

**AUBURN AREA RECREATION AND PARK DISTRICT
ACQUISITION AND DEVELOPMENT COMMITTEE AGENDA**

4:00 pm

MONDAY, APRIL 20TH

Materials related to an item on this Agenda submitted to the District after distribution of the agenda packet are available for public inspection by contacting the District Administrator at kmuscott@auburnrec.com or by calling (530) 537-2186 (M-F).

Due to the current COVID-19 crisis, the public will not be allowed to physically attend the meeting. The public may participate in the meeting through Zoom. The link for this meeting is <https://zoom.us/j/93162474083>. The public can use this link and/or call **1 669 900 6833** Webinar ID: 931 6247 4083 to participate.

People using the Zoom website will be able to see and hear the Committee, and the Committee will be able to hear the public. The Committee will not receive any visual/video from the public. This is done to avoid inappropriate visual content at the meeting.

Questions and comments can be sent via email to the District Administrator no later than noon. These emails will be read aloud at the meeting and responded to accordingly. Emails can be sent during the meeting, and staff will work to ensure that all are read, however the best way to have your comment heard is through the Zoom meeting or the associated phone number.

The Auburn Area Recreation and Park District appreciates your patience and understanding as we work through this new method of holding a public meeting.

1.0 CALL TO ORDER

Roll Call

Ferris _____ Gray _____

2.0 AGENDA REVIEW, CHANGES, AND APPROVAL

3.0 PUBLIC COMMENT – This is the time wherein any person may comment on any item not on the agenda within the subject matter jurisdiction of the Committee. If you have a public comment, please use the “Raise your hand” feature through Zoom. You will be un-muted after you are recognized by the Committee. People only calling in should press #9 to telephonically raise your hand. Please state your name, and address for the record (optional). There is a time limitation of three minutes.

4.0 BUSINESS

4.1 Approval of Minutes from the March 16, 2020 A&D Committee meeting

Recommendation: Review and approve minutes

5.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

1. FY 2020/2021 Project List and Five Year Plan POST COVID 19
2. Project Activity Report

6.0 ITEMS TO BE CONSIDERED AT FUTURE POLICY COMMITTEE MEETINGS

ADJOURNMENT

AUBURN AREA RECREATION AND PARK DISTRICT
This agenda is hereby certified to have been posted as follows:

Date

Time

District Administrator

**Auburn Area Recreation and Park District
Minutes
of the Acquisition and Development Committee Meeting
Wednesday, March 16 at 8:00 AM
Canyon View Community Center
471 Maidu Drive
Auburn, CA 95603**

1.0 CALL TO ORDER

The meeting of the Acquisition and Development Committee was called to order at 8:09 am.

ROLL CALL

Directors Gray and Ferris were both present.

2.0 ANNOUNCEMENTS, AGENDA REVIEW, CHANGES AND APPROVAL

The agenda was approved by the committee.

3.0 PUBLIC COMMENT- This is the time wherein any person may comment on Any item not on the agenda within the subject matter jurisdiction of the Committee. After you are recognized by the Committee Chairperson, please state your name and address for the record (optional). There is a time limit of three minutes.

None.

4.0 BUSINESS

4.1 Approval of Minutes from the February 18, 2020 Acquisition and Development Committee Meeting

The minutes from the February 18, 2020 Acquisition and Development Committee meeting were reviewed and approved by the committee.

4.2 Resolution #2020-08: Notice of Completion – James Ball Field Renovation Project

The Committee recommended approval to the Board of Directors contingent on the Board members looking at the project.

4.3 Fiscal Year 2020/2021 Project List and Five-Year Plan Update

The Committee forwarded this item to the Board with a positive recommendation.

4.4 Resolution #2020-12: Investment Grade Audit (IGA)

The Committee sent this to the Board with a positive recommendation to use Smart Watt Energy, Inc.

Discussion Item:

1. 2020/2021 Project Activity Report – the Committee reviewed the report with staff.

5.0 ITEMS TO BE CONSIDERED AT FUTURE PROGRAM, PERSONNEL, POLICY, FEE & LEGAL REVIEW COMMITTEE MEETINGS

None.

5.1 PENDING ITEMS REQUIRING MORE DETAILED RESEARCH

None.

