

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



**Parks & Recreation Committee**  
**Monday, November 2, 2020**  
**6:30 p.m.**

**TELECONFERENCE ZOOM MEETING**  
<https://us02web.zoom.us/j/86719368637>

**Meeting ID: 867 1936 8637**

(Teleconference/Electronic Meeting Protocols are attached)

**Agenda**

Members: Chair Director Ellie Wooten (EW), Vice Chair Director Felicity Carlson (FC)  
Alternate Director Holly Morrison (HM)

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

**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**

**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. Park Development Impact Fees to Fund Cameron Park Lake Splash and Spray Playground Project**  
(J. Ritzman)

2. **CALA Scope of Services and Estimated Fees for Cameron Park Lake Splash and Spray Playground Project** (M. Grassle, Callander Associates)
3. **California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access For All Act Of 2018 (Prop 68) Per Capita Proposed Projects** (M. Grassle)
4. **Staff Oral & Written Updates**
  - a. Recreation Report (W. Kahn)
  - b. Parks & Facilities Report (M. Grassle)
5. **Items for December & Future Committee Agendas**
6. **Items to take to the Board of Directors**

**MATTERS TO AND FROM COMMITTEE MEMBERS**

**ADJOURNMENT**



# 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, August 3, 2020**  
**6:30 p.m.**

**TELECONFERENCE ZOOM MEETING**  
<https://us02web.zoom.us/j/81305547989>

**Meeting ID: 813 0554 7989**

(Teleconference/Electronic Meeting Protocols are attached)

**Conformed Agenda**

Members: Chair Director Ellie Wooten (EW), Vice Chair Director Felicity Carlson (FC)  
Alternate Director Holly Morrison (HM)

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

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

**ROLL CALL** – EW/FC

*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 – May 4<sup>th</sup>, 2020 & July 6<sup>th</sup>, 2020** - 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. Park Improvement Plan – Strategies and Prioritizing** (J. Ritzman, M. Grassle, Callander Associates)
  - Reviewed and discussed the updated Park Improvement Plan; committee provided feedback. Move to the Board with support.

**2. Staff Oral & Written Updates**

- a. Parks & Facilities Report (M. Grassle)
- b. Recreation Report (W. Kahn)

**3. Items for September & Future Committee Agendas**

- *Sports Fields – project description & cost*

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

- *Park Improvement Plan (September)*

**MATTERS TO AND FROM COMMITTEE MEMBERS**

**ADJOURNMENT** – 7:45pm

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



**Parks & Recreation Committee**  
**Monday, August 31, 2020**  
**6:30 p.m.**

**TELECONFERENCE ZOOM MEETING**  
<https://us02web.zoom.us/j/89777754999>

**Meeting ID: 897 7775 4999**

(Teleconference/Electronic Meeting Protocols are attached)

**Conformed Agenda**

Members: Chair Director Ellie Wooten (EW), Vice Chair Director Felicity Carlson (FC)  
Alternate Director Holly Morrison (HM)

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

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

**ROLL CALL** – FC (EW was absent)

*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** – move to next Parks & Rec Committee Meeting

**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. Sports Fields Renovation Project, Scope of Work and Costs – Strategies and Prioritizing**  
(M. Grassle)

- Reviewed and discussed proposed Sports Fields Renovation Project. Move to the Board.



**2. California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act of 2018 - Proposition 68 Resolution** (J. Ritzman)

- *Reviewed and discussed California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act of 2018 – Proposition 68. Move to the Board.*

**3. “Standing the Heat”, by Jamie Sabbach, California Parks & Recreation Magazine** (written report, informational)

**4. Staff Oral & Written Updates**

- a. Parks & Facilities Report (M. Grassle)
- b. Recreation Report (oral report, W. Kahn)
- c. Update Park Development Impact Fees (oral update, J. Ritzman)

**5. Items for October & Future Committee Agendas**

- *Funding Strategies for Parks Improvement Plan*

**6. Items to take to the Board of Directors**

- Park Improvement Plan
- Proposition 68 Resolution

**MATTERS TO AND FROM COMMITTEE MEMBERS**

**ADJOURNMENT** – 7:42pm



## Agenda Transmittal

**DATE:** November 2, 2020

**FROM:** Jill Ritzman, General Manager

**AGENDA ITEM #1:** **PARK DEVELOPMENT IMPACT FEES TO FUND CAMERON PARK LAKE PROPOSED SPLASH & SPRAY PLAYGROUND**

**RECOMMENDED ACTION:** **SUPPORT USING PARK DEVELOPMENT IMPACT FEES TO FUND UP TO 75% OF THE CAMERON PARK LAKE SPLASH & SPRAY PLAYGROUND PROJECT COSTS; FORWARD TO THE BOARD OF DIRECTORS FOR CONSIDERATION**

### Background

To eliminate the budget deficit for Fiscal Year 2019-20, the Board did not fund the operations of the Swimming Lagoon. In addition, staff discovered that the facility is out of compliance with American with Disabilities Act (ADA) regulations, and meeting those regulations would be nearly impossible due to engineering and costs.

On December 16, 2020, the Board of Directors approved the Park Improvement Plan (Plan). This Plan proposes the construction of a Splash & Spray Playground at the old Swimming Lagoon site.

### Discussion

Staff is recommending the use of Park Development Impact Fees to pay for up to 75% of the project costs. This request meets the purpose of Park Development Impact Fees by expanding park services as follows:

- ✓ Splash Playground is accessible for children and adults of all abilities; it meets & exceeds Americans with Disabilities Act requirements.
- ✓ Operates for more months of the year, May 1 to September 30 or longer, weather permitting.
- ✓ Daily hours are longer, consistent with park operating hours of 7:00am to dusk.

Operates More Months of the Year, More Hours in a Day

The Swimming Lagoon, due to the nature of the facility, requires lifeguards for operating; therefore, the Swimming Lagoon had limited hours, primarily afternoons and weekends Memorial Day through Labor Day. The new Splash & Spray Playground will be open when warm weather permits, beginning May 1 through October 1 or later. Staffing is not required; therefore, the Playground operating hours will be consistent with the park’s operating hours, 7:00am to dusk.

