

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



Parks & Recreation Committee
Monday, January 9, 2023
6:30 p.m.

Cameron Park Community Center – Social Room

2502 Country Club Drive
Cameron Park, CA 95682

HYBRID TELECONFERENCE TEAMS MEETING LINK

https://teams.microsoft.com/l/meetup-join/19%3ameeting_YzY4NmVIZjEtOGFkOS00YjU2LWFhY2U4YjY2ODYyMWM1YWZi%40thread.v2/0?context=%7b%22Tid%22%3a%227546519e-2cd5-4e2c-bed5-ac3d46eec8ff%22%2c%22Oid%22%3a%22b510e640-8ba3-421f-a075-694cad7ace01%22%7d

Agenda

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

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

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. All demonstrations, including cheering, yelling, whistling, handclapping, and foot stomping which disrupts, disturbs or otherwise impedes the orderly conduct of the Committee meeting are prohibited.

APPROVAL OF AGENDA

APPROVAL OF CONFORMED AGENDAS

1. Conformed Agenda – Parks & Recreation Committee Meeting – December 5, 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

- 2. 2023 Work Plan Development - (A. Pichly) Discuss and file**

- 3. Staff Oral & Written Updates**
 - a. **Receive and File** - Recreation Report (K. Vickers) Information only / Not an Action Item
 - b. **Receive and File** - Parks & Facilities Report (M. Grassle) Information only / Not an Action Item

- 4. Items for December & Future Committee Agendas**
 - a. Conduct in the Parks (Feb)
 - b. Registration Software Update (Feb)
 - c. Parks Gift Donation Program (March)
 - d. Pickle Ball Sound Mitigation task force report (April)

- 5. 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, December 5, 2022
6:30 p.m.

Cameron Park Community Center – Social Room

2502 Country Club Drive
Cameron Park, CA 95682

HYBRID TELECONFERENCE TEAMS MEETING LINK

https://teams.microsoft.com/l/meetup-join/19%3ameeting_MTBiNzc4N2UtOTNmZS00ZDRjLWEyODMtMDEzYWU0NTkzZWJm%40thread.v2/0?context=%7b%22Tid%22%3a%227546519e-2cd5-4e2c-bed5-ac3d46eec8ff%22%2c%22Oid%22%3a%22cd95757a-7d61-4242-8a02-987ab1636810%22%7d

Conformed Agenda

Members: Chair, Director Monique Scobey (MS), Vice-Chair, Director Sidney Bazett (SB)

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

CALL TO ORDER @ 6:46pm

ROLL CALL MS and SB present

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. All demonstrations, including cheering, yelling, whistling, handclapping, and foot stomping which disrupts, disturbs or otherwise impedes the orderly conduct of the Committee meeting are prohibited.

APPROVAL OF AGENDA

APPROVAL OF CONFORMED AGENDAS

1. Conformed Agenda – Parks & Recreation Committee Meeting – November 14, 2022 Accepted by MS and SB

OPEN FORUM

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

Resident attended to express to the committee members their concern regarding an escalating situation with participant on the Disc Golf course. The general manager and the park superintendent are aware and have been working with the home owner, the HOA, and disc golf to remedy the situation, and will continue to do so as well.

DEPARTMENT MATTERS

2. **Discussion** - Tree Planting Objective report (M. Grassle) Information only / Not an Action Item
This was brought up at a lake community meeting. Staff have discussed ways to grow vegetation that is naturally occurring, and not obstruct the views of the lake as it is difficult to maintain trees as the lake shore is not irrigated. There are other ways to look at this also, but for now it is the most natural, cost-effective way to increase trees at the lake.
3. **Discussion** – Concerns Regarding Minors Fishing at Cameron Park Lake without Adult Supervision (A.Pichly, M. Grassle) Information only / Not an Action Item
This issue was raised at the last meeting. There was suspicion that minors are not discarding fishing tackle, line, etc appropriately. Staff looked into the matter and it is legal for minors to fish without a license and unsupervised. Staff found the greatest need is for education, and suggests an education campaign.
4. **Staff Oral & Written Updates**
 - a. **Receive and File** - Recreation Report (K. Vickers) Information only / Not an Action Item
Staff gave recap of Christmas Craft Fair event. Highlighted Fall Break Camp, and upcoming classes and special events. Staff clarified differences with website and E-newsletter.
Committee asked about possibility of changing the current process for lap swim due to its popularity. Staff advised they have been looking into this, and hope to come up with a solution in the next few months.



