

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



**Parks & Recreation Committee**  
**Monday, October 3, 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\\_NTY0ZmEwYzgtNDBiOS00Zjl5LTlhYTItMDZhYzM1Yjk3MjQ4%40thread.v2/0?context=%7b%22id%22%3a%227546519e-2cd5-4e2c-bed5-ac3d46eec8ff%22%2c%22oid%22%3a%22b510e640-8ba3-421f-a075-694cad7ace01%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_NTY0ZmEwYzgtNDBiOS00Zjl5LTlhYTItMDZhYzM1Yjk3MjQ4%40thread.v2/0?context=%7b%22id%22%3a%227546519e-2cd5-4e2c-bed5-ac3d46eec8ff%22%2c%22oid%22%3a%22b510e640-8ba3-421f-a075-694cad7ace01%22%7d)

# Agenda

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

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

## **CALL TO ORDER**

## **ROLL CALL**

*Public testimony will be received on each agenda item as it is called. Principal party on each side of an issue is allocated 10 minutes to speak, individual comments are limited to 3 minutes except with the consent of the Committee; individuals shall be allowed to speak on an item only once. Members of the audience are asked to volunteer their name before addressing the Committee. The Committee reserves the right to waive said rules by a majority vote.*

## **APPROVAL OF AGENDA**

## **APPROVAL OF CONFORMED AGENDAS**

1. Conformed Agenda – Parks & Recreation Committee Meeting – did not have a quorum for August 1<sup>st</sup> meeting. September 12<sup>th</sup> meeting was cancelled.

## **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. **Wildlife concerns at the lake and paddle boats** (Scobey)
3. **Eastwood Park Improvements** (A. Pichly/M. Grassle)
4. **Evacuation shelter verbal update** (M. Grassle) Information only / Not an Action Item
5. **Staff Oral & Written Updates**
  - a. Recreation Report (K. Vickers) Information only / Not an Action Item
  - b. Parks & Facilities Report (M. Grassle) Information only / Not an Action Item
6. **Items for November & Future Committee Agendas**
  - a. Ordinance 2001-01, Section 5 – Conduct in Parks: staff review and return to PRC for review and discussion (Scobey)
  - b. Memorial Bench Discussion (Scobey)
  - c. Website usage and registration software (Scobey)
  - d. Pickleball update (A. Pichly/M. Grassle)
7. **Items to take to the Board of Directors**

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

## **ADJOURNMENT**



## **Agenda Transmittal**

**DATE:** October 3, 2022

**FROM:** André Pichly, General Manager  
Mike Grassle, Parks & Facilities Superintendent

**AGENDA ITEM # 3:** EASTWOOD PARK DESIGN IMPROVEMENTS

**RECOMMENDED ACTION:** Discuss, Endorse, and Forward to the Board of Directors

### **Introduction and Discussion**

In August 2021, the Parks and Recreation Committee held a special meeting at Eastwood Park to discuss with residents living near the park how they would like to see the District spend funds from LLAD #42. In addition to the members of the Parks and Recreation Committee, District staff and representatives from Callander Associates were on hand to listen to residents and document their ideas for site improvements for Eastwood Park.

In May of 2022, a follow-up meeting was held at Eastwood Park with residents. This time the representatives of Callander Associates presented a design concept based on the input they received at the August 2021 meeting. The tone was different from the previous meeting and many of those in attendance indicated a desire to scale back the design for this park.

Callandar Associates created design concepts for a scaled back version of the input received at the May 2022 meeting. Attachments A and B illustrate the revised design and list the estimate of probable construction costs for completing the scope of work.

### **Discussion**

As of July 2022, The LLAD fund #42 had a balance of \$139,972. Residents living in the Eastwood development pay an assessment that keeps this fund healthy. To bring the balance down and justify continuing to collect this assessment, the District needs to

spend these funds on improvements to Eastwood Park that invests in this park. Investing in these improvements will benefit the users of this park, primarily the neighbors. Items included in the scope of work include site work to prepare the project areas for construction, picnic area improvements, monument and flagpole improvements, tree evaluation and trimming.