The following chart compares the operational hours of the Swimming Lagoon and Splash & Spray Playground

	Lagoon	Playground
Hours per week <i>(6 hours/day weekdays + 8 hours/day weekends)</i>	46	84
Weeks per year	15	22
Total Annual Operational Hours <i>(estimated)</i>	690	1,848

The Splash Playground will be available 2½ times more than the Swimming Lagoon, expanding park and recreation services in the District.

Accessible for all Ages and Abilities

The Swimming Lagoon is not available to people with mobility impairments and due to engineering and design, fully meeting all ADA requirements is impossible. Current ADA guidelines require a chair lift that lowers people with mobility impairments into the water. There is no ability to meet this requirement due to the engineering and design of the Swimming Lagoon’s sloping sand sides, sand bottom, large rocks, and earthen dam that separates the Lagoon from the Lake. The chair must be mounted in an area with 3 to 5 feet of water, placing the chair and its foundation on the dam which would jeopardize the dam’s integrity. Construction on the dam would require extensive engineering and permitting.

Deep sand surrounds the water and is soft. There are no hard pathways leading to the water. Users enter by stepping over the cement barrier and walking through soft sand to access the water.

It is important to the District to provide park and recreation services to all residents of Cameron Park. Due to the Swimming Lagoon’s design and structure, people with mobility impairments are unable to use this water-featured facility, and constructing improvements at the Lagoon to address the deficiency is nearly impossible. Splash playgrounds would expand park services to people of all abilities, including people with mobility impairments.

Financial Impacts

Staff is recommending that Park Development Impact Fees fund up to 75% of total project costs, which are estimated in the below chart. County staff responded that they felt up to 100% of the Park Development Impact Fees could be used for the project. The costs are below are **preliminary** and will not be finalized until a landscape architect develops the plans and specifications.

Splash Pad	500,000
Bonding, mobilization, staking	54,475
Storm water pollution prevention	20,000
Environmental and County permits	10,000
Parking lot and pathway improvements/accessibility	25,000
Landscape architect plans & specifications, project oversight <i>(16% of total project costs)</i>	\$115,500
Total <b>estimated</b> project costs	\$724,975
<i>Proposed funding from Park Dev Impact Fees, up to</i>	<i>\$543,731</i>

Staff is working with the District grant writer to identify the best possible competitive grant to provide additional funding. The Land and Water Conservation Fund seems to be a viable option, and funds up to 50% of the total project costs. If successful with competitive grants, the amount needed from the Park Development Impact Fees will be less, and can be used for additional park improvement projects. Also, if the District is unsuccessful in securing grants, additional Park Development Impact Fees may be approved by the County. It should be noted that costs to decommission the Lagoon is not in the project costs, and would not be reimbursable from typical grant sources.

Status of the Park Development Impact Fee Fund, Fund 04

Fund Balance as of June 30, 2020	\$828,394
Pending Reimb. Request to County*	-26,151
Available Fund Balance	\$802,245
Less Splash Pad 75% of Construction Costs	-543,731
Remaining Fund Balance	\$258,514

\* Pending request to the County for Christa McAuliffe T-Ball Field, Disc Golf Fence, and Pickleball courts re-stripping.

Next Steps

If approved by the Parks and Recreation Committee and the Board of Directors, staff will forward this request and justification to the County Board of Supervisors for consideration.



## **Agenda Transmittal**

**DATE:** November 2, 2020

**FROM:** Mike Grassle, Parks & Facilities Superintendent

**AGENDA ITEM #2:** **CALLANDER & ASSOCIATES (CALA) LANDSCAPE ARCHITECT  
CONTRACT AMENDMENT**

**RECOMMENDED ACTION:** **REVIEW AND DISCUSS SCOPE OF SERVICES AND ESTIMATED  
FEES FOR CAMERON PARK LAKE SPLASH AND SPRAY  
PLAYGROUND PROJECT**

### **Background**

In January 2020, staff released a Request for Qualifications to secure an experienced landscape architect firm to:

- Work closely with the General Manager and Parks & Facilities Superintendent to identify and prioritize park projects for existing park development funds and future grant funds;
- Work closely with a District grant writer and Parks & Facilities Superintendent to provide project descriptions, scope of work, timelines, and cost estimates for inclusion in grant applications.

In February 2020, General Manager and Parks & Facilities Superintendent interviewed three firms:

- Melton Design Group, Chico, and Sacramento
- HELIX Environmental Planning, Folsom (firm purchased Foothill Associates, who wrote the 2015 Parks and Recreation Facilities Master Plan)
- Callander Associates Landscape Architects (CALA), Gold River and San Jose

All three firms were well qualified to provide landscape architect services and their cost estimates were similar. CALA was chosen due to their background in refurbishing aged park amenities and the firm's principal was a Cameron Park resident. An agreement was

signed between CALA and the District under the General Manager's authority. The cost for services, which ended with the Board's approval of the Park Improvement Plan, was \$24,899.

### **Discussion**

Staff is suggesting the Board consider amending CALA's contract to provide the following services for the Cameron Park Lake Splash and Spray Playground Project (Attachment 2A):

- Design Development
- Project Budget
- Construction Documents
- Bidding and Construction Review and Oversight
- Environmental Permitting Assistance

The proposed contract amendment will require a 4/5ths vote of the Board of Directors. Staff is recommending the District continue working with CALA because of their familiarity with the District and community. The firm can quickly begin design development and identify specific project costs that will support a competitive grant application. Most competitive grant applications are due in February. A grant application cannot be submitted, and environmental and county permits cannot be secured, without the work of a landscape architect (Attachment 2B). Staff is meeting with the Grant Writer next Tuesday to discuss specific grant opportunities and deadlines.

### **Financial Impact**

Park Development Impact Fees, if approved by the Board of Directors and Board of Supervisors, can fund CALA contract costs. As well, a competitive grant could offset some of the contract costs depending upon the grant guidelines.

