

**AUBURN AREA RECREATION AND PARK DISTRICT
MEETING OF THE BOARD OF DIRECTORS AGENDA
THURSDAY, DECEMBER 15, 2022, 6:00 PM
CANYON VIEW COMMUNITY CENTER, BOARD ROOM
471 MAIDU DRIVE, AUBURN, CA 95603**

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).

The public may participate in the meeting in-person or through Zoom. The link for this meeting is <https://us06web.zoom.us/j/81462084674>. The public can use this link and/or call 1 669 900 6833 Webinar ID: 814 6208 4674 to participate.

People using the Zoom website will be able to see and hear the Board, and the Board will be able to hear the public. The Board 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 one hour before the meeting. 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.

If you are a person with a disability and need an accommodation to participate in the District's programs, services, activities and meetings, contact Kahl Muscott at (530) 537-2186 or kmuscott@auburnrec.com at least 48 hours in advance to request an auxiliary aid or accommodation.

1.0 CALL TO ORDER

(PLEDGE TO THE FLAG)

The Board of Directors of the Auburn Area Recreation and Park District welcomes you to its meetings. Regular meetings are scheduled at 6 p.m. the last Thursday of each month. The November and December Board meetings will be scheduled in consideration of recognized holidays. Your attendance and interest is encouraged and appreciated. Special accommodations may be made upon request to the District Administrator 72 hours in advance of the meeting.

Roll Call

Ainsleigh _____ Lynch _____ Gray _____ Holbrook _____

2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS

Presentation by District Administrator, Kahl Muscott, of a plaque to outgoing Chairman Mike Lynch.

Presentation from Facility and Grounds Manager, Jesse Williams, to Facility and Grounds Park Worker, Jonathan Laymon, as employee of the month for December, 2022.

3.0 AGENDA REVIEW, CHANGES, AND APPROVAL

Motion by _____ Second by _____ to _____

Ainsleigh _____ Lynch _____ Gray _____ Holbrook _____

Roll Call Vote

4.0 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 Board of Directors. 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 Board Chairperson. 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.

5.0 CONSENT ITEMS – (roll call vote). All matters listed under the Consent Calendar are to be considered routine by the Board of Directors and will be enacted by one motion in the form listed. There will be no separate discussion of these items unless, before the Board votes on the motion to adopt, a member or members of the Board, staff or the public requests a specific item to be removed from the Consent Calendar for separate discussion and action.

_____ **5.1 Review and approval of Minutes of the Board of Directors from November, 2022 (Pages 6-12)**

Review and approval of Minutes of the Board of Directors from November 17, 2022

_____ **5.2 Review of Cash Requirements for November, 2022 (Standing Finance Committee) (Pages 13-15)**

This item was reviewed and approved by the Standing Finance Committee and forwarded to the Consent Calendar for review and approval.

_____ **5.3 Review of Financials for October, 2022 (Standing Finance Committee) (Pages 16-42)**

This item was reviewed and approved by the Standing Finance Committee and forwarded to the Consent Calendar for review and approval.

_____ **5.4 Resolution #2022-26: Transfer of Equipment Reserve Fund (Standing Finance Committee) (Pages 43-45)**

This item was reviewed and approved by the Standing Finance Committee and forwarded to the Consent Calendar for review and approval.

_____ **5.5 Increase in Minimum Wage (Pages 46-48)**

This item was reviewed and approved by the Program, Personnel, Policy, Fee & Legal Review Committee) and forwarded to the Consent Calendar for review and approval.

6.0 ADMINISTRATOR’S AND DEPARTMENTAL REPORTS (Pages 49-58)

Please see board reports and vandalism reports under item 6.0.

7.0 UNFINISHED BUSINESS

_____ 7.1 ARD Marriott Meadows Park Prop. 68 Grant Obligation-Conservation Corps Brush Clearing Work. Award of Contract and Finding of Competitive Bidding Exception (Pages 59-65)

Shall the Auburn Recreation District Board of Directors authorize the District Administrator to sign a contract with the Sacramento Regional Conservation Corps for brush clearing work at the Marriott Meadows Park site, and shall the Board find that this contract is an exception to competitive bidding requirements?

Motion by _____ second by _____ to _____

Ainsleigh _____ Lynch _____ Gray _____ Holbrook _____

8.0 NEW BUSINESS

_____ 8.1 ARD Board Vacancy (Pages 66-78)

The Auburn Area Recreation and Park District (ARD) has a vacancy on the Board. Shall the Board of Directors call for a special election or appoint a resident to serve the remainder of the term?

Motion by _____ second by _____ to _____

Ainsleigh _____ Lynch _____ Gray _____ Holbrook _____

Roll Call Vote

_____ 8.2 Resolution #2022-27; Partial Fee Acquisition and Temporary Construction Easement at Regional Park (Pages 79-125)

Shall the Auburn Area Recreation and Park District (ARD) approve Resolution #2022-27, authorizing the District Administrator to sign all necessary documents for the Partial Fee Acquisition and Temporary Construction Easement at Regional Park?

Motion by _____ second by _____ to _____

Ainsleigh _____ Lynch _____ Gray _____ Holbrook _____

Roll Call Vote

_____ 8.3 Fee Waiver Policy Review (Pages 126-129)

Shall the Auburn Recreation District (ARD) consider modifying its policy, criteria and/or the amounts of fees that are waived for future Fee Waivers at ARD?

Motion by _____ second by _____ to _____

Ainsleigh _____ Lynch _____ Gray _____ Holbrook _____

Roll Call Vote

_____ 8.4 Amending 2022/2023 Project List and CIP (Pages 130-135)

Shall the Auburn Recreation District amend the existing 2022/2023 Project List and Capital Improvement Project List (CIP) for the purchase and install of a new irrigation pump at Winchester Park?

Motion by _____ second by _____ to _____

Ainsleigh _____ Lynch _____ Gray _____ Holbrook _____

Roll Call Vote

_____ 8.5 Election of ARD Chairperson and Vice Chairperson (Pages 136-137)

Shall the Auburn Area Recreation and Park District (ARD) elect a chairperson and vice-chairperson for 2023?

Motion by _____ second by _____ to _____

Ainsleigh _____ Lynch _____ Gray _____ Holbrook _____

Roll Call Vote

9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

9.1 County Mitigation Fund, current balance \$113,375

9.2 CEPPT Investment Report

9.3 Placer County Investment Report **(Pages 138-154)**

10.0 BRIEF ANNOUNCEMENTS AND REPORTS FROM BOARD MEMBERS

No action will be taken at this time on any item announced or reported by a Board Member. The Board or a member of the Board may provide a reference to staff or other resources for factual

information, request staff to report back to the body at a subsequent meeting concerning any matter so reported, or take action to direct staff to place a matter of business on a future agenda.

11.0 CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL

None.

12.0 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 Board of Directors. 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 Board Chairperson. 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.

13.0 CLOSED SESSION

13.1 Public Employee Performance Evaluation (Gov Code 54954.5, subd. (e), 54947.)

Title: District Administrator

14.0 OPEN SESSION – REPORT/ACTION ON OR ABOUT CLOSED SESSION

ADJOURNMENT

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

12/9/2022
Date

10:00Am
Time

Cathy Wainford
Clerk to the Board

SECTION: 5.0

ITEM: 5.1 REVIEW AND APPROVAL OF MINUTES OF THE BOARD OF DIRECTORS FROM NOVEMBER 17, 2022

INFORMATION: SEE ATTACHED MINUTES

STAFF RECOMMENDATION: BOARD OF DIRECTORS REVIEW & APPROVE MINUTES

FISCAL IMPACT: NONE

**Auburn Area Recreation and Park District
Minutes of the Meeting of the Board of Directors
Thursday, November 17, 2022 6:00 PM**

Board Members Present: Chairperson Mike Lynch
Director H. Gordon Ainsleigh
Director Scott Holbrook

Board Members Absent: Vice-Chairperson Jim Gray

Staff Present: Kahl Muscott, District Administrator
Mark Brunner, Recreation Services Manager
Veona Galbraith, Administrative Services Manager
Caleb Porter, Youth Services Manager
Manouch Shirvanioun, Customer Service/Marketing Manager
Cathy Warford, Recording Secretary

Staff Excused: Mike Scheele, Landscape Architect/Project Manager
Jesse Williams, Facilities & Grounds Manager

1.0 CALL TO ORDER

The Meeting of the Board of Directors was called to order at 6:03 PM by Chairperson Lynch.

2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS

None.

3.0 AGENDA REVIEW, CHANGES AND APPROVAL

A motion was made by Chairperson Lynch to move 8.4 between Public Comment and Consent.

Roll Call Vote

Director Ainsleigh – Yes
Director Gray – Absent
Director Holbrook – No
Chairperson Lynch – Yes

2 – 1 Motion failed.

A second motion was made by Director Holbrook and second by Chairperson Lynch to move 8.4 after Consent.

Roll Call Vote

Director Ainsleigh – No
Director Gray – Absent

Director Holbrook – Yes
Chairperson Lynch – Yes

2 – 1 Motion failed.

A third motion was made by Director Ainsleigh and second by Chairperson Lynch to move 8.4 ahead of Public Comment.

Roll Call Vote

Director Ainsleigh – Yes
Director Gray – Absent
Director Holbrook – Yes
Chairperson Lynch – Yes

3 – 0 Motion carries.

4.0 PUBLIC COMMENT

Ken Piscitelli gave a public comment to Board and ARD staff. In regard to the resurfacing of 4 Pickleball and 1 Tennis Court in Meadow Vista. He wanted to mention that the work should be done within 60 days after the contract is awarded. The resurfacing of existing courts and any additional courts in Auburn should also be done within 60 days also.

Ken mentioned that he felt the best place for a Dog Park in Meadow Vista was below the Maintenance Building Office, near the bathrooms with lots of parking. The unused Horseshoe Pits could be removed as no one uses them and installed north of the Pickleball Courts and west of the open Soccer field.

Ken also suggested that ARD put a 4-foot-high chain link fence around the Dog Park and put in a smaller chain link fence to separate the small and big dogs.

5.0 CONSENT ITEMS

- 5.1 Review and approval of Minutes of the Board of Directors from October, 2022**
- 5.2 Review of Cash Requirements for October, 2022 (Standing Finance Committee)**
- 5.3 Review of Financials for November, 2022 (Standing Finance Committee)**
- 5.4 Resolution 2022-25: Transfer of City Trust Funds (Standing Finance Committee)**

A motion was made by Chairperson Lynch to pull 5.2 Cash Requirements for October, 2022. Director Holbrook approved and was second by Chairperson Lynch.

Roll Call Vote

Director Ainsleigh – Yes
Director Gray – Absent
Director Holbrook – Yes
Chairperson Lynch – Yes

3 – 0 Motion carries.

A motion was made by Director Holbrook approving 5.2 Cash Requirements for October, 2022 and noting Directors Ainsleigh protesting the payment of check number 23783.

Roll Call Vote

Director Ainsleigh – Abstain
Director Gray – Absent
Director Holbrook – Yes
Chairperson Lynch – Yes

2 – 1 Motion failed.

6.0 ADMINISTRATOR’S AND DEPARTMENTAL REPORTS

Board reports were provided to the Board under separate cover.

7.0 UNFINISHED BUSINESS

None.

8.0 NEW BUSINESS

8.1 ARD Board Vacancy

This item was Tabled by Chairperson Lynch, no votes were made.

8.2 Appointment for New Auditor

A motion was made by Director Holbrook and seconded by Director Ainsleigh to approve the appointment of Nigro and Nigro as ARD’s a new auditor for the Fiscal years ending 2023, 2024 and 2025?

Roll Call Vote

Director Ainsleigh – Yes
Director Gray – Absent
Director Holbrook – Yes
Chairperson Lynch – Yes

3 – 0 Motion carries.

8.3 Change in the Auburn Area Recreation and Park District’s District Policy Manual (Investment Policy)

A motion was made by Chairperson Lynch and seconded by Director Ainsleigh to approve the change in Auburn Area Recreation and Park District’s District Policy Manual (Investment Policy).

Roll Call Vote

Director Ainsleigh – Yes
Director Gray – Absent
Director Holbrook – Yes
Chairperson Lynch – Yes

3 – 0 Motion carries.

8.4 Fee Waivers Policy Review

A motion was made by Director Ainsleigh and seconded by Chairperson Lynch to modify the percentage waived from 10% to 20%.

Roll Call Vote

Director Ainsleigh – Yes
Director Gray – Absent
Director Holbrook – No
Chairperson Lynch – Yes

2 – 1 Motion failed.

An amendment was made by Director Ainsleigh to add back the policy that Placer High Safe and Sober Grad Night will be maintained at 20%

Roll Call Vote

Director Ainsleigh – Yes
Director Gray – Absent
Director Holbrook – No
Chairperson Lynch – Yes

2 – 1 Motion failed.

A third motion was made by Chairperson Lynch and second by Director Ainsleigh to Table this topic and send it back to the Policy Committee.

Roll Call Vote

Director Ainsleigh – Yes
Director Gray – Absent
Director Holbrook – Yes
Chairperson Lynch – Yes

3 – 0 Motion passed.

8.5 ARD Marriott Meadows Park Prop. 68 Grant Obligation-Conversation Corps Brush Clearing Work. Award of Contract and Finding of Competitive Bidding Exception

No action was done on 8.5, this will be sent back to the Board of Directors December, 2022 meeting.

8.6 Amending 2022/2023 Project List and CIP

A motion was made by Director Holbrook and seconded by Director Ainsleigh to approve 8.6.

Roll Call Vote

Director Ainsleigh – Yes
Director Gray – Absent
Director Holbrook – Yes
Chairperson Lynch – Yes

3 – 0 Motion carries.

9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

9.1 County Mitigation Fund, current balance \$113,375.

9.2 CEPPT Investment Report – item was discussed.

9.3 Placer County Investment Report – item was discussed. Director Ainsleigh would like to see a comparison on the same amount of money left in the Placer County.

10.0 BRIEF ANNOUNCEMENTS AND REPORTS FROM BOARD MEMBERS

None.

11.0 CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL

None.

12.0 PUBLIC COMMENT

None.

13.0 CLOSED SESSION

None.

14.0 OPEN SESSION – REPORT/ACTION ON OR ABOUT CLOSED SESSION

None.

ADJOURNMENT

The meeting was adjourned at 7:00 PM.

Cathy Wayford
Board Secretary

12/5/2022
Date

SECTION: 5.0

**ITEM: 5.2 REVIEW AND APPROVAL OF CASH
REQUIREMENTS FOR NOVEMBER, 2022**

DESCRIPTION: ACCOUNTS PAYABLE

INFORMATION: SEE ATTACHED INFORMATION

**STAFF
RECOMMENDATION: DIRECTOR AINSLEIGH APPROVED THE CASH
REQUIREMENTS.**

FISCAL IMPACT: \$118,896.34

Ranges:	From:	To:	Check Date	From:	To:
Check Number	First	Last	11/1/2022	11/1/2022	11/30/2022
Vendor ID	First	Last	Checkbook ID	COMM 1ST	COMM 1ST
Vendor Name	First	Last			

Sorted By: Check Number

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
23880	1099-16	Greater Sacramento Investments	11/4/2022	COMM 1ST	PMCHK00002887	\$1,504.10
23881	1099-342	Susie Bell	11/4/2022	COMM 1ST	PMCHK00002887	\$91.00
23882	A0051	Anderson's Sierra Pipe Co.	11/4/2022	COMM 1ST	PMCHK00002887	\$59.58
23883	A0115	Auburn Hardware & Rental LLC	11/4/2022	COMM 1ST	PMCHK00002887	\$36.21
23884	A0170	AT&T Acct 088-034-5818-655	11/4/2022	COMM 1ST	PMCHK00002887	\$90.95
23885	B0062	BareBones WorkWear	11/4/2022	COMM 1ST	PMCHK00002887	\$387.17
23886	D0066	De Lage Landen Financial Servi	11/4/2022	COMM 1ST	PMCHK00002887	\$332.48
23887	G0045	GSSA	11/4/2022	COMM 1ST	PMCHK00002887	\$655.50
23888	M0098	Meadow Vista County Water Dist	11/4/2022	COMM 1ST	PMCHK00002887	\$1,271.83
23889	N0003	Norris Electric, Inc.	11/4/2022	COMM 1ST	PMCHK00002887	\$902.45
23890	N0045	Near U CO2	11/4/2022	COMM 1ST	PMCHK00002887	\$432.81
23891	P0005	Placer County Water Agency	11/4/2022	COMM 1ST	PMCHK00002887	\$4,286.04
23892	S0009	Sierra Saw Sales And Service	11/4/2022	COMM 1ST	PMCHK00002887	\$544.31
23893	S0025	Sierra Pacific Turf Supply, In	11/4/2022	COMM 1ST	PMCHK00002887	\$346.93
23894	S0143	SMOA	11/4/2022	COMM 1ST	PMCHK00002887	\$1,236.00
23895	S0145	SCP Distributors	11/4/2022	COMM 1ST	PMCHK00002887	\$264.10
23896	TEMPH	Elise Hinkey	11/4/2022	COMM 1ST	PMCHK00002887	\$150.00
23897	TEMPR	Reeves Martial Arts	11/4/2022	COMM 1ST	PMCHK00002887	\$720.00
23898	TEMPW	West Coast Impact Athletic Lea	11/4/2022	COMM 1ST	PMCHK00002887	\$144.00
23899	V0004	Pape Machinery	11/4/2022	COMM 1ST	PMCHK00002887	\$1,898.52
23900	V0007	Verizon Wireless	11/4/2022	COMM 1ST	PMCHK00002887	\$820.67
23901	W0001	Walker's Office Supplies, Inc.	11/4/2022	COMM 1ST	PMCHK00002887	\$1,547.39
23902	W0003	Warehouse Paint Incorporated	11/4/2022	COMM 1ST	PMCHK00002887	\$111.47
23903	W0044	Wave	11/4/2022	COMM 1ST	PMCHK00002887	\$239.62
23904	W0052	Water Heater Pros	11/4/2022	COMM 1ST	PMCHK00002887	\$20,588.00
23905	U0019	US Bank	11/10/2022	COMM 1ST	PMCHK00002888	\$15,167.67
23906	1099-271	Kelpro Security	11/10/2022	COMM 1ST	PMCHK00002889	\$4,363.00
23907	1099-295	Juli Land-Marx	11/10/2022	COMM 1ST	PMCHK00002889	\$1,899.00
23908	A0001	Recology Auburn Placer	11/10/2022	COMM 1ST	PMCHK00002889	\$1,159.70
23909	A0018	Auburn Chamber of Commerce	11/10/2022	COMM 1ST	PMCHK00002889	\$395.00
23910	A0027	Recology Auburn Placer	11/10/2022	COMM 1ST	PMCHK00002889	\$1,253.29
23911	A0115	Auburn Hardware & Rental LLC	11/10/2022	COMM 1ST	PMCHK00002889	\$145.36
23912	C0061	California Computer Services	11/10/2022	COMM 1ST	PMCHK00002889	\$2,304.00
23913	C0141	CivicPlus LLC	11/10/2022	COMM 1ST	PMCHK00002889	\$16,098.01
23914	E0008	Ewing Irrigation Products, Inc	11/10/2022	COMM 1ST	PMCHK00002889	\$393.53
23915	K0010	Knorr Systems, Inc.	11/10/2022	COMM 1ST	PMCHK00002889	\$5,439.36
23916	M0019	Kahl Muscott	11/10/2022	COMM 1ST	PMCHK00002889	\$282.51
23917	N0045	Near U CO2	11/10/2022	COMM 1ST	PMCHK00002889	\$130.36
23918	P0007	Pacific Gas & Electric Company	11/10/2022	COMM 1ST	PMCHK00002889	\$159.09
23919	P0109	Caleb Porter	11/10/2022	COMM 1ST	PMCHK00002889	\$53.96
23920	Q0003	Quality Automotive	11/10/2022	COMM 1ST	PMCHK00002889	\$4,049.31
23921	R0025	Rotary Club of Auburn	11/10/2022	COMM 1ST	PMCHK00002889	\$400.00
23922	S0145	SCP Distributors	11/10/2022	COMM 1ST	PMCHK00002889	\$306.47
23923	S1007	Stationary Engineers, Local 39	11/10/2022	COMM 1ST	PMCHK00002889	\$407.04
23924	TEMPN	Laura Newby	11/10/2022	COMM 1ST	PMCHK00002889	\$150.00
23925	TEMPV	Ciara Varvas	11/10/2022	COMM 1ST	PMCHK00002889	\$148.00
23926	W0043	West Coast Fire Protection Sys	11/10/2022	COMM 1ST	PMCHK00002889	\$150.00
23927	W0045	Williams, Jesse	11/10/2022	COMM 1ST	PMCHK00002889	\$71.88
23928	W0053	Water Heater Man, Inc.	11/10/2022	COMM 1ST	PMCHK00002889	\$175.00
23929	Y0002	Yuba Lock & Safe	11/10/2022	COMM 1ST	PMCHK00002889	\$5,864.04
23930	1099-117	Juan Aceituno	11/18/2022	COMM 1ST	PMCHK00002890	\$390.00
23931	1099-216	Gerald Harris	11/18/2022	COMM 1ST	PMCHK00002890	\$156.00
23932	1099-218	Auburn Gymnastics Center	11/18/2022	COMM 1ST	PMCHK00002890	\$438.75
23933	1099-256	Healing Pastures, Inc.	11/18/2022	COMM 1ST	PMCHK00002890	\$675.00
23934	1099-269	Deborah Lynn	11/18/2022	COMM 1ST	PMCHK00002890	\$234.00
23935	1099-291	Isaac Humber	11/18/2022	COMM 1ST	PMCHK00002890	\$234.00

