

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



**Parks & Recreation Committee**  
**Monday, April 5, 2021**  
**6:30 p.m.**

**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 Superintendent Mike Grassle

# Meeting has been cancelled

(See attached Park &  
Recreation Department reports  
for updates)



# 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/91011220960> 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](mailto: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, March 1, 2021**  
**6:30 p.m.**

**TELECONFERENCE ZOOM MEETING**  
<https://us02web.zoom.us/j/88934261800>  
**Meeting ID: 889 3426 1800**

(Teleconference/Electronic Meeting Protocols are attached)

**Conformed Agenda**

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

Staff: General Manager Jill Ritzman, Recreation Supervisor Whitney Kahn,  
Parks Superintendent Mike Grassle

**CALL TO ORDER** - 6:30pm

**ROLL CALL** – FC/EW

- Director Bazett will be Absent; Alt. Director Wooten will be filling in

*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 AGENDAS** - 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. WORKSHOP - Design Discussions for Improvements at Cameron Park Lake (CALA)**

- *CALA had an Updated Presentation that was reviewed and discussed by the District staff, Parks & Recreation Committee and the Public whom attended*

### **2. Staff Oral & Written Update**

- a. Parks & Facilities Oral Report (M. Grassle)
  - *Pondeerosa Little League will be having a season, so staff is working on getting the baseball fields practice/game ready*
  - *The new pool heater is scheduled to be installed on March 11, 2021*
- b. Recreation Report (W. Kahn)
  - *Recreation Supervisor, Whitney Kahn and Recreation Coordinator, Kimberly Vickers were both Awarded the Jane A. Adams Professional Development Grant through California Park and Recreation Society (CPRS) District 2, to attend the CPRS Annual Conference at the end of the month*

### **3. Items for April & Future Committee Agendas**

### **4. Items to take to the Board of Directors**

## **MATTERS TO AND FROM COMMITTEE MEMBERS**

- *FC Urging everyone to stay safe and continue to take precautions*

## **ADJOURNMENT** – 7:39pm

*Cameron Park  
Community Services District*



## **Agenda Transmittal**

**DATE:** April 5<sup>th</sup>, 2021

**FROM:** Michael Grassle, Parks and Facilities Superintendent

**AGENDA ITEM:** **PARKS & FACILITIES DEPARTMENT REPORT**

**RECOMMENDED ACTION:** **RECEIVE AND FILE**

### **General Information**

- El Dorado Weed Control has begun spraying herbicides along all of the District's fire breaks. The results have been fantastic and continue to keep fire breaks under control
- All of the District Parks have been fertilized for the spring time
- Staff continue to meet with ARC and Brighton Energy on a weekly basis to keep the District's solar project moving forward.
- Staff met with Cal Fire and contractor's to finalize a plan to thin out vegetation throughout the disc golf course. We will also be looking at clearing out some dead and hazardous trees at Gateway Park.

### **Cameron Park Lake**

- Spillway boards have been installed for the 2021 summer season
- Staff sprayed aquatic herbicide along the perimeter of the lake. This will help keep the shoreline clean and clear for the summer months
- Staff continue to meet with Calendar and Associates to create blue prints and specifications for the new splash pad
- The existing foot bridge on the S/W side of the lake has finally been signed off by El Dorado County. The permit has been open since 2009
- A large section of fencing the surround the maintenance shop, which was blown down in a storm, is scheduled to be replaced on April 12<sup>th</sup>-13<sup>th</sup>. Funded by District insurer less the deductible.