- b. **Receive and File** - Parks & Facilities Report (M. Grassle) Information only / **Not an Action**
Item

Staff discussed park clean-up. They have been working with Heartwood Tree company to assess and look at a few oak trees to keep them healthy. His report touched on the incidents discussed in open forum. Staff highlighted time spent at Rasmussen regarding the recurring drainage issue. Highlighted that there has been difficulty getting response from BLM regarding their creek. Discussed front entrance repairs. Once dates confirmed, information about operations will be discussed. Staff highlighted cub scout projects at the lake.

5. Items for December & Future Committee Agendas

- a. Review of Park Improvement Plan (Jan)
- b. Conduct in the Parks (Jan or Feb)
- c. Registration Software Update (Jan or Feb)
- d. Pickle Ball Sound Mitigation task force report (Jan)
- e. Parks Gift Donation Program (Jan)

6. Items to take to the Board of Directors

MATTERS TO AND FROM COMMITTEE MEMBERS

ADJOURNMENT @ 7:55pm



Agenda Transmittal

DATE: January 9, 2023

FROM: André Pichly, General Manager

AGENDA ITEM #2: 2023 COMMITTEE WORK PLAN DEVELOPMENT

RECOMMENDED ACTION: Receive and Discuss

Introduction

It is a best practice for the District to develop an annual work plan to help focus the organization's efforts on achieving those objectives that best help it meet Strategic Focus Areas described in the 2021-2026 Strategic Plan. Each Committee works with their respective staff to develop the Work Plan objectives that can be brought to the Board of Directors for their consideration and approval in February.

Strategic Plan 2021-2026

- Strategic Focus Areas (as they pertain to Parks and Recreation)

- **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.a Secure funding and implement priority projects outlined in the 2020 Park Improvement Plan and a park sign program.
- E.3.b Enhance communications to community organizations and residents regarding the District's services, including print, in-person, website and social media; explore opportunities to more actively engage on Next Door platform.
- E.3.c Seek feedback, especially reaching out to underserved areas of the community, to assess the effectiveness of District services and plan for improvements. Look for process efficiencies with technology.
- E.3.d Build strong relationships with service clubs and community organizations expanding the District's ability to provide programs and services.
- E.3.e Examine benefits/constraints of charging entry fees at Cameron Park Lake

Background

In December 2022, the Board of Directors reviewed the results of the 2022 Work Plan objectives. It was agreed that Work Plan goals for 2023 need to be measurable, attainable, and have the opportunity for completion within the calendar year. It is recommended that each Committee work with staff to identify 2 to 3 goals that can be reasonably achieved with a high degree of confidence. Using the goal development approach of S.M.A.R.T (Specific, Measurable, Achievable, Relevant, and Timely) is the suggested approach for both Committee members and staff to consider. It should be noted that some S.M.A.R.T. approaches use Realistic instead of Relevant.

Instructions

The President of the Board of Directors is asking for Standing Committees to develop a work plan goals for the year 2023, and forward to the Board of Directors in February for consideration, discussion, and approval as this year's District Work Plan.

Attachments (via hyperlinks)

2.a – [2021-2026 Strategic Plan](#)

2.b – [Park Improvement Plan](#)



Agenda Transmittal

DATE: January 9, 2023

FROM: Kimberly Vickers, Recreation Supervisor

AGENDA ITEM #3A: RECREATION REPORT

RECOMMENDED ACTION: RECEIVE AND FILE

What an end to the year! We had community building holiday events, Winter Break Camp, and some New Year's Zumba.

We had our annual Christmas Tree lighting to kick off the month! West Coast Dance Arts did a performance that was loved by all who attended. Hot chocolate was also a participant favorite. This year we saw many families leave after the performance, and decreased attendance due to the cold weather. We are looking into bringing Community Showcase back as a December event, instead of showcasing the lighting of the tree.

