

Item 8.4 Cover sheet – Resolution #2016-09: Changes to Conflict of Interest Policy

**Auburn Area Recreation and Park District (ARD) Policy Committee meeting June, 2016;
Board of Directors meeting June, 2016**

The Issue

Shall the Auburn Area Recreation and Park District (ARD) adopt Resolution #2016-09, updating and amending its Conflict of Interest Code?

Background

Every two years, local agencies receive a request from Placer County to update their Conflict of Interest Code. This information eventually is sent to the California Fair Political Practices Commission. See the attached documents labeled “2016 Local Agency Biennial Notice”.

ARD staff reviewed its Conflict of Interest Code and noted that the Facilities and Grounds Manager position was omitted from the Designated Employees/Positions list. The updated code is attached and associated resolution is attached.

Recommendation for the Board of Directors

Review and provide a positive recommendation for the Board of Directors to approve Resolution #2016-09.

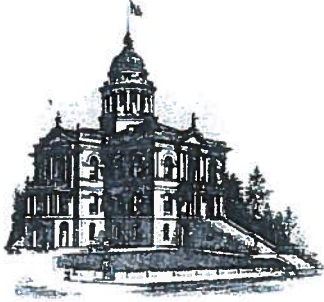
The Policy Committee recommended approving Resolution #2016-09.

Fiscal Impact

N/A

Attachments

2016 Local Agency Biennial Notice
Resolution #2016-09 and updated Conflict of Interest Code



PLACER COUNTY COUNSEL

GERALD O. CARDEN, COUNTY COUNSEL

175 Fulweiler Avenue
Auburn, California 95603
Telephone: 530-889-4044
Facsimile: 530-889-4069
www.placer.ca.gov

May 20, 2016

Pat Larson
Auburn Area Recreation and Park District
471 Maidu Drive
Auburn, CA 95603-5723

Re: Biennial Agency Conflict of Interest Code Review

Dear Ms. Larson:

The Political Reform Act requires every local government agency to review its conflict of interest code every two (2) years to determine if it complies with current law, accurately depicts the appropriate list of designated employees and the appropriate disclosure level, and clearly indicates the agency filing officer. If the code does not adequately address these requirements, then the code must be amended. Each local agency within the County must submit to the County Board of Supervisors a notice indicating whether or not an amendment is necessary. Enclosed is the notice from the California Fair Political Practices Commission regarding this requirement. The FPPC also holds a workshop for agencies on this topic that is highly recommended.

Please note that, as required by law, we will be reviewing mainly for three elements in your Codes and Appendices:

- 1) Designation of Filing Officer;
- 2) Designation of Employees;
- 3) Degree of disclosure required for each employee position.

If these three elements are not clearly designated in your Code or Appendix, we will be asking you to amend them accordingly.

You are hereby notified that you are to review your code and submit the enclosed notice indicating that either amendments are required or no amendments are necessary, along with a copy of your code to this office by **August 1, 2016. It would be most helpful if you returned the notice and your code as soon as possible to enable this office to do its work in the most efficient manner possible.**

Please do not hesitate to call if you have any questions.

Very truly yours,

PLACER COUNTY COUNSEL'S OFFICE

By: 

Brian Wirtz
Attorney at Law

BRW/jp
Enclosures

2016 Conflict of Interest Code Biennial Notice Instructions for Local Agencies

The Political Reform Act requires every local government agency to review its conflict of interest code biennially. A conflict of interest code tells public officials, governmental employees, and consultants what financial interests they must disclose on their Statement of Economic Interests (Form 700).

The City Council is the code reviewing body for city agencies. The County Board of Supervisors is the code reviewing body for county agencies and any other local government agency whose jurisdiction is determined to be solely within the county (e.g., school districts, including certain charter schools). The FPCC is the code reviewing body for any agency with jurisdiction in more than one county and will contact them.

July 1, 2016: The code reviewing body must notify agencies and special districts within its jurisdiction to review their conflict of interest codes.

October 3, 2016: The biennial notice must be filed with the agency's code reviewing body.

We prepared a 2016 Local Agency Biennial Notice form for local agencies to use. **The Local Agency Biennial Notice is not forwarded to the FPCC.**

If amendments to an agency's conflict of interest code are necessary, the amended code must be forwarded to the code reviewing body for approval within 90 days. An agency's amended code is not effective until it has been approved by the code reviewing body.

If you answer yes, to any of the questions below, your agency's code probably needs to be amended.

- Is the current code more than five years old?
- Have there been any substantial changes to the agency's organizational structure since the last code was approved?
- Have any positions been eliminated or re-named since the last code was approved?
- Have any new positions been added since the last code was approved?
- Have there been any substantial changes in duties or responsibilities for any positions since the last code was approved?

If you have any questions, or you are still not sure if you should amend your agency's conflict of interest code, please contact the FPCC.

Attend a Workshop or Webinar

Schedules and information about seminars and webinars are available at www.fpcc.ca.gov.

RESOLUTION NO. 2016-09

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE AUBURN AREA RECREATION AND PARK DISTRICT
ADOPTING A CONFLICT OF INTEREST CODE**

WHEREAS, the Political Reform Act, Government Code sections 81000, et seq., requires every state or local government agency to adopt and promulgate a conflict of interest code and to update such code every five years; and

WHEREAS, the Auburn Area Recreation and Park District ("District") must update its conflict of interest code that is currently enacted in Section "V" of the District's Policies and Procedures Manual; and

WHEREAS, the Fair Political Practices Commission ("FPPC") has adopted a regulation, 2 California Code of Regulations section 18730, setting forth the terms of a standard model conflict of interest code, which can be incorporated by reference, and which will be amended from time-to-time by the FPPC to conform to any amendments in the Political Reform Act after public notice and hearing pursuant to the Administrative Procedures Act, Government Code sections 11370, et seq.; and

WHEREAS, incorporation by reference of the terms of regulation 2 California Code of Regulations section 18730, and any amendments to it, as the District's conflict of interest code will minimize the actions required to keep the District's conflict of interest code in conformity with state statutes and regulations.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Auburn Area Recreation and Park District as follows:

Section 1. The terms of 2 California Code of Regulations section 18730, and any amendments to it that may be duly adopted from time-to-time by the FPPC, are hereby adopted by reference as the Conflict of Interest Code of the District.