### **Fiscal Impact**

The estimate of probable construction costs is \$51,190.00, which includes a 10% contingency for design and change orders (a savings that could be realized if one or both contingencies are not needed). If the entire \$51,190.00 is used for this project, that would leave the fund balance for LLAD 42 at \$88,782.

### **Recommendation**

Staff recommends that the Parks and Recreation Committee discuss, endorse and forward to the Board of Directors for approval.

### Attachments:

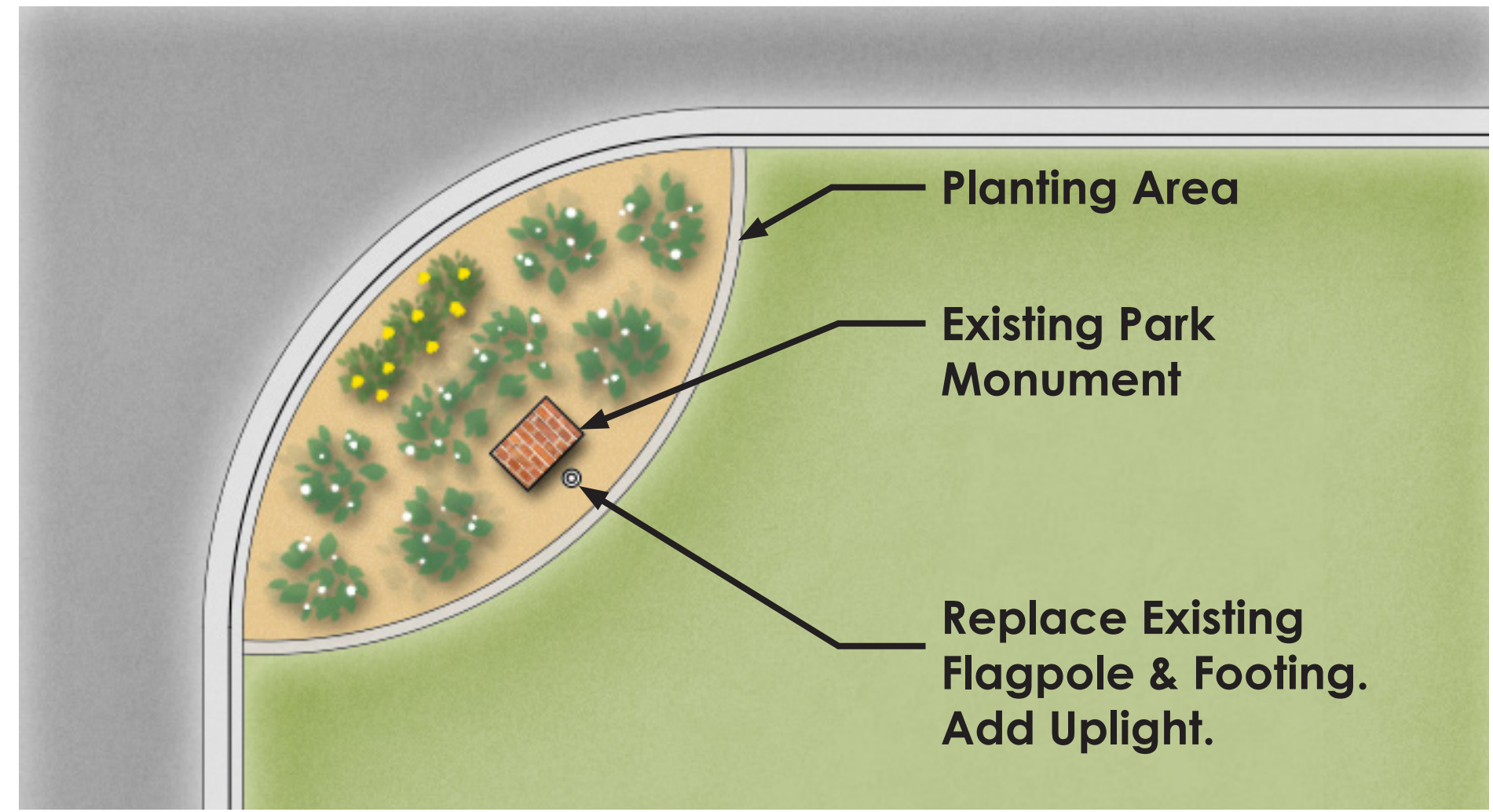
3a – Eastwood Park Master Plan

3b – Eastwood Park estimate of probably construction costs

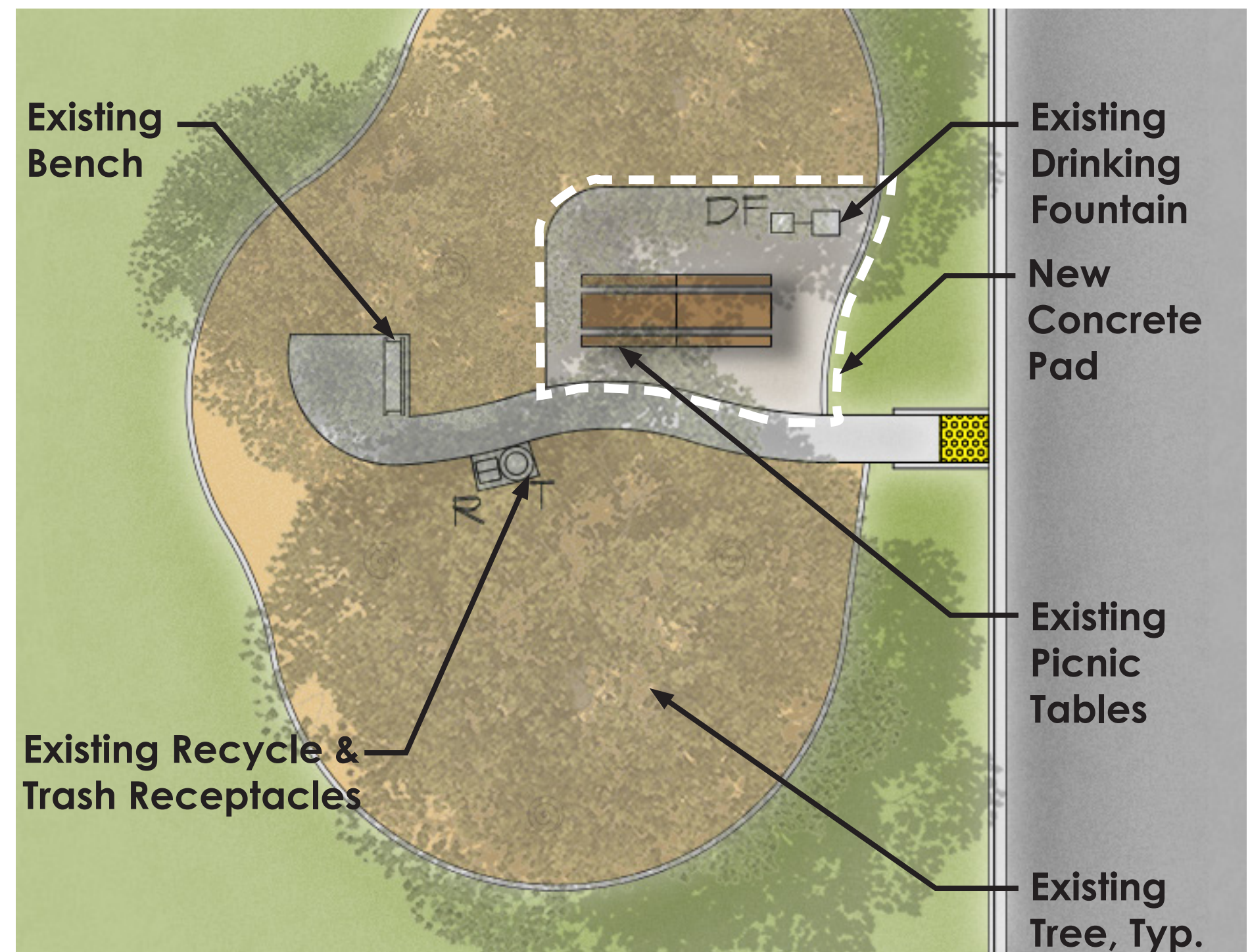
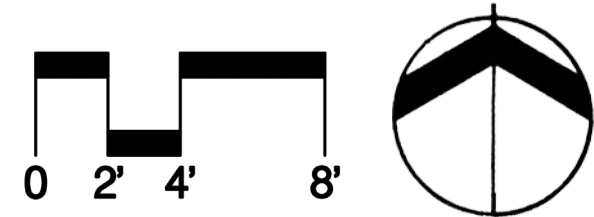
# Attachment 3a