Auburn Rec & Park
 VENDOR CHECK REGISTER REPORT
 Payables Management

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
23936	1099-313	Alison Lloyd	11/18/2022	COMM 1ST	PMCHK00002890	\$1,487.20
23937	1099-342	Susie Bell	11/18/2022	COMM 1ST	PMCHK00002890	\$156.00
23938	1099-343	Faith Petersen	11/18/2022	COMM 1ST	PMCHK00002890	\$576.00
23939	1099-374	Sarah Violet	11/18/2022	COMM 1ST	PMCHK00002890	\$187.50
23940	1099-375	Jennifer Rogers	11/18/2022	COMM 1ST	PMCHK00002890	\$449.47
23941	1099-376	Joanna Britt	11/18/2022	COMM 1ST	PMCHK00002890	\$302.40
23942	1099-378	Isaiah Baker	11/18/2022	COMM 1ST	PMCHK00002890	\$546.00
23943	1099-379	Matt Biagi	11/18/2022	COMM 1ST	PMCHK00002890	\$840.00
23944	1099-380	Emily Mockel	11/18/2022	COMM 1ST	PMCHK00002890	\$390.00
23945	1099-383	Tyler Dickerson	11/18/2022	COMM 1ST	PMCHK00002890	\$58.50
23946	A0013	AT&T	11/18/2022	COMM 1ST	PMCHK00002890	\$74.90
23947	C0121	Cole Huber LLP	11/18/2022	COMM 1ST	PMCHK00002890	\$240.00
23948	C0128	Clipped In Races	11/18/2022	COMM 1ST	PMCHK00002890	\$1,700.00
23949	H0056	Humana Dental Ins. Co	11/18/2022	COMM 1ST	PMCHK00002890	\$2,559.57
23950	P0005	Placer County Water Agency	11/18/2022	COMM 1ST	PMCHK00002890	\$95.76
23951	S0094	Manouch Shirvanioun	11/18/2022	COMM 1ST	PMCHK00002890	\$43.75
23952	S0154	Mike Scheele	11/18/2022	COMM 1ST	PMCHK00002890	\$100.63
23953	S0170	Diane Shaw	11/18/2022	COMM 1ST	PMCHK00002890	\$28.13
23954	W0001	Walker's Office Supplies, Inc.	11/18/2022	COMM 1ST	PMCHK00002890	\$331.79
23955	W0044	Wave	11/18/2022	COMM 1ST	PMCHK00002890	\$1,338.03
23956	B0069	Bidwell Water	11/25/2022	COMM 1ST	PMCHK00002891	\$371.55
23957	C0111	Cal.net	11/25/2022	COMM 1ST	PMCHK00002891	\$71.40
23958	C0113	Cooks Portable Toilets & Septi	11/25/2022	COMM 1ST	PMCHK00002891	\$1,020.00
23959	G0045	GSSA	11/25/2022	COMM 1ST	PMCHK00002891	\$1,360.60
23960	N0012	Nevada Irrigation District	11/25/2022	COMM 1ST	PMCHK00002891	\$587.07
23961	R0074	Rainout Line	11/25/2022	COMM 1ST	PMCHK00002891	\$399.00
23962	S1007	Stationary Engineers, Local 39	11/25/2022	COMM 1ST	PMCHK00002891	\$426.37
23963	T1000	Transamerica Life Insurance	11/25/2022	COMM 1ST	PMCHK00002891	\$500.00
23964	TEMPL	Shana Lennon	11/25/2022	COMM 1ST	PMCHK00002891	\$140.00
23965	W0001	Walker's Office Supplies, Inc.	11/25/2022	COMM 1ST	PMCHK00002891	\$760.26

Total Checks: 86

Total Amount of Checks: \$118,896.34
 =====

SECTION: 5.0

ITEM: 5.3 REVIEW OF FINANCIALS FOR OCTOBER, 2022

DESCRIPTION: ACCOUNTS PAYABLE

INFORMATION: SEE ATTACHED INFORMATION

STAFF

**RECOMMENDATION: THIS ITEM WAS REVIEWED BY THE STANDING
FINANCE COMMITTEE AND FORWARDED TO
THE CONSENT CALENDAR FOR REVIEW AND
APPROVAL**

FISCAL IMPACT: NONE

Extra Revenue (above budget is in Green)
Short Revenue (under budget is in Red)
Less Expenses (below budget is in Green)
Overspent Expenses (above budget is in Red)

October's Financials

Revenues –

- Programs are over budget by **\$62,900**. Most notable variances are in the Recreation Department by **\$54,700**. Adult Classes are up by **\$9,700**, Youth Basketball took in **\$28,700** more than expected and the Obstacle Race Revenue is above by **\$8,800**. Youth Services Department's Discovery Programs are above budget by **\$8,500**.
- Interest Income is under budget by **\$20,300**. The CalPERS CEPPT has been showing losses on the investments at this time.

Expenses –

- Wages/Benefits are under budget by **\$46,486**. Most of this savings is in Facilities and Grounds. This department is under by **\$37,347**. This can be attributed by staffing issues.
- Building & Grounds Maintenance is over budget by **\$17,100**. Many maintenance items were taken care of in September and October. This is mostly a timing issue and may resolve in the coming months. Some unexpected needs and cuts will be made elsewhere to balance by March.

PROFIT & LOSS
22/23 Approved Budget

	Approved Budget 22-23	% Of Total	Mid-Yr Revision 22-23	% Of Total	2022 October ACTUALS	Last Yr October Actuals	2022-23 YTD ACTUALS	2022-23 YTD BUDGET	Last Yr YTD ACTUALS
Operating Revenues									
Program Revenue	1,217,421	19%	1,240,244		147,711	121,708	997,679	934,800	911,243
Facility Revenue	193,104	3%	191,418		10,714	6,280	152,544	144,610	139,429
Misc. Revenue	55,162	1%	72,243		3,960	2,733	48,454	42,709	28,257
Grants & Donations	188,838	3%	200,257		5,631	9,739	27,039	24,409	70,692
Interest Income	22,093	0%	56,647		(19,666)	723	26,003	46,288	5,393
Equipment Reserve Transfers	193,900	3%	347,782		-	-	0%	-	-
Unfunded Liability Transfer	-	0%	-		-	-	0%	-	-
Future Cap & ADA Transfers	627,000	10%	347,850		-	-	0%	-	-
Tax Revenue	3,882,944	60%	3,938,940		67,881	63,055	1,792,144	1,789,748	1,683,254
Atwood	27,850	0%	27,779		-	-	0%	12,228	11,940
Sterling Loan	-	0%	-		-	-	0%	-	-
City Mitigation Transfers/Rev	70,000	1%	70,000		-	-	0%	-	1,361,286
County Mitigation Revenue	25,000	0%	85,000		-	-	0%	-	-
Total Operating Revenue	6,503,312	100%	6,578,160	0%	216,231	204,838	3,056,091	2,994,792	4,211,494
Expenditures									
Program Expense	224,301	4%	238,802		15,411	23,742	153,056	157,740	136,036
Operating & Supplies	471,293	7%	497,137		48,078	48,272	299,675	303,097	247,020
Utilities Expense	218,816	3%	192,353		12,744	46,498	86,203	94,115	154,916
Professional Services	93,797	1%	92,717		4,358	3,221	45,005	52,828	50,798
Building & Grounds Maintenance	503,839	8%	462,945		42,406	46,132	274,877	257,778	269,871
Property Tax Admin.	116,864	2%	117,374		-	-	0%	-	7,442
Wages	2,411,804	38%	2,378,852		164,922	241,219	1,316,940	1,354,093	1,258,206
Benefits & Payroll Costs	981,072	16%	979,785		61,016	74,816	572,399	581,732	745,580
Fixed Asset Expense	212,100	3%	411,905		4,888	-	112,865	108,326	49,116
Capital Improvement Projects	908,137	14%	784,683		7,694	220,553	457,433	461,296	1,537,914
Debt Services	164,716	3%	164,589		-	-	70,035	70,035	65,736
Total Expenditures	6,306,739	100%	6,321,142	0%	361,517	704,453	3,388,488	3,441,040	4,522,635
Net Revenue Over Expenditures	\$ 196,573	3.02	\$ 257,018		\$ (145,286)	(499,615)	(\$332,397)	(\$446,248)	(\$311,144)
Annual Contingency Reserve (1-2%)	\$ -		\$ -		\$ -	\$ -	\$ 70,000	\$ -	\$ 70,000
Annual Equip Replacement Reserve	\$ 80,000		\$ 80,000		\$ 80,000	\$ 833,959	\$ 833,959	\$ -	\$ 703,959
Future Capital Construction Reserve	\$ 40,000		\$ 90,000		\$ 90,000	\$ 839,370	\$ -	\$ -	\$ 699,370
ADA Reserve	\$ 5,000		\$ 5,000		\$ 5,000	\$ 30,032	\$ -	\$ -	\$ 20,032
CEPPT/Prefunding	\$ 60,000		\$ 60,000		\$ 60,000	\$ 405,430	\$ -	\$ -	\$ 430,120
TOTALS	\$ 11,573		\$ 22,018		\$ 235,000	\$ 2,178,791	\$ 405,430	\$ 3,441,040	\$ 1,923,481

Balance Sheet

10/31/2022

	Current YTD
ASSETS	
<u>Current Assets</u>	
Imprest Fund (Petty Cash)	580.00
First Foundation - Friends 501(c)(3)	7,305.65
First Foundation Bank	284,652.73
Placer County Treasure-General	2,369,348.11
Placer County Treasurer - City Trust	208,020.24
CA Pension Trust - CEPPT- CalPERS	405,430.00
Accounts Receivable	11,985.67
Due From Other Governments	62,209.67
PCOE Receivables	21,762.00
Prepaid Expenses	256.25
Prepaid Liability Expense	29,054.00
Prepaid Workers Comp Insurance	48,976.97
Total Current Assets	3,449,581.29
<u>Restricted Reserve Funds</u>	
Proceeds from Note Payable Contra	26,114.73
Total Restricted Funds	26,114.73
<u>Fixed Assets</u>	
Fixed Assets: Land	1,970,546.12
Fixed Assets: Structures	14,104,508.46
Fixed Assets: Equipment	1,355,255.99
Fixed Assets: Computer Equipment & Software	64,942.85
Fixed Assets: Vehicles	269,962.88
Fixed Assets: Office Furniture & Rec Equipment	85,215.63
Construction In Progress	2,354,535.62
Less: Accumulated Depreciation	(10,970,972.76)
Total Fixed Assets	9,233,994.79
<u>Deferred Outflows of Resources</u>	
Pensions - Def Outflows of Resources	291,643.00
	291,643.00
TOTAL ASSETS	13,001,333.81

Current
YTD

LIABILITIES AND NET PROFIT

		Current YTD
<u>Current Liabilities</u>		
Prepaid Revenue		35.00
PGE Tru-up payable		3,382.01
Retentions Payable		2,172.33
Gift Certificates Unearned		140.00
Compensated Absenses		147,216.37
Sales Tax Payable		18.06
Miscellaneous Deductions		(24.06)
Total Current Liabilities		\$152,939.71
<u>Long Term Liabilities</u>		
Lease Payable - Sterling Bank		2,082,000.00
Net OPEB Liability		313,240.00
Net Pension Liability		(33,404.00)
Total Long Term Liabilities		2,361,836.00
TOTAL LIABILITIES		2,514,775.71
<u>Deferred Inflows of Resources</u>		
Pensions - Def Inflows of Resources		232,350.00
OPEB - Def Inflows		105,254.00
		337,604.00
<u>Net Position</u>		
Investments in Fixed Assets		7,178,109.52
RFB: Reserved City Mitigation		207,207.15
GFB: Youth Assistance Fund		49,126.16
General Fund Balance		985,475.23
RFB: COVID Relief Funding		314,974.00
DFB: Annual Equip Replacement Reserv.		833,958.72
DFB: Annual Contingency Reserve		70,000.00
DFB: Reserved for Future Capital Construction		789,369.52
RFB: Arboretum Grant Fund		13,275.73
RFB: Atwood Reserves		(8,485.99)
RFB: Atwood Equip Fund		11,003.66
RFB- 501(c)(3) Fund		7,305.65
GFB: General Fund (ADA Reserve)		30,031.75
Net Profit (Loss)		(332,397.00)
Total Net Postion		\$10,148,954.10
TOTAL LIABILITY AND NET POSITION		\$13,001,333.81

Auburn Rec & ParkProfit & Loss - Summary
4/1/2022 To 10/31/2022

For All Segment1s

For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
OPERATING REVENUE					
Park & Recreation Services	147,710.83	997,679.14	934,800.00	62,879.14	106.73
Rents & Concessions	10,713.64	152,544.23	144,610.00	7,934.23	105.49
Miscellaneous Revenue	3,959.85	48,453.76	42,709.00	5,744.76	113.45
Grants & Donations	5,630.75	27,039.28	24,409.00	2,630.28	110.78
Interest Income	(19,665.90)	26,003.45	46,288.00	(20,284.55)	56.18
Taxes Revenue	67,881.20	1,804,371.92	1,801,976.00	2,395.92	100.13
TOTAL OPERATING REVENUE	\$216,230.37	\$3,056,091.78	\$2,994,792.00	\$61,299.78	102.05%
OTHER FINANCING SOURCES					
TOTAL OTHER FINANCING SOURCES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TOTAL REVENUES	216,230.37	3,056,091.78	2,994,792.00	61,299.78	102.05
EXPENDITURES					
Program Expenses	15,410.64	153,056.05	157,740.00	(4,683.95)	97.03
Operations & Supplies Expense	48,078.46	299,675.20	303,097.00	(3,421.80)	98.87
Utilities Expense	12,744.31	86,202.55	94,115.00	(7,912.45)	91.59
Legal Expenses	0.00	306.53	307.00	(0.47)	99.85
Professional Services	4,358.00	44,698.25	52,521.00	(7,822.75)	85.11
Bldg & Grounds Maintenance	42,406.26	274,877.27	257,778.00	17,099.27	106.63
Salaries Expense	164,921.76	1,316,940.48	1,354,093.00	(37,152.52)	97.26
Benefits & Payroll Costs	61,015.95	572,399.32	581,732.00	(9,332.68)	98.40
Fixed Asset Expense	4,887.64	112,865.45	108,326.00	4,539.45	104.19
Capital Improvement Projects	7,694.12	457,433.08	461,296.00	(3,862.92)	99.16
Debt Service	0.00	70,034.60	70,035.00	(0.40)	100.00

Auburn Rec & Park
 Profit & Loss - Summary
 4/1/2022 To 10/31/2022
 For All Segment1s
 For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
TOTAL EXPENDITURES	\$361,517.14	\$3,388,488.78	\$3,441,040.00	(\$52,551.22)	98.47%
NET REVENUE OVER EXPENDITURES	(\$145,286.77)	(\$332,397.00)	(\$446,248.00)	\$113,851.00	74.49%

Auburn Rec & Park
 Transfers to General Fund
 4/1/2022 to 10/31/2022

		Impact to the General Fund
<u>Future Capital Construction Reserve Balance Forward</u>		
4/2/2022	Transfer in (Annual Budget)	\$699,370.00
	Resolution 2022-11	\$40,000.00
5/27/2022	Transfer in	\$50,000.00
	Resolution 2022-15	\$50,000.00
10/12/2022	Transfer in	\$50,000.00
	Resolution 2022-22	\$50,000.00
	Total Future Capital Construction Reserve	\$839,370.00
<u>City Mitigation Reserves Balance Forward</u>		
		\$207,207.00
	Total City Mitigation Reserve	\$207,207.00
<u>Equipment Replacement Reserves Balance Forward</u>		
4/2/2022	Transfer in (Annual Budget)	\$703,958.72
	Resolution 2022-11	\$80,000.00
5/27/2022	Transfer in	\$50,000.00
	Resolution 2022-15	\$50,000.00
	Total Equip Replacement Reserves	\$833,958.72
<u>ADA Reserves Balance Forward</u>		
6/21/2022	Transfer in (Annual Budget)	\$25,031.75
	Resolution 2022-11	\$5,000.00
	Total ADA Reserves	\$30,031.75
<u>Contingency Reserves Balance Forward</u>		
		\$70,000.00
	Total Contingency Reserves	\$70,000.00
<u>COVID Relief Reserves</u>		
		\$314,974.00
	Total COVID Relief Reserves	\$314,974.00
	Total Impact FY 2021/22	\$275,000.00
	Total Adjusted Impact to General Fund 2022-23	(\$275,000.00)

Auburn Rec & Park

Profit & Loss - Detail

4/1/2022 to 10/31/2022

For All Segment1s

For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
OPERATING REVENUE					
Park & Recreation Services					
Aub Elem DSC Rev	15,553.50	77,919.90	74,462.00	3,457.90	104.64
Skyridge DSC Rev	21,996.18	102,186.45	98,349.00	3,837.45	103.90
Day Camp Rev	1,152.00	169,020.00	167,800.00	1,220.00	100.73
Preschool Revenue	4,996.75	32,254.75	32,241.00	13.75	100.04
Newcastle DSC Revenue	11,564.90	60,037.40	60,056.00	(18.60)	99.97
Adult Softball	0.00	29,378.00	28,782.00	596.00	102.07
Adult Basketball	0.00	11,275.18	11,226.00	49.18	100.44
Adult Volleyball	517.00	3,106.00	2,807.00	299.00	110.65
Pickle Ball Revenue	314.00	6,012.00	4,174.00	1,838.00	144.03
Adult Classes	3,332.50	36,679.00	26,961.00	9,718.00	136.05
Adult Class Rev - Bureau	767.00	6,326.69	6,305.00	21.69	100.34
Bocce Ball Prog Revenue	0.00	800.00	800.00	0.00	100.00
Youth Basketball	64,291.00	121,984.00	93,274.00	28,710.00	130.78
Youth Classes	4,073.00	44,976.25	44,988.00	(11.75)	99.97
Youth Class Rev - Bureau	565.00	4,059.00	3,800.00	259.00	106.82
Youth Volleyball	0.00	7,255.00	7,250.00	5.00	100.07
Aquatic Activities - Sierra Pool	0.00	13,816.25	13,809.00	7.25	100.05
Aquatic Activities - PH Pool	0.00	1,548.00	1,548.00	0.00	100.00
Master Swim Revenue	0.00	4,247.00	4,360.00	(113.00)	97.41
Public Swim - MS Sierra Pool	0.00	30,054.00	30,089.00	(35.00)	99.88
Public Swim - Placer Hills Pool	0.00	2,157.00	2,157.00	0.00	100.00
Swim Lessons	0.00	41,446.00	41,519.00	(73.00)	99.82
Swim Lessons - PH	0.00	9,278.00	9,398.00	(120.00)	98.72
Swim Team Revenue	0.00	23,166.00	23,306.00	(140.00)	99.40
Synchro Team	0.00	15,384.59	15,385.00	(0.41)	100.00
Youth Camps Revenue	275.00	26,549.00	26,569.00	(20.00)	99.93
Youth Camp Rev - Bureau	79.00	29,391.00	30,010.00	(619.00)	97.94