Section 2. The list of designated employees/positions and disclosure categories attached hereto as Appendix "A" are hereby adopted as the Appendix of designated employees and disclosure categories referred to in 2 California Code of Regulations section 18730(b)(2).

Section 3. This conflict of interest code shall become effective upon the date of its approval by the Placer County Board of Supervisors, or designee, which is the code reviewing body for the Authority pursuant to Government Code section 82011(b).

Section 4. Designated employees shall file statements of economic interest with the Secretary of the District. Upon receipt of the statements of the Board Members, the District shall make and retain copies and forward the originals of these statements to the Clerk of the County of Placer. Statements for all other designated employees will be retained by the District as permanent public records.

Section 5. Section "V" of the District's Policies and Procedures Manual is hereby repealed.

The foregoing resolution was duly **PASSED and ADOPTED** at a meeting of the Board of Directors of the Auburn Area Recreation and Park District held on _____, 2016, by the following vote:

AYES: _____
NOES: _____
ABSENT: _____
ABSTAIN: _____

Attachment: Appendix "A"

Jim Ferris
Chairman, Board of Directors

ATTEST:

Patricia B. Larson
Secretary, Board of Directors

**APPENDIX “A”
TO THE AUBURN AREA RECREATION AND PARK DISTRICT
CONFLICT OF INTEREST CODE**

I. Disclosure and Disqualification Requirements. The disclosure and disqualification requirements for employees and individuals occupying the positions designated below shall be as set forth by regulation of the Fair Political Practices Commission (Title 2, California Code of Regulations, Section 18730, hereafter “Section 18730”), as Section 18730 may be amended by the Fair Political Practices Commission from time-to-time.

II. Designated Employees/Positions. The employees/positions listed below constitute the list of designated employees/positions that are required to complete a Statement of Economic Interests (Fair Political Practices Commission Form 700). The individual occupying each position is deemed to make, or participate in the making of, decisions that may have a material effect on a financial interest of that individual. The individuals occupying the designated positions shall disclose their economic interests in accordance with the corresponding disclosure categories, defined in Appendix “A”.

Designated Employees/Positions	Disclosure Category
Members of the Board of Directors	1
District Administrator	1
Administrative Services Manager	2
Recreation Services Manager	2
Youth Services Manager	2
Customer Service/Marketing Manager	2
Landscape Architect	2
Facilities and Grounds Manager	2
Facilities and Grounds Supervisor	2
Consultants ¹	1

III. Disclosure Categories - Defined.

(CATEGORY 1)

Persons in Category 1 shall disclose all interests in real property which are located entirely or partly within District boundaries or within two miles of District boundaries, or of any land owned or used

¹ Consultants shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitation: The Chairman of the Board may determine in writing that a particular Consultant, although a “designated position,” is hired to perform a range of duties that is limited in scope, and thus, is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the Consultant’s duties and, based upon that description, a statement of the extent of disclosure requirements. The Chairman of the Board’s determination is public record and shall be retained for public inspection in the same manner as this Conflict of Interest Code. Consultants that manage the District’s investments shall file pursuant to Government Code section 87200 et seq.

by the District. Such interests includes any leasehold, beneficial or ownership interest, or option to acquire such interest in real property.

Persons in Category 1 shall also disclose all investments and business positions in business entities in or income from any sources that: (a) are engaged in the acquisition or disposal of real property in the District; (b) are contractors or subcontractors which are or have been within the past two years engaged in work or services of the type used by the District; or (c) manufacture of sell supplies, books, machinery or equipment of the type used by the District.

(CATEGORY 2)

Persons in Category 2 shall disclose investments or business positions in, or income from, all sources that provide any service or good that is the type used by the department which the designated person manages or directs.

SECTION 8.0

**ITEM: 8.5 CALIFORNIA SPECIAL DISTRICTS ASSOCIATION
(CSDA) BOARD ELECTIONS SEAT B**

DESCRIPTION:

INFORMATION: SEE ATTACHMENT

**STAFF
RECOMMENDATION: REVIEW INFORMATION, VOTE FOR A
CANDIDATE**

FISCAL IMPACT:



**California Special
Districts Association**
Districts Stronger Together

CALIFORNIA SPECIAL DISTRICTS ASSOCIATION

2016 BOARD ELECTIONS

MAIL BALLOT INFORMATION

Dear Member:

A mail ballot has been enclosed for your district's use in voting to elect a representative to the CSDA Board of Directors in your Network for Seat B.

Each of CSDA's six (6) networks has three seats on the Board. Each of the candidates is either a board member or management-level employee of a member district located in your network. Each Regular Member (district) in good standing shall be entitled to vote for one (1) director to represent its network.

We have enclosed the candidate information for each candidate who submitted one. Please vote for **only one** candidate to represent your network in Seat B and be sure to sign, date and fill in your member district information. If any part of the ballot is not complete, the ballot will not be valid and will not be counted.

Please utilize the enclosed return envelope to return the completed ballot. Ballots must be received at the CSDA office at 1112 I Street, Suite 200, Sacramento, CA 95814 by **5:00pm on Friday, August 5, 2016**.

If you do not use the enclosed envelope, please mail in your ballot to:

California Special Districts Association
Attn: 2016 Board Elections
1112 I Street, Suite 200
Sacramento, CA 95814

Please contact Charlotte Lowe toll-free at 877.924.CSDA or charlottel@csla.net with any questions.



California Special
Districts Association
Districts Stronger Together

2016 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Paul R. Green Jr.
District/Company: Rio Linda / Elverta Community Water Dist.
Title: Board member
Elected/Appointed/Staff: Elected
Length of Service with District: 3 1/2 yrs

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

~~YES~~ NO

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

ACWA/JPIA, ACWA

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

LAFCO

4. List civic organization involvement:

Rio Channel 6

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after June 2, 2016 will not be included with the ballot.

Candidate statement for Paul R. Green Jr.