## KEYNOTE LEGEND

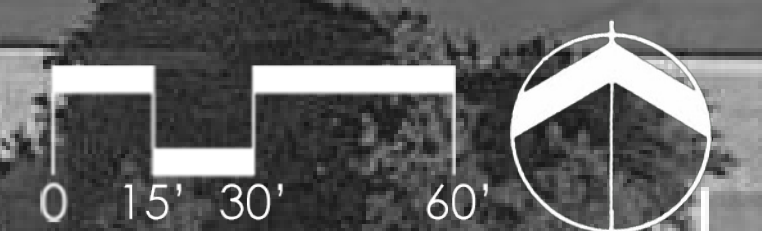
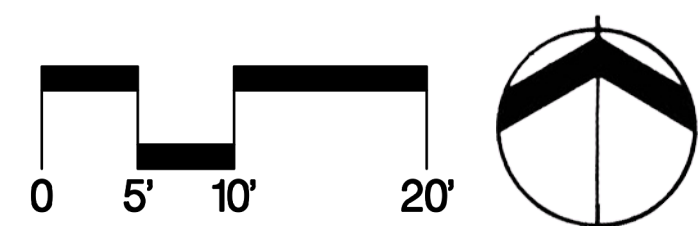
- ① Park Monument Improvements
- ② Picnic Area Improvements
- ③ Replace Existing Plastic Tables (2) & Bench (1) with new Metal Tables (2) & Bench (1).



PARK MONUMENT IMPROVEMENTS



PICNIC AREA IMPROVEMENTS



## EASTWOOD PARK IMPROVEMENTS - MASTER PLAN

CAMERON PARK, CA | JUNE 6, 2022



prepared for <b>Cameron Park Community Services District</b>	<b>Estimate of Probable Construction Costs</b> <b>Eastwood Park Improvements</b>
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prepared on: 06/06/2022

prepared by: IA

checked by:

Item #	Description	Qty	Unit	Cost	Item Total	Subtotal
<b>A.</b>	<b>Project Start-up</b>					
1.	Construction fence	200	LF	\$ 6.00	\$ 1,200.00	
						\$1,200.00
<b>B.</b>	<b>Demolition and Earthwork</b>					
1.	Clear and grub	850	SF	\$ 2.00	\$ 1,700.00	
2.	Rough grading	850	SF	\$ 2.00	\$ 1,700.00	
						\$3,400.00
<b>C.</b>	<b>Picnic Area Improvements</b>					
1.	Concrete pavement	650	SF	\$ 20.00	\$ 13,000.00	
2.	Picnic table	2	EA	\$ 3,000.00	\$ 6,000.00	
3.	Bench	1	EA	\$ 2,000.00	\$ 2,000.00	
						\$21,000.00
<b>D.</b>	<b>Monument &amp; Flagpole Improvements</b>					
1.	Replace flag pole & footing	ALLOW	LS	\$ 7,000.00	\$ 7,000.00	
2.	Electrical	ALLOW	LS	\$ 3,000.00	\$ 3,000.00	
3.	Concrete Mowband 6"	30	SF	\$ 22.00	\$ 660.00	
4.	Soil preparation and fine grading	200	SF	\$ 1.00	\$ 200.00	
5.	Shrub, groundcover, & mulch	200	SF	\$ 3.00	\$ 600.00	
6.	Irrigation (adjust existing & new)	200	SF	\$ 3.00	\$ 600.00	
						\$12,060.00
<b>E.</b>	<b>Tree Evaluation</b>					
1.	Tree Evaluation	ALLOW	LS	\$ 5,000.00	\$ 5,000.00	
						\$5,000.00
<b>F.</b>	<b>Contingencies</b>					
1.	Design Contingency	ALLOW	10%	\$ 4,266.00	\$ 4,266.00	
2.	Change Order Contingency	ALLOW	10%	\$ 4,266.00	\$ 4,266.00	
						\$8,530.00
<b>G.</b>	<b>TOTAL ESTIMATED CONSTRUCTION COSTS &amp; CONTINGENCIES</b>					<b>\$51,190.00</b>

**Based on drawing titled "Eastwood Park Improvements MP", dated "06/06/2022"**

The above items, amounts, quantities, and related information are based on Callander Associates' judgement at this level document preparation and is offered only as reference data. Callander Associates Landscape Architecture, Inc. has no control over construction costs and related factors affecting costs, and advises the client that significant variation may occur between this estimate of probable construction costs and actual construction prices.