Auburn Rec & Park
 Profit & Loss - Detail
 4/1/2022 to 10/31/2022
 For All Segment1s
 For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Youth Sports Camps	(150.00)	23,250.25	23,218.00	32.25	100.14
Youth Sports Camps - Bureau	0.00	1,087.25	1,496.00	(408.75)	72.68
Tennis Revenue	0.00	250.00	250.00	0.00	100.00
Special Events Revenue	0.00	1,500.00	1,500.00	0.00	100.00
Party in the Park Revenue	0.00	11,804.73	8,347.00	3,457.73	141.43
Obstacle Race Revenue	18,625.00	30,625.00	21,866.00	8,759.00	140.06
Dead Festival Rev	(1,065.00)	0.00	0.00	0.00	0.00
Auburn Harvest Festival Rev	745.00	10,680.00	8,618.00	2,062.00	123.93
Egg Hunt Revenue	0.00	2,429.50	2,430.00	(0.50)	99.98
Boots N Bells Dance Revenue	0.00	2,575.00	2,575.00	0.00	100.00
Out of District Fees	21.00	2,786.95	2,779.00	7.95	100.29
Out of District Fees - Bureau	58.00	384.00	296.00	88.00	129.73
Total Parks and Recreation Services	147,710.83	997,679.14	934,800.00	62,879.14	106.73
Rents & Concessions					
Fee Waivers, Public	(522.00)	(6,509.76)	(6,425.00)	(84.76)	101.32
Fee Waiver - Offset	522.00	6,509.76	6,425.00	84.76	101.32
Blue Bird Room-CVCC	0.00	1,039.50	1,175.00	(135.50)	88.47
Stella Irving Rental Revenue - Rec	0.00	59.56	59.00	0.56	100.95
Lakeside Rental Revenue - Reg	2,008.50	9,665.91	8,783.00	882.91	110.05
Sierra Room Rental - CVCC	754.00	3,466.37	2,663.00	803.37	130.17
Sunset Room Rental - CVCC	0.00	1,237.30	1,210.00	27.30	102.26
Canyon View Room Rental - CVCC	0.00	2,255.43	2,255.00	0.43	100.02
Foothills Room Rental - CVCC	101.00	5,590.23	5,366.00	224.23	104.18
Pool Rental Rev - Sierra/Splash	0.00	8,334.81	8,335.00	(0.19)	100.00
Pool Rental Rev - Placer Hills	0.00	1,648.00	1,648.00	0.00	100.00
American River Room - CVCC	1,220.00	4,334.40	4,042.00	292.40	107.23
Conference Rental Revenue - Rec	0.00	106.37	105.00	1.37	101.31
Board Room Rental	256.00	256.00	0.00	256.00	0.00

Auburn Rec & Park
 Profit & Loss - Detail
 4/1/2022 to 10/31/2022
 For All Segment1s
 For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Overlook Modular Rent	1,151.00	4,604.00	4,423.00	181.00	104.09
Gazebo Rentals	0.00	490.00	435.00	55.00	112.64
Rock Creek Modular Rent	351.45	2,747.25	2,383.00	364.25	115.29
Gym Rental Revenue - Rec	(98.80)	10.00	6.00	4.00	166.67
Gym Rental Revenue - Reg	0.00	3,145.85	3,470.00	(324.15)	90.66
Tutor Totter Lease Agreement	590.01	4,058.05	4,042.00	16.05	100.40
Kitchen Rental Revenue - Rec	0.00	73.06	73.00	0.06	100.08
Kitchen Rental Revenue - CVCC	64.00	165.00	0.00	165.00	0.00
Picnic Area Rental Revenue - Rec	192.50	10,054.07	9,484.00	570.07	106.01
Picnic Area Rental Revenue - Reg	0.00	2,085.82	1,326.00	759.82	157.30
Picnic Area Rental Revenue - Ash	112.00	1,306.36	1,006.00	300.36	129.86
Picnic Area Rental Revenue - MV	139.00	4,188.50	3,977.00	211.50	105.32
Field "Recreation" Rental Revenue	0.00	4,293.84	3,700.00	593.84	116.05
Field "Bill Beane" Rental - Reg A	0.00	1,235.09	1,473.00	(237.91)	83.85
Field "Softball" Rental - MV	0.00	1,024.00	853.00	171.00	120.05
Field Rental - CV	0.00	1,519.50	1,212.00	307.50	125.37
Bike Park Rentals	0.00	40.00	40.00	0.00	100.00
Field Soccer/Baseball-Winchester	(100.00)	2,540.16	2,061.00	479.16	123.25
Field "Beggs" Rental - Rec	690.00	5,982.00	5,780.00	202.00	103.50
Field B (softball) Rev - Reg	120.00	2,502.25	2,422.00	80.25	103.31
Field "James" Rental - Rec	1,501.50	16,524.00	15,744.00	780.00	104.95
Field C (Baseball) Rental - Reg	19.23	3,039.23	3,586.00	(546.77)	84.75
Bocce Ball Field Rental	0.00	184.00	120.00	64.00	153.33
Field "Soccer Regional" Rental	0.00	1,608.96	1,914.00	(305.04)	84.06
Field "Soccer A" Rental - MV	0.00	116.00	116.00	0.00	100.00
Field "Soccer A" Rental - Railroad	0.00	4,272.85	4,442.00	(169.15)	96.19
Field - PH Soccer Field	(49.50)	1,564.50	1,008.00	556.50	155.21
Field "Soccer B" Rental - Railroad	198.75	7,183.27	7,678.00	(494.73)	93.56
Field Lining Revenue - Rec	0.00	53.00	53.00	0.00	100.00
Misc Rents & Concessions	66.00	1,492.06	1,499.00	(6.94)	99.54

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Misc Rents & Concessions - Bureau	357.00	4,692.00	4,120.00	572.00	113.88
Custodial Fees	506.00	18,034.62	18,047.00	(12.38)	99.93
Custodial Fees - Bureau	514.00	2,405.26	1,336.00	1,069.26	180.03
Set up/Take Down Fees	50.00	860.00	684.00	176.00	125.73
Set up/Take Down Fees - Bureau	0.00	455.80	456.00	(0.20)	99.96
Total Rents and Concessions	10,713.64	152,544.23	144,610.00	7,934.23	105.49
Miscellaneous Revenue					
MV Comm Ctr Rentals	0.00	2.00	(486.00)	488.00	(0.41)
Alcohol Permit Fee	230.00	4,198.53	3,786.00	412.53	110.90
Alcohol Permit - Bureau	0.00	268.00	268.00	0.00	100.00
MVCC - Alcohol fee	0.00	2.00	(44.00)	46.00	(4.55)
MVCC Custodial Fee	0.00	2.00	(44.00)	46.00	(4.55)
Miscellaneous Income - Admin.	0.00	22,666.04	19,957.00	2,709.04	113.57
Miscellaneous Revenue - Recreation	0.00	87.00	0.00	87.00	0.00
Verizon Wireless Lease	2,705.72	18,940.04	18,008.00	932.04	105.18
Miscellaneous Income - F & G	1,024.13	2,288.15	1,264.00	1,024.15	181.03
Total Miscellaneous Revenue	3,959.85	48,453.76	42,709.00	5,744.76	113.45
Grants & Donations					
Donations - MV Arboretum	0.00	2,338.00	2,338.00	0.00	100.00
Youth Assistance Rev	5,630.75	10,028.95	9,991.00	37.95	100.38
Donation Rev - F & G	0.00	1,050.00	1,050.00	0.00	100.00
Donations - Bike Park	0.00	5,224.48	2,633.00	2,591.48	198.42
Grant Proceeds - Y. Services	0.00	1,999.73	1,999.00	0.73	100.04
Grant Proceeds - Admin	0.00	6,398.12	6,398.00	0.12	100.00

Auburn Rec & Park
 Profit & Loss - Detail
 4/1/2022 to 10/31/2022
 For All Segment1s
 For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Total Grants and Donations	5,630.75	27,039.28	24,409.00	2,630.28	110.78
Interest Income					
Interest Income - Other	98.36	488.31	369.00	119.31	132.33
Interest Revenue - County	4,192.49	84,892.46	81,303.00	3,589.46	104.42
Interest Revenue - City Trust	318.25	813.09	531.00	282.09	153.12
Interest - Pension Trust	(24,275.00)	(60,190.41)	(35,915.00)	(24,275.41)	167.59
Total Interest Income	(19,665.90)	26,003.45	46,288.00	(20,284.55)	56.18
Project Revenue - Government					
Total Project Revenue - Government	0.00	0.00	0.00	0.00	0.00
Tax Revenue					
Current Secured Property Taxes General	(123.68)	1,490,962.03	1,490,950.00	12.03	100.00
Homeowner's Prop. Tax Relief	0.00	10,911.80	10,912.00	(0.20)	100.00
Current Unsecured Prop Taxes General	67,383.09	68,573.71	66,848.00	1,725.71	102.58
Current Supplemental Property Taxes	(13.55)	84,869.02	84,862.00	7.02	100.01
Unitary & Op Non-unitary Tax	0.00	53,761.02	53,761.00	0.02	100.00
Delinq Unsecured Property Taxes	0.00	135.41	135.00	0.41	100.30
Timber Tax Guarantee	0.00	0.66	0.00	0.66	0.00
Atwood Tax Revenue	0.00	12,227.78	12,228.00	(0.22)	100.00
Delinquent Supplemental Tax Rev	0.00	(9.63)	(10.00)	0.37	96.30
Delinquent Secured Property Taxes	635.34	61.30	(589.00)	650.30	(10.41)
Railroad Unitary Property Taxes	0.00	1,176.77	1,177.00	(0.23)	99.98
RDA Pass-Throughs	0.00	81,702.05	81,702.00	0.05	100.00

Auburn Rec & Park
 Profit & Loss - Detail
 4/1/2022 to 10/31/2022
 For All Segment1s
 For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Total Tax Revenue	67,881.20	1,804,371.92	1,801,976.00	2,395.92	100.13
TOTAL OPERATING REVENUE	\$216,230.37	\$3,056,091.78	\$2,994,792.00	\$61,299.78	102.05%
OTHER FINANCING SOURCES					
Transfers from Other Funding Sources					
TOTAL OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	216,230.37	3,056,091.78	2,994,792.00	61,299.78	102.05
EXPENDITURES					
Program Expenses					
Instructor/Adult Classes	1,498.70	13,438.65	13,490.00	(51.35)	99.62
Instructor/Adult Classes - Bureau	383.50	2,934.75	3,008.00	(73.25)	97.57
Instructor/Youth Classes	4,378.28	21,748.98	21,228.00	520.98	102.45
Instr/Youth Classes - Bureau	113.75	698.75	585.00	113.75	119.44
Officials/Adult Softball	1,319.50	5,723.14	5,578.00	145.14	102.60
Officials/Adult Basketball	0.00	5,256.35	5,370.00	(113.65)	97.88
Officials/Youth Basketball	0.00	3,723.00	3,723.00	0.00	100.00
Officials/Youth Volleyball	0.00	84.00	0.00	84.00	0.00
Instructor/Youth Camps	0.00	33,951.65	34,007.00	(55.35)	99.84
Instr/Y Camp - Bureau	0.00	17,688.80	17,762.00	(73.20)	99.59
Aub Elem/Program Exp	260.17	1,687.70	2,087.00	(399.30)	80.87

Auburn Rec & Park
 Profit & Loss - Detail
 4/1/2022 to 10/31/2022
 For All Segment1s
 For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Skyridge/Program Exp	393.12	2,231.84	2,750.00	(518.16)	81.16
Day Camp/Program Exp	71.97	3,509.49	3,394.00	115.49	103.40
Preschool - Program Expense	110.90	1,406.70	1,407.00	(0.30)	99.98
Newcastle Program Expense	305.03	2,262.79	2,263.00	(0.21)	99.99
Adult Softball Expense	30.00	1,195.13	1,285.00	(89.87)	93.01
Adult Basketball Expense	0.00	24.89	25.00	(0.11)	99.56
Pickle Ball Tennis Expense	0.00	1,794.76	1,808.00	(13.24)	99.27
Adult Class Expense	0.00	0.00	12.00	(12.00)	0.00
Youth Basketball Expense	0.00	871.56	4,900.00	(4,028.44)	17.79
Youth Class Expense	0.00	7.82	8.00	(0.18)	97.75
Youth Volleyball Expense	0.00	852.33	922.00	(69.67)	92.44
Aquatic Activities	0.00	720.00	720.00	0.00	100.00
Public Swim Expense	0.00	2,579.23	2,561.00	18.23	100.71
Public Swim Exp - PH Pool	0.00	475.00	475.00	0.00	100.00
Swim Team	0.00	1,449.90	1,450.00	(0.10)	99.99
Synchro Team Expenses	0.00	1,244.00	1,244.00	0.00	100.00
Special Events Expenses	0.00	520.00	526.00	(6.00)	98.86
Party in the Park Expenses	0.00	9,257.75	9,258.00	(0.25)	100.00
Obstacle Race Expense	1,461.32	6,754.77	6,842.00	(87.23)	98.73
Auburn Harvest Festival Expenses	5,084.40	6,413.23	6,502.00	(88.77)	98.64
Egg Hunt Expenses	0.00	815.85	816.00	(0.15)	99.98
Boots N Bells Expenses	0.00	1,733.24	1,734.00	(0.76)	99.96
Total Program Expenses	15,410.64	153,056.05	157,740.00	(4,683.95)	97.03
Operations & Supplies					
Cash Short/Over-Cust Serv	0.00	27.00	27.00	0.00	100.00
Merchant Fees - Youth Services	1,279.26	9,786.91	10,076.00	(289.09)	97.13
Merchant Fees - Cust Serv	2,375.76	13,554.10	10,640.00	2,914.10	127.39
Discounts Taken	(3.52)	(93.58)	(75.00)	(18.58)	124.77

Auburn Rec & Park
 Profit & Loss - Detail
 4/1/2022 to 10/31/2022
 For All Segment1s
 For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Cal Card Incentives	0.00	(859.24)	(904.00)	44.76	95.05
Penalties	0.00	0.00	4.00	(4.00)	0.00
Donations Expense	0.00	500.00	763.00	(263.00)	65.53
Telephone - Placer Hills Pool	74.90	524.30	528.00	(3.70)	99.30
Telephone - Cust Serv	566.85	4,004.97	4,016.00	(11.03)	99.73
Telephone (CVCC) - Admin	469.98	3,838.63	3,841.00	(2.37)	99.94
Gift Certificates Expensed	0.00	358.00	358.00	0.00	100.00
Telephone - Youth Services	0.00	194.46	304.00	(109.54)	63.97
Telephone - Recreation	0.00	178.73	125.00	53.73	142.98
Telephone - Preschool	0.00	201.42	282.00	(80.58)	71.43
Telephone - Facilities & Grounds	606.57	7,236.64	6,361.00	875.64	113.77
Telephone - Day Camp	0.00	229.10	246.00	(16.90)	93.13
Telephone - Newcastle	0.00	239.02	239.00	0.02	100.01
Telephone - Aub El	0.00	910.83	921.00	(10.17)	98.90
Telephone - Skyridge	0.00	258.02	295.00	(36.98)	87.46
Postage - Admin	(13.18)	(4.71)	(5.00)	0.29	94.20
Activity Guide Expense	333.00	25,028.25	24,362.00	666.25	102.74
Youth Assistance Expense	2,454.43	6,955.43	7,152.00	(196.57)	97.25
CEPPT Charges	251.00	500.00	527.00	(27.00)	94.88
Office Supplies - Rec	37.54	599.53	740.00	(140.47)	81.02
Office Supplies - Youth Services	0.00	626.63	627.00	(0.37)	99.94
Office Supplies - F & G	173.85	9,317.23	8,956.00	361.23	104.03
Office Supplies-Cust Serv	147.59	1,368.59	1,256.00	112.59	108.96
Office Supplies - Admin	185.59	4,825.23	4,846.00	(20.77)	99.57
Duplication Costs - Cust Serv	5.63	16.89	18.00	(1.11)	93.83
Duplication Costs - Admin	325.05	991.31	988.00	3.31	100.34
Office Equip Rental - Cust Serv	559.14	4,207.95	3,748.00	459.95	112.27
Office Equip Rental - Admin	0.00	2,578.20	2,586.00	(7.80)	99.70
Dining Expense - CS	0.00	117.40	274.00	(156.60)	42.85
Dining Expense	110.00	447.95	544.00	(96.05)	82.34

Profit & Loss - Detail
4/1/2022 to 10/31/2022
For All Segment1s
For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Gas/Mileage Expense - C.Serv	31.25	284.55	212.00	72.55	134.22
Gas/Mileage Expense - Admin	52.51	563.79	563.00	0.79	100.14
Gas/Mileage Expense - Rec.	23.00	55.76	187.00	(131.24)	29.82
Gas/Mileage Expense - YS	0.00	0.00	52.00	(52.00)	0.00
Gas/Mileage Expense - F & G	6,090.37	37,667.00	37,417.00	250.00	100.67
General Administrative Exp - Admin	40.00	389.90	667.00	(277.10)	58.46
Liability Insurance - Admin	14,526.00	93,355.72	93,522.00	(166.28)	99.82
Board Expense	0.00	769.32	849.00	(79.68)	90.62
Public Relations/Marketing - Cust Serv	185.25	1,510.79	1,682.00	(171.21)	89.82
Miscellaneous Expense	0.00	500.00	500.00	0.00	100.00
Dues and Subscriptions-Youth Services	0.00	0.00	125.00	(125.00)	0.00
Dues and Subscriptions - Cust Service	0.00	138.00	0.00	138.00	0.00
Dues and Subscriptions - Admin	8,810.00	12,853.00	12,838.00	15.00	100.12
Dues and Subscriptions - Rec.	150.00	150.00	771.00	(621.00)	19.46
Dues and Subscriptions - F & G	0.00	30.00	30.00	0.00	100.00
Staff Appreciation - Rec	0.00	25.00	83.00	(58.00)	30.12
Staff Appreciation - Aquatics	0.00	0.00	9.00	(9.00)	0.00
Staff Appreciation - Youth Services	97.20	97.20	97.00	0.20	100.21
Staff Appreciation - F & G	164.62	239.42	77.00	162.42	310.94
Staff Appreciation - Cust Serv	0.00	20.00	20.00	0.00	100.00
Company Celebrations	0.00	369.70	176.00	193.70	210.06
Bad Debts Expense - Y Services	0.00	20.50	487.00	(466.50)	4.21
Staff Development - Admin	10.00	1,528.23	1,613.00	(84.77)	94.75
Staff Development - Rec.	0.00	209.50	648.00	(438.50)	32.33
Staff Development - Aquatics	393.18	438.18	422.00	16.18	103.83
Staff Development - Youth Services	0.00	790.00	800.00	(10.00)	98.75
Staff Development - F & G	2,212.97	5,969.99	5,865.00	104.99	101.79
Uniform Exp - Rec.	0.00	147.21	147.00	0.21	100.14
Uniform Exp - Aquatics	15.54	37.24	40.00	(2.76)	93.10
Uniform Exp - F & G	0.00	(1,199.68)	(1,009.00)	(190.68)	118.90