I am running for CSDA Board of Directors Seat B. Please find below information regarding my candidacy:

I would like to become a member of your Board because I feel I have a very well rounded background in many different types of Special Districts. I feel my past experience with the challenges of several types of Special Districts would be useful to your organization. I am retired so I will have the time needed to focus my full attention on the many issues that affect Special Districts. Below is a listing of the more pertinent Boards and committees I have served on:

I currently serve on the following Boards:

- Commissioner, Sacramento County Local Agency Formation Commission (LAFCo)
- Board member, Rio Linda/Elverta Community Water District
- Board member, Association of California Water Agencies Joint Powers Insurance Authority (ACWA/JPIA)
- Board member, Sacramento Ground Water Authority (SGA) governing Board.
- Board member, McClellan Restoration Advisory Board

Boards formerly served on:

- California Contractors State License Board
- Grant Joint Union School District
- California Legal Compliance review committee President, North Highlands Visions Task Force North Highlands Recreation and Parks District
- President, Neighborhood accountability Board, North Highlands

Military Service

- Senior Master Sergeant, USAF. Ret. 24 years served.

Captain, On-air Fundraising Committee

KVIE Public Television

October 1994-June 2007 (12 years 9 months) Sacramento, California Area



**California Special
Districts Association**
Districts Stronger Together

2016 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Gil Albani

District/Company: Cosumnes Community Services District

Title: Director of the Board

Elected/Appointed/Staff: Elected

Length of Service with District: 12 years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Attended educational events, Legislative Days and a conference in W. Virginia. Limited participation on Legislative Committee.

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

Board Member, California Association of Realtors, CA National Guard Association.

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

Board Member, Sacramento Metro Chamber of Commerce. Chaired two Mello Roos Tax Campaigns for the Elk Grove Unified School District (EGUSD). Ran two campaigns for Assembly. Chaired EGUSD Finance Committee.

4. List civic organization involvement:

EGUSD Bond Election, Sacramento County Planning Commission General Plan Committee, Chaired Mercy Foundation, Sacramento Association of Realtors Board, American Lung Association Sacramento, two Capital Campaigns for St. Maria Goretti Church, CA State Fair Board of Directors. Currently member of the Dignity Health Board and serving on Mercy Foundation Board. Former member of the Methodist Hospital Board.

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after June 2, 2016 will not be included with the ballot.

Candidate Statement

Gil Albiani
Cosumnes Community Services District – Director of the Board

A sincere thank you to my colleagues on the Cosumnes Community Services District for nominating me for a position on the California Special Districts Association Board.

Thank you also for your consideration and your support.

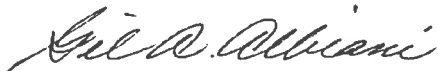
I have served as a Board member of the Cosumnes CSD since 2004 and I am a past President of the Board. I have extensive and varied board member experience, having served on the Board of the California Association of Realtors, the Sacramento Metro Chamber, where I currently serve as a PAC member and Methodist Hospital Sacramento.

I am a past Chair of the California State Fair Board of Directors having been appointed by two separate Governors. I served as President of the Board of the Sacramento Association of Realtors in 1990, the American Lung Association of Sacramento in 1999, and Mercy Foundation in 2004. I currently serve as a Board member of the Dignity Health Sacramento Service Area.

With this varied experience I bring to the position of Board member an understanding of the role a Board member plays. In every position I have been blessed to have served, I have always been looked upon as an idea person. I bring to the position of Board member the wisdom that comes with age, but the energy and enthusiasm of a teenager.

Your vote will be appreciated and you can rest assured that you will never regret it.

Sincerely,

A handwritten signature in cursive script that reads "Gil Albiani".



California Special
Districts Association
Districts Stronger Together

2016 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: GINGER ROOT

District/Company: LINCOLN RURAL COUNTY FIRE PROTECTION DISTRICT

Title: CHIEF ADMINISTRATIVE OFFICER / CLERK OF THE BOARD OF DIRECTORS

Elected/Appointed/Staff: APPOINTED

Length of Service with District: 1976 - CURRENT

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

CURRENTLY ON THE BOARD OF DIRECTORS OF CSDA

ATTEND ALL CONFERENCES, LEGISLATIVE DAYS, COMPLETED SDLA

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

NO

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

TREASURER - SAN JOAQUIN COUNTY FIRE CHIEFS' ASSOCIATION

4. List civic organization involvement:

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after June 2, 2016 will not be included with the ballot.**

**GINGER ROOT
CLERK OF THE BOARD OF DIRECTORS
AND GENERAL MANAGER / EXECUTIVE OFFICER
CANDIDATE FOR SIERRA NETWORK – SEAT B
CSDA BOARD OF DIRECTORS
COUNTRY CLUB SANITARY DISTRICT
EASTSIDE RURAL FIRE DISTRICT
LINCOLN RURAL FIRE DISTRICT
TRACY RURAL FIRE DISTRICT
TUXEDO COUNTRY CLUB RURAL FIRE DISTRICT
4330 NORTH PERSHING AVENUE, SUITE B-1
STOCKTON, CALIFORNIA 95207-6965
(209) 956-3516**

.....

I have served eight years as a member of the CSDA Board of Directors. I am currently on the CSDA Fiscal Committee and the Audit Committee. I want to continue to serve you as a Director.

I bring fiscal, budget, and financial knowledge to the Board. I am detail oriented and research oriented. The five Districts I work with are in stable financial positions.

All five of my five Districts are members of California Special Districts Association. Those Boards of Directors nominated me for the position of Director of CSDA. I have been working with Special Districts for twenty-seven years as an independent contractor, and prior to that, I was a staff accountant for a CPA firm with Special Districts as my specialty.

I attend and support CSDA functions as a representative of my Boards of Directors. In addition, I will represent you.

I have a strong commitment to community service

If you have any questions, please call me at the above telephone number.

I would appreciate your vote.

Thank you,

Ginger Root

Discussion Item 9.1 Cover sheet – Regional Dry Creek Trail Project

June 20, 2016 Acquisition & Development Committee and June 30, 2016 Board of Directors Meeting

Subject: Dry Creek Trail Improvements

The Issue

Should the Auburn Recreation and Park District formally explore constructing a loop trail at Regional Park in the Dry Creek area and including the project on the Ten Year Project list for year 2025?