### Attachments:

2A – CALA Scope of Services and Estimated Fees for Splash Pad Project

2B – Park Improvement Process

**Via Email**

October 22, 2020

**MEMO TO:** Mike Grassle  
Cameron Park CSD

**FROM:** Benjamin Woodside, Principal

**RE: CAMERON PARK LAKE / ESTIMATED FEES TO CONVERT SWIM LAGOON TO A SPLASH PAD**

Per our discussions, below is an estimated range of fees you can expect for implementing the improvements at Cameron Park Lake including conversion of the swim lagoon to a splash pad. Assume it will be a pre-package unit as provided by the splash pad manufacturer. Also assume the contractor will prepare the storm water pollution prevention plan. If you decide to move forward, we can formalize in a scope of work and fee for approval. If it's a contract extension we would propose to add the following tasks to our scope. We anticipate the need of 3 subconsultants; Geotech for study and recommendations; Civil for survey and grading; Electrical to provide electrical engineering. All structural work would be provided by the splash equipment manufacturer.

**2.0 DESIGN DEVELOPMENT.** Finalize design, theming and budget.

2.1 – Topographic survey including utility review

2.2 – Geotechnical report including recommendations

2.3 – Design development plans – 35% level construction documents

- splash pad theming
- site construction plan
- grading and drainage plan
- planting and irrigation plans
- electrical plan
- estimate of probable construction costs

2.4 – Meetings:

- Staff review meeting
- Site review meeting
- Community outreach
- Formal presentation

**3.0 CONSTRUCTION DOCUMENTS.**

3.1 - Prepare and submit construction documents at 75%, 100% and Final.

- Cover sheet
- site construction plan
- grading and drainage plan
- planting and irrigation plans
- electrical plan
- technical specs
- estimate of probable construction costs

**BURLINGAME**

1633 Bayshore Highway, Suite 133  
Burlingame, CA 94010  
650.375.1313

**GOLD RIVER**

12150 Tributary Point Drive, Suite 140  
Gold River, CA 95670  
916.985.4366

**SAN JOSE**

2025 Gateway Place, Suite 285  
San Jose, CA 95110  
408.275.0565



## Memo

RE: Cameron Park Lake/Estimated Fees to Convert Swim Lagoon to a Splash Pad

October 22, 2020

Page 2 of 2

- bid form and district contract documents for bidding
- 3.2 – Submit 100% to county for permit and approval
- 3.3 – Meetings:
  - Staff review meetings (3)
  - County meeting

**4.0 BIDDING AND CONSTRUCTION REVIEW.**

- 4.1 – Bidding assistance
  - Assist with preparation of bid package to obtain bids
  - Answer bid questions and provide clarifications and addendums
  - Review bids and prepare recommendation
- 4.2 – Construction Review
  - Review submittals and RFI's
  - Review site during construction (8 visits)
  - Assist with payment requests from contractor
  - Substantial completion and final reviews

**5.0 ENVIRONMENTAL ASSISTANCE.** Provide limited assistance to help the County/District apply for a categorical exemption on the project. We are anticipating that the project will be a CEQA categorical exemption and we would only provide assistance to the county for their preparation of that document. No studies are anticipated.

**FEE ESTIMATE.** Includes all the subs fees and reimbursable expenses.

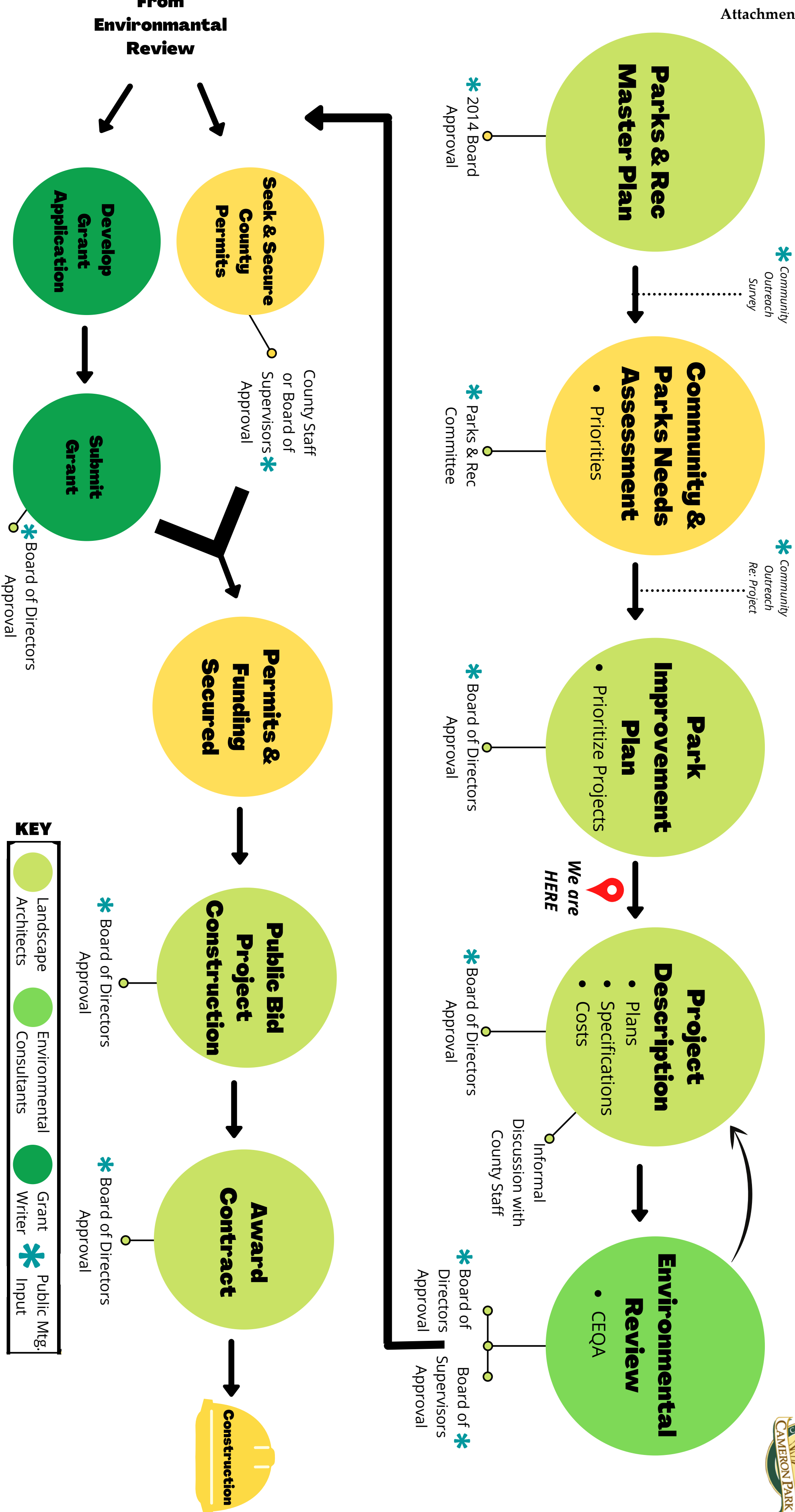
2.1 – Topo Survey	\$7,500
2.2 – Geo report and rec.	\$15,000
2.0 - Design Development Plans	\$20,000
3.0 – Construction Documents	\$45,000
4.0 – Bidding and Construction review	\$25,000
5.0 – Environmental assistance	\$3,000
<b>Total Estimated Fees</b>	<b>\$115,500</b>