Auburn Rec & Park
 Profit & Loss - Detail
 4/1/2022 to 10/31/2022
 For All Segment1s
 For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Small Equipment - Y Serv	107.24	2,664.06	2,460.00	204.06	108.30
Small Equipment - Rec Pk	53.83	4,170.88	4,386.00	(215.12)	95.10
Small Equipment - Reg Pk	44.99	3,368.31	3,280.00	88.31	102.69
Small Equipment - MV Park	0.00	36.46	42.00	(5.54)	86.81
Small Equipment - CVCC	0.00	0.00	(203.00)	203.00	0.00
Field Marking Expense	0.00	1,095.76	1,853.00	(757.24)	59.13
Safety Supplies - F & G	335.81	1,803.98	2,395.00	(591.02)	75.32
Safety Supplies - Rec	0.00	61.21	61.00	0.21	100.34
Safety Supplies - Aquatics	0.00	321.54	330.00	(8.46)	97.44
Safety Supplies - Youth Services	0.00	0.00	500.00	(500.00)	0.00
Restroom Supplies - Recreation Park	106.17	1,019.75	1,188.00	(168.25)	85.84
Restroom Supplies - Regional Park	151.47	1,391.18	1,404.00	(12.82)	99.09
Restroom Supplies - Ashford Park	59.19	534.35	650.00	(115.65)	82.21
Restroom Supplies - Meadow Vista Park	66.89	593.69	730.00	(136.31)	81.33
Restroom Supplies - Railroad Park	74.59	653.00	766.00	(113.00)	85.25
Restroom Supplies - Overlook Park	74.59	653.00	766.00	(113.00)	85.25
Restroom Supplies - Placer Hills Park	59.19	534.36	620.00	(85.64)	86.19
Restroom Supplies - Rec Comm Ctr	157.55	1,944.41	2,130.00	(185.59)	91.29
Restroom Supplies - Reg Comm Ctr	145.11	1,223.58	1,410.00	(186.42)	86.78
Restroom Supplies - CVCC Comm Ctr	176.42	1,590.22	2,012.00	(421.78)	79.04
Sanitation - Reg Pk - Toilet	254.75	1,911.00	2,380.00	(469.00)	80.29
Sanitation - Win Pk - Toilet	254.75	1,720.00	1,781.00	(61.00)	96.58
Sanitation - Reg - ADA Toilet	254.75	1,489.00	682.00	807.00	218.33
Sanitation - Rec Pk - Debris Box	1,739.55	8,027.50	10,513.00	(2,485.50)	76.36
Sanitation - Reg Pk - Disposal	594.05	3,547.80	3,596.00	(48.20)	98.66
Sanitation - MV - Disposal	404.64	2,382.69	2,486.00	(103.31)	95.84
Sanitation - CVCC - Disposal	221.60	1,311.96	1,323.00	(11.04)	99.17
Total Operations & Supplies	48,078.46	299,675.20	303,097.00	(3,421.80)	98.87

Profit & Loss - Detail
4/1/2022 to 10/31/2022
For All Segment1s
For All Segment4s

Utilities Expense	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Lights - Rec Pk Beggs Field	445.88	2,165.75	1,523.00	642.75	142.20
Lighting Reimb.-Beggs Field	(63.00)	(1,599.00)	(1,674.00)	75.00	95.52
Lights - Rec Pk James Field	1,694.54	6,240.59	3,473.00	2,767.59	179.69
Lighting Reimb.-James Field	(540.75)	(3,000.25)	(2,712.00)	(288.25)	110.63
Lights - Rec Field	20.40	629.73	520.00	109.73	121.10
Lighting Reimb.-Rec Field	0.00	(424.00)	(450.00)	26.00	94.22
Gas/Elect - Rec Comm Ctr - Fac & Grds	530.05	5,525.52	3,175.00	2,350.52	174.03
Gas/Electric - Reg Comm Ctr	35.77	84.17	662.00	(577.83)	12.72
Gas/Electric - CV Comm Ctr	23.51	474.99	525.00	(50.01)	90.47
Electric Reimb.- CV Comm Ctr	(102.11)	(659.98)	(472.00)	(187.98)	139.83
Gas/Electric - CVCC	0.00	2,324.62	4,577.00	(2,252.38)	50.79
Gas/Electric - Sierra Pool	945.38	9,096.06	9,181.00	(84.94)	99.08
Gas/Electric - PH Pool	1,640.65	3,501.66	3,598.00	(96.34)	97.32
Electric - Day Camp	172.59	1,725.93	2,088.00	(362.07)	82.66
Gas/Elec - Recreation Park	1,271.91	8,099.56	9,150.00	(1,050.44)	88.52
Gas/Electric - Reg Park	335.33	2,534.36	5,152.00	(2,617.64)	49.19
Lighting Reimb.- Reg Park	(206.77)	(4,791.02)	(6,298.00)	1,506.98	76.07
Gas/Electric - Ashford Park	394.30	2,661.60	3,174.00	(512.40)	83.86
Gas/Electric - MV Park	641.34	3,288.72	3,564.00	(275.28)	92.28
Electric - Railhead Park	642.50	2,990.29	2,999.00	(8.71)	99.71
Lighting Reimb.-Railhead	(249.58)	(1,474.96)	(1,429.00)	(45.96)	103.22
Gas/Electric - Winchester Park	175.27	1,438.67	1,481.00	(42.33)	97.14
Reimbursements - Gas/Elec Pool	0.00	(21,914.34)	(21,914.00)	(0.34)	100.00
Water - Rec Comm Ctr	0.00	1,179.63	1,026.00	153.63	114.97
Water - Reg Comm Ctr	227.08	1,504.76	1,867.00	(362.24)	80.60
Water - CV Comm Ctr	0.00	766.49	1,459.00	(692.51)	52.54
Water - CVCC	427.36	1,923.60	2,004.00	(80.40)	95.99

Auburn Rec & Park
 Profit & Loss - Detail
 4/1/2022 to 10/31/2022
 For All Segment1s
 For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Water - Sierra Pool	0.00	2,190.75	2,195.00	(4.25)	99.81
Water - PH Pool	26.85	211.06	211.00	0.06	100.03
Water - Rec Park	433.51	2,962.69	3,012.00	(49.31)	98.36
Water - Regional Park	194.60	8,275.85	8,287.00	(11.15)	99.87
Water - Ashford Park	433.51	2,860.47	2,869.00	(8.53)	99.70
Water - MV Park	1,292.98	7,028.57	9,085.00	(2,056.43)	77.37
Water - CV Park	0.00	3,642.70	4,222.00	(579.30)	86.28
Water - Railhead Park	293.06	2,715.03	2,712.00	3.03	100.11
Water - CVCC Park	427.35	1,923.56	2,056.00	(132.44)	93.56
Water - Overlook Park	0.00	4,346.54	6,571.00	(2,224.46)	66.15
Water - Placer Hills Park	868.30	3,810.04	3,806.00	4.04	100.11
Water - Atwood	312.50	2,262.62	3,161.00	(898.38)	71.58
Reimb - Water - Sierra Pool	0.00	(763.31)	(764.00)	0.69	99.91
Sanitation - Rec Park (Sewer)	0.00	9,344.02	9,344.00	0.02	100.00
Sanitation - Railhead Park (Sewer)	0.00	173.78	174.00	(0.22)	99.87
Sanitation - Overlook (Sewer)	0.00	735.88	736.00	(0.12)	99.98
Sanitation - CVCC (Sewer)	0.00	10,189.15	10,189.00	0.15	100.00
Total Utilities Expense	12,744.31	86,202.55	94,115.00	(7,912.45)	91.59
Legal Expenses					
Legal Fees	0.00	306.53	307.00	(0.47)	99.85
Total Legal Expense	0.00	306.53	307.00	(0.47)	99.85
Professional Services					
Professional Services - Rec	1,073.00	6,500.50	7,452.00	(951.50)	87.23

Auburn Rec & Park
 Profit & Loss - Detail
 4/1/2022 to 10/31/2022
 For All Segment1s
 For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Professional Services - YS	0.00	62.50	263.00	(200.50)	23.76
Professional Services - F & G	760.00	1,955.98	2,486.00	(530.02)	78.68
Professional Services - Atwood	0.00	2,599.07	4,120.00	(1,520.93)	63.08
Professional Services - C Serv	0.00	9,925.00	9,927.00	(2.00)	99.98
Professional Services - Admin	2,525.00	9,805.20	10,874.00	(1,068.80)	90.17
Accounting/Auditor Fees	0.00	13,850.00	17,399.00	(3,549.00)	79.60
Total Professional Services	4,358.00	44,698.25	52,521.00	(7,822.75)	85.11
Bldg & Ground Maintenance					
Vehicle Maintenance	1,794.27	10,705.19	14,919.00	(4,213.81)	71.76
Equipment Rental	0.00	200.00	323.00	(123.00)	61.92
Irrigation Supplies - General	16.08	247.23	321.00	(73.77)	77.02
Maint - Recreation Field	193.09	2,228.81	1,490.00	738.81	149.59
Maint - CV Baseball Field	0.00	0.00	613.00	(613.00)	0.00
Maint - James Field	890.28	5,035.51	3,431.00	1,604.51	146.77
Maint - Beggs Field	201.51	2,376.62	1,513.00	863.62	157.08
Maint - Sierra Pool	11,243.15	29,967.50	29,205.00	762.50	102.61
Reimbursement- Maint Pool	0.00	(22,916.18)	(22,916.00)	(0.18)	100.00
Maint & Repairs - Equipment	797.32	21,776.68	22,803.00	(1,026.32)	95.50
Maint - PH Pool	164.64	11,959.20	11,949.00	10.20	100.09
Maint - Winchester Fields	268.75	537.50	554.00	(16.50)	97.02
Rep/Maint - Aub EJ	66.41	2,620.14	3,220.00	(599.86)	81.37
Rep/Maint - Rock Creek	33.21	66.42	265.00	(198.58)	25.06
Rep/Maint - Day Camp	66.41	654.92	777.00	(122.08)	84.29
Maint - Recreation Park	3,318.61	21,987.04	22,423.00	(435.96)	98.06
Maint - Regional Park	4,825.38	39,443.08	39,336.00	107.08	100.27
Maint - Ashford Park	2,345.38	8,904.58	6,547.00	2,357.58	136.01
Maint - Meadow Vista Park	1,355.37	30,451.51	29,804.00	647.51	102.17

Auburn Rec & Park
 Profit & Loss - Detail
 4/1/2022 to 10/31/2022
 For All Segment1s
 For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Maint - Christian Valley Park	353.93	2,922.82	2,846.00	76.82	102.70
Maint - Railroad Park	722.50	4,840.75	2,543.00	2,297.75	190.36
Maint - CVCC Park	234.37	5,536.70	5,553.00	(16.30)	99.71
Maint - Overlook Park	816.48	4,953.90	5,223.00	(269.10)	94.85
Maint - Placer Hills Park	844.73	1,647.40	1,631.00	16.40	101.01
Maint - Pocket Parks	0.00	317.56	412.00	(94.44)	77.08
Maint - Mt. Vernon Park	53.75	107.50	114.00	(6.50)	94.30
Maint - Winchester Park	0.00	325.15	836.00	(510.85)	38.89
Maint - Atwood	268.75	2,792.03	3,197.00	(404.97)	87.33
Maint - Shockley Park	1,041.32	1,363.82	668.00	695.82	204.17
Maint - Bike Park	616.69	5,544.30	6,174.00	(629.70)	89.80
Rep/Maint - Skyridge	66.41	1,290.07	2,195.00	(904.93)	58.77
Maint - Ashley Dog Park	620.19	3,351.24	2,290.00	1,061.24	146.34
Rep/Maint - Preschool	0.00	544.78	500.00	44.78	108.96
Maint - Recreation Comm Ctr	1,792.90	12,712.88	10,378.00	2,334.88	122.50
Maint - Regional Comm Ctr	436.39	5,976.30	5,540.00	436.30	107.88
Maint - Christian Valley Comm Ctr	33.21	108.56	72.00	36.56	150.78
Maint - CVCC Comm Ctr	766.33	4,068.00	5,383.00	(1,315.00)	75.57
Maint - Overlook Modular	33.21	162.60	32.00	130.60	508.13
Maint - Regional Tennis/Pickleball Courts	0.00	1,250.57	670.00	580.57	186.65
Maint - MV Soccer A	0.00	0.00	4.00	(4.00)	0.00
Maint - RH Soccer A	333.46	3,566.94	2,490.00	1,076.94	143.25
Maint - Regional Field Soccer	0.00	3,742.72	120.00	3,622.72	3118.93
Maint - RH Soccer B	333.46	3,566.08	2,495.00	1,071.08	142.93
Maint - Regional Bill Bean Field	823.45	10,456.49	9,353.00	1,103.49	111.80
Maint - Regional Field B	1,655.18	11,935.38	6,022.00	5,913.38	198.20
Maint - Regional Field C	2,877.54	9,640.27	6,975.00	2,665.27	138.21
Vandalism Repairs Expense	102.15	5,906.71	7,485.00	(1,578.29)	78.91
Total Building and Grounds Maintenance	42,406.26	274,877.27	257,778.00	17,099.27	106.63

Auburn Rec & Park
 Profit & Loss - Detail
 4/1/2022 to 10/31/2022
 For All Segment1s
 For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Property Tax Administration/LAFCO					
Total Property Tax Administration/LAFCO	0.00	0.00	0.00	0.00	0.00
Salaries Expense					
Wages - (Y.Serv) - Manager	4,800.00	35,959.06	36,071.00	(111.94)	99.69
Wages - (Cust Serv) - Full Time	10,084.72	74,934.29	75,099.00	(164.71)	99.78
Wages - (Admin) - Full Time	12,197.76	88,951.38	89,048.00	(96.62)	99.89
Wages - (Admin) - Part Time	5,512.76	40,019.88	41,551.00	(1,531.12)	96.32
Wages - (Admin) - Board Pay	2,000.00	14,250.00	14,250.00	0.00	100.00
Wages - (Y.Serv) - Aub Elem - PT	6,788.22	33,500.22	33,882.00	(381.78)	98.87
Wages - (Y.Serv) - AE Maint	68.54	413.44	386.00	27.44	107.11
Wages - (Y.Serv) - RC Maint	108.12	164.01	131.00	33.01	125.20
Wages - (Y.Serv) - Skyridge - PT	7,829.92	32,690.96	33,611.00	(920.04)	97.26
Wages - (Y.Serv) - Skyridge Maint	0.00	71.49	162.00	(90.51)	44.13
Wages - (Y.Serv) - Day Camp - PT	777.68	106,455.84	106,537.00	(81.16)	99.92
Wages - (Y.Serv) - DC Maint	14.52	363.03	714.00	(350.97)	50.85
Wages - (Rec) - Full Time	11,210.86	82,403.11	85,715.00	(3,311.89)	96.14
Wages - (Y.Serv) - Newcastle-PT	7,221.88	34,599.60	34,695.00	(95.40)	99.73
Wages - (Y.Serv) - NC Maint	0.00	26.45	26.00	0.45	101.73
Wages - (Rec) - Part Time	0.00	76.54	77.00	(0.46)	99.40
Wages - (Rec) - Seasonal	0.00	0.00	44.00	(44.00)	0.00
Wages - (Rec) - Adult Softball	630.97	4,436.79	4,843.00	(406.21)	91.61
Wages - (Rec) - Adult Basketball	477.13	2,315.29	2,808.00	(492.71)	82.45
Wages - (Y.Serv) - Preschool	3,979.03	18,382.37	18,390.00	(7.63)	99.96
Wages - (Aqua) - Aquatics Coordinator	174.62	12,100.39	12,168.00	(67.61)	99.44
Wages - (Aqua) - Aquatic Activities	109.83	5,015.52	5,051.00	(35.48)	99.30
Wages - (Aqua) - Public Swim	(15.54)	47,452.10	47,433.00	19.10	100.04

Auburn Rec & Park
 Profit & Loss - Detail
 4/1/2022 to 10/31/2022
 For All Segment1's
 For All Segment4's

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Wages - (Aqua) - Public Swim-PH	44.00	4,673.55	4,458.00	215.55	104.84
Wages - (Aqua) - Swim Lessons	0.00	12,368.76	12,325.00	43.76	100.36
Wages - (Aqua) - Swim Lessons-PH	0.00	2,997.87	2,985.00	12.87	100.43
Wages - (Aqua) - Master Swim	0.00	2,631.67	2,629.00	2.67	100.10
Wages - (Aqua) - Swim Team Coaches	0.00	11,742.37	11,652.00	90.37	100.78
Wages - (Aqua) - Synchronized Swim Coach	0.00	12,556.98	12,557.00	(0.02)	100.00
Wages - (Fac & Grds) - Fac Attendant - Rec	7,746.72	59,656.78	60,191.00	(534.22)	99.11
Wages - (Fac & Grds) - Fac Att. - CVCC	4,616.02	27,955.12	28,003.00	(47.88)	99.83
Wages - (Fac & Grds) - Fac Attendant - Reg	1,689.45	11,286.57	11,626.00	(339.43)	97.08
Wages - (Fac & Grds) - Fac Att Overlook	16.70	141.41	1,220.00	(1,078.59)	11.59
Wages - (Fac & Grds) - Management	10,648.91	87,151.98	91,485.00	(4,333.02)	95.26
Wages - (Fac & Grds) - Recreation Park	14,929.29	117,416.05	122,735.00	(5,318.95)	95.67
Wages - (Fac & Grds) - Regional Park	17,581.85	120,282.55	121,222.00	(939.45)	99.23
Wages - (Fac & Grds) - Ashford Park	3,559.37	22,303.49	22,300.00	3.49	100.02
Wages - (Fac & Grds) - Meadow Vista Park	4,176.84	26,380.91	28,800.00	(2,419.09)	91.60
Wages - (Fac & Grds) - CV Comm Center	551.51	4,191.98	5,670.00	(1,478.02)	73.93
Wages - (Fac & Grds) - Railroad Park	1,376.43	10,366.26	10,950.00	(583.74)	94.67
Wages - (Fac & Grds) - CVCC	2,163.97	14,517.97	16,149.00	(1,631.03)	89.90
Wages - (Fac & Grds) - Overlook Park	986.79	9,771.83	10,675.00	(903.17)	91.54
Wages - (Fac & Grds) - Placer Hills Park	1,036.05	11,892.28	12,950.00	(1,057.72)	91.83
Wages - (Fac & Grds) - Pocket Parks	557.59	4,941.67	5,280.00	(338.33)	93.59
Wages - (Fac & Grds) - Mt. Vernon Park	0.00	0.00	800.00	(800.00)	0.00
Wages - (Fac & Grds) - Winchester Park	270.95	2,793.91	4,400.00	(1,606.09)	63.50
Wages - (Fac & Grds) - Atwood	109.38	3,019.36	3,010.00	9.36	100.31
Wages - (Fac & Grds) - Shockley Property	0.00	1,001.35	2,528.00	(1,526.65)	39.61
Wages - (F & G) Special Events	3,799.31	6,791.49	8,115.00	(1,323.51)	83.69
Wages - District Administrator	9,448.00	70,359.63	70,458.00	(98.37)	99.86
Wages - (F & G Proj) - Marriot Meadows	3,344.97	9,512.67	12,100.00	(2,587.33)	78.62
Wages - (Rec) - Special Events	2,296.64	4,122.83	4,128.00	(5.17)	99.88
Wages - (F & G) Uniform Allowance	0.00	9,529.43	10,000.00	(470.57)	95.29

Profit & Loss - Detail
4/1/2022 to 10/31/2022
For All Segment1's
For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Total Salaries Expense	164,921.76	1,316,940.48	1,354,093.00	(37,152.52)	97.26
Benefits & Payroll Costs					
ER Taxes - Rec	1,089.31	7,102.33	7,467.00	(364.67)	95.12
ER Taxes - Aquatics	25.92	10,384.40	10,387.00	(2.60)	99.98
ER Taxes - Youth Services	2,443.37	20,640.39	20,688.00	(47.61)	99.77
ER Taxes - Fac & Grds	5,767.40	41,689.86	42,746.00	(1,056.14)	97.53
ER Taxes - Cust Serv	730.70	5,590.68	5,620.00	(29.32)	99.48
ER Taxes - Admin	2,126.04	15,785.39	15,793.00	(7.61)	99.95
Employment Expense - Rec	0.00	0.00	420.00	(420.00)	0.00
Employment Expense - Aquatics	0.00	117.96	118.00	(0.04)	99.97
Employment Expense - Youth Services	0.00	305.00	305.00	0.00	100.00
Employment Expense - Fac & Grds	0.00	429.27	712.00	(282.73)	60.29
Employment Expense - Admin	0.00	0.00	1.00	(1.00)	0.00
Fingerprinting Exp - Recreation	0.00	0.00	58.00	(58.00)	0.00
Fingerprinting Exp - Aquatics	0.00	492.00	492.00	0.00	100.00
Fingerprinting Exp - Youth Services	0.00	717.00	719.00	(2.00)	99.72
Fingerprinting Exp - Fac & Grds	25.00	151.00	155.00	(4.00)	97.42
Fingerprinting Exp - Admin	0.00	32.00	32.00	0.00	100.00
Benefits Expense - Recreation	3,203.56	23,058.65	23,022.00	36.65	100.16
Benefits Expense - Youth Services	2,573.85	18,789.65	18,793.00	(3.35)	99.98
Benefits Expense - Fac & Grds	17,238.08	130,459.99	132,473.00	(2,013.01)	98.48
Benefits Expense - Cust Serv	2,130.63	15,662.99	15,129.00	533.99	103.53
Benefits Expense - Admin	4,993.40	36,361.32	36,082.00	279.32	100.77
Employer Retirement Exp. - Rec	1,120.02	7,856.81	8,076.00	(219.19)	97.29
Employer Retirement Exp. - Aquatics	31.46	1,657.79	1,658.00	(0.21)	99.99
Employer Retirement Exp. - Youth Services	2,182.44	16,255.97	16,315.00	(59.03)	99.64
Employer Retirement Exp. - Fac & Grds	6,273.82	43,851.41	46,706.00	(2,854.59)	93.89
Employer Retirement Exp - Cust Serv	1,112.60	7,897.89	7,979.00	(81.11)	98.98

