



**AGENDA**  
**Facilities Committee Meeting**  
5pm, Wednesday, July 29, 2020

**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/84074280064?pwd=S0dBaXhOSVJndlphK0N5UXI3eTZpUT09>

Meeting ID: 840 7428 0064

Passcode: 403385

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

**Staff:** Daniel Barton, JR Hichborn, Cindy P. Banville, Barry Ross, and Debra Tierney

**Members:** Jeff Rothberg, Robert Evans

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

1. Discussion re: Orville Wright playground replacement\*
2. Discussion re: Eastern Oak pickleball courts resurfacing\*
3. Discussion re: Swanston new shade structure\*
4. Discussion re: Swanston parking lot slurry & stripe\*
5. Discussion re: Swanston ADA sidewalk improvements\*
6. Discussion re: Swanston parking enclosure\*
7. Discussion re: Swanston new surveillance system\*
8. Discussion re: Gibbons ADA sidewalk improvements\*
9. Discussion re: Gibbons decomposed granite path completion\*
10. Discussion re: Install playground fiber in various parks\*
11. Discussion re: Replace three park maintenance vehicles\*
12. Discussion re: Prioritize future potential capital improvement projects\*
13. Approval of January 7, 2020 Facility Committee Meeting Minutes\*

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 July 24, 2020, Debra Tierney, Clerk of the Board.*

## STAFF REPORT



DATE: July 24, 2020  
TO: MORPD Facilities Committee  
FROM: J.R. Hichborn, Parks Superintendent  
SUBJECT: Orville Wright playground replacement

### **Background:**

The playground at Orville Wright Park is over 20 years old and was scheduled to be replaced in fiscal year 2019-2020. At January's Facilities Committee meeting, four separate playground designs were presented to the committee prior to presenting the project to the Advisory Board. It was decided at that committee meeting to have community input in the selection of the playground via a neighborhood barbecue before a final selection was made. COVID-19 has changed many things including social gathering. At this time, it is uncertain when we will be able to organize such an event to properly select the playground design to best serve the Orville Wright surrounding residents.



## STAFF REPORT



DATE: July 24, 2020  
TO: MORPD Facilities Committee  
FROM: J.R. Hichborn, Parks Superintendent  
SUBJECT: Eastern Oak pickleball courts resurfacing

**Background:**

The pickleball courts at Eastern Oak Park are in desperate need of repair. Several large cracks have appeared all throughout the six courts. Funds were allocated in fiscal year 2019-2020 to address the issue; however, quotes came in well above the allocated funds for the project. Staff explored alternative options similar to surfacing used at the Ashton Park tennis courts. After sending multiple groups out to the courts, it was determined that the surfacing was too soft and the pickleballs did not bounce correctly. Staff has found a surfacing overlay specifically designed for pickleball with a five-year warranty for \$100,000.



## STAFF REPORT



DATE: July 24, 2020  
TO: MORPD Facilities Committee  
FROM: J.R. Hichborn, Parks Superintendent  
SUBJECT: Swanston new shade structure

**Background:**

The biggest complaint that the District receives about the Splash Park is the lack of shade. Additional shade needs to be installed on the northeast side of the Splash Park.



## STAFF REPORT



DATE: July 24, 2020  
TO: MORPD Facilities Committee  
FROM: J.R. Hichborn, Parks Superintendent  
SUBJECT: Swanston parking lot slurry & stripe

**Background:**

The parking lot at Swanston Park is scheduled to be resurfaced and restriped in fiscal year 2020-2021.

## STAFF REPORT



DATE: July 24, 2020  
TO: MORPD Facilities Committee  
FROM: J.R. Hichborn, Parks Superintendent  
SUBJECT: Swanston ADA sidewalk improvements

**Background:**

In 2015, the District had an ADA accessibility assessment done to all the District's parks and facilities. Since the assessment, the District has committed to allocating funds annually to address the ADA violations identified in the assessment. The concrete walkways at Swanston Park were among the many areas out of compliance according to the study. The District will need to bring these identified walkways at Swanston Park into compliance in fiscal year 2020-2021.

## STAFF REPORT



DATE: July 24, 2020  
TO: MORPD Facilities Committee  
FROM: J.R. Hichborn, Parks Superintendent  
SUBJECT: Swanston parking enclosure

**Background:**

Currently the Recreation staff at Swanston Park utilizes the Windstar vehicle to transport children to various sites. The Windstar is being housed at Sierra Oaks Park in the storage area. This means that the staff drives from Swanston Park to Sierra Oaks Park to pick up the vehicle, then back to Swanston Park to pick up the kids and finally, back to Sierra Oaks Park to park the vehicle at the end of the day. By installing a parking enclosure on the side of the Swanston Community Center, the District will save countless staff hours in drive time and provide a more convenient work environment for the Recreation staff working at Swanston Park.