We piloted a new Christmas event, Polar Express at the CSD. This event included cookies, hot cocoa, screening of The Polar Express, and a chance to visit with Santa. Santa also handed out silver bells to each participant. We received great feedback from participants both in person and online. This will return next year! Unfortunately, we had to cancel our Santa Swim event due to inclement weather and will be evaluating its return for next year.

We had our second Winter Break camp. We had similar attendance to the previous year with twenty-two participants. They had a great time baking and decorating sugar cookies, making melted snowman, and learning kickball, and new table games. We hope to offer both weeks of break camp next year.



Pictures from the last month's Tree lighting event.



Polar Express at the CSD



Zumba



Camp



Recreation Programming:

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

- *Cameron Park Lake Events & Kiosk Operations*
 - Kiosk will be closed until further notice due to the recent events.

- *Camp CP*
 - Winter Break Camp was December 27th-30th

- *Aquatics:*
 - We continue to have lap swim and deep-water exercise
 - We have Aquasol swim team 6 days a week

- *Sports:*
 - We have a full adult basketball league again to start the year off.
 - Continue Sunday evening open Gym time
 - Actively in talks with new contractor for youth soccer program
 - Skills-n-Drills Class will begin end of January
 - Second Fustal clinic was well attended on December 30th
 - Second Futsal league play will begin on January 20th.

- *Community Center Programs*
 - Senior Social Hour continues with participants on Tuesday and Thursday
 - Modified Zumba continues
 - Gold Nugget Quilters continue to meet on Wednesdays
 - Congregate meals continue in-person five days a week
 - Cooking with Kids class is experiencing some decrease in registrations, but hoping it will pick-up
 - Ballet classes had their recital on December 21st and will return from break soon.
 - Speaking Spanish Class had its second session with good participation
 - Tai Chi continues weekly
 - Charcuterie class had great attendance in December.

- *Upcoming Events*
 - Ties and Tiara's Dance- February 10th- (CSD)
 - Affair of the Heart- February 16th- (CSD)

Communications:

- Continue monthly e-newsletter
- Active engagement on Facebook, Instagram, and TikTok
 - Instagram Insights (last 30 days)

- Accounts engaged- Increased this month by 23%
 - Followers- increased again by 0.8%
 - Facebook
 - Post engagement- increased throughout December by 41%
 - Followers- Gained in December by 41%
- Updating district website-
 - Page views: 45, 002
 - 2,845 subscribers to website (increase of 43 subscribers)
 - 2,476 subscribers to E-newsletter (increase of 23 subscribers)

*Cameron Park
Community Services District*



Agenda Transmittal

DATE: January 9, 2023

FROM: Michael Grassle, Parks and Facilities Superintendent

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

RECOMMENDED ACTION: **RECEIVE AND FILE**

General Information

- Well, 2022 ending with one of the strongest rain events in recent years. Cameron Park Lake, according to the district weather station, received between 8-9 inches of rain over a 24-hour period. More on this issue at the end of this report.
- The department is switching gears and getting ready to address the unwanted vegetation growth through the district. A combination of herbicides and manual labor provided by Growlersberg will address all the district properties.
- Several inspections and permits were renewed for 2023. Air Quality Control inspected the district pool heater and woodchipper. Both inspections passed without issues. The Superintendent renewed the district pesticide license with the County Department of Agriculture. All the district vehicles that needed a smog certificate for 2022 were completed.
- Parks staff assisted Station 89 with a clogged exterior drain behind the station. The drain was an oil separator located behind the gas pumps. It had become clogged with grit and grim over the years.

Cameron Park Lake

- T&M Electric install the new electrical wiring for the lake fountains. Once the district purchases the fountains, they will be ready to install. The department is currently researching a variety of fountains. Fountains should be installed right after the spillway boards are installed during the Spring of 2023.