Please let me know if you have any questions, we are happy to attend the board meeting that this is being presented at, just let us know. The final scope and fee will have a much more detailed breakdown. Thank you for the opportunity to continue to assist the District. The biggest variable will be the construction assistance. The range goes from providing just assistance to you to full construction management where we would be the point of contact for the contractor.

Thank you.

- END -

# Park Improvement Process



**KEY**

- Light Green Circle: Landscape Architects
- Green Circle: Environmental Consultants
- Dark Green Circle: Grant Writer
- Light Blue Asterisk: Public Mtg. Input

## Agenda Transmittal

**DATE:** November 2, 2020

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

**AGENDA ITEM #3:** CALIFORNIA DROUGHT, WATER, PARKS, CLIMATE, COASTAL PROTECTION, AND OUTDOOR ACCESS FOR ALL ACT OF 2018 (PROP 68) PER CAPITA

**RECOMMENDED ACTION:** PROVIDE INPUT FOR PROJECT PRIORITIES AND DIRECT STAFF TO UTILIZE PROP 68 FUNDS

### Introduction

The District currently has \$177,000 in Proposition 68 Per Capita fees to repair and or retrofit existing park and facility amenities. Prop 68 requires a match of 20%. The Committee previously discussed utilizing a portion of the money to repair and upgrade our existing sports fields. The District recently released a Request for Proposal (RFP) to perform the repair work on all of the sports fields. Responses to the RFP are included in Attachment 3A. Below are the projects recommended by staff to utilize the Prop 68 funds for your consideration.

Projects listed below total \$246,103 in Per Capita Funds, exceeding the allocation to the District. Your feedback regarding project priorities is requested.

### Prop 68 Project Ideas

- *Repair and retrofit current sports fields: Christa McAuliffe, David West, and Rasmussen Park. The District will be looking to our frequent user groups to provide the District with the 20% matching funds (does not include drainage work at Rasmussen Park).*

Estimated Project Cost	20% Funding Match Per Capita Funds	Potential Match Funding Source	Estimated Project Cost
\$119,438	\$18,630	\$100,808	<ul style="list-style-type: none"><li>• Regular field user groups</li><li>• Park reserves</li></ul>

			<ul style="list-style-type: none"> <li>• Increase fees to cover the 20% over several years.</li> </ul>
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- *Replace fountains at both inlets at Cameron Park Lake.*

Estimated Project Cost	20% Funding Match Per Capita Funds	Potential Match Funding Source	Estimated Project Cost
\$2,400	\$480	\$1,920	<ul style="list-style-type: none"> <li>• Cameron Park Rotary</li> <li>• Cameron Park Community Foundation</li> <li>• Lake resident HOAs</li> <li>• District's operating budget</li> </ul>

- *Refurbish restrooms at Christa McAuliffe, Rasmussen Park and Cameron Park Lake. Work would include installing new toilets, sinks, dispensers, mirrors, lights and possibly partitions. The metal roof at Rasmussen Park needs some repair work as well.*

Estimated Project Cost	20% Funding Match Per Capita Funds	Potential Match Funding Source	Estimated Project Cost
\$22,000	\$4,400	\$17,600	<ul style="list-style-type: none"> <li>• Park Reserves</li> <li>• Quimby Fees</li> </ul>

- *Repaint iron fence surrounding the pool at the Community Center*

Estimated Project Cost	20% Funding Match Per Capita Funds	Potential Match Funding Source	Estimated Project Cost
\$5,000	\$1,000	\$4,000	<ul style="list-style-type: none"> <li>• Community Center Reserves</li> <li>• Quimby Fees</li> </ul>

- *Replace existing playground at Cameron Park Lake*

Estimated Project Cost	20% Funding Match Per Capita Funds	Potential Match Funding Source	Estimated Project Cost
\$40,000-60,000	\$8,000-12,000	\$32,000-48,000	<ul style="list-style-type: none"> <li>• Cameron Park Rotary</li> <li>• Matching grant</li> <li>• Manufacturer savings/incentives</li> <li>• Park reserves</li> <li>• Cameron Park Community Foundation</li> </ul>

- *Repair and replace existing exterior lights at Cameron Park Lake*

Estimated Project Cost	20% Funding Match Per Capita Funds	Potential Match Funding Source	Estimated Project Cost
\$12,000	\$2,400	\$9,600	<ul style="list-style-type: none"> <li>• Park reserves</li> <li>• Project will pay for itself in 7-8 years</li> </ul>

- *Repaint main office, hallway, social room, and dance room at the Community Center*

Estimated Project Cost	20% Funding Match Per Capita Funds	Potential Match Funding Source	Estimated Project Cost
\$5,000	\$1,000	\$4,000	<ul style="list-style-type: none"> <li>• Community Center reserves</li> </ul>

- *Replace exterior fence surrounding the maintenance shop at Cameron Park Lake*

Estimated Project Cost	20% Funding Match Per Capita Funds	Potential Match Funding Source	Estimated Project Cost
\$18,000	\$3,600	\$14,400	<ul style="list-style-type: none"> <li>• Quimby fees</li> </ul>