## **Agenda Transmittal**

**DATE:** October 3, 2022

**FROM:** Kimberly Vickers, Recreation Supervisor

**AGENDA ITEM #5A:** RECREATION REPORT

**RECOMMENDED ACTION: RECEIVE AND FILE**

We are jumping right into fall! It has been a busy couple months in Recreation. In August and September, we had several great special events including our CP Family Fest, Elvis Concert, Pooch Plunge Community Appreciation Day, Community Clean-up Event, and Movie at the Lake! We finished out Recreation Swim for the season and moved to our winter lap swim and water fitness hours.

I have been in the process of researching potential new Registration Software. We have received one demo and a quote from CivicRec and are working on dates and information with ActiveNet. I am also looking into the cost of adding additional modules and capabilities to our current provider, RecTrac, and seeing if there is another option out there with capabilities we wish to prioritize.

We were lucky to experience only a small number of classes and facility rentals while the CSD was activated as an evacuation shelter. Our community was eager to assist with the shelter, and eager to return to classes and use of the facilities.

We completed and mailed our Fall mailer despite paper shortages and inflation costs. The mailer is available online, at the community center, and being delivered to all addresses in our community. We are also focusing on working with potential class instructors to add class offerings over the winter and spring months.

Some pictures from the last two months.



CP Family Fest



Elvis Concert



Pooch Plunge



Community Clean-up



Movie at the Lake



## Recreation Programming:

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

- *Cameron Park Lake Events & Kiosk Operations*
  - Kiosk remains open daily from 8:00am-5:00pm, if staff availability remains, and will adjust with the daylight as we move into late fall and winter
  
- *Camp CP*
  - We are planning and getting ready for our Fall Break camp
  
- *Aquatics:*
  - We continue to have lap swim and deep-water exercise
  - Recreation Swim ended on September 25, 2022
  - We have Aquasol swim team 6 days a week
  
- *Sports:*
  - Sky Hawks has run fall sports camps for soccer and flag football
  - Prospector Soccer continues their field use
  - We have a full adult basketball league
  - Continue Sunday evening open Gym time
  - Ponderosa Little league is finishing their Fall ball season
  
- *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 returned to in-person five days a week
  - Cooking with Kids class had another successful session
  - Ballet classes returned to the CSD and is doing well
  - Started Spanish Class
  - Tai Chi continues weekly
  - Charcuterie class returns in October
  - Piloted cooking with adults' class- no registrations

- *Upcoming*
  - Thunder in the Park- Chamber event- October 1<sup>st</sup> (Lake)
  - Smash Bro's Tournament- October 7<sup>th</sup>- (CSD)
  - Halloween Hustle 5k- October 15<sup>th</sup>- (Lake)
  - Halloween Boo Bash- October 21<sup>st</sup>- (CSD)
  - Old Fashioned Christmas Craft Faire- November 19<sup>th</sup>- (CSD)

### Communications:

- Continue monthly e-newsletter
- Active engagement on Facebook, Instagram, and Nextdoor, and TikTok
  - Instagram Insights (last 30 days)
    - Accounts engaged- Decreased over last 2 months
    - Followers- increased by 1.5%
  - Facebook
    - Post engagement- increased throughout both months
    - Followers- Gained in both months by 3.3%
- Updating district website-
  - Page views: 70,719 (increased 22,331), 36,667 so far in July
  - 2,755 subscribers to website (increase of 62 subscribers)
  - 2,420 subscribers to E-newsletter (increase of 50 subscribers)