ADJOURNED

As there was no further business, the meeting was adjourned at 8:43am

Board Secretary

Date

Cover sheet – FY 2020/2021 Project List and Five Year Plan Update – POST COVID 19

Auburn Area Recreation and Park District Acquisition and Development Committee April 20, 2020

The Issue

Shall the Auburn Area Recreation and Park District (ARD) re-evaluate and make changes to the FY 20/21 Project List and Five-Year Plan Update?

Background

Prior to the COVID19 crisis, staff had prepared a Project List for FY 20/21 and Five-Year Plan update (note: ARD Fiscal Year begins April 1). This FY 20/21 Project List and Five-Year Plan update had been reviewed by the A&D Committee and was scheduled to be reviewed and possibly approved at the March 2020 Board of Directors meeting. That meeting did not take place, and as a result the FY 20/21 Project List and Five-Year Plan is still waiting for approval.

ARD will be making significant cuts to all aspects of its operations due to the COVID19 crisis. This should include the FY 20/21 Project List and at least years 21/22 and 22/23 of the Five-Year Plan.

Staff has reviewed the FY 20/21 Project List and first two years of the Five-Year Plan and highlighted some projects that should be considered for postponement or cancellation. Those projects are highlighted in green in the attached documents.

The goals with these proposed postponements and cancellations is as follows:

- 1) Reduce or eliminate any project funding coming from the General Fund
- 2) Postpone or cancel any project from the Future Cap Reserves that can wait. Staff feels that ARD will need to keep as much money as possible available in Reserves for projects that *need* to be done, mainly infrastructure and major repairs.

Recommendation for the A&D Committee

Review and discuss. We do not need to make any decisions on these items in April, and we will have more information available in May. Staff does recommend sending this item to the Board to review and discuss (no action) at the April Board meeting, with the item coming back to the May A&D Committee meeting.

Fiscal Impact

The fiscal impact of the FY 20/21 Project List is indicated on that document.
The fiscal impact of the Five-Year Project List is indicated on those documents.

Attachments

Five Year Project List, including FY 20/21 Project List – POST COVID19

Auburn Recreation District Five Year Project List

Yellow = new project on list

Peach = project carried over from previous year

Green = project to postpone or cancel outright

2020/2021

Project List - **POST COVID 19**

Estimated balance

30,032 920,573 537,738 213,530 325,000

PROJECT	Est. Cost	Spent from General Funds or Grants in Prior Year(s)	Gen. Fund	ADA	Reserve	Cnty. Mlt.	City Mlt.	Grants	Mt. Vernon proceeds
Recreation Park									
Rec Field Infield renovation	25,000				25,000				
Locker room Floor	25,000				25,000				
James Bermuda Outfield - see note	20,000				20,000				
Stella Dance Floor (Removed)									
Wheelchair Swing	60,000					25,000	30,000	5,000	
Regional Park									
24/7 Access Planning/CEQA	190,000				190,000				
Placer Hills Park									
Parking Lot	30,000		30,000						
Path of Travel (Removed)									
Overlook Park									
Restroom/ADA Upgrades	10,000				10,000				
Interpretive Signage (27x55x)	10,000				10,000				
CVCC									
Bike Park Phase II	200,000							120,000	
ADA Door	5,000			5,000					
TOTAL	575,000	0	30,000	5,000	360,000	25,000	30,000	125,000	0
Estimated Balance Remaining				25,032	560,573	512,738	183,530	200,000	0

moved from GF to reserve

- Note: Assumes \$50,000/year in County Mitigation Fees
- Note: Assumes \$5,000/year in ADA reserve funds
- Note: Assumes \$10,000/year in city mitigation
- Note: Assumes \$25,000 added to FCC per year
- Note: Assumes \$50,000/year in Equipment Reserve funds
- Note: Assumes \$170,000 from per capita (prop 68) and \$150,000 from trail grant and additional \$5,000 donations for Wheelchair Swing