## **Parks and LLADs**

- The field renovation at Christa McAuliffe started on Tuesday March 30<sup>th</sup>. The majority of the project will take place over the next few weeks. The field is scheduled to reopen to the public towards the end of August or early September 2021
- Santillios Landscaping aerated all of the District's turf grass prior to fertilization
- Staff installed a new Wi-Fi irrigation controller for the shrubbery along Meder Rd.
- Staff meet with a few community volunteer's to move the existing bulletin board at Paul J. Ryan Park. It will be place in a more centralized location for the public to observe
- The well pump at Rasmussen Park has a hole in the side wall. The pump will have to be removed from the well to inspect the damage. More information to follow once the pump has been removed.
- Staff remove a large section of graffiti at David West Park. The graffiti was on a common fence that overlooked the retention ponds

## **Community Center**

- The new 97% efficient pool heater has been installed and is working nicely
- Staff attempted to move the existing maintenance shed from the parking lot to inside the pool gated area to prevent the reoccurring theft. Unfortunately the shed is just too large to fit through the pool gate. A new maintenance shed has been ordered to store the department's gas powered equipment, and the existing shed will be re-purposed at the Parks yard.
- Staff have been using the new pool vacuum for the past few weeks. It is much more efficient and effective than the previous unit.

## **Cal Fire / Growlersburg**

- Growlersberg Spent 3 weeks clearing vegetation at Gateway Park. The plan is to continue thinning vegetation at Gateway Park for the foreseeable future





## Agenda Transmittal

**DATE:** April 5, 2021

**FROM:** Kimberly Vickers, Recreation Supervisor

**AGENDA ITEM:** RECREATION DEPARTMENT REPORT

**RECOMMENDED ACTION:** RECEIVE AND FILE

March was a time of change and planning in the Recreation Department. Staff remain hopeful that as the County's COVID numbers continue to decline, they will be able to continue to make plans for increasing programming this summer and into the future.

### Recreation Programming:

Below is a quick summary on everything that has been happening on the Rec Programming side of the department:

- *Aquatics:*
  - Continue Private Swim Lessons based on requests from previous participants
  - Sierra Sharks swim team have signed their MOU and will begin using the pool on April 26<sup>th</sup>
  - AquaSol swim team continues to be in the pool six days a week
  - Due to staffing availability we have had to provide fewer days of lap swim based on a week-by-week basis, but our participation remains high. Our "regulars" were very understanding and are appreciative to be in the pool post-summer season at all.
  - We are currently recruiting for seasonal lifeguards
  - Current guards completed their Lifeguard and Title 22 certifications.
  - We had our floating egg hunt event with 25 participants, and a special Easter Bunny appearance.
  - We had our Community egg hunt also. Parks staff assisted in hiding eggs at Northview, Rasmussen, and Dave West. Monique was an incredible Easter Bunny, Thank you!
  - We have All Net Basketball Camp utilizing the Gym this month in the evenings.
  - We partnered with former Globetrotter Sterling Forbes for a spring break basketball camp. We had 18 participants registered!

- *Virtual Rec*
  - Our Virtual Rec Staff has been updating the website weekly with new spotlights on activities and family things to do.
  - We will be recording a virtual class and posting that this week, and launching our summer camp preview sessions 1-2x per month leading up to summer.
  
- *Upcoming:*
  - We are in the process of developing our summer camp session themes and activities
  - Swim lesson and summer camp registration will begin April 12<sup>th</sup>.
  - Plans continue for our first ever Drive-Thru Senior Resource Fair we are co-hosting with Eskaton on May 13<sup>th</sup>
  - We starting interviews for summer seasonal staff for camp, lifeguards and kiosk.
  - We continue to watch COVID guidelines and brainstorm event ideas that we can implement at the pool and/or our parks

#### Annual Passes:

We have seen residents taking advantage of our online purchase option. Staff will continue to push the availability information out via social media channels and the e-Newsletter to get the word out and encourage everyone to take advantage of the Early Bird pricing where they can save 10%. We have sold 62 passes to date comprised of family passes, senior passes, and individual passes. We anticipate an increase as we get closer to the end of early bird pricing.

#### Communications:

The 6 page mailer was delivered in March. We have seen more engagement on social media and our website as a result, and families finding programs and information from it as well. We continue to engage with the community via Facebook, Instagram, and Nextdoor.