

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



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

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

Agenda

Members: Chair Director Holly Morrison (HM), Vice Chair Director Monique Scobey (MS)
Alternate Director Ellie Wooten (EW)
Staff: General Manager Jill Ritzman

NOTE: Recreation Supervisor Tina Helm Parks & Facilities Superintendent Mike Grassle will be absent

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

APPROVAL OF CONFORMED AGENDA

OPEN FORUM

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

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

DEPARTMENT MATTERS

PUBLIC COMMENT

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

- 1. El Dorado Dog Owners Guild Request to Re-Name Hacienda Dog Park; District Policy 1061**
(J. Ritzman; report to be hand-carried)

2. Staff Oral Updates (J. Ritzman)

3. Items for the August & Future Committee Agendas

- *Community Center Construction Warranty*
- *Prioritize List of Park Improvement Projects*

4. Items to take to the Board of Directors

MATTERS TO AND FROM COMMITTEE MEMBERS

ADJOURNMENT

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



Parks & Recreation Committee
Monday, June 3, 2019
7:00 p.m.

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

Conformed Agenda

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

CALL TO ORDER - 7:00pm

ROLL CALL – HM/MS

APPROVAL OF AGENDA - *Approved*

APPROVAL OF CONFORMED AGENDA - *Approved*

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1. Discuss and Provide Input about Park Improvement Project Ideas; Apply Established Ranking Criteria (J. Ritzman, M. Grassle)

- *Discussed Park Improvement Project Ideas; added to list of ideas and directed staff to rank list of project ideas for July committee meeting and then on to board.*

2. Review Tally of Respondents Survey re: Dogs on-leash at Cameron Park Lake (J. Ritzman)

- *Staff will post the results of survey on website along with possible timeline and next steps with statement from General Manager.*

3. Summer Spectacular Update (oral report - T. Helm)

- *Updated committee with sponsorships, wristband sale info, music, shuttles, vendors, etc.*

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

- o Community Center Construction Warranty – update (oral, J. Ritzman)

5. Items for the July & Future Committee Agendas

- *Prioritized List of Park Improvement Projects*
- *Dogs on Leash Report Back (September)*
- *Community Center Construction Warranty*

6. Items to take to the Board of Directors

MATTERS TO AND FROM COMMITTEE MEMBERS

ADJOURNMENT – 9:01pm

July 01, 2019

From: El Dorado Dog Owners Guild (EDDOG)

To: Cameron Park Community Services District (CPCSD)

Dear Cameron Park Community Services District Board of Directors,

We come before the Cameron Park Community Services District Board of Directors (CPCSD BOD) with our request to rename Hacienda Park in order to honor Paul Ryan, a much loved and highly respected member of the CPCSD Family. The El Dorado Dog Owners Guild (EDDOG) was privileged to work with Mr. Ryan in the creation of the first off-leash dog park on the Western Slope of the Sierra Nevada Foothills. From the early planning, design and construction phases that culminated with the dedication and grand opening of the dog park, Paul provided constant guidance, encouragement and support. Without him, the journey to provide a much needed asset to the Cameron Park Community and to fulfill the goal of a safe haven for our beloved canine companions would have seemed insurmountable.

Mr. Ryan held key positions with the CPCSD in his many years with the district. Among them were Interim General Manager, a member of the Board of Directors and Park Superintendent.

Please accept our request to rename Hacienda Park as Paul Ryan Park. It was obvious to anyone who knew Paul how much he loved all the parks. EDDOG is but one of a multitude of organizations, groups and individual residents that knew this and respected his integrity and work ethic. The renaming of a park in his honor is a fitting tribute to such a beloved representative of the CPCSD.

Respectfully,

El Dorado Dog Owners Guild (EDDOG)
Board of Directors

**CAMERON PARK COMMUNITY SERVICES DISTRICT
* POLICY GUIDE SERIES - 3000 OPERATIONS***

POLICY TITLE: NAMING OF DISTRICT PARKS AND FACILITIES
POLICY NUMBER: 1061

Purpose:

These guidelines are intended to establish rules and procedures to name facilities such as park and recreation facilities, section of facilities or rooms of facilities, including Parks, park benches other community property as deemed appropriate.

Definitions:

Parks are owned and managed by the CPCSD, used for public recreation purposes and include developed and undeveloped park areas and designated open space areas.

Facilities are owned and managed by the CPCSD to conduct District business.

Specific Facilities are facilities/amenities that could be located within a park or part of a Facility. These include, but are not limited to athletic fields, gymnasiums, meeting rooms, picnic shelters, tennis and basketball courts, aquatic facilities and playground equipment.