Auburn Rec & Park
 Profit & Loss - Detail
 4/1/2022 to 10/31/2022
 For All Segment1's
 For All Segment4's

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Employer Retirement Exp. - Admin	2,665.25	18,846.88	19,073.00	(226.12)	98.81
CalPERS Prefunding	0.00	108,956.00	108,956.00	0.00	100.00
Worker's Comp - Rec	205.48	1,307.11	1,502.00	(194.89)	87.03
Worker's Comp - Aquatics	4.40	1,595.70	1,596.00	(0.30)	99.98
Worker's Comp - Youth Services	453.31	3,748.99	4,129.00	(380.01)	90.80
Worker's Comp - Fac & Grds	4,358.45	30,736.90	32,569.00	(1,832.10)	94.38
Worker's Comp - Cust Serv	43.28	315.81	359.00	(43.19)	87.97
Worker's Comp - Admin	218.18	1,602.18	1,602.00	0.18	100.01
Total Benefits and Payroll Costs	61,015.95	572,399.32	581,732.00	(9,332.68)	98.40
Fixed Asset Expense	0.00	4,390.00	4,390.00	0.00	100.00
Fixed Asset Purchases - Recreation	0.00	37,325.60	37,631.00	(305.40)	99.19
Fixed Asset Purchases - Aquatics	0.00	71,149.85	66,305.00	4,844.85	107.31
Total Fixed Asset Expense	4,887.64	112,865.45	108,326.00	4,539.45	104.19
Capital Improvement Projects	0.00	5,207.64	5,208.00	(0.36)	99.99
PH Pool - ReKey Facility	5,625.00	6,265.00	6,500.00	(235.00)	96.39
Rec - Daycamp Mod Paving	0.00	133.76	150.00	(16.24)	89.17
Electrical Infrastructure Upgrades	0.00	1,311.76	1,300.00	11.76	100.91
CV - Tutor Totter Roof	705.59	9,413.65	9,400.00	13.65	100.15
CVCC - Bike Park - fountain, signage, traffic	0.00	47,100.31	47,100.00	0.31	100.00
CVCC - Lock and Door Repairs	0.00	2,535.34	2,535.00	0.34	100.01
Energy Efficiency Project	0.00	26,994.75	27,000.00	(5.25)	99.98
MV Park - Parking lot Reseal/Restripe	0.00	4,741.28	4,750.00	(8.72)	99.82
Ashford- Levee Repairs/Paving	0.00	96,731.14	96,732.00	(0.86)	100.00
Meadow Vista - Playground					

Auburn Rec & Park
 Profit & Loss - Detail
 4/1/2022 to 10/31/2022
 For All Segment1s
 For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Marriott Meadows- Const Doc & Related Wor					
Rec - Wheelchair Swing	918.64	110,651.78	110,900.00	(248.22)	99.78
Reg - Restroom Particians	217.50	81,803.78	85,000.00	(3,196.22)	96.24
Rec - James Field Wiring Infrast.	227.39	19,821.79	20,000.00	(178.21)	99.11
	0.00	44,721.10	44,721.00	0.10	100.00
Total Capital Improvement Projects	7,694.12	457,433.08	461,296.00	(3,862.92)	99.16
Debt Service					
Principal Lease Payment- Sterling Bank	0.00	59,000.00	59,000.00	0.00	100.00
Sterling Lease Interest Expense	0.00	11,034.60	11,035.00	(0.40)	100.00
Total Debt Service	0.00	70,034.60	70,035.00	(0.40)	100.00
Transfers Out					
Total Transfers Out	0.00	0.00	0.00	0.00	0.00
Total Expenditures	\$361,517.14	\$3,388,488.78	\$3,441,040.00	(\$52,551.22)	98.47%
Net Revenue Over Expenditures	(\$145,286.77)	(\$332,397.00)	(\$446,248.00)	\$113,851.00	74.49%
ADJ. NET REVENUE OVER EXPENDITURES	(145,286.77)	(332,397.00)	(446,248.00)	113,851.00	74.49

SECTION: 5.0

**ITEM: 5.4 RESOLUTION 2022-26 TRANSFER OF EQUIPMENT
REVERSE FUND**

5.4 Cover Sheet: Resolution #2022-26: Transfer of Equipment Reserve Fund

Auburn Area Recreation and Park District December, 2022 Finance committee meeting; Board of Directors, 2022.

The Issue

Shall the Auburn Area Recreation and Park District approve and adopt Resolution #2022-26, a resolution authorizing the transfer funds from the Equipment Reserve Fund in the amount of \$47,678 to reimburse the general fund for the purchase of, a Venrac Kubota tractor?

Background

On the June 24, 2021 Board Meeting, the Board of Directors approved the purchase of a new Venrac Kubota tractor and associated attachments for \$43,227.43 to be funded by the Equipment Reserve Fund, per resolution 2021-15.

At the June 2022 Board meeting, the Board of Directors authorized the revised pricing for purchasing the Venrac Kubota tractor model 4500Y and associated attachments for \$47,945.96. This asset was to be funded by the Equipment Reserve Fund.

The District's final cost was \$47,678 to purchase the Venrac Kubota tractor model 4500Y from TurfStar. All expenses were paid out of the general fund.

Recommendation

The Finance Committee recommends that the Board of Directors review and adopt Resolution #2022-26, a resolution approving the transfer from the Equipment Reserve fund to the General Fund in the amount of \$47,678 as this is an appropriate use of these reserves.

Attachment:

Resolution Number 2022-26

RESOLUTION NUMBER 2022-26

A RESOLUTION OF THE GOVERNING BOARD OF DIRECTORS OF THE AUBURN AREA RECREATION AND PARK DISTRICT APPROVING THE TRANSFER OF FUNDS IN THE AMOUNT OF \$47,678 FROM THE EQUIPMENT RESERVES TO THE GENERAL FUND.

WHEREAS, in June of 2021, the Auburn Area Recreation & Park District Board of Directors approved Equipment Reserve funds in the amount of \$43,227 should be used to purchase a Ventrac Kubota tractor model 4500Y and associated attachments, and;

WHEREAS, in June of 2022, the Auburn Area Recreation & Park District Board of Directors approved an increased revised purchase price of \$47,946 for a Ventrac Kubota tractor model 4500Y and associated attachments, and;

WHEREAS, the Board of Directors approved using funding from the Equipment Reserves for the purchase of the Ventrac Kubota tractor model 4500Y and associated attachments, and;

THEREFORE, the Auburn Area Recreation and Park District Board of Directors does hereby resolve the following:

That the Auburn Area Recreation and Park District Board of Directors hereby transfers \$47,678 from the Equipment Reserves for the expense of purchasing the Ventrac Kubota tractor model 4500Y and associated attachments to the General Fund

APPROVED, PASSED, AND ADOPTED ON December 15, 2022 by the following roll call vote:

Ayes:

Noes:

Absent:

Abstain:

Michael G. Lynch
Chairman of the Governing Board

ATTEST:

Clerk to the Governing Board

SECTION: 5.0

ITEM: 5.5 INCREASE IN MINIMUM WAGE

5.5 Cover Sheet for Increase in Minimum Wage

Auburn Area Recreation and Park District Program, Personnel, Policy, Fee & Legal Review Committee Meeting December, 2022; Board of Directors meeting December, 2022.

The Issue:

Shall the Auburn Area Recreation and Park District change pay scales for certain job descriptions, based on upcoming mandated minimum wage increases?

Background:

The minimum wage in California is set to increase to \$15.50 on January 1, 2023. The adjustments to ARD positions include job descriptions below minimum wage as well as manager job descriptions below minimum salary ranges (Labor Code, § 515, subd. (a); Cal. Code of Regs., tit. 8, § 11040)

ARD Policy on salary schedules:

2.20 Salary Schedule Ranges

The salary schedules and hourly wage schedules for District employees are established by the District Administrator and approved by the Board of Directors. Salary schedules and hourly wage schedules shall be reviewed periodically. Should the Board of Directors approve an increase in a salary or hourly wage schedule for a job description, all employees in the job description will receive a commensurate salary or wage increase.

Recommendation:

The Policy Committee sends this to the consent calendar and recommends the Board of Directors review and approve the state mandated minimum wage increase.

Fiscal Impact:

\$701 for the remaining 2022-23 fiscal year (this amount is in the current budget),
\$2,476 for 2023-2024 fiscal year.

Attachment:

Spreadsheet of proposed Job Description changes

Job Description Changes
Proposed Minimum Wage Increases - January 1, 2023

Aquatics

<u>Assistant Coach - Competitive Swimming</u>		Wage Scale	
Current	15.00	to	19.26
New	15.50	to	19.90 3.3%

Assistant Coach - Synchronized Swimming

<u>Assistant Coach - Synchronized Swimming</u>		Wage Scale	
Current	15.00	to	19.26
New	15.50	to	19.90 3.3%

Cashier - Pool

<u>Cashier - Pool</u>		Wage Scale	
Current	15.00	to	19.26
New	15.50	to	19.90 3.3%

Swim-Aide

<u>Swim-Aide</u>		Wage Scale	
Current	15.00	to	19.26
New	15.50	to	19.90 3.3%

Youth Services

<u>Youth Services Manager</u>		Wage Scale	
Current	30.00	to	40.12
New	31.00	to	42.66 0.03%

Recreation

<u>Recreation Aide I</u>		Wage Scale	
Current	15.00	to	19.26
New	15.50	to	19.90 3.3%

Scorekeeper

<u>Scorekeeper</u>		Wage Scale	
Current	15.00	to	19.25
New	15.50	to	19.90 3.3%

Customer Service

<u>Customer Service/Mktg Manager</u>		Wage Scale	
Current	30.90	to	41.32
New	31.00	to	42.66 0.003%

SECTION: 6.0

BOARD AND VANDALISM REPORTS

INFORMATION:

SEE ATTACHMENTS

Kahl Muscott
District Administrator
Report to the Board of Directors
December, 2022

- We currently have one FT opening in the F&G Dept. We are accepting applications right now.
- Veona and I are made our annual presentation at the Auburn City Council meeting on November 28th. The presentation went well. This is the report that is due as part of our MOU with the City. We have not made a report since 2018. In 2019 we reworked the MOU, then COVID hit and it just never got scheduled.
- We have started the training to switch over to Civic Plus as our registration/reservation software. We plan to make it live to the customers on April 1st.
- APD removed a homeless person camping in the brush and trees below Overlook Park. He left a large mess, removed by ARD staff.
- The new partitions for the Regional Park bathrooms (by the gym) have been installed. The old partitions were in bad shape and unsafe, especially on the women's side.
- The new scoreboard for the Regional Park gym has been installed. The old scoreboard has not worked in some time.
- ARD had a float in the Festival of Lights Parade. A big shout out to Manouch, Mark and Robert Hirkakis for building the float and to Scott Connors and Audrey Warren for driving/riding on the float in the rain and cold. It should also be mentioned that the ARD elf was back distributing mandarin oranges to the crowd. 😊

Meetings and events attended or scheduled to attend

- 12/1: Meeting with the City of Auburn re: possible pickleball courts at City Hall/School Park Preserve
- 12/2: Centrica re: Energy Efficiency projects close-out
- 12/3: Festival of Lights Parade
- 12/5: A&D Committee
- 12/6: SDLA Governance Foundations webinar
- 12/6: Rotary
- 12/7: SDLA Governance Foundations webinar
- 12/7: Policy Committee
- 12/7: Finance Committee
- 12/8: ARD Safety Committee meeting
- 12/9: Meeting with the City of Auburn re: possible pickleball courts at City Hall/School Park Preserve
- 12/12: Director Holbrook swearing in at PCSO
- 12/13: Rotary
- 12/15: ARD employee holiday party/training
- 12/15: Chamber mixer at Recreation Park
- 12/19 – 12/21: Santa's Chest events

Mark Brunner
Recreation Services Manger
Report to the Board of Directors
December, 2022

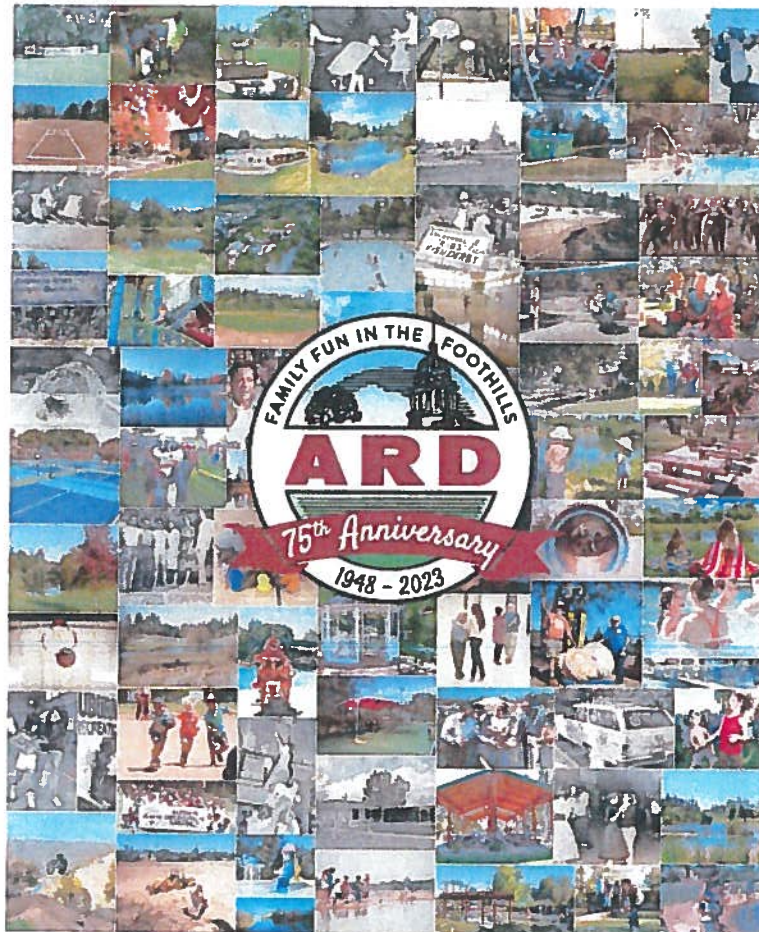
Recreation Guide

- We are almost done with the editing process for the Recreation Guide. The next edition of the guide will be mailed out to the community on New Years Day. This guide will highlight ARD's exciting 75th Anniversary Celebration! Below is the cover of the soon to be released guide.



WINTER / SPRING 2023

ACTIVITYGUIDE



Special Events

- Santa's Toy Chest will be back for its third annual event between December 19-21! How the event works: ARD will hide 50 KEYS each day in one of its parks. Only ONE of the keys each day will unlock Santa's toy chest containing gifts and gift cards from Auburn businesses. Find a key and check Santa's Toy Chest at the park where the keys are hidden to see if yours is the winning key! Any child that finds a key will automatically win a stuffed animal prize, even if their key does not open Santa's Chest. The District has secured several great prizes from local Auburn Businesses and community groups.

Youth Basketball League

- Youth Development Basketball League practices started in December. This season we have 857 youth basketball players registered for the league. Recreation staff has been able to recruit a volunteer coach for all of 96 of our youth basketball teams this season. Our first weekend of games will be held on January 7 for our middle school teams. The younger divisions will have their first game on January 14.

Veona Galbraith
Administrative Services Manager
Report to the Board of Directors
December, 2022

Extra Revenue (above budget is in **Green**)
Short Revenue (under budget is in **Red**)
Less Expenses (below budget is in **Green**)
Overspent Expenses (above budget is in **Red**)

October's Financials

Revenues

- **Programs** are over budget by **\$62,900**. Most notable variances are in the **Recreation Department** by **\$54,700**. **Adult Classes** are up by **\$9,700**, **Youth Basketball** took in **\$28,700** more than expected and the **Obstacle Race Revenue** is above by **\$8,800**. **Youth Services Department's Discovery Programs** are above budget by **\$8,500**.
- **Interest Income** is under budget by **\$20,300**. The CalPERS CEPPT has been showing losses on the investments at this time.

Expenses

- **Wages/Benefits** are under budget by **\$46,486**. Most of this savings is in **Facilities and Grounds**. This department is under by **\$37,347**. This can be attributed by staffing issues.
- **Building & Grounds Maintenance** is over budget by **\$17,100**. Many maintenance items were taken care of in September and October. This is mostly a timing issue and may resolve in the coming months. Some unexpected needs and cuts will be made elsewhere to balance by March.

Appointments to Note for Nov:

- Meeting with Kahl and Manouch to discuss Field Light fees and Fee waivers
- Leadership Auburn post meeting
- Manager Photo Shoot
- CivicRec kick-off Implementation meeting
- City Council Meeting
- 75th Anniversary meeting with Katherine for T-Shirt design/order

Caleb Porter
Youth Services Manager
Report to the Board of Directors
December, 2022

Monthly Recap:

Our Winter Programming is progressing throughout the month and the staff have been enjoying the winter weather. We have been focused on getting into the seasonal mood. Here are letters to Santa, decorated by our preschoolers and written through dictation. Their responses were adorable and wonderful. Favorites include: Castles, Princess, Kitchen Stuff, and a Vacuum.



We will host a camp for Winter Break for the last two weeks of December. There projects to be a fantastic group of children. They will be spending their time with seasonal arts, crafts, Stem projects, and more!

Next Month:

Our normal programming will resume next month with both staff and students excited for the new year. The month of January will be a normal month with no breaks. Some programming will be focused on the New Year and MLK Jr.

Mike Scheele

Landscape Architect/Project Manager

Report to the Board of Directors

December, 2022

RECREATION PARK

- **Driveway Asphalt Repair & Modular Courtyard Re-Paving Project:** Low bid was received from Simpson & Simpson Inc. and the work is scheduled to happen if the weather gets warm enough (55 degrees and rising) in the coming weeks. Project may need to be delayed until later in the spring.
- **South Play Area Wheelchair Swing Project:** Project completed. Rubber surfacing needs some repairs. Staff has alerted vendor and waiting to hear back as to when the repairs can be made. Latest estimate is the week of December 5th however it may be too cold and damp. Poured-in-place surfacing and repairs optimally need overnight lows over 50 degrees F and dry weather so will be delayed until conditions are appropriate.
- **Rec. Shop Floor Reinforcement Project:** No New Action. This project is being pushed out to next fiscal year. PBM Construction Inc. responded back to the district that the floor reinforcement joist work would be around \$40-\$45K. The bathroom door replacement component would be approximately \$10K. They did not price the sealing of the concrete floors in the restrooms.
- **Modular Building #1 Roof Repair Project:** No New Action. Staff has received four bids and is in the process of reviewing them.

MEADOW VISTA PARK

- **Pickle Ball Court Crack Filling Project:** No New Action. Staff is getting quotes and information regarding more permanent repairs that could take place next fiscal year.

ASHFORD PARK

- **Levee Repairs & Paving Project:** No New Action. This project is being pushed out to next fiscal year. The spillway vegetation and fencing/gate work have been completed. This will allow contractors access to the culvert and assist with putting together bids for the work.
- **Retaining Wall Investigation Project:** No New Action. Staff will be obtaining preliminary pricing from engineers for this work.

OVERLOOK PARK

- **Two Interpretive Signs Project:** No New Action. Bureau and other stakeholders need to be consulted, signage program needs to be developed, sign designs and locations needs to be established, signs need to be ordered and then quotes need to be obtained by contractors for installation.
- **Restroom ADA Upgrades & Partitions Project:** New partitions part of the work has been completed. ADA signage and other minor work remains.

