



## AGENDA

**Facilities Committee Meeting**  
6 pm, Wednesday, March 3, 2021

**Due to the State of California's shelter in place orders our Advisory Board of Directors Meeting will be held remotely via Zoom Meetings**  
(The Zoom platform is ADA compliant).

Due to the current closure of the District Office, meeting materials will be available online at MORPD.com.

**The public may attend and make a public comment by visiting:**

<https://us02web.zoom.us/j/82885847398?pwd=anJKdNWd1lKaWpWaU1mdWdyMzFxQT09>

Join Zoom Meeting ID: 828 8584 7398, Passcode: 498239

You may also call in to 1-669-900-9128 US San Jose, (***long distance rates may apply***)

**Staff:** Daniel Barton, JR Hichborn, Debra Tierney, and Darren Woodland  
**Committee Members:** Robert Evans and Michael Alcalay

**Public Comment:** Members of the public may address the Committee. Speakers are limited to three (3) minutes.

***\*Denotes agenda items with attached information***

1. Review and approve Minutes from the February 10, 2021 Facilities Committee meeting \*
2. Acoustic study for Eastern Oak Pickleball courts \*
3. Park sign standards \*

This agenda was posted and available for public review at the District Office, 3344 Mission Avenue, Carmichael, CA 95608; at Mission Oaks Community Center, 4701 Gibbons Dr., Carmichael, CA 95608; and at Swanston Community Center, 2350 Northrop Way, Sacramento, CA 95825 at least 72 hours in advance of the Facilities Meeting, in accordance with the Ralph M. Brown Act. The agenda is also available online at morpd.com. *Signed February 26, 2021 Debra Tierney, Clerk of the Board.*



**Facilities Committee Meeting  
Minutes**

6 pm, Wednesday, February 10, 2021  
Via Zoom Meeting ID: 820 1355 885

**Staff Present:** **Daniel Barton, J.R. Hichborn, Debra Tierney, Darren Woodland and Riva Ballis**

**Committee Members Present:** **Robert Evans and Michael Alcalay**

**Call to order 6 pm**

**Public Comment:** Members of the public may address the Committee. Speakers are limited to three (3) minutes.

1. Eastern Oak Parks (EOP) Pickleball courts.

Staff recommendation is to discuss installing lights at the EOP pickleball courts.

*Public comment:*

Nikki Gracey:	Supports installing lights at EOP pickleball courts
Jayne Buchanan:	Supports installing lights at EOP pickleball courts
Elizabeth Johnson:	Supports installing lights at EOP pickleball courts
Cher Hill:	Opposes lighting EOP pickleball courts
Ross Villegas:	Opposes lighting EOP pickleball courts
Melissa and Aaron Nunley:	Opposes lighting EOP pickleball courts

This item is tabled for a future meeting. Staff will return with park ordinances that state hours of operation limitations, noise limitations and/or any agreements regarding night lighting. Staff will locate the environmental impact study if one was conducted and notes from prior meetings and a recommended joint use agreement.

2. Firehouse maintenance shop.

Staff will revise the facility use agreement for the maintenance shop stating it will solely be used as a maintenance facility, housing maintenance staff and storing District vehicles, tools, and large equipment. A draft will be brought to a future Facilities Committee meeting and then to the Advisory Board of Directors to acknowledge the agreement.

3. Park signage.



Director Evans and Alcalay approve the staff recommendation to create signage for Parks, not to exceed \$3,000.

4. Mission Oaks Recreation and Park District Park Patrol services.

Staff recommends reviewing and discussing the advantages and disadvantages of each contracted security services option.

Staff will bring to a future meeting the contract for services between MORPD and Fulton El Camino Park Police the Sacramento County Sheriffs. Staff will obtain an outline of how the 28 hours of service contracted is monitored and how many officers are on duty at one time, and how many parks are they patrolling during each shift.

5. Sybertech trash receptacles.

Staff will draft an agreement with Fair Oaks Recreation and Park District (FORPD) to exchange trash receptacles and the BigMax telescopic mono-boom crane for services to be provided emptying MORPD' s trash receptacles. The agreement will be brought to a future Facilities Committee meeting for review.