*Cameron Park  
Community Services District*



## **Agenda Transmittal**

**DATE:** October 3, 2022

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

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

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

### **General Information**

- All Sports turf fields are scheduled to be aerated starting Monday October 3<sup>rd</sup>. Following the aeration staff will apply grass seed and fertilizer to the fields.
- Staff went through each of the district lawn mowers and replaced belts, bearings, pullies, and much more. The department is doing all it can to extend the life of the districts aged out equipment.
- Staff spent most of September 19<sup>th</sup> and 20<sup>th</sup> cleaning up after the rainstorm. There were several tree limbs down all over Cameron Park. A contractor had to come out to remove a large limb that fell at the skate park. Staff will be working hard over the next month to clean up all the leaves that will be dropping this fall and into winter.
- The district was awarded a Scholarship to have a staff member attend a virtual building automation course. This course is offered by Sierra Nevada Energy Watch who is a partner of PG&E. This focus is on energy savings and the topics include HVAC, Lighting and Solar operations. Matt Bustabade, the Parks & Facilities Supervisor will be attending this course. The scholarship paid for the course in full savings the district \$995.

### **Cameron Park Lake**

- Staff began removing unwanted willow saplings from the lake shoreline. Once the saplings are cut back, staff will apply an herbicide treatment to keep the saplings from growing.

- Staff met with Solitude Lake Management on Thursday September 22<sup>nd</sup> to discuss the overall maintenance and health of the lake. This year the lake experienced an unusual amount on algae growth on the top of the water. This is concerning to both the district and Cameron Park residents.
- The district receptionist has been gathering information on an automated entry system into Cameron Park Lake. She has gathered three different proposals, giving the district cost estimates and information on what type of systems are on the market. The Superintendent will be releasing an RFP (Request for Proposal) in the next few weeks.

## **Parks and LLADs**

- Staff waited until the first rain of the season to clean the surface at Paul J. Ryan Park. The rain allows staff to blow off all the leaves without creating dust. Staff repaired the entry gate to the small dog park. Earlier this year a tree limb fell, crushing the top half of the gate. Staff also added three yards of crushed gravel around the drinking fountains and pools. This will help keep the area dry as dog play in the water.
- American Eagle Roofing was awarded the bid to install a new roof over the restrooms and concession stand at Rasmussen Park. They will install a 30-year composite style roofing, replacing the old metal roof that is leaking and falling apart.
- A local resident who lives in the Air Park has allowed the department to haul away fill dirt from his property. Staff moved approximately thirty yards of fill dirt to Rasmussen Park. The dirt was used to repair the pathway on the south side of the park. Staff plan to continue moving dirt to Rasmussen Park to create a levy/berm to keep the creek on BLM land from washing out the pathway this coming winter.
- Staff repaired the cyclone fence that surrounds the skate park. A large oak tree limb fell damaging the fence in the process. Staff also repaired the split rail fence at Paul J. Ryan Park. The split rail fence will need to be replaced in the near future.

- Gold panning activity has been increasing at Royal Oaks Park. Staff removed a truck load of mining equipment from the creek on Friday September 16<sup>th</sup>. The district will continue collaborating with the sheriff's department to try and find a permanent solution to this issue. Gold panners have been digging into the creek bank which has eroded a section of Deer Creek.

## **Community Center**

- The Red Cross occupied the Community Center as an evacuation shelter on Thursday September 8<sup>th</sup>. The shelter was opened due to the Mosquito Fire burning in Placer and EL Dorado County. The shelter housed up to seventy people at one point. As of Wednesday September 21<sup>st</sup> all evacuees have left the shelter. The District plans to return to normal operations on Thursday September 22<sup>nd</sup>.
- The district released an RFB (Request for Bid) in early September to have the front entrance of the Community Center repaired. The closing date for the RFB is on Friday, September 30<sup>th</sup>.
- Staff is scheduling Cal Vintage Roofing to start phase two of the roof repair project. Nor Cal roofing noticed several worn out areas of the roof when they repaired the gym roof leak last winter. Phase two should start in the month of October.

## **Cal Fire / Growlersburg**

- Growlersberg spent 1 crew day clearing vegetation along the creek at Northview Park.
- Growlersberg spent 1 crew day clearing the vegetation along the East side of Gateway Park. El Dorado Weed Control will be following up with an herbicide application to target the overgrown Bermuda Grass along the fire break.
- Growlersberg has been unavailable as of late due to the Mosquito Fire.