- *Add 280 yards of mulch under playground equipment*

Estimated Project Cost	20% Funding Match Per Capita Funds	Potential Match Funding Source	Estimated Project Cost
\$11,200	\$1,920	\$9,280	<ul style="list-style-type: none"> <li>• Park &amp; LLAD reserves</li> <li>• Quimby fees</li> </ul>

- *Add additional storage sheds for the District and user groups at the pool; move existing maintenance shed in pool area; look at converting some lawn to cement to store sheds on.*

Estimated Project Cost	20% Funding Match Per Capita Funds	Potential Match Funding Source	Estimated Project Cost
\$16,000	\$3,200	\$12,800	<ul style="list-style-type: none"> <li>• Pool user groups</li> </ul>

- *Install vinyl material to help eliminate excess sound that negatively impacts residents who back up to pickleball courts at Cameron Park Lake.*

Estimated Project Cost	20% Funding Match Per Capita Funds	Potential Match Funding Source	Estimated Project Cost
\$29,625	\$5,930	\$23,695	<ul style="list-style-type: none"> <li>• Affected residents</li> <li>• Park reserves</li> <li>• Pickleball users</li> </ul>

**Recommendations**

- Take the RFP to perform work on all District sports fields to the Board of Directors with the contingency that the District has secured a 20% match from user groups.
- Provide feedback and prioritize the above projects.

Attachment:

3A – Sports Fields RFP Response



Delta Bluegrass Co.  
P.O. Box 307  
Stockton, CA 95201  
800.637.8873  
C-27 # : 752734  
DIR # : 1000007968

October 26, 2020

Attn: Mike Grassle

Delta Bluegrass Company is very interested in performing the renovation work on the four fields listed in the RFP dated October 1<sup>st</sup>

Our Sports Turf Division is part of a larger Horticultural and Agricultural corporation of Delta Bluegrass/Zuckerman Heritage located in the San Joaquin Delta region near Stockton, Ca.

We have specialized and have worked on projects of these types for over 40 years all over Northern California

Our list of successful projects is quite extensive. I have listed a few customers and project names with similar scopes of work, some of which you may be already familiar with for your review

Again, we look forward to the opportunity in providing your park district with these renovation services on these four different fields in hopes of improving their safety and playability

Please feel free to contact me if you need any additional information

Steve Abella

Sports Division Manager

Delta Bluegrass Co

209 471-4933



**Cameron Park CSD**

**Reference List:**

**Rancho Murrieta HOA- Stonehouse Sports Complex- 2017 thru 2019**

**El Dorado Hills CSD- Promontory Point – 2017-2018**

**Community Park - 2017 & 2020**

**New York Creek Baseball- 2018 & 2019**

**Auburn RE. Dept. – Railhead Park- 2017**

**Beggs Little League Field- 2018**

**James Baseball Field- 2019**

**Lodi Unified School District- Bear River H.S. Baseball infield – 2018**

**Lodi H.S. Soccer Drainage project- 2019**

**McNair H.S. – Baseball infield project- 2019**

**Rocklin Unified School District- Ruhkala Elementary- Turf Renovation – 2017**

**Anderson Creek Elementary- Turf Renovation- 2017**



## Sports Turf Project Estimate



Delta Bluegrass Co.  
P.O. Box 307  
Stockton, CA 95201  
800.637.8873  
C-27 # : 752734  
DIR # : 1000007968

Date:	10/26/20
Company Name:	Cameron Park CSD
Customer Contact:	Mike Grassle
Email:	mgrassle@cameronpark.org
Phone Number:	530 558-1146
Project Name:	David West Infield Project
Project Address:	4220 Crazy Horse Rd
City, State, Zip:	Cameron Park, Ca 95682
Billing Address:	2502 Country Club Dr
Billing City, State, Zip:	Cameron Park Ca. 95682
Billing Terms:	Net 30
Prevailing Wage:	Yes

Sales Representative: Steve Abella  
Phone Number: (209) 471-4933  
E-Mail: sabellasportsturf@hotmail.com

Description / Scope of Work	Quantity	Rate	Total
<p>David West Infield skin renovation project</p> <p>Provide all labor and equipment and materials to perform the following Infield renovation service. Details are as follows</p> <ul style="list-style-type: none"> <li>Remove top 1 ½ inches of pre-existing old infield mix</li> <li>Provide 23 yards of new mix plus 2 tons of infield conditioners</li> <li>Check and Re align infield bases and dimensions</li> <li>Remove and re grade back edge of infield skin to remove lip and help match up with outfield turfgrass</li> <li>Laser level infield skin for proper drainage away from infield turf and into outfield areas</li> </ul>	4,000 Sq. Ft.	\$3.68. per Sf	\$14,720.00
<b>TOTAL</b>			<b>\$14,720.00</b>

Specific Exclusions Include:

	Off-Site Disposal of Cut Materials
*	Water or Grow- In Management after Sod Installation
	Construction Fencing if Required
*	Flagging or marking of existing irrigation heads or equipment
*	Irrigation Repair or Adjustment
*	Other (specify):
	Other (specify):

Terms of Contract:

- ESTIMATE PRICE SHALL BE SUBJECT TO ADDITIONS OR DELETIONS, BASED ON CHANGES TO SQUARE FOOTAGE SHIPPED AND INSTALLED, OR CHANGES IN SCOPE OF WORK AS SET FORTH IN THIS ESTIMATE.
- UNLESS OTHERWISE STATED, DELTA BLUEGRASS COMPANY AGREES TO SUPPLY ALL MATERIALS. LABOR AND SUPERVISION TO PERFORM WORK AS DESCRIBED IN ESTIMATE DETAILS.
- ANY INCREASE OR DECREASE IN CONTRACT PRICE, CHANGE OF THE WORK OR CHANGES IN THE CONTRACT TIME MUST BE SET FORTH IN A CHANGE ORDER SIGNED BY OWNER AND CONTRACTOR.
- EITHER PARTY SHALL HAVE THE RIGHT TO CANCEL THIS CONTRACT WITHIN (3) DAYS OF SIGNING SUCH CONTRACT WITHOUT INCURRING ANY PENALTIES. CANCELLATION MUST BE IN WRITING AND DELIVERED TO THE STATED ADDRESS OF THE OTHER PARTY.
- FINANCE CHARGES MAY BE ADDED ON ALL INVOICES NOT PAID IN FULL AT 2% NET 30.
- IF PRODUCT IS ORDERED, DELIVERED, AND, FOR REASONS BEYOND OUR CONTROL, RETURNED TO US, A RESTOCKING CHARGE MAY APPLY.
- SIGNING THIS PROPOSAL ACKNOWLEDGES ACCEPTANCE OF PRICE, TERMS, & CONDITIONS. **Proposal must be signed and returned prior to commencement of work.**