Auburn Recreation District Five Year Project List

Yellow = new project on list

Peach = project carried over from previous year

Green = project to postpone or cancel outright

Project List - POST COVID 19

2021/2022

Estimated balance

PROJECT	Est. Cost	Spent from General Funds or Grants in Prior Year(s)	Gen. Fund	ADA	Reserve	Cnty. Mit.	City Mit.	Grants	Mt. Vernon proceeds
Estimated balance 30,032 585,573 562,738 193,530 603,441 400,000									
<i>Recreation Park</i>									
Front Playground	120,000						120,000		
North Playground, Path of Travel	30,000						30,000		
<i>Meadow Vista</i>									
Signage	1,200			1,200					
Parking lot reseal/restripe	10,000				10,000				
<i>Ashford Park</i>									
Levee Repairs	20,000				20,000				
<i>Christian Valley Park</i>									
Tulur Toller Roof	45,000		45,000						
<i>Regional Park</i>									
Pond leak Repair	95,000				95,000				
Canal Repair	100,000				100,000				
24. Acre, Phase I	1,842,441					539,000		603,441	400,000
Kiosks	10,000				10,000				
TOTAL	1,973,841	0	45,000	1,200	235,000	539,000	150,000	603,441	400,000
Estimated Balance Remaining				28,832	350,573	23,738	43,530	0	0

Move to Reserve Funding

Future of grant - pushed back?

Note: Assumes \$50,000/year in County Mitigation Fees

Note: Assumes \$5000/year in ADA reserve funds

Note: Assumes \$10,000/year in city mitigation

Note: Assumes \$25,000 added to FCC per year

Note: Assumes \$50,000/year in Equipment Reserve funds

Note: Assumes \$425,000 additional grant

Auburn Recreation District Five Year Project List

Yellow = new project on list

Peach = project carried over from previous year

Green = project to postpone or cancel outright

Project List - POST COVID 19

2022/2023

Estimated balance

PROJECT	Est. Cost	Spent from General Funds or Grants in Prior Year(s)	Gen. Fund	ADA	Reserve	Cnty. Mt.	City Mt.	Grants	In Kind
<i>Regional Park</i>									
Tennis/pickleball courts surfaces	450,000								
Tennis Court Path of Travel	41,500			21,500		20,000			
24 Acre Phase II	425,000							425,000	
Pond mucking	75,000								
Walking pathway extension, Dry Creek end	265,000								
Breezeway Paving	40,000		20,000		20,000				
<i>Meadow Vista Park</i>									
Pond island renovation	100,000								
TOTAL	1,096,500	0	20,000	21,500	20,000	20,000	0	425,000	0
Estimated Balance Remaining			12,332	355,573	53,738	53,530	0	0	0

33,832 375,573 73,738 53,530 425,000

Postponed

150,000

465,000

75,000

265,000

Note: Assumes \$50,000/year in County Mitigation Fees
 Note: Assumes \$5000/year in ADA reserve funds
 Note: Assumes \$10,000/year in city mitigation
 Note: Assumes \$25,000 added to FCC per year
 Note: Assumes \$50,000/year in Equipment Reserve funds
 Note: Assumes \$425,000 additional grant

506,500 all projects 20,000 Reserves
 20,000 Less: General Fund 466,500 Project Revenue
 486,500 Capital Impr Projects 486,500 Funds for Projects

Auburn Recreation District Five Year Project List

Yellow = new project on list

Peach = project carried over from previous year

Project List - POST COVID 19

2023/2024

Estimated balance

PROJECT	Est. Cost	Spent from General Funds or Grants in Prior Year(s)	Gen. Fund	ADA	Reserve	Cnty. Mil.	City Mil.	Grants	In Kind
Recreation Park									
Spray park (replace splash pool)	300,000		20,000		25,000	75,000	100,000	80,000	
TOTAL	300,000	0	20,000	0	25,000	75,000	100,000	80,000	0
Estimated Balance Remaining				17,332	355,573	28,738	-36,470	0	0

Note: Assumes \$50,000/year in County Mitigation Fees

Note: Assumes \$5000/year in ADA reserve funds

Note: Assumes \$10,000/year in city mitigation

Note: Assumes \$25,000 added to FCC per year

Note: Assumes \$50,000/year in Equipment Reserve funds

300,000	all projects	25,000	Reserves
20,000	Less: General Fund	255,000	Project Revenue
280,000	Capital Impr. Projects	280,000	Funds for Projects