**Adjourned 7:55 pm**

## STAFF REPORT



DATE: February 26, 2021

TO: MORPD Facilities Committee

FROM: J.R. Hichborn, Parks Superintendent

SUBJECT: Acoustical analysis

### **BACKGROUND:**

Neighboring residents of Eastern Oak Park have recently expressed concerns of the living conditions they are forced to endure by living in a close proximity to the pickleball, futsal and basketball courts at Eastern Oak park. Staff has received numerous emails and phone calls concerning the noise levels permeating out of the various sport courts. Staff has met with one resident on site to discuss possible solutions. One of those solutions was to install a row of redwood trees along the fence line.

### **DISCUSSION:**

Before funds are invested to resolve the noise pollution issues at Eastern Oak Park, staff would like to acquire the services of an acoustical engineer to provide an analysis of the current noise levels and to recommend a solution to minimize the noise pollution into neighboring back yards, and provide a follow-up analysis of the decibel levels after the engineers recommendation is implemented.

### **RECOMMENDATION:**

Review and discuss the value in acquiring professional services to accommodate the neighbors request to minimize the amount of noise pollution into their back yards. Support staff to enter a "not to exceed \$10,000" contract with Acoustics Group, INC. to provide the services mentioned above.



**ACOUSTICS GROUP, INC.**  
Consultants in Acoustics, Noise & Vibration

February 21, 2021

**J.R. Hichborn**  
**Mission Oaks Recreation and Park District**  
3344 Mission Avenue  
Carmichael, CA 95608

Subject: Proposal to provide Acoustical Consulting Services for the Recreation Noise located at 3127 Eastern Avenue, Carmichael, CA.

Dear Mr. Hichborn:

Acoustics Group, Inc., (AGI) is pleased to submit our proposal to provide Acoustical Consulting Services for Mission Oaks Recreation and Park District to address noise from the recreation activity located at 3127 Eastern Avenue, Carmichael, CA. Based on our correspondence, the concern is regarding pickleball, basketball and futsal noise from the Courts at the park. AGI's approach to providing Acoustical Consulting Services for this Project is based on our expertise in Acoustics, over 33 years of directly related past project experience.

AGI proposes to perform the following:

**Task 1 – Ambient and Pickleball, Basketball & Futsal Demonstration Noise Survey**

- Review and identify the Exterior Noise Ordinance Standard for residential uses in Carmichael, CA.



***Proposal for Acoustical Consulting Services  
for Mission Oaks Recreation Noise in Carmichael, CA***

- Conduct ambient and A-weighted noise measurements of the recreational activity at the Courts at the nearest residential receptor distances (up to four receptor locations) for the hours between dawn and dusk. The A-weighted sound level will be continuously measured for quantify noise levels from activities. Because of the number of monitoring locations, AGI will install and operate the noise monitors for a 24-hour period to allow for sufficient time to capture the early morning hours. AGI staff will attend portions of the measurements and document the noise sources contributing to the measurement data.
- A portion of the survey will include one hour of court activities at the existing location. This will allow AGI to capture the noise from pickleball, basketball and futsal play at the nearest receptor positions. During this controlled survey, other activities at the site should be minimized for data acquisition purposes.
- The measurement data will be downloaded and compared with the noise ordinance standards.

**Task 2 – Predictive Pickleball, Basketball and Futsal Noise Analysis**

- Use the CadnaA Acoustical Model to simulate the addition of the four (4) future Pickleball courts and surrounding topography. The CadnaA model uses industry standard algorithms and x,y,z geometrics to evaluate noise on a 3-dimension axis.
- Pickleball noise levels will be predicted at the residential properties bordering the future courts.
- A noise contour map will be developed that shows noise levels radiating from the center of the court to the adjacent residential properties.
- The predicted noise levels will be compared with the noise standards and ambient noise level for impact assessment.
- The need for noise control we will determined based on the modeling results.

**Task 3 – Noise Control Evaluation**

- Use the CadnaA Acoustical Model to evaluate noise control measures for future Pickleball, Basketball and Futsal Operations. The model will be configured to evaluate the benefit of noise barriers, screens and alternative lower noise equipment when determined to be reasonable and prudent.
- Administrative measures will also be evaluated for noise control.
- The noise control measures will be summarized for presentation in the summary report.

**Task 4 – Noise Summary Report**

- Prepare a report that summarizes the tasks performed, findings, impact assessment and noise control recommendations.