**Delta Bluegrass Co. Rep. Signature : Steve Abella**

**Customer Signature:**



Date: \_\_\_\_\_

Date: \_\_\_\_\_

P.O. Box 307 – Stockton California 95201 – (209) 471-4933 – sabellasportsturf@hotmail.com

# Sports Turf Project Estimate



Delta Bluegrass Co.  
 P.O. Box 307  
 Stockton, CA 95201  
 800.637.8873  
 C-27 # : 752734  
 DIR # : 1000007968

Sales Representative: Steve Abella  
 Phone Number: (209) 471-4933  
 E-Mail: sabellasportsturf@hotmail.com

Date:	10/26/20
Company Name:	Cameron Park CSD
Customer Contact:	Mike Grassle
Email:	mgrassle@cameronpark.org
Phone Number:	530 558-1146
Project Name:	Rasmussen Park Baseball infield and Drainage project
Project Address:	3610 Mira Loma Dr.
City, State, Zip:	Cameron Park, Ca
Billing Address:	2502 Country Club Dr
Billing City, State, Zip:	Cameron Park Ca.
Billing Terms:	Net 30
Prevailing Wage:	Yes

Description / Scope of Work	Quantity	Rate	Total
<p><b>Rasmussen Park Infield Skin Renovation and Drainage project</b></p> <p>Provide all labor and equipment and materials to perform the following renovation and drainage service. Details are as follows</p> <p>Remove top 1 ½ inches of pre-existing old infield mix</p> <p>Provide 110 yards of new infield mix plus 3 tons of infield conditioners.</p> <p>Check and Re-align infield bases and field dimensions</p> <p>Remove and regrade back edge of infield skin to remove lip build up and help match up with outfield grass</p> <p>Laser level infield skin for proper surface drainage</p> <p>Provide and install a new 6 inch drain line with catch basins along the 3<sup>rd</sup> base side to capture water that runs onto infield</p>	24,500 Sq. Ft.	\$1.74 per Sf	\$42,630.00
<b>TOTAL</b>			<b>\$42,630.00</b>

Specific Exclusions Include:

*	Off-Site Disposal of excess materials
*	Grow in off new turfgrass if needed
*	Construction Fencing if Required
*	Flagging or marking of existing irrigation heads or equipment
*	Irrigation Repair or Adjustment
	Other (specify):
	Other (specify):

Terms of Contract:

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- IF PRODUCT IS ORDERED, DELIVERED, AND, FOR REASONS BEYOND OUR CONTROL, RETURNED TO US, A RESTOCKING CHARGE MAY APPLY.
- SIGNING THIS PROPOSAL ACKNOWLEDGES ACCEPTANCE OF PRICE, TERMS, & CONDITIONS. **Proposal must be signed and returned prior to commencement of work.**

**Delta Bluegrass Co. Rep. Signature : Steve Abella**

**Customer Signature:**



Date: \_\_\_\_\_

Date: \_\_\_\_\_

P.O. Box 307 – Stockton California 95201 – (209) 471-4933 – sabellasportsturf@hotmail.com

# Sports Turf Project Estimate



Delta Bluegrass Co.  
 P.O. Box 307  
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 800.637.8873  
 C-27 # : 752734  
 DIR # : 1000007968

**Sales Representative:** Steve Abella  
**Phone Number:** (209) 471-4933  
**E-Mail:** sabellasportsturf@hotmail.com

<b>Date:</b>	10/26/20
<b>Company Name:</b>	Cameron Park CSD
<b>Customer Contact:</b>	Mike Grassle
<b>Email:</b>	mgrassle@cameronpark.org
<b>Phone Number:</b>	530 558-1146
<b>Project Name:</b>	Rasmussen Park Little League ballfield infield
<b>Project Address:</b>	3610 Mira Loma Dr
<b>City, State, Zip:</b>	Cameron Park, Ca
<b>Billing Address:</b>	2502 Country Club Dr.
<b>Billing City, State, Zip:</b>	Cameron Park Ca.
<b>Billing Terms:</b>	Net 30
<b>Prevailing Wage:</b>	Yes

Description / Scope of Work	Quantity	Rate	Total
<p><b>Rasmussen Park Little League Infield skin renovation</b></p> <p><b>Provide all labor and equipment and materials to perform the following renovation to the infield skin Details are as follows</b></p> <p>Remove top 1 ½ inches of pre- existing old infield mix                      Provide 23 yards of new mix plus 2 tons of infield conditioners                      Check and Re -align infield bases and field dimensions                      Remove and regrade back edge of infield skin to remove lip and help match up with outfield turfgrass                      Laser level infield skin for proper drainage                      Provide and install new turf grass around back edge of skin</p>	5,000 Sq. Ft.	\$3.27 per Sf	\$16,350.00
<b>TOTAL</b>			<b>\$16,350.00</b>

Specific Exclusions Include:

*	Off-Site Disposal of Cut Materials
*	Water or Grow- In Management after Sod Installation
	Construction Fencing if Required
*	Flagging or marking of existing irrigation heads or equipment
*	Irrigation Repair or Adjustment
	Other (specify):
	Other (specify):

Terms of Contract:

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- SIGNING THIS PROPOSAL ACKNOWLEDGES ACCEPTANCE OF PRICE, TERMS, & CONDITIONS. **Proposal must be signed and returned prior to commencement of work.**