Background

ARD staff has been directed to explore alignment options to add a loop trail to the existing paved walking pathway system at Regional Park. This loop trail would be constructed in the Dry Creek area and create a loop that would allow park users to walk a circuit pathway system at this end of Regional Park., extending the current pathway system.

Three basic options are illustrated on the concept diagram that is attached:

1. Start at the north end of the existing footbridge and extend along the north side of Dry Creek, crossing a new footbridge and connecting up to the trail that currently terminates at the existing amphitheater. This will require a new footbridge over Dry Creek and numerous environmental permits since construction would occur in a protected riparian zone.
2. Create a new trailhead at the parking lot, extend toward the creek, cross a new footbridge and connect to the terminated existing path at the amphitheatre. A short trail connection behind the tennis courts would complete the loop. No pathway alongside Dry Creek would be included. This option has the greatest physical impact, would require the most extensive CEQA and permitting and be the most costly of the three options. It would also provide the longest linear foot addition to the trail system (approximately 1800 linear feet).
3. Start at the north end of the existing footbridge, run parallel with the north side of Dry and turn northerly toward the picnic area and reconnect with the existing pathway. This short loop would not require a pedestrian bridge and may not be as extensive an environmental permitting and CEQA process. This option would be the least costly of the three options.

Preliminary studies would be required as a basis for planning and constructing the trail, including ground survey, soils analysis and tree survey. Trail alignment would need to limit impacts to existing trees. Any work within the riparian zone of Dry Creek would trigger higher levels of CEQA, potential Corps of Engineers (COE) and California Department of Fish and Wildlife (CDFW) permits. Placer County may require a Minor Use Permit. Further research into exact review is needed to detail project processes and costs.

Two surfacing options are apparent for this project, asphalt to match the existing walking pathway, or, decomposed granite for a less formal surface (lower cost but higher maintenance). Staff prepared a very rough cost estimate for the various option and this summary is attached.

Recommendation

The A&D Committee discussed this topic at their June 20 meeting and with a split vote moved the item forward to the Board for discussion. Staff recommends the Board discuss including a Dry Creek Trail Project on the Ten Year Master List for the year 2025 and identify funding in the “grants’ category at this time. Staff is asking the Board for direction on including this project on the Ten year Master List for the year 2025. Should the Board decide to include this project on the Ten Year Master List, a formal Board action would be required at a future date.

Alternatives Available to the Acquisition and Development Committee:

1. Advise staff to continue researching options and costs and bring information back to the Board for further discussion.
2. Abandon the project.

Fiscal Impact

Estimated costs for the three options vary from \$136,800 to \$263,520 depending upon the environmental impacts, County requirements/review, CEQA requirements and construction costs/methods.

Attachments

Aerial Concept Diagram
Cost Estimate Summary Sheet

Regional Park Dry Creek Trail Project

Estimated Cost Summary

June 2016

Option 1: 7800 sq. ft. paving and assumes planning costs @ \$78,000

a. 6' wide Asphalt	\$240,480
b. 6' wide DG	\$221,760

Option 2: 10,200 sq. ft. paving and assume planning costs @ \$78,000

a. 6' wide asphalt	\$263,520
b. 6' wide DG	\$238,800

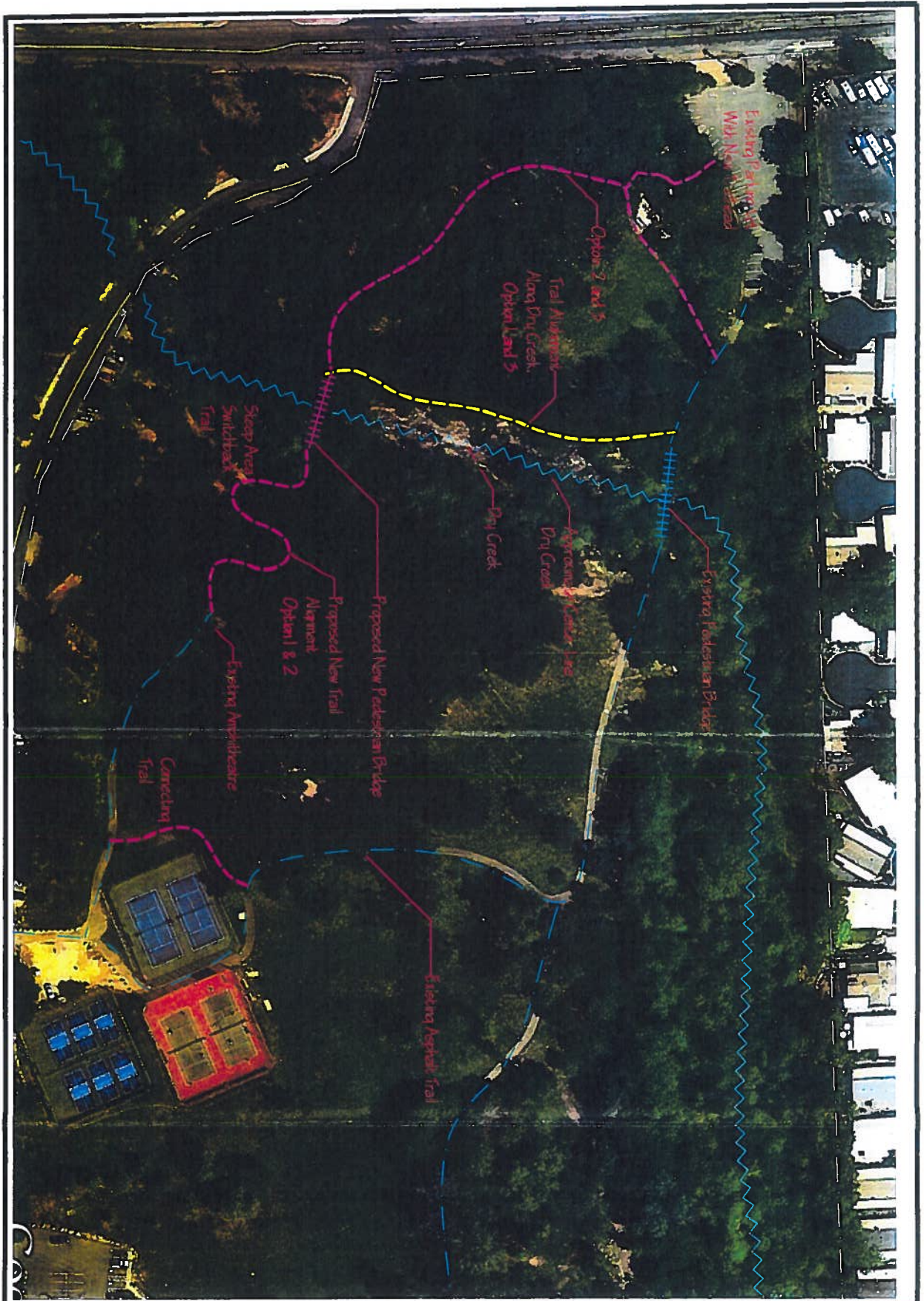
Option 3: 9000 sq. ft. and assume planning costs @ \$60,000