During the master-planning phase and/or prior to Board approving final plans and specifications on any park or public building, an open period of approximately two weeks will be announced giving individuals, staff and the Board an opportunity to suggest names for the facility.

If using a community naming process, a press release will be sent out notifying the public, and interested individuals could submit the appropriate form giving staff some information regarding the suggested name. Names should be submitted to the General Manager.

Provisions of plaques and/or other physical commemorative items relating to facility naming, if not donated, are subject to normal budgeting and purchasing processes of the District.

Staff, along with an established committee or selection committee, will review all names and prioritize and recommend a name for finalization by the Board of Directors. The Board will receive all names submitted along with the staff/committee evaluation.

Land or gifts with deed restrictions may not follow these guidelines. Names must be in accordance to District policy as noted.

Policy:

A. Parks:

1. Name to reflect geographical location, historical references or feature of park, or significant or unusual natural features known throughout the community.
2. Named after a significant individual(s).
3. The intent of naming is for permanent recognition. Therefore any request of CPCSD to rename an existing park, facility or specific facility will be subject to examination so as to not diminish the original justification for the name.

B. Buildings:

1. Name to reflect the services provided in facility.
2. Name to reflect geographical location.
3. Named after significant individual(s).

C. Criteria for naming a facility after an individual:

1. Individual must have made a significant contribution to the facility by:
 - a. Donation of land or large financial contribution to the facility.
 - b. Contributed substantially and improved the quality of life in the Cameron Park Community Service District. This could relate to involvement with parks and recreation or other community involvement.
 - c. The person being memorialized died in the line of duty serving CPCSD or the United States of America.
2. Each public facility or place within parks, such as ball fields, groves, walkways, trails and buildings or special rooms in a building could be named after selected individuals in their honor as desired and appropriate.

D. Criteria for creating memorials in an individual's name:

1. Individual must have made a significant contribution to the facility by:
 - a. Donation of land or large financial contribution to the facility.
 - b. Contributed significantly and improved the quality of life in the Cameron Park Community Services District. This could relate to involvement with parks and recreation or other public agency.
2. The memorial should be a non-living, low maintenance improvement, which should serve a purpose to the District, for example, a bench with a plaque. All costs of the improvement shall be the responsibility of the donor. The donor may submit information and recommendation to the General Manager regarding relevant history of the person to be memorialized, type of improvement desired and verbiage requested. Final decisions regarding the improvement, including, but not limited to, materials, equipment, location and labor will be made by the District.
3. The District must get approval from the individual or family (if available).

Procedures:

The following procedures for naming a park, CPCSD facility & specific facility will be used by the CPCSD Board:

- A. The CPCSD Board will evaluate the merit of each suggested park, CPCSD facility and specific facility name according to criteria outlined in this policy. The General Manager or designated staff shall make recommendations to the CPCSD Board for approval subject to the Board of Directors final approval.
- B. When appropriate CPCSD will solicit help/suggestions from historical societies or other groups having a specific knowledge, when considering a name to highlight an area's geographic or historic significance.
- C. To stimulate public interest and to obtain additional suggestions, a part of the selection process to name a park, facility or specific facility may include a contest or competition involving the public. Only suggestions which meet these policy guidelines will be considered.
- D. The naming of parks, facilities and specific facilities should begin prior to the first phase of development when possible.
- E. Groups or individuals may submit nominations for naming a new park, facility or specific facility in writing on a form provided by CPCSD, or in a letter that contains all pertinent information.

*Cameron Park
Community Services District*

Agenda Transmittal

DATE: July 1st 2019

FROM: Michael Grassle, Parks and Facilities Superintendent

AGENDA ITEM #XX: Parks & Facilities Department Report

RECOMMENDED ACTION: Receive and File.

General information

Summer Spectacular is right around the corner. Staff have been working hard along with Growlerberg to prep the park for the event. Staff hopefully will be applying the aquatic herbicide to the Lake the week of July 1st. This is a little later than usual. With the unusual amount of rain this past winter, the lake level is full and the District cannot treat the lake until it stops spilling over the spillway.

Cameron Park Lake

- The District had another tennis court convert to a multi-use court for pickle ball. Pickle ball contributed 25% of the cost. The rest of the project was approved during the mid-year budget review for 2018/2019.
- Staff spent the week of June 24th preparing the park for the Summer Spectacular.
- Staff rebuilt the barges that are used to launch the fireworks off of. They were rotting and falling apart.

Sports Fields

- Staff spent time grading the baseball fields at Rasmussen Park prior to a Ponderosa Little League tournament.
- Staff with the assistance of Growlersberg re-graded the walking path behind Rasmussen Park.
- Christa McAuliffe and David West are business as usual. Mowing, irrigation inspection, trash collection and general clean-up occur on a weekly basis.