**Delta Bluegrass Co. Rep. Signature : Steve Abella**

**Customer Signature:**



Date: \_\_\_\_\_

Date: \_\_\_\_\_

P.O. Box 307 – Stockton California 95201 – (209) 471-4933 – sabellasportsturf@hotmail.com

# Sports Turf Project Estimate



Delta Bluegrass Co.  
 P.O. Box 307  
 Stockton, CA 95201  
 800.637.8873  
 C-27 # : 752734  
 DIR # : 1000007968

<b>Date:</b>	10/26/20
<b>Company Name:</b>	Cameron Park CSD
<b>Customer Contact:</b>	Michael Grassle
<b>Email:</b>	Mgrassle@cameronpark.org
<b>Phone Number:</b>	530 558-1146
<b>Project Name:</b>	Christa McAuliffe Park
<b>Project Address:</b>	Merrychase Dr.
<b>City, State, Zip:</b>	Cameron Park, CA
<b>Billing Address:</b>	2502 Country Club Dr.
<b>Billing City, State, Zip:</b>	Cameron Park, CA. 95682
<b>Billing Terms:</b>	Net 30
<b>Prevailing Wage:</b>	Yes

**Sales Representative:** Steve Abella  
**Phone Number:** (209) 471-4933  
**E-Mail:** sabellasportsturf@hotmail.com

Description / Scope of Work	Quantity	Rate	Total
<p><b>Christa McAuliffe Park Turfgrass Renovation Project</b></p> <p>Provide all labor and equipment and materials to perform the following turf renovation services. Details are as follows</p> <ul style="list-style-type: none"> <li>• Turfgrass removal and field leveling using our Koro Combinator to Fraise mow turf area.</li> <li>• Deep Tine Aeration to relieve surface compaction</li> <li>• Top Dressing of 230 yards of a sand / compost blend to improve surface drainage and improve levelness of field</li> <li>• Pre-Plant fertilize</li> <li>• Slit Seed a Sport Blend seed blend</li> </ul>	<p>152,460 Sq. Ft.                      3.5 acres</p>	<p>\$0.30 per Sf</p>	<p>\$45,738.00.00</p>
<b>TOTAL</b>			<b>\$45,738.00</b>

Specific Exclusions Include:

*	CSD will provide area for disposal of cut grass
*	Water or Grow- In Management after seeding
*	Construction Fencing if Required
*	Flagging or marking of existing irrigation heads or equipment
*	Irrigation Repair or Adjustment
*	Other (specify): Weed or disease control
	Other (specify):

Terms of Contract:

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- SIGNING THIS PROPOSAL ACKNOWLEDGES ACCEPTANCE OF PRICE, TERMS, & CONDITIONS. **Proposal must be signed and returned prior to commencement of work.**

**Delta Bluegrass Co. Rep. Signature : Steve Abella**

**Customer Signature:**



Date: \_\_\_\_\_

Date: \_\_\_\_\_

P.O. Box 307 – Stockton California 95201 – (209) 471-4933 – sabellasportsturf@hotmail.com





Cameron Park CSD RRP

**Product Description:**

The following equipment and materials shall be used and provided in our scope of work:

Koro Combinator for Frase mowing vegetation and field leveling

Soil reliver for deep tine aeration

Ty Crop TD 460 for top dressing operations

Level Best machine controlled laser grading equipment for leveling of all fields within these projects

RotaDarion soil prep unit for tilling and blendinmg infield mix

Materials will include 60/40 infield mix

Pro's Choice MVP infield conditioners

Seed to be provided shall be a three way Sports Blend consisting of Tall Fescue, Bluegrass, and Perennial

Ryegrass

Sod Varieties shal be basedd om individual sod types for each field



## **Agenda Transmittal**

**DATE:** November 2, 2020

**FROM:** Whitney Kahn, Recreation Supervisor

**AGENDA ITEM #4A:** **RECREATION DEPARTMENT REPORT**

**RECOMMENDED ACTION: RECEIVE AND FILE**

As we all know, the Coronavirus pandemic has upended every aspect of all of our lives, as well as every business and industry. The Recreation Department is no exception and we have been doing our best to chart (and then re-chart) this new water we have all found ourselves in. Throughout the last few months we have found successes, we have had some stall outs, and we have begun to map out the rest of this fiscal year.

### **Recent Accomplishments**

- Completed a successful summer of Aquatics programming and rentals
  - Created a pool schedule to accommodate two swim teams, a water polo team, our own lap swim program, new AquaBody Strong classes, as well as private swim lessons which kept things on the pool deck very busy.
  - Lap swim and private swim lessons continue alongside swim practice that is running 6 days a week. Lap swim is typically full with 10 swimmers in the lanes and a few water walkers in the shallow end. Lap swim has never been offered year round due to a lack of interest. During the summer, lap swimmers typically numbered 2-4 participants daily.
- Ran two Weekend at the Lake Events
  - Partnered with the Community Foundation and El Dorado Disc Sports to run two weekend events that encourage our residents to get out and enjoy Cameron Park's crown jewel. Over the course of the two weekends we had over 100 families enter to win an Annual Pass for next year. Families

enjoyed disc golf demonstrations and participated in two different scavenger hunts given at the entrance.

- Launched our new website
  - Made the switch to Streamline, a website platform created specifically for Special Districts, was a large project housed in the Rec Department. The switch not only created a more clean and user friendly platform for our residents, but also a much simpler interface for staff doing the updating – all while saving the District money over the previous host. We could not be happier with the switch.
  - The new website has an email distribution function for a nominal additional fee, which will replace the public meeting agenda mail list and the E-Newsletter mail list, an additional savings that is much more efficient.
- Continued Youth Sports Field and Gymnasium Rentals
  - Keeping up with the ever changing guidelines coming out from the State has resulted in 3 versions of a COVID-19 waiver for our user groups.
  - Field and gym rental reservations and communication with users remain a priority for the Recreation Department, as this is the main source of revenue generation at this time. First quarter financial report review:
    - Gym rental revenues up by \$5,329 from last fiscal year at this time; 53% realized for the year.
    - Sports Field rentals are down from last year at this time due to some September fees in arrears and poor air quality cancellations. Currently, 20% realized for the year.
    - Pool use fees are slightly up with 30% realized for the year.
- We hosted our first in person event! We had close to 20 families participate in our first ever Floating Pumpkin Patch at the pool. Staff worked hard to create an event proposal to the County that would satisfied their understandable demand to make sure the event was operated responsibly and continued the County's COVID mitigation efforts.
  - Families enjoyed open rec swim, and then kiddos got to hop in and grab a floating pumpkin just before the event ended.