REGIONAL PARK & MARRIOTT MEADOWS SITE

- **Marriott Meadows Park Site Development Project:** Staff remains in process of reviewing/redlining the most recent set of drawings and will soon be uploading the project into the Placer County Permit Portal to start the Use Permit process. Staff is still awaiting preliminary pricing feedback from the two reviewing contractors. The playground voting process re-start has concluded and Park Planet received the most votes so their playground design will be included into the construction documents. Staff has entered a contract with the Sacramento Regional Conservation Corps for them to do some brush/small tree clearing & chipping on the property. This work is being done as part of a Prop. 68 grant money obligation and due to a couple delays will be happening in early 2023.
- **Kiosk/Signage Project in Regional Park:** No New Action. This project will be pushed out to next fiscal year.
- **Pond Leak Investigation Project:** No New Action. Staff will be obtaining quotes from engineers to do this study as well as researching less intensive methods to stop the seepage through the pond levee next fiscal year.
- **Pickle Ball Court Crack Filling Project:** No New Action. Staff is getting quotes and information regarding more permanent repairs that could take place next fiscal year.

CANYON VIEW COMMUNITY CENTER (CVCC)

- **Bike Park, Fountain/Bottle filler, Signage etc.:** No New Action. The Bike Park drinking fountain has been installed. The Auburn Endurance Committee will be affixing a plaque to the fountain commemorating their donation at some point in the future. That, or the committee will be commissioning an artist to paint the fountain. Numerous small bike park signs remain to be installed and the bike park volunteers have agreed to perform this work being reimbursed by the district for materials.

RAILHEAD PARK

- **Parking Lot Repair/re-seal Project:** No New Action. This project will be pushed out to next fiscal year.

WINCHESTER/SUGAR PINE RIDGE PARK

- **Booster Pump & Filter Replacement Project:** Staff has now received a detailed scope of work and preliminary pricing from the pump contractor. Pricing received is almost double what staff had estimated and so a budget revision will need to be approved and the project will now need to go out to formal bid. Project needs to be completed before irrigation is needed in the spring. Staff is planning to meet with the Winchester Golf Course superintendent to coordinate the pump replacement project and water source/supply issues.

CHRISTIAN VALLEY PARK

- **Tutor Totter Roof Repair Project**: Project Pre-construction meeting took place on 12/1/22. The first work (roof tear-off) was scheduled to happen on 12/10/22 (weekend work) but will be postponed due to incoming storm. Remaining roofing work will follow asap depending on the weather and will take approximately three days.

AUBURN ELEMENTARY MODULARS

- **Discovery Club Modular Roof Repair Project**: No New Action. Staff has received four bids and is in the process of reviewing them.

MULTI PARK ITEMS

- **Energy Efficient Upgrades**: Final three HVAC installations have just been completed and staff participated in a teleconference meeting on 12/2 regarding closing out the project. Staff still needs to perform a walk-through on the last electrical scope additions and the new HVAC installations.

MISCELLANEOUS ITEMS

- ARD has been meeting with the City of Auburn about the possibility of constructing three new pickleball courts at the old basketball court behind city hall near the School Park Preserve. Staff have received new memorial bench inquiries at Regional Park and Recreation Park and the Recreation Park bench has been ordered. Other peripheral tasks/projects include; Regional Park Pond weir gate research, parking bumpers and low clearance stickers for placement on and around new solar arrays in parking lots as well as updates of monthly Board reports and Project Activity Reports etc.

Manouch Shirvanioun **Customer Service/Marketing Manager** **Report to the Board of Directors** **December, 2022**

- Annual Toy Run from Recreation Park to Regional Park took place on 12/3
- Starting to receive field reservation requests from different leagues
- Gathering gifts for Santa's Toy Chest
- Working on 2023 sponsorships-received 2 sponsorships for 2023
- Working on Chamber Table Top Mixer which will be at Recreation Park on December 15th
- Reviewed and approved Fee Waivers
- Attended Policy Meeting for proposed changes to the Fee Waiver Policy
- Leadership Executive Committee Meetings
- Attended Chamber Ambassador Ribbon Cutting visits
- Chamber Board Meeting

Jesse Williams **Facilities & Grounds Manager** **Report to the Board of Directors** **November, 2022**

American River Canyon Overlook Park:

- Continued performing irrigation efficient upgrades.

Canyon View Community Center:

- Yuba Lock & Safe replaced the door closures and an exterior door.

Meadow Vista Park:

- Serviced the Polaris Ranger.

Placer Hills Park:

- Knorr Systems installing a vacuum gauge and safety vacuum release system on the Placer Hills Pool circulation pump.

Recreation Park:

- Replaced the air compressor.
- Serviced the #10 truck.
- Knorr Systems replaced the anti-entrapment devices at the Splash Pad.
- Knorr Systems repaired the NexGen System.
- Continued re-staining the pergolas the sixth annual Auburn Community Service Day participants had started staining.

Regional Park:

- Serviced the 2014 John Deere HPX 4x4 Traditional Utility Vehicle.
- Quarterly fire inspections performed by West Coast Fire Inspection.

NOV VANDALISM REPORT

LABOR COSTS

MATERIAL COSTS

None to report.

Total Labor for Nov	\$0.00	Total Material for Nov	\$0.00
Total Labor for Fiscal Year 2022-23	\$1,100.08	Total Material for Fiscal Year 2022-23	\$5,906.71
Total Labor for Fiscal Year 2021-22	\$3,639.66	Total Material for Fiscal Year 2021-22	\$9,160.79

OCT VANDALISM REPORT		LABOR COSTS	MATERIAL COSTS
10/14/2022	Regional Park - No Parking Signs were torned down and needed replaced.	62.4	102.15
		Total Labor for Oct \$62.40	Total Material for Oct \$102.15
		Total Labor for Fiscal Year 2022-23 \$1,100.08	Total Material for Fiscal Year 2022-23 \$5,906.71
		Total Labor for Fiscal Year 2021-22 \$3,639.66	Total Material for Fiscal Year 2021-22 \$9,160.79

7.1 Cover sheet – ARD Marriott Meadows Park Prop. 68 Grant Obligation-Conservation Corps Brush Clearing Work. Award of Contract and Finding of Competitive Bidding Exception

Acquisition and Development (A&D) Committee November 7, 2022 & ARD Board of Directors Meeting December 15, 2022

The Issue

Shall the Auburn Recreation District Board of Directors authorize the District Administrator to sign a contract with the Sacramento Regional Conservation Corps for brush clearing work at the Marriott Meadows Park site, and shall the Board find that this contract is an exception to competitive bidding requirements.

Background

During the Prop. 68 SPP Grant application process, ARD was awarded points for promising to hire the non-profit Sacramento Regional Conservation Corps (SRCC) to perform work that will be paid for with grant award monies. ARD obtained pricing from SRCC for one crew for two work weeks in calendar year 2022 and included this amount (\$31,363.40) in the grant request. Having been awarded the grant, ARD is obligated to fulfill this promise and needs to do so in 2022 in order to avoid a price increase.

Per ARD Policy, the District Administrator is only authorized to purchase (approve) services for up to \$25,000:

II. Purchasing

A. Purchasing Agent(s). The District Administrator or a designated manager shall serve as the purchasing agent for the District, and will be vested with the authority to purchase supplies, materials, services and equipment within annual budgetary authority limits as follows:

Purchasing Agent:

District Administrator: \$25,000/purchase

Per ARD Policy, the ARD Board should find that this work and associated contract is an extraordinary circumstance and is an exception to competitive bidding:

IV. Competitive Bidding

G. Exceptions to Competitive Bidding. Provisions requiring competitive bidding shall not apply to the following instances:

6. When the Board of Directors, by four-fifths vote, specifically waives the competitive bid process and authorizes staff to purchase equipment or award a contract due to extraordinary circumstances.

Recommendation for the Board of Directors

The A&D Committee has sent a positive recommendation to the Board of Directors to authorize the District Administrator to sign a contract with the Sacramento Regional Conservation Corps for brush clearing work at the Marriott Meadows Park site, and find that this contract is an exception to competitive bidding requirements.

Fiscal Impact

The contract for this work is in the amount of \$31,363.40 and is funded entirely from Prop. 68 SPP grant monies.

Attachments

Contract with Sacramento Regional Conservation Corp



AUBURN AREA RECREATION AND PARK DISTRICT

CONSTRUCTION SERVICES CONTRACT

This Contract was made and entered into this 31st day of OCTOBER, 2021, by and between the Auburn Area Recreation and Park District ("District"), and **SACRAMENTO REGIONAL CONSERVATION CORPS (SRCC)**, ("Contractor").

Project Name: **ARD MARRIOTT MEADOWS BRUSH CLEARING PROJECT**

The parties mutually agree as follows:

1. **Services:** Contractor shall perform the tasks set forth in the Scope of Work attached hereto as **Exhibit "A"**. Contractor shall complete the Scope of Work according to the schedule set forth in this Contract.
2. **Licenses:** As required by law, the Contractor and all subcontractors must be licensed by the State of California and be in good standing.
3. **Prevailing Wage/DIR Registration:** All projects over \$1000 shall be subject to Federal and State of California Prevailing Wage laws. Contractor shall provide Certified Payrolls to the District in accordance with the standards of the State of California. Per CA SB 96 (June 2017), Contractors entering into maintenance contracts in excess of \$15,000.00 shall be registered with the State Department of Industrial Relations and the District shall file a PWC-100 permit for said contracts. *Maintenance contracts under \$15,000.00 and new construction, renovation, demolition, installation, or repair contracts under \$25,000.00 are no longer subject to this requirement.* **SRCC is exempt from Ca. State Prevailing Wage requirements.**
4. **Extra Work:** Any work and subsequent reimbursement shall be approved in writing by the District prior to commencement of extra work.
5. **Amendments and Change Orders:** This Contract may be amended by Change Order at any time provided that the Change Order makes specific reference to this Contract and is executed in writing by both the Contractor and the District.
6. **Contract Sum:** The District agrees to pay the Contractor, upon completion, inspection and acceptance of the work by the District, the sum of **\$31,363.40 per the 2022 SRCC daily/crew work rates**. This amount shall not be exceeded except as modified by approved Change Order.
7. **Damages/Repairs:** The Contractor must make every reasonable effort to protect the property of the District or other adjacent properties from loss or damage. Any portion of said property damaged by the Contractor or subcontractor during the course of the work shall be repaired to an "as was or better condition" by the Contractor at no additional cost to the District.

8. **Subcontractors:** If applicable, the Contractor shall provide the District with a list of all subcontractors and shall demonstrate that they are licensed in the State of California to perform the work for which they are subcontracted to perform.
9. **Certified Payroll:** If applicable, contractor shall provide Certified Payroll Reports showing prevailing wages were paid to all their employees working on the project and require the same from all subcontractors to show they were paying prevailing wages to employees working on the project per the standards of the State of California Department of Industrial Relations. Contractors shall provide hardcopies of certified payroll to the District on a monthly basis at a minimum.
10. **Inspections and Final Payment:** Periodic inspection shall be performed by the District. Upon completion of work pertaining to this Contract, the Contractor shall notify and arrange for a final inspection of the work by the District. Should an inspection reveal that the work is not completed and/or is not satisfactory, the District and Contractor will make a punch list of items to be finished/resolved by the Contractor. No final payment shall be authorized by the District until the work is completed to the District's satisfaction. Invoices shall be submitted upon completion of work and payment will be made within thirty (30) days of receipt of invoice unless work or punch-list items remain to be completed.
11. **Standard of Work and Codes:** The contractor shall perform all work in a good and workmanlike manner and in conformance with all applicable government code provisions as interpreted by the local jurisdiction, whether or not specifically mentioned in the scope of work and/or drawings for the work.
12. **Clean-Up:** On a daily basis, the property must be kept free from the accumulation of waste materials and rubbish. All tools, construction equipment, machinery and surplus materials stored at the property must be neat and orderly. Upon completion of the project, all work must be left in a "broom clean" condition. All debris, trash, waste and surplus material shall be removed from the job site and disposed of by legal means. Final payment shall not be authorized until the Contractor has cleaned the property as required by this section.
13. **Guarantees and Warranties:** The Contractor warrants and guarantees to the District that all materials and equipment used in the work are new, unless otherwise specified, and that all work is of good quality, free from faults and defects. The work performed by the Contractor shall be guaranteed by the contractor for a period of one year from the date of final acceptance of all the work required by the Contract.
14. **Release of Liens:** If a pre-lien has been filed on the project, a final release of liens must be provided to the District by the Contractor and all subcontractors for the entire job prior to release of the final payment.
15. **Project Schedule:** The project shall be completed within 10 working days.
Contractor shall notify the District of all rain or inclement weather delays as time extension requests from the contractor will be considered by the District as the District wants the work to be done during optimum working conditions as applicable.
16. **Scheduled Working Hours:** Regular working hours, except work connected with safety or emergency repairs, shall be performed between 7:00 a.m. and 5:00 p.m., Monday through Friday. The Contractor shall not permit the performance of work on Saturday, Sunday or any legal holiday without prior approval of the District.
17. **Time is of the Essence:** Time is of the essence as to each and every provision of this Contract.
18. **Hold Harmless:** It is expressly understood that the Contractor shall indemnify and hold the District harmless from any claims, suits, action, damages and costs of every name and description arising out of, or resulting from, the Contractor's acts or omissions in its performance of the work under this Contract.
19. **Insurance Provisions:** Contractor at their sole expense, shall procure and maintain for the duration of the contract, an insurance policy or policies providing no less than the following coverage:

A. GENERAL LIABILITY

Commercial General Liability (CGL). Covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than two million dollars (\$2,000,000.00) per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.

B. AUTOMOBILE LIABILITY

Automobile Liability. One million dollars (\$1,000,000.00) combined single limit per accident for bodily injury and property damage.

These coverages shall protect against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder, by or on behalf of, the Contractor, his agents, representatives, or employees. Said policies shall be issued by an admitted insurer or insurers as defined by the California Insurance Code, with a Best's rating of no less than A:VII, unless specific approval has been granted by the District.

C. WORKERS COMPENSATION INSURANCE

Workers' Compensation Insurance. A policy of workers' compensation insurance on a state-approved policy form providing statutory benefits as required by law with employer's liability limits no less than one million dollars \$1,000,000.00 per accident for all covered losses.

These coverages shall protect against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work described in this agreement.

OTHER INSURANCE PROVISIONS

The above policies are to contain, or be endorsed to contain, the following provisions:

A. GENERAL LIABILITY AND AUTOMOBILE LIABILITY COVERAGES

1. **The District, its officers, officials, agents, employees and volunteers are to be covered as additional insureds as endorsement** as respects: liability arising out of activities performed by or on behalf of the Contractor; products and completed operations of the Contractor; premises owned, occupied or used by the Contractor; or automobiles owned, leased hired or borrowed by the Contractor. The coverage shall contain no special limitations on the scope of protection afforded to the District, its officers, officials, employees or volunteers.

2. The Contractor's insurance coverage shall be primary insurance as respects the District, its officers, officials, agents, employees and volunteers. Any insurance or self-insurance maintained by the District, its officers, officials, agents, employees or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.

3. Any failure to comply with reporting provisions of the policies including breaches of warranties shall not affect coverage provided to the District, its officers, officials, agents, employees or volunteers.

4. The Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

20. **District Responsibilities:** The District shall permit the Contractor to use, at no cost, existing utilities such as light, heat, power and water as reasonably necessary to carry out and complete the work.

21. **Termination by District for Cause:** The District shall have the right to terminate this Contract without process or action at law, by notice to the Contractor in writing sent registered or certified mail to the Contractor's last known address, should the Contractor (a) become insolvent or declare bankruptcy, (b) fail to start or make satisfactory progress on the work to be performed under this Contract, (c) fail to comply with written orders of the District which are consistent with the terms of the Contract, (d) perform new unsatisfactorily such work as has been rejected by the District, (e) carry on the work in a manner contrary to this Contract, or (f) otherwise fail to perform its obligations under this Contract.

NOTICES:

Notices to the parties shall be in writing and directed as follows:

CONTRACTOR:

Sacramento Regional Conservation Corps.
Attn. Baldeo Singh
6101 27th Street
Sacramento, Ca. 95822
Ph: 916-386-8394

DISTRICT:

Auburn Area Recreation and Park District
Kahl Muscott, District Administrator
471 Maidu Drive #200
Auburn, Ca. 95603
530-885-8461

IN WITNESS WHEREOF, the parties have caused this Contract to be signed and duly attested to by witnesses.

Kala Dean for
Name of Contractor
Sacramento Regional Conservation Corps

Kala Dean
Signature of Contractor

11-28-2022
Date Signed

Name of District Administrator

Signature of District Administrator

Date Signed

EXHIBIT "A"

Contract between the Auburn Recreation District and the Sacramento Regional Conservation Corps.

SCOPE OF WORK

All work shall be performed in accordance with this Contract, Project Plans and Specifications provided by the Auburn Recreation District (ARD).

The Sacramento Regional Conservation Corps (SRCC) shall provide labor for clearing and grubbing of wooded /brushed areas where park improvement is planned. Cut tree trimming and dead wood will be piled and chipped at the designated location as directed by the Auburn Recreation District staff. SRCC shall furnish a crew of eight (8) corpsmembers and a crew supervisor (Staff), and will work from 7:00 am to 3:30 PM, starting and ending their workday at their campus located at 6101 27th Street, Sacramento, CA 95822. SRCC's 8 hours workday will be door-to-door to and from the SRCC campus. SRCC normal weekly schedule is from Monday through Thursday, four days a week, except for holidays. SRCC will supply its own transportation to and from the jobsite, and all common hand and power tools required for clearing and grubbing work. ARD will provide the 12" chipper for SRCC use on the project, will transport it to the site and remove it upon completion.

PAYMENT

Auburn Recreation District will pay the SRCC a daily rate for services rendered pursuant to the contract by a crew of eight corpsmembers, and a staff supervisor. The daily rate includes all travel, insurance, salaries, safety equipment, common landscape hand and power tools.

Contract Amount: \$31,363.40

Crew Size: Eight Corpsmembers with a Crew Supervisor

Daily Billing Rate: \$31,363.40 for January to December 2022.

Note: Corps are exempt from State prevailing wage.

All work will be completed by December 31, 2022.

Payment will not exceed - \$31,363.40. Payment will occur bimonthly for the duration of the agreement. It is understood and agreed that the above totals are the maximum cost of the Agreement.

8.1 Cover sheet – ARD Board Vacancy

Auburn Area Recreation and Park District Board of Directors meeting December 15, 2022

The Issue

The Auburn Area Recreation and Park District (ARD) has a vacancy on the Board. Shall the Board of Directors call for a special election or appoint a resident to serve the remainder of the term?

Background

A vacancy was created on the ARD Board with the resignation of Jim Ferris on December 9th, 2022. California Government Code Section 1780 provides the laws and process for filling a vacancy on a special district board. A copy of CA Government Code Section 1780 is attached.

The two most common methods of filling a vacancy are as follows:

- 1) The remaining members of the Board can call for and hold a special election. The costs involved with this method are estimated to be \$200,000+.
- 2) The remaining members of the Board can Board appoint an individual to fill the vacancy. In choosing this method, the Board has certain milestones and requirements, including
 - A) Fifteen (15) days prior to the appointment, ARD must post notice of the vacancy in three or more conspicuous places in the district.
 - B) The ARD Board must make the appointment within 60 days of the vacancy (by February 7, 2023)
 - C) ARD must notify Placer County Elections within 15 days after the Board makes its appointment.

Due to the timing involved with this vacancy, the appointed individual will serve the remainder of Director Ferris' term (until November, 2024).

A timeline for the appointment process is attached.

A proposed questionnaire for individuals interested in the appointment is attached.

Recommendation for the Board of Directors

Staff recommends the following:

- 1) Choose the appointment option. The costs for a special election are far too great.
- 2) Review and approve the questionnaire to be used for all interested individuals. Approval of this questionnaire also approves of the dates, timelines and milestones associated with the questionnaire.

If the ARD Board chooses to appoint a director and move forward with the questionnaire/interview process, a press release will go out December 16, 2022. This press release will contain information regarding the appointment process and how interested individuals can participate.

Staff will also have the questionnaire posted on the ARD website, the ARD Facebook page and will post the notice of vacancy in three conspicuous locations around the District.

Alternatives Available to the Board of Directors

- 1) Call for a special election
- 2) Appoint an individual without going through the questionnaire/interview process
- 3) Take no action and allow for the Placer County Board of Supervisors to appoint the new Board member.

Fiscal Impact

There are minimal fiscal impacts to appointing a director.