a. 6' wide asphalt	\$158,400
b. 6' wide DG	\$136,800

Estimated Costs include a 20% contingency for unknowns and fluctuation in material/labor costs

Asphalt calculated at \$8/sf

DG calculated at \$6/sf



DRAWN BY
PAMELA VANN, PLA

DATE
JUNE 2016

SHEET 1

AUBURN AREA RECREATION AND PARK DISTRICT
471 MAIDLI DRIVE AUBURN, CA 95603

REGIONAL PARK
DRY CREEK TRAIL CONCEPT DIAGRAM



SCALE:
1" = 100' ±

SECTION 11.0

**ITEM: CORRESPONDENCE/COMMUNICATIONS AND
INFORMATIONAL**

1. Correspondence from Lisa Elliott of Placer Kids for Foster Parent Appreciation picnic.
2. Placer County Local Agency Formation Commission Staff Report.



PLACERkids
Building Families for Life

Lisa Elliott
Foster Parent Liaison

T: 530.887.9982 Ext. 408 F: 530.887.9994
C: 530.308.3283 l Elliott@sierraff.org
275 Nevada Street, Auburn, CA 95603

Dear Manouch,

Thank you so much
for your continued support
of our Foster Parent Appreciation
Picnic. Our kids in care and
their families had a
wonderful time.

Warm Regards,
Lisa Elliott


PLACER COUNTY
LOCAL AGENCY FORMATION COMMISSION

145 Fulweiler Avenue, Suite 110, Auburn California 95603 530-889-4097 FAX: 530-886-4671
Email: lafco@placer.ca.gov

STAFF REPORT

DATE: June 2, 2016

TO: Chairman Holmes, Commissioners Allen, Kirby, Nader, Rudd, Treabess, Weygandt. Alternate Commissioners Daniels, Duran, Gray

FROM: Kris Berry, AICP, Executive Officer 

SUBJECT: Approval of Final Budget for fiscal year 2016-2017 and receive update on the status of recent Placer LAFCO activities and work status report and anticipated work for next fiscal year.

A. RECOMMENDATION

1. Approval of the final budget for the fiscal year 2016-2017, attached as Exhibit "A", and:
2. Receive report of recent Placer LAFCO activities and work status report and anticipated work for fiscal year 2015-2016, attached as Exhibit "B."

B. BACKGROUND

The Commission is required to adopt a final budget by June 15th of each year. The Commission considered the proposed budget at the April 13, 2016 Commission meeting.

Pursuant to §56381 of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, the Commission is required to adopt a proposed budget by May 1st, and a final budget by June 15th. Under AB 2838, the cost of LAFCO is a shared responsibility of the county, the cities and the special districts. After adoption of the budget, the net operating expense of the Commission is divided as follows: one-third to the County, one-third to the Cities and one-third to the Special Districts. The City share is apportioned in proportion to each City's total revenues. The Special District share is apportioned according to each district's revenues.

Further refinements to the preliminary budget presented to the Commission in April, based on actual and projected spending until the end of the fiscal year have been made. The total budget amount has remained the same, \$523,884.00, however with the further reporting of expenditures to date, several of the individual line items have changed.

Government Code section 56381 provides that, at a minimum, the proposed and final budget shall be equal to the budget adopted for the previous fiscal year unless the Commission finds

that reduced staffing or program costs will nevertheless allow the Commission to fulfill its statutory purposes and programs. The overall budget is actually less than the current year's budget. However, the \$672,637.00 budget of this year was a large, one-time increase due to the incorporation of Olympic Valley proposal. While it was significantly higher than the previous year and next year's proposed budgets, it was based on known expenses to be fully funded by the proponents, and did not have an impact on the costs paid by the participating agencies.

As in previous years, LAFCO has partially offset the costs to the funding agencies by using excess treasury funds to partially fund the budget. This year \$30,000 was included, and it is expected that this will draw down the treasury account to levels that will be consistent with funding the reserves in our account. The remaining portion of the budget is made up from estimated revenue from interest and proposal application fees. As in previous years, we include a \$10,000 addition to our reserves, bringing a total reserve of \$137,200, \$37,200 as Personnel reserves, and \$100,000 as general reserves.

C. DISCUSSION

The matrix showing the proposed budget for fiscal year 2016-2017, along with the final budget for the current fiscal year, together with known expenditures through May 31, 2016 is attached. This proposed budget is based upon the following assumptions:

- 1) The proposed budget includes both the Commission Clerk and the Executive Officer as budgeted full time
- 2) We do anticipate increases in funding for Legal Consultants and commission and staff travel. The proposed budget amount of \$74,000 for Municipal Service Reviews would allow the continued work of the existing contracts and would allow several of the cities MSR's to be funded.
- 3) We have budgeted for Legal consulting fees for \$40,000.00. If this amount was exceeded, it would likely be proposal related, and the charges would be offset against proposal billings.
- 4) The expected costs of all health care and benefit programs were calculated based on formulas provided to LAFCO by the County Administrative Office.
- 5) The budget also includes current payment of health insurance costs for 1 retired employee.
- 6) The budget also includes a \$4,000 stipend paid to the Commission by CALAFCO to help offset travel costs incurred for the Executive Officer's work as a Deputy Executive Officer for CALAFCO.
- 7) The carryover from this year's budget is expected to be approximately \$56,958.37, which has been factored in to offset budget costs.
- 8) The total proposed operating budget is \$672,637.00.

