vacancy filled by the end of September.
- The Parks and Facilities Department has spent time reviewing with recreation staff schedules, services levels, and user agreements since the FY 2023-24 budget was approved. The goal is to implement the changes in early October for a more efficient operation.
- The district registered with Gov Deals to surplus the 1996 Ford Bronco. Gov Deals assists Government agencies like the Cameron Park Community Services District. The district is hoping to have the vehicle listed for sale within the next few weeks.
- The department has been investigating using a property management firm to open and close district parks and facilities for efficiencies. A security firm was used in the past, but this practice was costly.

Cameron Park Lake

- A Heritage Oak next to the kiosk lost its main lateral branch. It cracked over Labor Day weekend. Heartwood Tree has since removed the down branch and limbed up the rest of the tree to help distribute weight.
- A new memorial bench was installed at Cameron Park Lake. The district worked with the family and the Cameron Park Foundation to purchase and install the memorial bench.
- Staff have begun removing all the pickle ball signs at the tennis courts. The only sign that will remain is the sign prohibiting pickle ball at Cameron Park Lake. The district will be working on a plan to remove the pickle ball nets in the future.

Parks and LLAD'S

- Heartwood Tree spent one day thinning out the large Oak Trees at Christa McAuliffe Park. The Oak Trees at Christa McAuliffe have shown significant growth this year. With significant growth comes significant weight. One of the large Oak Trees next to the playground had a limb break off. Thinning out the excess weight helps preserve the Oak Trees and keeps the public safe.
- The new concrete pad has been poured and completed at Eastwood Park. Growlersberg delivered two new picnic benches and the new drinking fountain has been ordered. This is part of the Eastwood Park improvement project voted on by the residents who contribute funding to Eastwood Park. The next phase of the project is to have Heartwood Tree perform the mitigation work recommended in the Arborist Report.
- Staff spent time making minor repairs to the playgrounds at Christa McAuliffe, Rasmussen, and Cameron Park Lake. The drinking fountain was also rebuilt at Rasmussen Park. Parts have been ordered to rebuild the drinking fountain at Cameron Park Lake.

Community Center

- Pickle Ball has resumed in the gymnasium weekdays from 9am-1pm. The Community Center is glad to see the enthusiastic Pickle Ball group back daily.
- National Aquatics will be out to replace all the pool light fixtures with LED fixtures on October 4th and 5th. Currently seven pool lights are burnt out. The new LED fixtures use 90% less electricity than the current lights. Staff are focusing on more detailed work around the pool deck since the summer swim season has ended.

[Type here]

- Cal Vintage Roofing repaired the metal ridge caps along the outside edges of the roof. The ridge caps were called out in the Angus and Terry warranty report. The ridge caps were not sealed correctly, and the wrong kind of screws and rivets were used. Those issues have been corrected.
- Staff are seeking quotes to have the gutters cleaned, sealed, and repaired. This issue was called out during the Angus and Terry report. Repairing the gutters is the next warranty project to be completed out of fund 82.

Cal Fire / Growlersberg

- Growlersberg and the Ponderosa crews spent the month of August working at Northview Park, Gateway Park, and Cameron Park Lake clearing vegetation through the park and open space. Both crews also spent time trimming trees and hedges at Cameron Valley and Bar J B LLADS.