Parks and LLADs

- District staff improved the drainage canal on the N/W corner of Rasmussen Park. The improvements were able to divert all the water from the December 31st storm away for a resident who had experienced flooding issues in the past. Once things dry out, we will line the drainage canal with rock to prevent it from eroding in the future.
- Heartwood Tree Company removed a large Valley Oak that split down the middle at Paul J. Ryan Park. Half of the tree fell in the open space area and the other half was leaning over the entrance to the Latter-Day Saints Church.
- The department borrowed a Buffalo Blower from the El Dorado Hills CSD to see if would help staff clean-up leaves throughout the district. A Buffalo Blower is a leaf blower with a 10" rotating tube that is pulled behind a Utility Vehicle. Staff tested it out at Rasmussen Park. The blower worked great, and one staff members was able to clean the parking lot of all the leaves in about 30-45 minutes. The current practice using backpack blowers would take three staff members between 2-3 hours to completely clean off the parking lot. The department is going to try and work this piece of equipment in the budget for FY 2023-24.
- Santillan Landscape Services trimmed all the hedges along Meder Road. Santillan Landscaping performs these services 3-4 times per year. The hedges along Meder Road are part of Eastwood LLAD.
- CALA, the district landscape architect, finished the arborist report on all the trees at Eastwood Park. This was part of the park improvement project at Eastwood Park. Each tree is tagged, identified and mapped using GPS. The report includes the condition of each tree and will be used as a guide for improving the overall health.
- A large oak tree fell in the parking lot at Royal Oaks Park. Staff cut the tree out of the parking lot. The remaining section of tree is laying on the edge of the parking lot. Staff will address the remaining section of tree in the future
- Staff repaired the vandalism to the perimeter fence around the disc golf course. Several sections of the deer fencing were either cut, bent, or removed by the public.

Community Center

- The district is working to finalize a new contract with Airgas. Airgas supplies the CO₂/Carbon Dioxide which regulates the pools PH levels. Airgas will be installing a larger CO₂ tank which will save the district \$1,800 annually. The savings is due to the amount Airgas will need to fill up the tank. Having more CO₂ on sight will also eliminate the need for emergency fill-ups when we run out.
- The department repaired the damaged receivers for the video camera system on campus. The system is up and running again.

CAL FIRE / Growlersburg

- Growlersberg spent two crew days trimming trees, hedges and picking up leaves at Cameron Valley LLAD
- Growlersberg spent one crew day picking up all the leaves at Bar J B LLAD.
- Growlersberg spent one crew day clearing the vegetation at Sandpiper, which is a 6-acre parcel off Bass Lake Road.

December 31st Storm Damage

The department is in the process of inspecting all the damage caused by the New Year's Eve storm. Staff are inspecting and documenting significant damage caused to the Parks, Community Center, and LLAD's. Once the assessments have been compiled we will work towards addressing each item.

- The main entrance to Cameron Park Lake has been washed out. The two large culverts could not manage the amount of water entering the lake from Deer Creek. The wash out left damaged and exposed electrical/water lines. The wash out is approximately 8 feet wide by 8 feet deep by 12 feet long. The asphalt is laying at the bottom of the washout and one of the culverts is damaged. The district is working with contractor's and utility companies to get the park open for walk in traffic. The parking lot is currently closed with no estimated time of reopening. Maintenance Staff are currently entering and exiting the shop through Baron Court. A large Valley Oak also fell on the peninsula which is on the west side of the lake.

- The 4' chain link fence that borders the front of Gateway Park has fallen over. The debris along with the rushing water knocked the fence over. Gateway Park also had a large pine tree fall over and has debris scattered throughout the park.
- The trail behind Rasmussen Park has completely washed away. There are significant ruts and erosion. The creek behind the park overflowed its banks and washed the trail away.
- The Community Center had some new roof leaks. They are in the Social Room, Kitchen and Men's Gym Bathroom. Cal-Vintage Roofing has been notified and is working with Matt Bustabade (Parks and Facilities Supervisor) to get them repaired.
- The main road that runs through Royal Park washed away. The district shares the road with (EID) El Dorado Irrigation District. The district will work with EID to get the road repaired.
- An 8-foot section of the fencing that surrounds the parks maintenance shop blew over. Staff repaired and strengthened this section of fencing.