D. SUMMARY

The budget is based on the assumption of completion of all District Municipal Service reviews in the budget time frame, and the ongoing process of adoption of Spheres of Influences based on the Municipal Service Reviews. It does not include budgeting for the preparation of the Municipal Service Reviews and Spheres for cities and districts with applicant proposed changes or request for a substantial change in the spheres.

The budget was based on conservative estimates of revenues and expenditures, with adequate funding to ensure that the Commission be able to fulfill its statutory responsibilities in accordance with Government Code §56381 during the fiscal year.

LAFCO FY 2016-2017 PROPOSED BUDGET		2015-2016 FINAL BUDGET	2015-2016 Expenditures YTD 5/31/16	2015-2016 Est yr end	2016-2017 FINAL BUDGET	Reserves
2310	Retiree Health	16,187.00	10,572.98	16,187.00	12,107.00	
1002	Salaries/Wages	186,000.00	164,346.81	181,000.00	191,900.00	37,200.00
1005	Overtime	2,000.00	1,107.57	1,400.00	2,000.00	
1010	Cafeteria Plans	5,584.00	4,844.58	5,584.00	5,629.00	
1300	P.E.R.S.	54,434.00	46,055.22	52,000.00	56,924.00	
1303	Post Employment benefits	11,122.00	9,776.48	11,122.00	10,780.00	
1301	F.I.C.A.	14,382.00	12,190.45	14,382.00	13,718.00	
1310	Employee Group Ins. + Personnel Costs	16,673.00	14,043.33	16,673.00	17,507.00	
1315	Workers Comp Insurance	383.00	417.15	461.00	-	
1325	401(k) Employer Match	750.00	629.50	750.00	750.00	
2310	Employee Benefits System	2,871.00	1,783.31	2,871.00	2,778.00	
SUBTOTAL: SALARIES & BENEFITS		310,386.00	265,767.38	302,430.00	314,093.00	37,200.00
2000	Outside Agency Pass Through Fees	1,000.00	1,993.78	1,994.00	1,000.00	
2051	Communications	2,200.00	1,664.56	2,200.00	2,200.00	
2052	E.O. Cell Phone	600.00	313.96	400.00	600.00	
2140	Liability Ins./Comm. Workers Comp.	2,600.00	2,498.45	2,499.00	2,800.00	
2408	Auditor Fees	4,800.00	1,424.30	4,800.00	5,000.00	
2439	Membership Dues	3,011.00	3,036.00	3,101.00	3,100.00	
2456	GIS Mapping					
2481	PC Acquisition	2,000.00	-	2,000.00	2,000.00	
2500	MSR/Sphere Updates	80,000.00	26,578.02	50,000.00	74,000.00	
2510	PC Upgrades					
2511	Printing/copy machine/interoffice mail	3,400.00	3,412.91	4,000.00	3,600.00	
2523	Office Supplies & Exp	2,400.00	1,371.42	2,000.00	2,000.00	
2524	Postage	2,500.00	2,919.77	2,700.00	3,200.00	
2554	Commissioner Fees	9,000.00	7,748.67	8,600.00	8,800.00	
2555	Legal/Consultants	40,000.00	68,510.64	76,000.00	40,000.00	
2556	County Services					
2568	Data and System access charges	8,197.00	6,869.32	8,197.00	8,409.00	
2570	Media/Video Services	2,000.00	2,069.49	2,500.00	2,500.00	
2701	Legal Notices/Publications	5,000.00	1,165.21	4,000.00	4,000.00	
2709	Software Charges (IPPS)	1,573.00	1,573.00	1,573.00	1,132.00	
2727	Office Rent + Utilities	18,000.00	16,965.00	17,200.00	17,200.00	
2844	Training (staff)	2,000.00	680.00	800.00	2,000.00	
2865	IT-MIS Services					
2931	Staff Travel & Transportation	7,000.00	5,400.42	6,400.00	7,000.00	
2933	Lodging		813.11	261.00	250.00	
2939	Commissioner Travel	8,000.00	5,468.36	7,000.00	9,000.00	
2971	IOV Consultant fees	146,970.00	117,733.90	117,734.00		
2941	County Vehicles		57.00	57.00		
2964	Meals					
3551	A-87 Costs	0.00	-22,493.00		0.00	
5600	General Operating Contingency	10,000.00		10,000.00	10,000.00	110,000.00
SUBTOTAL: OPERATING COSTS		362,251.00	257,774.29	336,016.00	209,791.00	110,000.00
TOTAL OPERATING COSTS:		672,637.00	523,541.67	638,446.00	523,884.00	137,200.00
REVENUE:						
TITLE		2015-16 FINAL BUDGET	2015-2016- Actual YTD	2015-2016 Year end Projected	2016-2017 ESTIMATED REVENUE	
6950	Interest	5,000.00	5,170.22	5,600.00	6,000.00	
8193	Outside Agency Pass Through Fees	1,000.00	351.79	351.79	1,000.00	
8218	Forms and Photocopies	100.00	12.50	12.50	100.00	
8212	General Reimbursement	2,000.00	18.43	19.00	5,000.00	
8216	AB2836 Allocated Amount	366,786.93	366,786.30	366,786.30	394,825.63	
8239	Application Fees	20,000.00	59,948.73	65,000.00	30,000.00	
8782	Applicant Funded Consultant Fees	146,970.00	125,000.00	125,000.00	0.00	
	Partial Treasury funding	80,000.00	80,000.00	80,000.00	30,000.00	
TOTAL REVENUE		621,856.93	637,287.97	644,624.30		
CARRYOVER from previous year		50,780.07	50,780.07	50,780.07	56,958.37	
		672,637.00	685,900.31	695,404.37	523,884.00	