**Proposal for Acoustical Consulting Services  
for Mission Oaks Recreation Noise in Carmichael, CA**

Report will be written in a format that is understandable by the lay person and that can be provided to a vendor to implement noise control.

**Optional Task 5 – Follow-Up Verification Survey**

- Conduct a follow-up verification survey to measure the noise produced by sports court operations.
- Summarize the measurement data for assessment relative to the City Standards.
- Prepare a brief memo that summarizes the results of the survey for the client.

**Optional Task 6 – Additional Analysis, Report Revisions, Documentation Review**

Additional analysis, iterations, report modifications, and documentation review can be performed after submittal of the Acoustical Report if requested by the client. A memo will be provided which summarizes the results of the additional work performed.

**Deliverables**

Acoustical Reports will be prepared and delivered that summarizes Tasks 1-4 for the Project in an electronic pdf.

**Fees and Costs**

AGI will perform the above scope per the following distribution:

**Tasks 1 – 4:** will be performed on a time-and-materials (T&M) basis per the attached rate schedule with an initial budget between \$5,800 - \$7,800. This includes the additional cost to cover a full day of noise monitoring to quantify daytime and nighttime ambient noise levels from 7AM to 10PM.

**Optional Task 5:** if requested, will be performed on a time-and-materials (T&M) basis per the attached rate schedule. The fee for the verification survey will be dependent on the number of measurement locations and duration of the survey. Typically, the survey can range from \$500 to \$3,000+ depending on the level of effort requested. AGI will prepare a fee estimate for client approval after the survey requirements are determined.

**Optional Task 6:** if requested, will be performed on a time-and-materials (T&M) basis per the attached rate schedule. No trips to CLIENT offices, other sub-contractors' offices, or client offices are included in this scope unless previously identified.

This fee includes general office expenses, computing/applications charges, graphics costs, reproduction costs, and an allowance for domestic transmittals.



***Proposal for Acoustical Consulting Services  
for Mission Oaks Recreation Noise in Carmichael, CA***

**A retainer of One Thousand Dollars (\$1,000) is required to begin work. Balances are due upon completion of our Report.**

The terms of this proposed scope of work are valid for 45 calendar days from the date of issuance. Other general stipulations and assumptions are attached.

**Contacts and Authorizations**

Mr. Robert Woo, as company principal, will supervise the AGI effort, with potential technical and office assistance from AGI-network technicians. The analyses and reporting will be performed by these engineers to ensure continuity, compatibility, and consistency with previous noise control engineering preparation efforts performed for similar endeavors.

Deviations from this technical scope or the budgetary allotment will be coordinated through Mr. J.R. Hichborn or his designee(s).

The AGI contact is:

**Name:** Robert Woo  
**Title:** Principal Consultant  
**Offeror's Name:** Acoustics Group, Inc.  
**Local office:**

**Corp. HQ:** 2102 Business Center Dr., Suite 130  
Irvine, CA 92612

**Telephone Numbers:** Toll Free 877-595-9988

**E-mail address:** [RobertWoo@acousticsgroupinc.com](mailto:RobertWoo@acousticsgroupinc.com)



***Proposal for Acoustical Consulting Services  
for Mission Oaks Recreation Noise in Carmichael, CA***

**Additional Stipulations and Assumptions**

1. If teleconferences or meetings are requested or if teleconference durations exceed the noted allotments, the additional time will be billed on a time-and-materials (T&M) basis, per the attached rate schedule.
2. Delays due to conditions, forces, or circumstances beyond AGI's control (such as, but not limited to CLIENT scheduling/accessibility delays or cancellations, inclement weather, competing noise sources, etc.) may incur additional costs beyond the indicated fee. These additional costs will be billed per the attached rate schedule on a time-and-materials (T&M) basis.
3. Interaction with Client representatives and/or local authorities is assumed to be led by or coordinated by CLIENT project personnel.
4. Pertinent engineering information, plot plans, equipment details, and/or site drawings will be furnished, as needed, by CLIENT staff. It is assumed that this material will be available at or shortly after the time of ATP.
5. Interaction with other CLIENT offices, the Client, and the job site will be performed via telephone, video conference, e-mail, and/or land mail. No trips to other CLIENT offices, other sub-contractor's office(s), the Client's office(s), or the job site are included, except as specifically denoted above.
6. In the event that legal action is necessary to enforce the provisions of this agreement, the parties agree that the prevailing party in said legal action shall be entitled to recover attorney's fees from the opposing party in any amount determined by the Court to be reasonable.