Community Center

- Staff spend some time cutting the regrowth of weeds on the open space in front of the Community Center.
- Staff rebuilt the chlorine pump and replaced the check valves on the pump.

Neighborhood Parks / Landscape and Lighting Assessment Districts

- Staff applied herbicides at Gateway and Bonanza Park to knockback the blackberry growth.
- Santillios Landscaping spent some time finishing up the weed abatement at Northview Park
- Staff spent a few days weed eating the interior section of Hacienda Dog Park. Staff also finished weed eating the N/W corner of the Park.
- El Dorado Weed Control sprayed the regrowth of weeds at Gateway and Hacienda Park. This service was at no charge to the District.
- Staff along with the El Dorado Disc Golf Association met at Bonanza Park on Friday June 14th. A few demo disc golf holes were created for the outlining communities to see what disc golf is all about. Staff also walked the sight with El Dorado Disc Golf to get a feel for the course layout.

Cal-Fire / Growlersberg

June 10th, 2019 – The District received 2 crews. The first crew worked on chipping the remaining materials left over from the fallen willow trees. They also cleared out the emergency spill way for Cameron Park Lake. The second crew spent the day cleaning up the lake shoreline and removing tulles.

June 13th, 2019 - The District received one crew. They spent the day weed eating Rasmussen Park and assisting the parks staff in repairing the decomposed granite trail.

June 21st, 2019 – The District received 1 crew for half of a day. The crew worked on trimming trees and cleaning up the peninsula at Cameron Park Lake

June 25th, 2019 - The District received 1 crew. They worked at Hacienda Park cleaning up the dog park surface. The amount of leaves the oak trees drop is overwhelming.

June 26th, 2019 – The District received 1 crew for half of a day. They cleaned up Sponsor Island and the gazebo area of Cameron Park Lake prior to the Summer Spectacular.

June 27th, 2019 – The District received 1 crew. They finished cleaning up the gazebo area and the rest of Cameron Park Lake prior to the Summer Spectacular.

2019

January			February			March		
Date	Where & What	Comments	Date	Where & What	Comments	Date	Where & When	Comments
1/3	Burn piles at Royal Park		2/1	Weed Abatement at Gateway Park		3/5	Weed Abatement at Hacienda Park	
1/11	Cut trees & burn at Gateway Park		2/5	Bonanza		3/6	Weed Abatement at Hacienda Park	
1/17	Tree down at Lake		2/7	Bonanza		3/7	Weed Abatement at Hacienda Park	
1/31	Weed Abatement, cut trees & creek at Hacienda Park		2/14	Pruning at Cameron Valley		3/14	2 Crews, Weed Abatement at Hacienda Park	
			2/15	Burn Christmas Trees & Cut Trees at Lake		3/15	Burn piles at Gateway	
			2/21	Weed Abatement at Bonanza		3/26	Weed Abatement at Gateway	
			2/22	Trim trees at Lake		3/28	Weed Abatement at Hacienda Park	
			2/28	Weed Abatement at Gateway Park				
April			May			June		
Date	Where & What	Comments	Date	Where & What	Comments	Date	Where & What	Comments
4/18	Royal Park		5/9	Hacienda Park		6/6	Weed eating at Bonanza, face of dam	
4/19	Christa McAuliffe Park		5/16	Weed Abatement at Royal Park				
			5/23	Cottonwood Tree removal at Lake and weed eat at Bonanza				
			5/30	Remove Cottonwood from Lake and weed eat Bonanza & Lake				

2018

July			August			September		
Date	Where & What	Comments	Date	Where & What	Comments	Date	Where & What	Comments
7/9	Pruning at Cameron Valley		8/7	Bonanza Park & Lake		9/7	2 Crews at Gateway	
7/10	1/2 Day trimming hedges at Cameron Valley		8/8	Bonanza Park		9/18	Community Center Creek	
7/11	Cameron Valley		8/9	Bonanza Park		9/19	Community Center Creek 11-3	
7/12	Cameron Valley		8/27	Community Center Creek		9/20	Community Center Creek	
7/13	Northview		8/28	Bonanza Park				
7/19	Northview							
7/20	Northview & Lake							
October			November			December		
Date	Where & What	Comments	Date	Where & What	Comments	Date	Where & What	Comments
10/18	Lake for Event		11/1	Royal Park		12/4	Tules at Lake	
			11/8	Dam & Tules at Lake		12/6	Bonanza	
			11/28	1/2 Burn Day at the Community Center		12/13	Bonanza Weed Abatement	
						12/20	Bonanza Weed Abatement 12:30-3:30	
						12/27	Bonanza Weed Abatement 10-3:30	