EXHIBIT B
Placer LAFCO Work Status Plan

In previous years, the Executive Officer has presented the Commission with a proposed work plan for the fiscal year, and accomplishments for the year. This was not done for Fiscal Year 2015-2106 due to the tremendous work load placed on staff (and the Commission) for the Incorporate Olympic Valley proposal. There was still a tremendous amount of time spent working on the Incorporation proposal prior to the withdrawal of the application in December 2015, and thru March 2016 until a settlement agreement was reached. In addition to the work on the Incorporation proposal, these are some of the major activities and projects reviewed this year:

Administrative Draft West Slope Fire Municipal Service Review, Finished Administrative Draft received June 2

Administrative Draft Tahoe Area/Martis Valley area Municipal Service Review, Administrative Draft review in circulation to the districts, with comments due back on June 10

Review and processing of the Rocklin Greenbrae Island Annexation proposal and processing of the Reconsideration request (scheduled for hearing on July 13, 2016)

Lincoln Village 1 Annexation request, scheduled for hearing on June 8

Nevada Irrigation District annexation in Village 1 area proposal, to be heard either July or August

Northstar/PCWA annexation and sphere amendment

Review of proposed legislation

Preliminary discussions on various proposals, including Collins Road Annexation to the City of Auburn, NID "Island" annexation program, Amoroso Annexation to the City of Roseville

Expected proposals and studies for 2016-2017

Completion of the Western Slope Fire Municipal Service Review and potential proposals resulting from the review.

Completion of Tahoe Area/Martis Valley Municipal Service Review

Initiation of Municipal Service Reviews: City of Auburn
 City of Colfax
 Town of Loomis
 Auburn Recreation District

Provide guidance on incoming proposals, review and processing of proposals

Continued staff participation in CALAFCO and CALAFCO Legislative Committee

Continued outreach with public, districts and cities

Ongoing review of environmental documents

Thursday May 19 2016 | 0 comments

1

Reader Input: Grateful to the community

I want to take this opportunity to express my appreciation to all the sponsors for our inaugural String Fling Acoustic Guitar Festival. ARD strives to bring affordable and accessible programs and events to the community and could not achieve our mission without the generosity of our local sponsors. Please join me in supporting Auburn Rotary, Auburn Journal, Cunningham Legal Service, Encore Music, Hersch Guitars, Image.net, KVMR, Placer County, Solar City-Don Roeder, Strings of Auburn, the Strum Shop, Taco Tree and visitauburnca.com. Special thanks to our amazing committee Preston Marx, Gary Bowman and Juli Land-Marx. We'll do it again next year!

Sheryl Petersen, ARD Recreation Services Manager, Auburn

Keywords:

Grateful to the community Sheryl Petersen

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Friday May 27 2016 | 2 comments

0

Grad Night Alive: Placer High seniors ending it with a bash

By: Tricia Caspers-Ross, Reporter



Grad Night Alive volunteers... and Debra Oldziewski put the finishing touches on the dance floor lighting in the last hour before the... of 2015 arrived.

High School Graduations:

Chana High School:

7 p.m., Friday, May 27, Parkside Church,
3885 Richardson Drive, Auburn

Colfax High School:

9 a.m., Saturday, May 28, 24995 Ben
Taylor Rd., Colfax

Foresthill High School:

9 a.m., Saturday, May 28, 23319 Foresthill
Rd., Foresthill

Placer High School:

9 a.m., Saturday, May 28, 275 Orange St.,
Auburn

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GRAD NIGHT ALIVE

Tickets for Grand Night Alive are at the last-minute price of \$90, but they are still available at the door. 10 p.m., Saturday, May 28, at 123 Recreation Drive.

Star Wars, Under the Sea, Pirates of the Caribbean – sounds like a trip to Disneyland, but this event tops them all: It's Placer Grad Night Alive.

Grad Night is better than any amusement park, said event coordinator Mary Ann Collins, because from 10 p.m. to 5 a.m. all of the students are together one last time.

About 240 of Placer's 330 graduating seniors are expected to attend the Saturday night festivities at Recreation Park, but this year's theme is hush-hush.

"We keep it a secret to make them want to come and find out what it is," Collins said.

The goal of Grad Night is to be as appealing as possible to keep the students sober, safe and off the roads into the wee hours of morning.

If students want to leave they can, but their parents are given a courtesy call to let them know their child is headed out.

However, the team of volunteers does its best to keep the teens there.

To that end the recreation center at the park is transformed into another world, with each room decorated in its own theme. There are many activities to keep the freshly minted adults busy throughout the night including a casino, swimming pool, photo booth, video game truck, ping pong table, karaoke, massage therapy, an airbrush tattoo artist, a caricature artist, and – new this year – a chef demonstration.

Raffle prizes are handed out throughout the event. This year's giveaways include a kayak, a paddle board, cameras, electronics and a grand prize of \$1,000. The trick is that the winner has to stay through the night to receive the cash.

There are hundreds of smaller prizes donated by the community as well, Collins said. No one walks away empty-handed.

And then there's the food. If you've ever fed one teenager, you can imagine how much food it might take to feed 240 of them, and it's served continually throughout the night: pizza, sushi, hamburgers and doughnuts.

Grad Night takes the coordination of 100 volunteers - and a core team of 15 - and many hours of preparation, beginning in October of each year.

Another volunteer, Julann Brown, whose son is a junior this year, said she's volunteered up to 10 hours a week since March working on decorations.

"It's like a second job," she said.

It's important for parents of students who aren't in their senior year to volunteer because they're not also swept up in the chaos of senior events.

This is the third year Brown has volunteered.

But it's so much preparation and there are so few parents putting in the bulk of the hours that the team considered closing up shop this year. They polled seniors last fall to ask if they would rather go to Disneyland or Sunsplash.

The answer was no.

In a getaway, students wouldn't have the opportunity to visit with each other one last time, Collins said. Also, Grad Night is less costly for the families.

"This is a nice unique event," Brown said. "It lets kids ... hang out with friends in a safe environment in auburn, and it's a lot of fun."

Sean Collins, who graduated in 2009, remembers walking into the recreation center and being blown away by the amount of work that went into the event.

"We were all shocked at how much work our parents put in," he said. "It was like a fun land."

It felt a little like being held captive, Collins said, but in a good way. He bonded with people he'd never met during his four years on campus, and he was aware that he might not see those classmates again until a class reunion - or possibly ever.