***Proposal for Acoustical Consulting Services  
for Mission Oaks Recreation Noise in Carmichael, CA***

Please contact Mr. Robert Woo at 877-595-9988 if you have any questions regarding this proposal. If this proposal meets your approval, please sign in the space provided below and return a copy to us with the required retainer to:

**Acoustics Group, Inc.  
2102 Business Center Dr., Suite 130  
Irvine, CA 92612**

We look forward to working with you and your staff on this project.

Sincerely,  
**ACOUSTICS GROUP, INC.**

Robert Woo  
Principal Consultant

AGREED TO AND AUTHORIZED BY:

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Company



**Proposal for Acoustical Consulting Services  
for Mission Oaks Recreation Noise in Carmichael, CA**

## **ACOUSTICS GROUP, INC.**

### **Rate Schedule – 2021**

<b>Staff Classification</b>	<b>Hourly Billing Rate</b>
Principal	\$ 250.00
Associate Principal	\$ 215.00
Senior Acoustical Engineer/Scientist	\$ 175.00
Acoustical Engineer/Scientist III	\$ 150.00
Acoustical Engineer/Scientist II	\$ 125.00
Acoustical Engineer/Scientist I	\$ 115.00
Engineering Intern	\$ 90.00
Graphics Staff II	\$ 90.00
Graphics Staff I	\$ 80.00
Word Processing Staff II	\$ 75.00
Word Processing Staff I	\$ 65.00
Production Assistant	\$ 60.00

**Notes on Labor Rates:**

1. *Legal proceedings, including mediation, depositions, testimony, and associated preparatory meetings will be billed at twice the rates shown above.*
2. *Project-related travel time will be billed at the basic hourly rate.*

### **Expenses**

<b>Expense Type</b>	<b>Billing Rate</b>
Contract photocopying & plotting	At cost + 10%
Postage / shipment / overnight delivery / courier	At cost + 10%
Travel / lodging / meals / field incidentals	At cost + 10%
Mileage (for reimbursable car usage)	Current Fed. Rate
Telephone / fax	At cost + 10%
Other direct costs (ODC's)	At cost + 10%

## STAFF REPORT



DATE: February 26, 2021

TO: MORPD Facilities Committee

FROM: J.R. Hichborn, Parks Superintendent

SUBJECT: Park signage

### **BACKGROUND:**

The District intends on investing up to \$3,000 in new signage to inform park patrons about social distancing and wearing masks while inside the park. After further thought following the February 2021 Facilities Committee meeting, there is a concern regarding the lack of consistency with park signage within the Mission Oaks Parks.

### **DISCUSSION:**

Identify the wants and needs for a consistent signage standard within the Mission Oaks Parks. Things to consider shall be: **Material**, what should the District's signs be made of. **Size**, what dimensions, height, and width should the signs be. **Height**, how high should the signs be once installed. **Placement**, where should the signs be placed throughout the parks to give the best visibility.

### **RECOMMENDATION:**

Review and discuss a park signage standard that will be implemented in the parks as older signs are replaced and new signs are purchased and installed.

### **ATTACHMENTS:**

- A-MORPD sign standards/options
- B-Ashton Park signs
- C-Mission North Park signs
- D-Maddox Park signs
- E-Shelfield Park signs



# Mission Oaks Park sign standards

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## Message Center

\$1,350

Width 56.25"

Height 77"

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Wall mount  
information  
board

\$700

Width 31"

Height 39.25"

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# Observation board

\$750

Width 38.75"

Height 36"

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Vertical small  
information  
board

\$600

Width 23.5"

Height 76"

---



Large Hexagon  
Information  
center

\$7,000

Width 91.75"

Height 82.75"

---





3 Panel  
message center  
\$3,500  
Width 119”  
Height 82.5”

---



Metal signpost with hardware  
\$62

---



Generic reflective  
aluminum signs  
\$50  
12'' X 18''

---



Custom  
aluminum  
sign  
\$75  
24" X 36"