The fiscal impacts of calling for a special election are approximately \$200,000+

Attachments

ARD Board Vacancy – appointment timeline

Questionnaire for individuals interested in being appointed to the vacant ARD Board seat

California Government Code Section 1780

What to do with that empty seat? Informational document from CSDA

Auburn Area Recreation and Park District Board vacancy

Timeline

Per CA Govt. Code 1780, the remaining ARD Board of Directors have 60 days to appoint a new director (by February 7, 2023)

- December 9, 2022:** Vacancy created
- December 9, 2022:** Placer County Elections notified of vacancy
- December 15, 2022:** ARD Board of Directors to decide special election vs. appointment
Board approves questionnaire to be used
- December 16, 2022:** Press release goes out announcing vacancy and appointment procedures
Notice posted of vacancy (CVCC, Rec, Regional)
Questionnaire and information posted online and available at CVCC
- January 13, 2023:** Last day to submit questionnaire (by 3pm)
- January 19, 2023:** Special Board meeting – Board interviews candidates (before regular Board meeting)
- January 26, 2023:** Board of Directors makes appointment at regular Board meeting
Appointee sworn in; **serves until General Election in November, 2024**
- January 27, 2023:** ARD notifies Placer County Elections of the appointment
- Nov. 2024:** Appointed seat goes on the ballot, separate from the 3 seats that are scheduled to be on the ballot; Elected individual **serves 2 years** until November, 2026
- Nov. 2026:** Seat back on the ballot in its regular rotation



Application/Questionnaire for

Appointment to the Auburn Area Recreation and Park District (ARD) Board of Directors

Instructions

If you are interested in serving on the Board for the Auburn Area Recreation and Park District (ARD), please complete and return this questionnaire to:

Cathy Warford, Clerk to the ARD Board of Directors

Questionnaires can be returned in the following ways:

- 1) **Mailed or Hand Delivered to:**
ARD Administrative Offices
471 Maidu Dr. Ste. 200
Auburn, CA 95603
Attn: Cathy Warford
- 2) **Faxed to (530) 885-0703**
- 3) **Emailed to Cathy Warford cwarford@auburnrec.com**

Questionnaire Due Date: No later than 3:00 p.m. January 13, 2023

Questionnaires received late will not be accepted. ARD will not be responsible for delays due to mail delivery.

The ARD Board of Directors will be conducting interviews of all prospective appointees on Thursday, January 19, 2023 beginning at 6:00pm. Interviews will take place in the Board Room at the Canyon View Community Center (471 Maidu Dr., Auburn).

The ARD Board of Directors is scheduled to make the appointment at the regular Board meeting on Thursday, January 26, 2023.

The appointed Board member will serve until the general election in November, 2024. The appointed Board member may then put his/her name on the November, 2024 general election ballot.

Please note, serving on the board will require a commitment to attend monthly Board Meetings the last Thursday of each month (holiday schedules may apply) and Committee Meetings. Other requirements include, but are not limited to, the following:

- Ethics Training, per CA AB1234

- Sexual Harassment Training, per CA AB1825
- Annual Statement of Economic Interests (Form 700) reporting per the California Fair Political Practices Commission

We encourage all applicants to review the ARD Board of Directors Procedures and Responsibility Manual, as well as the California Special District Association's Board Member / Trustee Handbook prior to submitting your request for consideration.

If you have any questions or require additional information, please call the District Offices at 530-537-2187

NAME: _____

RESIDENCE ADDRESS: _____

CITY: _____

PHONE (DAYTIME): _____ PHONE (EVENING): _____

E-MAIL: _____

ARE YOU A REGISTERED VOTER WITHIN THE DISTRICT? Yes _____ No _____

Please answer the following questions

1. Provide a description of your educational, work and/ or public service background.

2. What do you hope to accomplish as a member of the Board of Directors?

3. What skills, abilities, and experience would you bring to the Board assist in carrying out its responsibilities?

4. List your involvement in activities that demonstrate your understanding and support for recreation in our community, such as membership on committees/ organizations, offices held, volunteer work, and community services.

5. List in order of importance, the major issues that you believe are confronting the Auburn Area Recreation and Park District.

6. Explain what you believe to be the mission of the Auburn Area Recreation and Park District.

7. Please share any additional information that you would like to include for consideration.

CERTIFICATION:

I certify that the information contained in this questionnaire is true and correct. I authorize the verification of the information in this questionnaire.

Please note: This questionnaire and all responses are considered a public document and is therefore subject to the Public Records Act.

Signature

Date

Questionnaire due no later than 3:00 p.m. January 13, 2023


California Code, Government Code - GOV § 1780

(a) Notwithstanding any other provision of law, a vacancy in any elective office on the governing board of a special district, other than those specified in [Section 1781](#), shall be filled pursuant to this section.

(b) The district shall notify the county elections official of the vacancy no later than 15 days after either the date on which the district board is notified of the vacancy or the effective date of the vacancy, whichever is later.

(c) The remaining members of the district board may fill the vacancy either by appointment pursuant to subdivision (d) or by calling an election pursuant to subdivision (e).

(d)(1) The remaining members of the district board shall make the appointment pursuant to this subdivision within 60 days after either the date on which the district board is notified of the vacancy or the effective date of the vacancy, whichever is later. The district shall post a notice of the vacancy in three or more conspicuous places in the district at least 15 days before the district board makes the appointment. The district shall notify the county elections official of the appointment no later than 15 days after the appointment.

 (2) If the vacancy occurs in the first half of a term of office and at least 130 days prior to the next general district election, the person appointed to fill the vacancy shall hold office until the next general district election that is scheduled 130 or more days after the date the district board is notified of the vacancy, and thereafter until the person who is elected at that election to fill the vacancy has been qualified. The person elected to fill the vacancy shall hold office for the unexpired balance of the term of office.

(3) If the vacancy occurs in the first half of a term of office, but less than 130 days prior to the next general district election, or if the vacancy occurs in the second half of a term of office, the person appointed to fill the vacancy shall fill the balance of the unexpired term of office.

(e)(1) In lieu of making an appointment the remaining members of the board may within 60 days of the date the district board is notified of the vacancy or the effective date of the vacancy, whichever is later, call an election to fill the vacancy.

(2) The election called pursuant to this subdivision shall be held on the next established election date provided in Chapter 1 (commencing with [Section 1000](#)) of [Division 1 of the Elections Code](#) that is 130 or more days after the date the district board calls the election.

(f)(1) If the vacancy is not filled by the district board by appointment, or if the district board has not called for an election within 60 days of the date the district board is notified of the vacancy or the effective date of the vacancy, whichever is later, then the city council of the city in which the district is wholly located, or if the district is not wholly located within a city, the board of supervisors of the county representing the larger portion of the district area in which the election to fill the vacancy will be held, may appoint a person to fill the vacancy within 90 days of the date the district board is notified of the vacancy or the effective date of the vacancy, whichever is later, or the city council or board of supervisors may order the district to call an election to fill the vacancy.

(2) The election called pursuant to this subdivision shall be held on the next established election date provided in Chapter 1 (commencing with **Section 1000**) of **Division 1 of the Elections Code** that is 130 or more days after the date the city council or board of supervisors calls the election.

(g)(1) If within 90 days of the date the district board is notified of the vacancy or the effective date of the vacancy, whichever is later, the remaining members of the district board or the appropriate board of supervisors or city council have not filled the vacancy and no election has been called for, then the district board shall call an election to fill the vacancy.

(2) The election called pursuant to this subdivision shall be held on the next established election date provided in Chapter 1 (commencing with **Section 1000**) of **Division 1 of the Elections Code** that is 130 or more days after the date the district board calls the election.

(h)(1) Notwithstanding any other provision of this section, if the number of remaining members of the district board falls below a quorum, then at the request of the district secretary or a remaining member of the district board, the appropriate board of supervisors or the city council shall promptly appoint a person to fill the vacancy, or may call an election to fill the vacancy.

(2) The board of supervisors or the city council shall only fill enough vacancies by appointment or by election to provide the district board with a quorum.

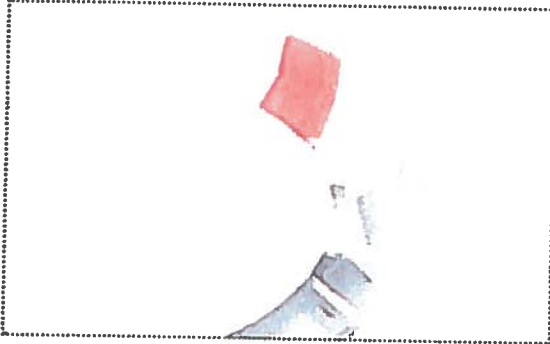
(3) If the vacancy occurs in the first half of a term of office and at least 130 days prior to the next general district election, the person appointed to fill the vacancy shall hold the office until the next general district election that is scheduled 130 or more days after the date the district board is notified of the vacancy, and thereafter until the person who is elected at that election to fill the vacancy has been qualified. The person elected to fill the vacancy shall hold office for the unexpired balance of the term of office.

(4) If the vacancy occurs in the first half of a term of office, but less than 130 days prior to the next general district election, or if the vacancy occurs in the second half of a term of office, the person appointed to fill the vacancy shall fill the balance of the unexpired term of office.

(5) The election called pursuant to this subdivision shall be held on the next established election date provided in Chapter 1 (commencing with **Section 1000**) of **Division 1 of the Elections Code** that is held 130 or more days after the date the city council or board of supervisors calls the election.

What to do with that empty seat? Options districts have to fill vacancies and rules they must follow

Authored by Jennifer Faught and Michael Dean, Meyers Nave



At some point, most special district boards will face the task of filling a vacant seat. For districts with appointed boards, vacancies are typically filled by the “appointing authority,” which is often the county board of supervisors. (Gov. Code § 1779.)

Districts with elected boards generally have several options for filling vacancies, including appointing an individual to fill the vacancy, calling an election, or allowing the city council or county board of supervisors to make an appointment. (Gov. Code § 1780.) Not surprisingly, many boards choose to appoint a new member rather than incur the expense of an election or cede control to the city or county.

Nuts and Bolts

First, no matter what option the board chooses, the district must notify the county elections official of the vacancy no later than 15 days after either the date on which the board is notified of the vacancy, or the effective date of the vacancy, whichever is later.

After notifying the County, a majority of the remaining members may take one of the following actions:

1. Appoint an individual to fill the vacancy. This popular choice for filling a vacancy requires the following:

- Fifteen days prior to the appointment, the district must post notice of the vacancy in three or more conspicuous places in the district.
- The board must make the appointment within 60 days of either the date on which the board is notified of the vacancy, or the effective date of the vacancy, whichever is later.

- The district must notify the county elections official within 15 days after the board makes its appointment.

How long the appointed individual holds office depends on when the vacancy occurs.

- If the vacancy occurs in the first half of the term of office, and the date that the board is notified of the vacancy is more than 130 days before the “next general district election,” then the vacancy is filled partly by appointment and partly by election. The person that the board appoints holds office only until after the next general district election and until the person who is elected to fill the vacancy has been qualified. The person elected then holds the office for the remainder of the term of office.
- If the vacancy occurs in the second half of the term of office, or in the first half but less than 130 days before the next general district election, the person appointed by the board serves for the remainder of the term of office.

General district elections are held in November of odd-numbered years, unless the district’s principal act or another statute provides otherwise, or unless the district has chosen to consolidate its elections with statewide general elections. (Elec. Code § 1303.)

2. Call an election to fill the vacancy. If the board wishes to hold an election instead of making an appointment, the board must call the election within 60 days of the date the board is notified of the vacancy, or the effective date of the vacancy, whichever is later. The election would then be held at the “next established election date” that is 130 or more days after the date the board calls the election. (If possible, the board may wish to time the calling of the election to avoid the pricier special elections.)

3. Allow the city council or the county board of supervisors to take action. The board may choose to take no action and allow the city council or county board of supervisors to fill the seat. If the district is wholly located within a city, the city council makes the appointment. If the district is not wholly located within a city, then the county board of supervisors

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makes the appointment. (If a district is in more than one county, the appointing body is the board of supervisors of the county in which the largest part of the district is located.) In addition, instead of making the appointment, the city council or the board of supervisors could order the district to call an election.

If the city council or board of supervisors fails to fill the seat within 90 days of the district board being notified of the vacancy or the effective date of the vacancy, the district must call an election at the "next established election date" that is 130 or more days after the date the district board calls the election. (Although the statute does not provide a deadline for calling the election, the district should consider calling the election at its first board meeting following the expiration of the 90-day period.)

4. Do not fill the vacant seat, and reduce the number of board seats. If by virtue of a consolidation or reorganization of districts your district has more than five board seats, another option for the board is to choose not to fill the vacancy. In that case, the total membership of the board is reduced by one board member. This option is statutorily authorized for certain special districts. If your district board has more than five seats, consult with your legal counsel to determine if the option is available.

If because of multiple vacancies the number of remaining board members comprise less than a quorum, then the board of supervisors or city council must, promptly and by appointment, fill only enough vacancies to provide the board with a quorum. ■



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8.2 Cover sheet – Resolution #2022-27; Partial Fee Acquisition and Temporary Construction Easement at Regional Park

**Auburn Area Recreation and Park District Acquisition and Development Committee
December, 2022; Board of Directors meeting December, 2022**

The Issue

Shall the Auburn Area Recreation and Park District (ARD) approve Resolution #2022-27, authorizing the District Administrator to sign all necessary documents for the Partial Fee Acquisition and Temporary Construction Easement at Regional Park?

Background

The South Placer Regional Transportation Authority (SPRTA), in cooperation with the Placer County Transportation Planning Agency (PCTPA) are proceeding with the Hwy. 49 Sidewalk Gap Closure Project. This project includes construction of sidewalks and accessible curb ramps at various location along Hwy. 49 in and near Auburn. Part of this project requires SPRTA to purchase a 2,022 square foot partial fee acquisition and a 1,053 temporary construction easement at the point where Regional Park abuts Hwy. 49. That general area is shown in the black oval below:



SPRTA is proposing to pay ARD \$4,500 for the property and a \$500 bonus if we approve the contract by December 28th. The \$4,500 is based on an appraisal done by an independent Real Estate Appraiser.

The property that is being considered for purchase is not currently used by ARD, and in general it only provides opportunities for ARD staff to perform brush and blackberry removal, upon CDFW approval. SPRTA has stated that the project will not have any affect on Rock Creek, which flows through Regional Park and provides water for the park pond.

Recommendation for the Board of Directors

The A&D Committee sent a positive recommendation to approve Resolution #2022-27, authorizing the District Administrator to sign all necessary documents for the Partial Fee Acquisition and Temporary Construction Easement at Regional Park.

It should be noted that the Right-of-Way Contract that we are being asked to sign mentions that the contract is being executed under the threat of eminent domain, and that the proposed compensation for the property is a compromise and settlement, in lieu of eminent domain litigation.

Fiscal Impact

SPRTA will pay ARD \$5,000 if the contract is executed by 12/28/22.

SPRTA will pay ARD \$4,500 if the contract is executed after 12/28/22.

Attachments

Resolution # 2022-27

Cover letter re: Offer to Acquire Property Rights

Right-of-Way Contract

Grant Deed

Pertinent pages from appraisal of Regional Park property (the entire 67 page document can be made available upon request)

SPRTA Information Booklet – Acquisition of Property

RESOLUTION NUMBER 2022-27

A RESOLUTION OF THE GOVERNING BOARD OF DIRECTORS OF THE AUBURN AREA RECREATION AND PARK DISTRICT AUTHORIZING THE DISTRICT ADMINSTRATOR TO SIGN ALL DOCUMENTS RELATED TO THE PARTIAL FEE ACQUISITION AND TEMPORARY CONSTRUCTION EASEMENT AT REGIONAL PARK

WHEREAS, the Auburn Area Recreation and Park owns and operates Regional Park in north Auburn, and

WHEREAS, a small portion of Regional Park abuts up against Highway 49, and

WHEREAS, the South Placer Regional Transportation Authority (SPRTA) in cooperation with the Placer County Transportation Planning Agency (PCTPA) are proceeding with the Hwy. 49 Sidewalk Gap Closure Project, a project that includes construction of sidewalks and accessible curb ramps at various location along Hwy. 49 in and near Auburn, and

WHEREAS, part of this project requires SPRTA to purchase a 2,022 square foot partial fee acquisition and a 1,053 temporary construction easement at the point where Regional Park abuts Hwy. 49. and

WHEREAS, SPRTA has offered the Auburn Area Recreation and Park District \$4,500 for the purchase of this property, and a \$500 incentive bonus if the contract is executed by December 28th, and

WHEREAS, after due consideration, the Auburn Area Recreation and Park District has concluded that the appraised value of \$4,500 is acceptable and that the sale of this property will not have any material impacts upon the residents and/or the users of Regional Park,

THEREFORE, the Auburn Area Recreation and Park District Board of Directors does hereby resolve the following:

That the District Administrator for the Auburn Area Recreation and Park District is authorized to sign, endorse and/or otherwise approve all contracts, reports and documents related to the purchase a 2,022 square foot partial fee acquisition and a 1,053 temporary construction easement at the point where Regional Park abuts Hwy. 49.

APPROVED, PASSED, AND ADOPTED ON December 15th, 2022 by the following roll call vote:

Ayes:

Noes:

Absent:

Abstain:

Michael G. Lynch
Chairperson of the Governing Board

ATTEST:

Clerk to the Governing Board



December 1, 2022

Auburn Area Recreation Park and Park District
471 Maidu Drive
Auburn, CA 95603-5764

**Re: Offer to Acquire Property Rights – Final Deed Documents Enclosed
Highway 49 Sidewalk Gap Closure Project
Auburn Regional Park, Auburn, CA 95602
Assessor Parcel No. 051-180-046**

Dear Property Owner:

The South Placer Regional Transportation Authority (hereinafter referred to as "SPRTA") in cooperation with Placer County Transportation Planning Agency (hereinafter referred to as "PCTPA") are proceeding with the Highway 49 Sidewalk Gap Closure Project (the "Project"). The Project includes construction of sidewalks and accessible curb ramps at various locations between post miles 3.7 and 7.5 along State Route 49 ("SR 49") in and near Auburn, in Placer County to provide pedestrian accessibility.

SPRTA has determined that the Project will require the acquisition of certain property interests in the property located at Auburn Regional Park in Auburn, CA 95602 and identified by the Placer County Assessor as Assessor Parcel Number 051-180-046 (the "Property"). A review of public records indicates that you are the owner of record of the Property.

SPRTA is interested in negotiating the purchase of a 2,022 square foot partial fee acquisition and a 1,053 square foot temporary construction easement for a term of twenty-four (24) months (collectively, the "Property Interests") in your Property. The Property Interests are described and depicted in the enclosed legal description and maps. SPRTA has determined that the amount of just compensation for the Property Interests and hereby offers you the amount of **\$4,500**.

SPRTA has approved an Incentive Payment Program for the Project that is being offered to all property owners. This Incentive Payment Program provides that should you accept and enter into a Right of Way Contract with SPRTA within sixty (60) days of receipt of this offer for the Property Interests in the amount offered as just compensation herein, SPRTA will pay an additional 10% of the amount of just compensation or a minimum of \$500 as an incentive for the timely signing of a contract. Therefore, SPRTA would like to offer **\$500** as an incentive to enter into a timely agreement, in addition to the just compensation of **\$4,500**, for a total amount of **\$5,000**. While the incentive payment of an additional \$500 expires sixty (60) days from receipt of this offer, the just compensation offer amount of **\$4,500** will remain after the sixty (60) days has expired.

SPRTA has retained Monument to contact the property owners in order to acquire the necessary rights for the Project and has specifically authorized Monument to make this offer to you.

It is SPRTA's policy to acquire privately owned property only when it is essential to do so, and through voluntary purchase if possible. While SPRTA has the power of eminent domain, condemnation has not been authorized with respect to the Property Interests. However, in order to keep you fully informed, enclosed is a pamphlet on the eminent domain process and your rights.

Federal and California law requires that before making an offer to acquire real property or an interest in real property, SPRTA must obtain an appraisal to determine the fair market value of the property interests to be acquired for the Project, establish an amount which it believes to be just compensation for the property interests to be acquired, and make an offer to the owner or owners of record to acquire the property interests in the full amount of the just compensation so established.

 **monument**

3626 Fair Oaks Blvd, Suite 100, Sacramento, CA 95864

info@monumentrow.com | 800 577 0109

It is SPRTA's hope that this price is agreeable to you and that the acquisition can begin immediately. This offer is, however, conditioned upon SPRTA's ratification of the offer by execution of a contract of acquisition in a form and substance approved by Board of Directors of SPRTA. This offer is also based on the assumption that the Property Interests are free of contamination and require no remediation. If contamination is found, this offer will be subject to amendment.

