

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



Parks & Recreation Committee
Monday, April 1, 2019
7:00 p.m.

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

Agenda

Members: Chair Director Holly Morrison (HM), Vice Chair Director Monique Scobey (MS)
Alternate Director Ellie Wooten (EW)
Staff: General Manager Jill Ritzman, Recreation Supervisor Tina Helm,
Parks Superintendent Mike Grassle

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

APPROVAL OF CONFORMED AGENDA

OPEN FORUM

At this time, members of the Committee or public may speak on any item not on the agenda that falls within the jurisdiction of this Committee; however, no action may be taken unless the Committee agrees to include the matter on a subsequent agenda.

Principal party on each side of an issue (where applicable) is allocated 10 minutes to speak, individual comments are limited to four minutes and individuals representing a group allocated five minutes. Individuals shall be allowed to speak to an item only once. The Committee reserves the right to waive said rules by a majority vote.

DEPARTMENT MATTERS

PUBLIC COMMENT

Public testimony will be received on each agenda item as it is called. Principal party on each side of an issue (where applicable) is allocated 10 minutes to speak, individual comments are limited to four minutes and individuals representing a group allocated five minutes. Individuals shall be allowed to speak to an item only once. The Committee reserves the right to waive said rules by a majority vote.

- 1. Develop Process to Identify Park Improvement Projects for Prop 68 or Other Grant Opportunities**
(oral workshop; J. Ritzman)

2. Staff Written Reports & Oral Updates (M. Grassle and T. Helm)

- Banners in Right of Way
- Boat Program
- Summer Spectacular
- Construction Warranty Work

3. Items for the May & Future Committee Agendas

4. 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, March 4, 2019
7:00 p.m.

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

Conformed Agenda

Members: Chair Director Holly Morrison (HM), Vice Chair Director Monique Scobey (MS)
Alternate Director Ellie Wooten (EW)
Staff: General Manager Jill Ritzman, Recreation Supervisor Tina Helm,
Parks Superintendent Mike Grassle

CALL TO ORDER - 7:00pm

ROLL CALL – MS/HM

APPROVAL OF AGENDA - Approved

APPROVAL OF CONFORMED AGENDA - Approved

OPEN FORUM

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DEPARTMENT MATTERS

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1. Construction Warranty (oral report, Staff)

- Discussed status of construction warranty.

2. Prop 68 Statewide Park Development and Community Revitalization Program (J. Ritzman, N. Garrison)

- *Discussed criteria and timeline for Prop 68 Statewide Park Development and Community Revitalization Program.*

3. Dog Survey Timeline (J. Ritzman)

- *Discussed Dog Survey Timeline. Committee would like to add NextDoor to list of places to post survey.*

4. Staff Written Reports & Oral Updates (M. Grassle and T. Helm)

5. Items for the April & Future Committee Agendas

- *Prop 68 Statewide Park Development & Community Revitalization Program*
- *Update on Construction Warranty*
- *Update on Summer Spectacular*
- *Report Back on HVAC Training*
- *Swim Fees*
- *Update on Dog Survey*

6. Items to take to the Board of Directors

MATTERS TO AND FROM COMMITTEE MEMBERS

ADJOURNMENT – 8:18pm

*Cameron Park
Community Services District*



Agenda Transmittal

DATE: April 1, 2019

FROM: Michael Grassle, Parks and Facilities Superintendent

AGENDA ITEM #2: Parks & Facilities Department Report

RECOMMENDED ACTION: RECEIVE AND FILE

General Information

- Spring is fast approaching and staff has finished fertilizing the parks and sports fields.
- The Sierra Sharks will be kicking off their Spring Clinic on April 1st. The Community Pool is up and running.
- District staff has been working hard with the help of Growlersburg, El Dorado Weed Control, and Sierra Bushmen to comply with the Fire Fuel Reduction Ordinance set forth by the District.
- The Parks Superintendent recently attended a Johnson Control Metasys training in Indianapolis. The training was designed to explain how to program the Metasys HVAC system that is currently at the Community Center.