2020/2021 PROJECT ACTIVITY REPORT		UPDATED 04/16/20	
PROJECT	EST. COST	NOTES	EST. COMPLETED
RECREATION PARK			
James Ballfield Renovation Project (2019)	277,086.00	Project was accepted as substantially completed on 2/14/20. Notice of Completion has been prepared and will go to the April Board of Directors meeting and after approval will be officially recorded with Placer County. New large double gate construction in the far right field corner fence was completed on March 19th.	FEBRUARY 2020
Recreation Park South Parking Lot Accessible Parking Stall Project (2019)	15,000.00	Project Completed. Simpson & Simpson Inc. did a nice job.	JULY 2019
PLACER HILLS POOL			
Parking Lot Renovation (2016/2017)	30,000.00	Staff has retained the services of a Civil Engineer to prepare a topographic survey of the parking lot and to produce construction documents to eliminate the drainage problem, repair the asphalt, re-stripe the lot and accessible parking stalls. This will involve construction of a concrete valley gutter running the length of the parking lot to allow water to drain at minimal slope. Plans are completed and will involve obtaining an Encroachment Permit from Placer County as half of the work area is in the county right of way. Staff has sent the drawings out for preliminary contractor pricing. Project proposed to be put on hold due to the Coronavirus shutdown.	TBD 2020
REGIONAL PARK			
New Playground (130k) and new ADA path of travel (40K) (2017/2018)	170,000.00	ADA Parking and path of travel project has been completed.	AUGUST 2019
Irrigation Pump Replacement (2017/2018)	160,000.00	New pump is installed and working well. Project is finally completed!	JULY 2019

<p>OVERLOOK PARK Restroom ADA Upgrades (2018/2019)</p>	<p>35,000.00</p>	<p>Previously described architect was too busy to assist as planned but staff obtained the services of an ADA compliance consultant who agreed to do an evaluation of the restrooms on a pro-bono basis. After the evaluation it was determined that the upgrades were minimal in nature and can be done in-house instead of putting the project out to bid as planned.</p>	<p>TBD 2020</p>
<p>24 ACRE PROPERTY Statewide Park Development and Community Revitalization Program Grant (2018/2019)</p>	<p>0.00</p>	<p>Staff will be pursuing the next round of grant funding for the property next spring and all 5 required public meetings have taken place with staff obtaining input on the current master plan drawing. Staff released the RFQ to design firms for Master Plan Refinement, CEQA Process and Construction Drawings in mid-December. The District received statements from DUDEK Auburn, Ca., Helix Environmental Planning Folsom, Ca. and Design Workshop South Lake Tahoe, Ca. After analysis and ranking by staff review committee, DUDEK was chosen as the highest ranked. Staff received the preliminary proposal from Dudek the week of March 16th and it exceeded the budget available. Dudek was asked to re-propose with some scope reduction options and the options were received the following week. Staff is recommending to the Board that the project be put on hold due to the shutdown.</p>	<p>TBD 2020</p>
<p>CVCC Bike Park - Design, CEQA, NEPA etc. (2014/2015)</p>	<p>100,000.00</p>	<p>The signed FONSI (Finding Of No Significant Impact) from the USBOR was finally received July 2nd 2018.</p>	<p>JULY 2018</p>
<p>Bike Park - Construction (2015/2016)</p>	<p>320,000.00</p>	<p>Randy Spangler and other volunteers have done significant and impressive trail and pump track work over the last two months. District prepared temporary rules and directional signage and they will be installed after District re-opens all park amenities. District graphic designer is coming up with rules sign design options and this work is on hold until all the trails have been constructed and can be re-surveyed so an accurate site plan can be placed on the final Bike Park sign. Minor irrigation work is all that remains by the general contractor and a walk-through will be conducted as soon as work is complete. A Notice of Completion (NOC) will be prepared for Board approval after any punch list work is completed. After Board approval the NOC will be sent to Placer County for recordation.</p>	<p>APRIL 2020</p>

Maidu Drive Repair (2018/2019)	25,000.00	Bureau of Reclamation has corresponded with the District a couple times over the past two weeks giving indication that there may be some progress being made on the road repair. It appears they are approaching it as a "remove and replace" scope of paving work instead of the more modest "patch and overlay" process the District got them cost estimates for last year.	TBD
MEADOW VISTA PARK			
Parking Lot Re-seal/Re-Stripe (2018/2019)	10,000.00	Parking lot maintenance project is proposed to be pushed out to next fiscal year.	MARCH 2020
MULTI-PARK ITEMS			
Streambed Alteration Agreement (2016/2017)	44,000.00	The Draft Vegetative Management Plan S/MND (Initial Study/Mitigated Negative Declaration) was accepted by the Board in December 2018 and the Agreement is now in place.	Agreement in place, project on-going
Carry over projects from 2018/2019 list in YELLOW			
Fiscal Year Projects Total:	894,000.00		