---

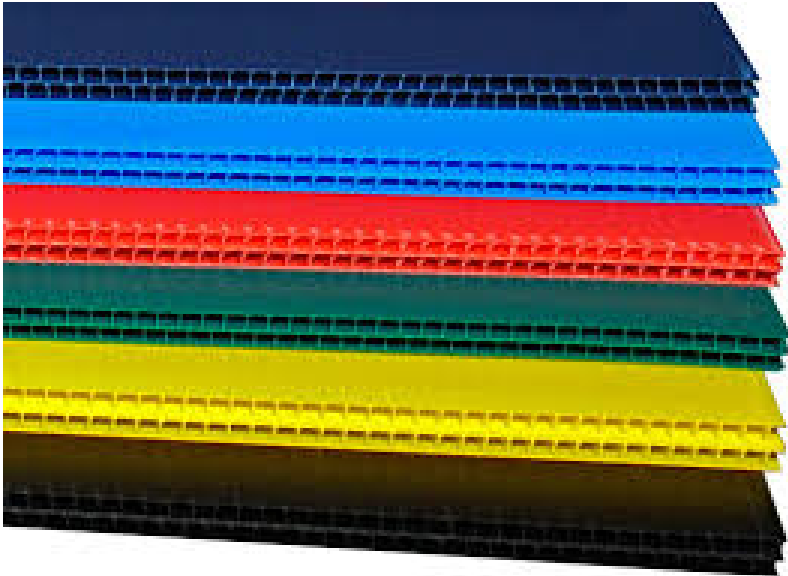


# Corrugated Plastic custom sign

\$18

18'' X 24''

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# Ashton Park



- Concrete address sign



- Park rules sign



- Picnic reservation sign



- Doggie cleanup sign



- Court sign



- Miscellaneous sign









# Concrete Address sign





# Park Rules sign







# Picnic reservation signs





# Doggie clean up signs





Court signs













# Miscellaneous signs











# Mission North Park



- Concrete address sign



- Park rules sign



- Picnic reservation sign



- Park trail sign



- Miscellaneous sign









# Concrete address signs







Park rules  
sign





Picnic  
reservation  
signs





Park trail signs









Miscellaneous signs







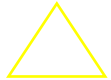
# Maddox Park



- Concrete address sign



- Park rules sign



- Dog rules sign



- Doggie cleanup sign



- Miscellaneous sign









Concrete  
address sign





# Park rules sign







Dog rules signs



# Doggie clean up signs





# Miscellaneous signs





# Shelffield Park



- Concrete address sign



- Park rules sign



- Doggie cleanup sign



- Court sign



- Miscellaneous sign









Concrete  
address sign





# Park Rules sign







Doggie  
clean up  
signs





Court signs



MISSION OAKS RECREATION AND PARK DISTRICT  
3344 Mission Avenue  
Carmichael, CA 95608  
Telephone: 488-2810  
366-2000 (Emergency)

**TENNIS COURT RULES:**

All players must wear tennis shoes  
Courts to be used for tennis play only  
Bicycles, rollerskates, skateboards, etc. are prohibited  
Junior and adult players have the same court privileges

**FLAG RULES:**

Play shall be limited to one set of singles or two sets of doubles, if players are waiting to use courts.

**NOTICE:**

Any group or individual receiving instruction for a fee must secure a court use permit from the Mission Oaks Recreation and Park District office.

The Mission Oaks Recreation and Park District's tennis program reserves the use of the tennis courts on:



**PARK WATCH  
HELP PROTECT YOUR PARKS!**

**BY REPORTING:**

Acts of Vandalism Up to \$1,000  
Reward for information  
leading up to arrest

(916) 488-7276 ext. 3001 24 hrs/day

Suspicious Activities (916) 874-5000  
Sheriff's non-emergency number

Facility Problems (916) 875-5000  
County Operator 24 hrs/day

**EMERGENCIES: 9-1-1**

C.V.C. 22511.8

**DOG WASTE**  
TRANSMITS DISEASE  
CONTAMINATES DRINKING WATER

LEASH - CONTROL - CLEAN UP  
AFTER YOUR  
DOG



**It's The Law!**  
SUBJECT TO FINE  
Sacramento County Code 9.36.061

**Important Notice**

Mission Oaks Parks are currently remaining open. However, per California department of health's recommendation due to the Covid-19 (Coronavirus) we are asking that all park patrons keep a safe distance of six feet and obtain from unnecessary physical contact. Thank you.



\* For additional information and current up to date facility closures and program cancellations, please see our website at MORPD.com





Miscellaneous  
signs