Cameron Park Lake

- The spillway boards for the lake were install on Friday March 29th. Once the Lake fills up, staff will get the boat in the water to clean up the trash along the shore lines.
- The District will be meeting with the Shingle Springs Tribe in April to talk about repurposing the cat tails around the Lake.
- Staff installed the new fishing signs around the Lake.
- The Lagoon is being prepared for the upcoming season.

Parks, Fields, and LLADs

- The 2 baseball fields at Rasmussen Park have been graded. The District purchased 6 yards of new infield mix to get them ready for Ponderosa Little League.
- Staff pruned up all the trees at Rasmussen and David West Park
- The district had a volunteer group from the LDS Church perform some maintenance work at Rasmussen Park on Monday, March 18th. They picked up leaves, cleaned up the parking lot from all the winter damage, and cleaned out the baseball dugouts.
- Santillan Landscape trimmed all of the hedges along Meder Road. Staff and residents are extremely happy with their work.
- All of the crepe myrtles have been pruned at Cameron Valley and Bar J.

Community Center

- Staff replaced the remaining 300' of pool grating on Monday, March 25th.
- Staff repaired and sanded down the damaged section of the water slide

Cal Fire

- Growlersburg has help the District tremendously with our Fire Fuel Reduction Program. There main areas of focus this past month have been: Hacienda Park, Gateway Park, and Bonanza Park.

Volunteer Projects

On Saturday April 27th, 2 different Church groups will be volunteering at Cameron Park Lake. Both of the groups reached out the District and wanted to give back to the community. Below is a list of the projects set for April 27th:

- Removal of the old boat rental shed
- Adding plants and bark at the entrance to the park
- Installing new park BBQs
- Sanding and painting life guard towers for the Lagoon
- Helping to remove the algae from the Lagoon
- Cleaning up trash around the perimeter of the Lake



Agenda Transmittal

DATE: April 1, 2019

FROM: Tina Helm, Recreation Supervisor
Alyssa Kimball, Recreation Coordinator

AGENDA ITEM #2: Recreation Department Report

RECOMMENDED ACTION: RECEIVE AND FILE

- Staff continues to work with Seth Warren from Rec Trac (Vermont Systems) on the upgraded registration system. The camera is now operational to take photos for the season passes, print the passes, as well as the ability to email receipts to customers.
- Hannah Miller, the Aquatic Coordinator, has been contacting previous staff and is recruiting new staff. She met with Sierra Sharks swim team to discuss the upcoming seasonal use of the pool. She is organizing training, staff manuals, and additional items for the upcoming season.
- Caitlin Bandera will return this summer to be the Kids Kamp Leader. She is scheduling interviews for new staff, arranging field trips, organizing bus transportation, and compiling weekly themes.
- Staff continues to meet with the Senior Leadership Council. At the meeting in March, items discussed included: Celebrating Older American's Day on May 21, guest speakers for the summer months, and the senior exercise program.
- Staff met with both companies that submitted proposals for the Activity Guide. Staff is working with Tina Goins and Think Publications for the Summer Activity Guide.
- Staff is compiling class dates and information for the upcoming Summer Activity Guide.
- Staff attended the Northern California RecTrac Users Group Summit held in Folsom to discuss program upgrades, features, credit card processing, highlights, and answer questions.

- Staff attended the California Park & Recreation Society Conference in Sacramento. Staff volunteered at on-site registration, lunch ticket collection, exhibitor registration, and room host for the sessions.
- Staff attended the El Dorado County Chamber of Commerce Business Expo at the Fairgrounds. The CSD had a booth promoting upcoming events, activities, governance workshops, and early bird combo season passes.
- Staff attended the Shingle Springs/Cameron Park Chamber Lunch at Red Hawk to promote upcoming events highlighting the sponsorship for the Summer Spectacular.
- Staff is meeting with members from the Cameron Park Rotary, Shingle Springs/Cameron Park Chamber of Commerce, Cameron Park Community Foundation, and Channel 2 to coordinate the Community Showcase Event for April 10th.
- Upcoming events include: Community Clean-Up Day and Yard Sale on April 6th, Community Services Showcase on April 10th, and the Annual Easter Egg Hunt on April 20th.
- Summer Spectacular Update –
 - Staff has secured the following:
 - Fireworks
 - Porta Potty
 - Security
 - Stage, sound, and lights
 - Wristbands
 - Vendors applying