## Recent Stalls

- Community Center Re-Opening
  - In late September when the County moved from the Red to Orange Tier, we began working on a phased re-opening plan for the Community Center to resume rentals and eventually recreation programming.
  - Soon after the plan was rolled out and launched, the State issued new guidelines for in person gatherings. These guidelines state that no more than three households shall gather for indoor events, thereby making Community Center rentals a no-go at this time. The phased re-opening plan will be used when COVID guidelines permit.
  - The front desk at the Community Center remains open and available to help the occasional resident that stops in; most business continues to run via email and phone.
- Trail of Treats Event
  - Just days after we released our Halloween event info, the State released guidance specifically for Halloween which made our Trail of Treats event impossible to proceed with unless we could make modifications to meet the new standards.
  - In search of a drive-thru location, we reached out to the Cameron Park Airport District and began working with their Manager and Board to create a plan and a route to allow the event to continue in a new format and venue.

## Looking Ahead

- Christmas Craft Fair Connections
  - With guidance making it clear that holding the Annual Old Fashioned Christmas Craft Faire in person is impossible, staff began communicating with previous crafters about holding the event in a virtual format. Staff is gathering info from our crafters to post on a website
- More Recreation Programming
  - In November, we will launch recreation program offerings both in person and virtually including: Tai Chi, Virtual Guitar and Ukulele classes, Skyhawks Soccer for 3-5 year olds, and Bird Watching at the Lake.

- Launching a new District Annual Pass program before the end of the year. There will be clearer messaging about the how revenues generated by the pass
  - help maintain District park and recreation facilities,
  - benefits of having an Annual Pass,
  - adding value for Annual Pass holders such as unique programs and services (to be determined),
  - kiosk will be operated earlier in the spring and later into the fall,
  - pass is for access to both the Lake and Pool with discounts for purchasing early and for seniors.

*Cameron Park  
Community Services District*



## **Agenda Transmittal**

**DATE:** November 2, 2020

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

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

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

### **General Information**

- Staff has been busy keeping up on all of the parks and facility maintenance. The District purchased a new utility dump trailer that should arrive right before the leaves start dropping.
- The department will be taking a site tour with CalFire to discuss utilizing the California Climate Grant to clear out vegetation and trees on District property. We hope to start this work during the winter months.
- The District has started implementing new software called MaintainX. The software will allow the district to utilize work orders, inventory equipment and assets, record reoccurring maintenance tasks, and much more. Implementing this software will help keep the department organized and efficient. It is exciting to see the department embracing modern technology.

### **Cameron Park Lake**

- With the help of Growlersburg, staff have begun installing 1500 feet of perimeter fence around the disc golf course. The project is schedule to be completed later this year.
- With the lake water level being so low, staff has been able to remove all of the vegetation in the spillway. This is required by the State of California.
- Spillway boards were remove from the Lake on October 1, per State regulations.
- Staff added additional decomposed granite to the trails around the Lake; it has been graded and smoothed out.

- The department is utilizing a volunteer to repaint all of the wooden posts that surround the parking lot.

## **Parks and LLADs**

- Staff, with the help of Growlersburg, removed the existing blocks that bordered the bottom of the playground at Rasmussen. The blocks were falling apart and were a hazard to the public. Staff replaced the border with pressure treated lumber and secured it to the existing chain link fence. The border holds in all of the playground surfacing material.
- One of the urinals in the men's restroom at Christa McAuliffe Park was ripped off the wall and destroyed. The department is working with Conforti plumbing to replace the unit.
- The State implemented new guidelines regarding playgrounds that require establishing playground capacities, routine sanitizing, new signage, and marking the structure and surrounding area for social distancing. The surface material and age of the playgrounds complicate our ability to mark for social distancing and maintain those markings. After consultation with SDRMA, staff will post "Playground Closed" signs at the structure.
- Staff installed a new climbing ladder at Christa McAuliffe. The old ladder was cracking. There is additional work that needs to be completed on the playground. More information to come.
- Staff upgraded the rest of the park shop lights with LED integrated lights.
- Staff trimmed up several willow trees at Rasmussen Park. The trees had a lot of weight and dead wood removed.

## **Community Center**

- National Aquatic Service replaced the heat pump that had a leaky seal. The pump was under warranty and there was no cost to the district.
- Aztec Solar repaired a water leak on the roof for the solar heater that feeds the pool. They also refilled the system with glycol/antifreeze, which was lost due to the leak in the system.
- Staff has begun performing preventative maintenance on the pool such as, removing excess salts and phosphates from the water, which will reduce the amount of algae on the plaster.

- Staff replaced all of the HVAC filters. The roof top units were also added to the MaintainX software.
- PG&E utilized the Community Center on Oct 24- 27<sup>th</sup>, during the power outages that effected the county. PG&E supplied water, power, snacks and restrooms to the public.

## **Cal Fire / Growlersburg**

- *August 4<sup>th</sup>* – Crews removed the tulles and vegetation along the face of the dam at Cameron Park Lake. They also removed a few dead trees in the lower parking lot at Cameron Park Lake.
- *October 13<sup>th</sup> & 22<sup>nd</sup>* - Crews assisted staff rebuilding the playground boarder at Rasmussen Park. They also trimmed up the redwood trees along the north side of the park.
- *October 15<sup>th</sup>* - Crews assisted staff installing the disc golf fence along the spillway.
- *October 20<sup>th</sup> & 29<sup>th</sup>* - Crews assisted staff installing the disc golf fence along the south side of the park.
- *October 21<sup>st</sup> & 27<sup>th</sup>* - Crews assisted staff installing the disc golf fence along the east side of the park.