## STAFF REPORT



DATE: July 24, 2020  
TO: MORPD Facilities Committee  
FROM: J.R. Hichborn, Parks Superintendent  
SUBJECT: Swanston new surveillance system

**Background:**

The Swanston Community Center is currently equipped with an outdated analog security camera system. Over the past year, the District has had several incidents at Swanston Park that should have been identified by the security cameras but due to the poor quality or broken cameras, the footage of the incidents was not of any value to authorities or staff. Swanston needs a digital state-of-the-art surveillance system capable of identifying criminals, issues and activities at the community center and heavily used areas of the park.

## STAFF REPORT



DATE: July 24, 2020  
TO: MORPD Facilities Committee  
FROM: J.R. Hichborn, Parks Superintendent  
SUBJECT: Gibbons ADA sidewalk improvements

**Background:**

In 2015, the District had an ADA accessibility assessment done to all the District's parks and facilities. Since the assessment, the District has committed to allocating funds annually to address the ADA violations identified in the assessment. The concrete walkways at Gibbons Park were among the many areas out of compliance according to the study. The District will need to bring these identified walkways at Gibbons Park into compliance in fiscal year 2020-2021.

## STAFF REPORT



DATE: July 24, 2020

TO: MORPD Facilities Committee

FROM: J.R. Hichborn, Parks Superintendent

SUBJECT: Gibbons decomposed granite path completion

**Background:**

In June of 2019, the District finished the installation of a decomposed granite path along the east side of Gibbons Park. This project was always intended to be a multiphase project. The final phase of the project is to finish the trail along the west side of Gibbons Park. The final trail will create a walking path around the perimeter of the park in its entirety.

## STAFF REPORT



DATE: July 24, 2020  
TO: MORPD Facilities Committee  
FROM: J.R. Hichborn, Parks Superintendent  
SUBJECT: Install playground fiber in various parks

**Background:**

The District maintains and operates fourteen playgrounds, twelve of which utilized playground fiber as its safety surfacing. Several of these playgrounds are in violation of the California ASTM surfacing standards due to the lack of depth of fiber provided to its users. The District will need to install 600 yards of playground fiber in fiscal year 2020-2021 in order to bring the playgrounds into compliance.

## STAFF REPORT



DATE: July 24, 2020  
TO: MORPD Facilities Committee  
FROM: J.R. Hichborn, Parks Superintendent  
SUBJECT: Replace three park maintenance vehicles

**Background:**

The District currently utilizes eight vehicles in its fleet to provide various services for the Mission Oaks Recreation and Park District. Those vehicles are:

- 2002 Ford Ranger (Parks)
- 2009 F350 dump truck (Parks)
- 2014 F250 (Parks)
- 2009 F250 crew cab (Parks)
- 2011 E 350 Van (Parks)
- 2015 Transit (Parks/Recreation/Administration)
- 2011 15 passenger van (Recreation)
- 2003 Windstar (Recreation)

The District needs to add two Parks vehicles to their fleet of trucks and replace the 2002 Ford Ranger. In fiscal year 2019-2020, approximately \$7,500 was spent in auto maintenance services and supplies due to a fleet with half its vehicles being ten years and older. The District needs to start replacing its older vehicles in the fleet with newer equivalent vehicles. Newer vehicles will provide safer driving conditions for staff, better gas mileage and result in less repair costs.

## STAFF REPORT



DATE: July 24, 2020

TO: MORPD Facilities Committee

FROM: J.R. Hichborn, Parks Superintendent

SUBJECT: Prioritize future potential capital improvement projects

### **Background:**

Below are the remaining capital improvement projects and their estimated cost identified by staff. A discussion needs to be had on the priority of these projects for fiscal year 2020-2021 and future fiscal years.

• Gibbons Community Center	Replace HVAC system	\$500,000
• Gibbons Community Center	New surveillance system	\$25,000
• District Office	Paint interior walls	\$25,000
• District Office	Re-key back building	\$10,000
• District Office	ADA renovations to building	\$325,000
• Swanston Park	Splash pad renovations	\$450,000
• Swanston Park	Replace volleyball courts	\$125,000
• Swanston Community Center	Re-key facility	\$18,000
• Swanston Park	Walking trail	\$600,000
• Oak Meadow Park	Concrete Mow strip	\$85,000
• Various	Update MORPD Master plan	\$300,000
• Various	Replace MORPD vehicles (7)	\$175,000



**Facilities Committee Meeting  
Minutes**

12pm, Wednesday, January 7, 2020

Mission Oaks Community Center

4701 Gibbons Dr, Carmichael, CA 95608

**Staff Present:** **J.R. Hichborn**

**Committee Members Present:** **Jeff Rothberg**

**Call to order 12 noon.**

1. Discussion re: Orville Wright Playground Replacement.

The committee concluded that community input would be needed before the playground selection was made. The committee concurred that the best way to receive community input was to bring the residents together for a BBQ while displaying the playground designs on aisles.

**Adjourned 1pm**