"It was sad, but it was all happy, too."

Reach reporter Tricia Caspers at triciar@goldcountrymedia.com

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TO THE EDITOR**



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7th - Foresthill Lions Club, 7 p.m., Memorial Hall. Reservations required. Contact Larry or Carol Jordan at 530-367-2325 for info.

13th - Foresthill Union School District Board, 6:30 p.m. in the old FES library. Visit www.fusd.org for up-to-date information.

21st - Fire Safe Council, 5:30 p.m., 24320 Main Street. Public is invited.

22nd - Foresthill PUD Board, 2 p.m., Foresthill Vet's Memorial Hall. Public is invited.

FORESTHILL'S PRECIPITATION

Monthly rainfall in inches as measured by USBOR at Sugar Pine at 3,843 ft. elevation					
Mos	11/12	12/13	13/14	14/15	15/16
Jul	0.00	0.05	0.00	0.00	0.20
Aug	0.00	0.01	0.00	0.12	0.04
Sep	0.04	0.00	1.32	1.52	0.00
Oct	4.32	2.76	0.88	2.20	0.64
Nov	2.33	13.66	2.12	5.96	4.28
Dec	0.00	12.27	1.08	17.84	13.12
Jan	2.81	2.68	1.64	5.12	18.12
Feb	8.06	0.56	16.96	5.74	2.52
Mar	21.54	2.71	9.44	0.92	15.32
Apr	3.29	1.40	3.56	5.16	3.28
May	4.91	1.11	1.16	0.88	2.16

Napkin class on Saturday, July 23 from 1-3, there are two ways to take this class 1) We will cut out and make ONE community napkin in class so you can see how it is done or 2) You can make your own napkin in class. If you chose option 2, you will need to bring a sewing machine, an extension cord, straight pins, scissors, tape measure and thread to match your fabric plus 1/4 yard each of two different holiday fabrics (if you plan to make a set of four, you will need 1/2 yard of each fabric...you may need more if your fabric is directional, best if it's not...small non-directional patterns work best). Every student will receive a detailed napkin pattern including directions to keep.

In addition to the craft classes already slated for 2016, we are adding a Junk Greeting Card class Wednesday, September 21 from 1 - 3 p.m. In this class you will make a card out of card stock and junk mail/old magazine pages. Envelope included, plus an additional take home surprise. You will also receive a handout outlining how-to tips and tricks. All materials will be provided. Other August classes include: Soft Sculpture Pumpkin Saturday, September 10 from 1-3 p.m. taught by Sandy Simester. Beginning Water Color, Saturday, September 24 from 1-3 p.m. taught by Joan Stafford. All materials provided. Stay tuned for further information.

Donations are appreciated and help support Friends of the Library. All craft classes are taught at the library located at 24580 Main Street, Foresthill, CA.

Women Federated June 10th Luncheon

The Auburn Area Republican Women Federated will host their June Luncheon on Friday the 10th from 11:30 a.m. to 1:30 p.m. at the Sizzler, located at 13570 Lincoln Way in Auburn. Meet David Creager, Field and Political Director for the CA Republican Party. Mr. Creager will hold a discussion on the June 7th election results and the role of the CRP leading up to the November election.

Lunch is \$17 at the door. The public is invited. Check-in-time is 11:15 a.m. For reservations call 916-316-6898.

Auburn Recreation District (ARD) is proud to present the 3rd Annual Envision Expo June 4th!

Auburn Recreation District (ARD) is proud to present the 3rd Annual Envision Expo at Recreation Park gym located at 123 Recreation Drive in Auburn on Saturday, June 4.

Do you have questions about: **Starting a new business, Improving your health, Dyslexia, ADHD, or learning challenges, Business and/or life coaching, Nutrition, Fitness, Financial and estate planning, Women's safety, Weight loss, or Branding your business?**

Meet experts in these fields and more

Players. Camp will provide attendees with: - Games and activities; - Basketball fundamentals - Player evaluations - Miscellaneous prizes - T-Shirt. The sign up form is available on line at: <https://sites.google.com/site/wildfires-boosterclub/> and click on where it says: Boys Basketball Camp Grades 2-6. Or you can contact James Kuykendall with questions or to request the sign up form at 530-863-0628, email: jameskuyk@sbcglobal.net. Send your payment and registration to: James Kuykendall C/O Foresthill High School 23319 Foresthill RD. Foresthill, CA 95631 Please make checks payable to: Wildfires Boosters--memo boy's basketball

to get your questions answered. Enjoy an afternoon of exploring your favorite products and services that improve your life and contribute to your well-being! Enter to win a Grand Prize (14 karat white gold earrings set with oval opals) donated by Roper's Jewelers! Pick up one of our postcards at various locations around town to receive \$2.00 off a Machado's pie **REDEEMABLE ONLY AT THE ENVISION EXPO!** The Expo is FREE to attend on June 4, from 12:30 - 4:00 p.m.

Message
6/1/16

Auburn Recreation District

**Free Movie nights begin on
Wednesday nights**

June 15 Stuart Little
Central Square

June 22 Karate Kid
Old Town

June 29 Land Before Time
Regional Park

July 13 Ground Hog Day
Central Square

July 20 Ghost Busters
Old Town

July 27 Field Of Dreams
Recreation Park

Movies begin about 8:45pm.

Bring a blanket or a chair.

Free popcorn is served.

**15th Annual Party
in The Park**

Free Concert- Regional Park, Auburn

Friday June 17, 5:30-9:30pm

Food, Crafts, Kid Zone, Beer Garden,

Bands -

Island of Black and White followed by

Mumbo Gumbo

*The Forest Hill
Messenger 6-15-16*

Auburn Journal

Sunday Jun 19 2016 | 3 comments

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Getting the groove on at Auburn's 15th annual Party in the Park

By: Kim Palaferri / For the Auburn Journal



Hundreds gathered at Regional Park Friday evening for Auburn Recreation District's 15th annual Party in the Park, offering music, a beer garden and plenty of children's activities. Mumbo Gumbo and Island of Black and White performed on stage.

Keywords:

Party in the Park Auburn Recreation District Mumbo Gumbo

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