

Joe's Skate Park Proposed Management Plan

A. Supervision, Management and Maintenance of Skatepark by Airports, Parks & Grounds.

El Dorado County, Department of General Services, Division of Airports, Parks and Grounds will provide overall supervision, management and maintenance for the facility. This will be accomplished through the hiring of one FTE Parks Operation Assistant. The overall duties of the Parks Operation Assistant are described below:

Supervision:

- Supervise and monitor all park activities
- Advise users of skate park rules and regulations
- Enforce user schedules
- Provide information to park visitors
- Respond to emergency situations, notify appropriate medical and law enforcement authorities.

Management:

- Collect admittance fees, sell and issue passes
- Reconcile receipts, provide receipts and reports to administration
- Coordinates group use permits and special events
- Summons proper law enforcement agency if and when needed to enforce codes and regulations
- Operate concessions
- Provide Daily Inspections
- Prepare Annual Accident reports

Maintenance

- Empty trash
- Clean restrooms

The Division of Airports, Parks and Grounds shall provide additional support services to the skatepark as follows:

- Coordination of skatepark activities with fair events and activities
- Facilitation on monthly Skatepark Advisory Committee Meetings
- Additional maintenance services be provided through the divisions grounds maintenance staff, including pressure washing, graffiti and trash removal
- Explore grant opportunities for park improvements

B. Proposed Fee to Offset Supervision, Management and Maintenance

A fee shall be established to help offset the cost of the Parks Operation Assistant. The proposed fee is \$2/day/person. Annual passes shall also be available at \$100/year.

Anticipated annual revenues and expenses are listed below:

Annual Revenue:

Gate Revenue:	30 (daily average) x \$2 x 350 (days/year) =	\$21,000
Annual passes:	\$100 x 200 =	\$20,000
Concessions: (based on Folsom Skate Park) (includes: bottled water, energy drinks, candy, knee pads, etc.)		<u>\$21,450</u>
Total Revenue		\$62,350

Annual Expenses:

Parks Operation Assistant		\$31,475
Sr. Groundsperson (2 hours/week x \$57.18/hr x 52 weeks)		\$ 5,946
Concessions Expense:		\$10,000
Utilities (phone, electric, water)		\$ 2,000
Dumpster		\$ 1,527
Cleaning and Maintenance Supplies		<u>\$ 1,000</u>
Total Expenses		\$51,948

Additional Anticipated Expenses (Capitol Improvement Projects)

- Signage
- Drainage Repairs
- Drinking Fountain
- Shade Structure
- Bathroom/Concession Bldg, Repairs
- Chain Link Fence Repairs
- Concrete Repair
- Spectator Seating

C. Method to Incorporate Volunteers in the operation of the Facility

Green Valley Community Church has volunteered to assist the Parks Department in performing routine maintenance activities at the park. It is anticipated that monthly scheduling for these volunteer efforts could be done during the regularly scheduled Skatepark Advisory Committee meetings. The following activities can be undertaken by Green Valley Church and/or other volunteers on a monthly basis:

Maintenance:

- Cleaning of the parking lot
- Cleaning of all pathways into the facility and near the facility
- Daily trash removal
- Emptying and scouring of interior trash barrels

Special Projects:

- Install curb stops in parking lot in front of fence.
- Graffiti Removal
- Shade fencing on west and east ends
- Paint concession stand
- Repair trim damage on building
- Bathroom repair and maintenance
- Open Concession Stand
- Pressure wash entire bowl structure (every three months)

Stewardship

- Provide adult presence at the park
- Teach youth a sense of ownership of the park
- Have older riders teach younger riders etiquette and skills
- Give youth a safe place to interact
- Teach youth to work together to achieve goals

D. Proposal for Scheduling Use of Facility, i.e. User Types and Ages

Hours: 7:00 AM – Dusk

Note: Skatepark may be closed during Holiday's and special events.

Skateboards/Skates Only

Monday:	7:00 AM - Dusk
Wednesday:	7:00 AM - Dusk
Friday:	7:00 AM - Dusk
Saturday:	7:00 AM -10:00 AM 1:00 PM - 3:00 PM 5:00 PM - 7:00 PM
Sunday:	10:00 AM -1:00 PM 3:00 PM - 5:00 PM 7:00 PM - Dusk

BMX Bikes & Scooters Only:

Tuesday:	7:00 AM - Dusk
Thursday:	7:00 AM – Dusk
Saturday:	10:00 AM -1:00 PM 3:00 PM - 5:00 PM 7:00 PM - Dusk
Sunday:	7:00 AM -10:00 AM 1:00 PM - 3:00 PM 5:00 PM – 7:00 PM