You have the right to obtain your own independent appraisal. Pursuant to California Code of Civil Procedure section 1263.025, you are entitled to be reimbursed for the reasonable cost, up to five thousand dollars (\$5,000), for an independent appraisal you obtain. In order to receive any reimbursement, the appraiser you choose must be licensed with the California Bureau of Real Estate Appraisers (formerly the California Office of Real Estate Appraisers) and you must submit your reimbursement request in writing to Monument. With your reimbursement request, you must submit (1) copies of the contract (if a contract was made), (2) the appraisal report, and (3) the invoice for the completed work by the appraiser. Your request must be submitted to Monument within ninety (90) days of the earlier of the following dates: (1) the date the selected appraiser requests payment from you for the appraisal; or, (2) the date upon which you, or someone on your behalf, remitted full payment to the selected appraiser for the appraisal.

If you wish to accept this offer, please sign the enclosed Right of Way Contract, sign and notarize the enclosed deed and call Jen Cole of Monument at (951) 956-7233 so that delivery of the signed contract and signed and notarized deed can be arranged. If you have any questions or wish to discuss this matter further, please feel free to call Jen Cole at the number noted above.

Sincerely,
Monument



Kim Bibolet, Project Manager
On behalf of SPRTA

Enclosures:

- Appraisal Report
- Summary Statement Relating To The Purchase Of Real Property Or An Interest Therein
- Right of Way Contract
- Grant Deed
- Grant of Easement (Temporary Construction Easement)
- Legal Description and Plat for the Partial Fee interest to be acquired
- Depiction of the Temporary Construction Easement interest to be acquired
- Preliminary Title Report
- Title VI Package
- Acquisition Brochure
- W-9 Request for Taxpayer ID

cc: Rick Carter, PCTPA

monument

3626 Fair Oaks Blvd, Suite 100, Sacramento, CA 95864

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District	County	Route	E. A.	Fed. Ref.	Name	APN
3	Placer	49	3H830	6158(082)	Auburn Area Recreation Park and Park District	051-180-046

RIGHT-OF-WAY CONTRACT -- STATE HIGHWAY

Auburn Area Recreation Park and Park District (hereinafter, "Grantor"), owns the real property located at Auburn Regional Park, Auburn, CA 95602 in the County of Placer, Assessor Parcel Number 051-180-046 (the "Property"). A partial fee interest and a temporary construction easement in a portion of the Property are needed for construction of the of the Highway 49 Sidewalk Gap Closure Project, a public project involving the construction of sidewalks and accessible curb ramps at various locations between post miles 3.7 and 7.5 along State Route 49 (the "Project"). The Project will address pedestrian accessibility in or near the City of Auburn, in Placer County. The South Placer Regional Transportation Authority ("SPRTA") in cooperation with the Placer County Transportation Planning Agency ("PCTPA") seeks to acquire a Grant Deed, covering the property interest as described and depicted in Exhibits "A" and "B" attached to Exhibit "1" and a Temporary Construction Easement Deed, covering the property interest as depicted in Exhibit "C" attached to Exhibit "2" to SPRTA (collectively, the "Property Interests") and have been executed and delivered to, Jen Cole, Right-of-Way Agent for Monument, agent for SPRTA.

In consideration of which, and the other considerations hereinafter set forth, it is mutually agreed as follows:

1. (A) The parties have herein set forth the whole of their agreement ("Agreement"). The performance of this Agreement constitutes the entire consideration and shall relieve SPRTA of all further obligations or claims on this account, or on account of the location, grade or construction of the proposed public improvement.
- (B) SPRTA requires said Property Interests described in Exhibit "1" and Exhibit "2" for the Project, a public use for which SPRTA has the authority to exercise the power of eminent domain. This Right-of-Way Contract is executed under the threat of eminent domain.
- (C) Both Grantor and SPRTA recognize the expense, time, effort, and risk to both parties in determining the compensation for the Property Interests by eminent domain litigation. The compensation set forth herein for the Property Interests are in compromise and settlement, in lieu of such litigation.
- (D) It is agreed that SPRTA may open an escrow in accordance with this Agreement at an escrow company of SPRTA's choice ("Escrow Agent"), Escrow No. to be determined. This Agreement constitutes the joint escrow instructions of SPRTA and Grantor, and Escrow Agent to whom these instructions are delivered is hereby empowered to act under this Agreement. The parties hereto agree to perform all acts reasonably necessary to close this escrow within sixty (60) days following the opening of escrow.
2. (A) SPRTA shall pay the undersigned Grantor the sum of FIVE THOUSAND DOLLARS and NO CENTS (\$5,000.00) for the Property Interests conveyed by Exhibit "1" and Exhibit "2" when title to said Property Interests vests in SPRTA free and clear of all liens, deeds of trusts, encumbrances, assessments, easements and leases (recorded and/or unrecorded), and taxes, except:

RIGHT OF WAY CONTRACT**CONFIDENTIAL**

This document contains personal information, and pursuant to Civil Code section 1798.21, it shall be kept confidential in order to protect against unauthorized disclosure.

- i. Taxes for the tax year in which this escrow closes shall be cleared and paid in the manner required by Section 5086 of the Revenue and Taxation Code, if unpaid at the close of escrow.
 - ii. Covenants, conditions, restrictions and reservations of record as contained in the title report (Fidelity National Title Company order number 01006232-010-AM-PJ).
 - iii. Easements or rights-of-way over said land for public or quasi-public utility or public street purposes, if any.
- (B) In addition to the Fair Market Value, it is agreed by and between the parties hereto that the amount in Clause 2(A) above includes the sum of FIVE HUNDRED DOLLARS and NO CENTS (\$500.00) as an incentive to the Grantor for the timely signing of this Agreement. This incentive payment offer expires sixty (60) days from the initiation of negotiations date.
- (C) SPRTA shall pay all escrow and recording fees incurred in this transaction, and if title insurance is desired by SPRTA, the premium charged, therefore. Due to SPRTA's status as a public agency, no recording fees will be payable (pursuant to Government Code Section 27383) and no documentary tax will be payable (pursuant to Revenue & Taxation Code Section 11922). This transaction may be handled through an external escrow with Fidelity National Title Company or another selected escrow company, Escrow No. to be determined.
- (D) SPRTA shall have the authority to deduct and pay from the amount shown on Clause 2(A) above, any amount necessary to satisfy any bond demands and delinquent taxes due in any year except the year in which this escrow closes, together with penalties and interest thereon, and/or delinquent and unpaid non-delinquent assessments which have become a lien at the close of escrow.
3. FULL AND COMPLETE SETTLEMENT. Grantor hereby acknowledges that it is the sole and lawful owner of the Property and the compensation paid to Grantor through this Agreement constitutes the full and complete settlement of any and all claims against SPRTA, Placer County Transportation Planning Agency, and the State of California, Department of Transportation (hereinafter "Releasees") by reason of the Project and/or acquisition of the Property Interests, including, but not limited to, any and all rights or claims that Grantor had, currently has, or may in the future have under Article 1, Section 19 of the California Constitution, the Eminent Domain Law, or any other law or regulation, except as provided herein. Grantor, on behalf of itself and its successors and assigns, further knowingly and voluntarily waives and expressly releases and discharges Releasees and any and all of Releasees' employees, agents, officers, servants, representatives, contractors, attorneys, partner agencies and assigns, from liability in regard to any claims for the following: pre-condemnation damages, inverse condemnation, lost business goodwill, lost profits, lost rents, severance damages, mitigation damages, curative costs, landscaping, compensation for the construction and use of the Project in the manner proposed, damage to or loss of improvements pertaining to the realty, machinery, fixtures, inventory, equipment and/or personal property, interest, any right to repurchase, leaseback, or receive any financial gain from, the sale of any portion of the Property Interests, any right to challenge the adoption of a resolution of necessity, any right to receive any notices pursuant to Code of Civil Procedure section 1245.235, any right to enforce any obligation pursuant to the Eminent Domain Law, any other rights conferred upon Grantor pursuant to the Eminent Domain Law, and claims for litigation expenses, attorney's fees, statutory interest and/or costs. Grantor further consents to the dismissal of any Eminent Domain proceeding that is filed pertaining to the Property Interests and further waives all attorney's fees, costs, claims to money on deposit, disbursements and expenses in connection with the dismissal of said proceeding.

4. The parties intend that this Agreement will result in a full, complete and final resolution and settlement of any and all claims, causes of action or disputes which exist, or may exist, between them as to the acquisition, possession and/or use of the Property Interests, except as expressly provided herein. It is therefore understood that the waiver, under this Agreement, of any rights, damages, compensation or benefits to which Grantor is, or may be, entitled is intended to be full and complete. Accordingly, except as provided herein:
- (A) Pursuant to the releases set forth in this Agreement, Grantor specifically waives the provision of section 1542 of the Civil Code of the State of California which provides:

"A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release and that, if known by him or her, would have materially affected his or her settlement with the debtor or released party."
 - (B) Grantor represents and warrants that it understands the effect of this waiver of section 1542 and has had the opportunity to discuss the effect of this waiver with counsel of its choice.
5. Any monies payable under this Agreement up to and including the total amount of unpaid principal and interest on note(s) secured by mortgage(s) or deed(s) of trust, if any, and all other amounts due and payable in accordance with the terms and conditions of said deed(s) of trust or mortgage(s), shall upon demand(s) be made payable to the mortgagee(s) or beneficiary(ies) entitled thereunder; said mortgagee(s) or beneficiary(ies) are to furnish Grantor with good and sufficient receipt showing said monies credited against the indebtedness secured by said mortgage(s) or deed(s) of trust.
6. Grantor represents and warrants that it is the fee simple owner of the Property and that it has the right to convey the Property Interests. Grantor will defend and indemnify SPRTA, its successors and/or assigns if it turns out that a claim is made or legal action is filed against SPRTA, its successors and/or assigns by someone claiming a legal interest in or right to the Property, or any portion thereof. Grantor represents and warrants that it will defend and indemnify SPRTA, its successors and/or assigns in the amount of any due and unpaid real property taxes, assessments, liens and any penalties and delinquencies on the Property. Grantor represents and warrants that it has made no assignment of any interest in the Property.
7. Grantor represents and warrants that there are no oral or written leases on all or any portion of the Property exceeding a period of one month. Grantor agrees to hold SPRTA harmless and reimburse SPRTA for any and all of its losses and expenses occasioned by reason of any lease of said Property held by any tenant of Grantor for a period exceeding one month. Grantor acknowledges that a general release or quitclaim deed will be required from any lessee regarding the disclaimer of the tenants' interests in the amount payable under Clause 2(A) above. Said general releases or quitclaim deeds are to be provided by Grantor, prior to the close of escrow. The provisions of this paragraph shall apply to current leases on the Property as well as future leases, if any, that are entered into after the execution of this Agreement.
8. It is understood and agreed by and between the parties hereto that included in the amount payable under Clause 2(A) above is payment in full to compensate Grantor for the purchase of the following improvements, including but not limited to: None.
- It is understood and agreed by and between the parties hereto that the following improvements within the Property Interests will be protected in place: None. It is further understood and agreed to by and between the parties hereto that the following improvements within the Property Interests will be relocated: None.
9. SPRTA shall not take actual/physical possession of the Property Interests until thirty (30) day advance notice by SPRTA or SPRTA's assignee or contractor is given to Grantor of SPRTA 's taking actual/physical

possession of the Property Interests. Prior to SPRTA's actual/physical possession of the Property Interests, Grantor agrees to hold harmless, defend and indemnify SPRTA its officers, directors, employees and agents against any and all claims including property damage or injuries resulting from the use of the area within the Property Interests by Grantor and/or Grantor's guests, invitees, or any other person. SPRTA shall not be deemed to have control of the Property Interests nor duty to maintain the Property Interests in a safe condition prior to the time SPRTA or SPRTA's contractor take actual/physical possession of the Property Interests.

Grantor agrees to name SPRTA, PCTPA and State of California, Department of Transportation as an additional insured under its current insurance policy. Grantor further agrees to notify SPRTA in writing within thirty (30) days of any potential claim relating to the area within the Property Interests prior to SPRTA taking actual/physical possession of the Property Interests.

10. It is agreed and confirmed by the parties hereto that notwithstanding other provisions in this contract, the right of possession and use of the Property Interests by SPRTA, including the right to remove and dispose of improvements, shall commence on the date the amount of funds as specified in Clause 2(A) above are deposited into the escrow controlling this transaction. The amount shown in Clause 2(A) above includes, but is not limited to, full payment for such possession and use, including damages, if any, from said date.
11. It is understood and agreed by and between the parties hereto that payment as provided in Clause 2(A) includes, but is not limited to, payment for any and all past, present, and/or future damages which have accrued or may accrue to Grantor's remaining property by reason of its severance from the property conveyed herein and the construction and use of the proposed Project, including, but not limited to, any expense which Grantor may incur in restoring the utility of the remaining property. This release is not intended to extend to unanticipated physical damage caused by construction.
12. It is agreed between the parties hereto that SPRTA is not assuming responsibility for payment or subsequent cancellation of unpaid assessments on Property Interests acquired under this transaction. Said assessments include but are not limited to any assessments listed in the title report (Fidelity National Title Company order number 01006232-010-AM-PJ). Grantor acknowledges that it has received and reviewed the Preliminary Title Report. The assessments remain the obligation of Grantor. Payment for the Property Interests acquired under this transaction is made upon the basis that the Grantor retains its obligation to the levying body respecting said assessments. The Property Interests acquired under this transaction are to be free and clear of any liens, bonds and/or assessments at the close of escrow.
13. The Temporary Construction Easement shall be non-exclusive. The Temporary Construction Easement shall be for a period of twenty-four (24) months ("TCE Term"). The TCE Term shall commence upon the date the amount of funds as specified in Clause 2(A) above are deposited into the escrow controlling this transaction. The actual/physical construction activities within the TCE area shall be limited to a period of twenty-four (24) months (the "Construction Period"). SPRTA or SPRTA's assignee or contractor shall provide thirty (30)-days written notice as to when the Construction Period will commence. Grantor agrees to keep the TCE area free and clear of all materials, shrubbery, crops, improvements, personal property, and debris during the TCE Term. Grantor agrees that any materials, shrubbery, crops, improvements, personal property and debris within the TCE area that remains after commencement of work within the TCE area may be removed by SPRTA and/or its contractor. Grantor further agrees that the cost of removal of any materials, shrubbery, crops, improvements, personal property, or debris that are installed during the TCE Term shall be the sole responsibility of Grantor.
15. Any notice either party may or is required to give the other shall be in writing and shall be either personally delivered or sent by registered or certified mail, return receipt requested. If by mail, service shall be deemed to have been received by such party at the time the notice is delivered to the following addresses:

To Grantor:

Auburn Area Recreation Park and Park District
471 Maidu Drive
Auburn, CA 95603-5764

To SPRTA:

299 Nevada Street
Auburn, CA 95603
Attn: Rick Carter, Deputy Executive Director

With a copy to:

Sloan, Sakai, Yeung & Wong LLP
555 Capitol Mall, Suite 600
Sacramento, CA 95814
Attn: DeeAnne Gillick, General Counsel

16. It is understood and agreed by and between the parties hereto that this Agreement inures to the benefit of, and is binding on, the parties, their respective heirs, personal representatives, subsequent purchasers, successors, and/or assignees. SPRTA may freely assign any or all of its interests or rights under this Agreement.
17. Grantor represents and warrants that during the period of Grantor's ownership of the Property, there have been no disposals, releases or threatened releases of hazardous substances or hazardous wastes on, from, or under the Property. Grantor further represents and warrants that Grantor has no knowledge of any disposal, release, or threatened release of hazardous substances or hazardous wastes on, from, or under the Property which may have occurred prior to Grantor taking title to the Property.

The acquisition price of the Property Interests being acquired in this transaction reflects the full and complete settlement of the Property Interests without the presence of contamination. If the Property Interests being acquired are found to be contaminated by the presence of hazardous waste which requires mitigation under Federal or State law, SPRTA may elect to recover its clean-up costs from those who caused or contributed to the contamination including, but not limited to, Grantor.
18. It is understood and agreed that the fully executed Grant Deed and Temporary Construction Easement Deed may be recorded in the Recorder's Office for the County of Placer.
19. SPRTA reserves the right to cancel escrow and terminate this Agreement if at any time SPRTA determines that the Property Interests are no longer needed for the Project.
20. This Agreement constitutes the entire agreement between the parties hereto with respect to the subject matter of this Agreement and may not be modified except by an instrument in writing signed by the party to be bound thereby.
21. If any term or provision of this Agreement shall be held to be invalid or unenforceable, the remainder of the Agreement shall remain in full force and effect.
22. Each individual executing this Agreement on behalf of an entity represents and warrants that he or she has been authorized to do so by the entity on whose behalf he or she executes this Agreement, and that said entity will thereby be obligated to perform the terms of this Agreement.
23. This Agreement may be executed in counterparts, including by facsimile and/or e-mail, each of which so executed shall, irrespective of the date of its execution and delivery, be deemed an original, and all such counterparts together shall constitute one and the same instrument. Documents executed, scanned, and

transmitted electronically and electronic signatures shall be deemed original signatures for purposes of this Agreement and all matters related thereto, which such scanned and electronic signatures having the same legal effect as original signatures.

24. This Agreement may be subject to approval by SPRTA Board of Directors.
25. The parties to this Agreement shall, pursuant to Section 21.7(a) of Title 49, Code of Federal Regulations, comply with all elements of Title VI of the Civil Rights Act of 1964. This requirement under Title VI and the Code of Federal Regulations is to complete the USDOT-Non-Discrimination Assurance requiring compliance with Title VI of the Civil Rights Act of 1964, 28 C.F.R Section 50.3.
26. No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity that is the subject of this Agreement.

*REMAINDER OF PAGE INTENTIONALLY LEFT BLANK
--SIGNATURES FOLLOW--*

In Witness Whereof, the Parties vested have executed this Agreement the day and year set forth below.

Auburn Area Recreation Park and Park District

By: _____

Name: _____

Its: _____

Date: _____

By: _____

Name: _____

Its: _____

Date: _____

**South Placer Regional Transportation Authority,
a California joint powers authority**

By: _____

Michael Luken
Executive Director

Date: _____

APPROVED AS TO FORM:

By: _____

DeeAnne Gillick
General Counsel

EXHIBIT "1"
Grant Deed

EXHIBIT "2"
Temporary Construction Easement

RECORDING REQUESTED BY

WHEN RECORDED RETURN TO:

**South Placer Regional Transportation Authority
Attn: Clerk
299 Nevada Street
Auburn, CA 95603**

EXEMPT FROM RECORDING FEES:

This instrument is for the benefit of the South Placer Regional Transportation Authority and is entitled to be recorded without fee or tax. (Gov. Code, §§ 6103, 27383; and Rev. & Tax. Code, § 11922.)

Space above this line for Recorder's Use

GRANT DEED

District	County	Route	Parcel Number
3	Placer	49	051-180-046

FOR VALUABLE CONSIDERATION, receipt of which is hereby acknowledged,

Auburn Area Recreation Park and Park District (hereinafter called "GRANTOR"), hereby grants to the **SOUTH PLACER REGIONAL TRANSPORTATION AUTHORITY, a California joint powers authority** all that real property in the City of Auburn, County of Placer, State of California, described and depicted as follows:

SEE EXHIBITS "A" and "B" ATTACHED HERETO AND MADE A PART OF HEREOF.

GRANTOR:
Auburn Area Recreation Park and Park District

DATED: _____, 20__

By:
Its:

DATED: _____, 20__

By:
Its:

CERTIFICATE OF ACCEPTANCE

This is to certify that the interest in the TEMPORARY CONSTRUCTION EASEMENT DEED conveyed by Auburn Area Recreation Park and Park District to the South Placer Regional Transportation Authority is hereby accepted by the order of South Placer Regional Transportation Authority Board of Directors on May 25, 2022 pursuant to Resolution #22-10 and the Grantee consents to the recordation thereof by its duly authorized officer.

South Placer Regional Transportation Authority

By: _____
Michael Luken
Executive Director

Date: _____

RECORDING REQUESTED BY

WHEN RECORDED RETURN TO:

**South Placer Regional Transportation Authority
Attn: Clerk
299 Nevada Street
Auburn, CA 95603**

EXEMPT FROM RECORDING FEES:

This instrument is for the benefit of the South Placer Regional Transportation Authority and is entitled to be recorded without fee or tax. (Gov. Code, §§ 6103, 27383; and Rev. & Tax. Code, § 11922.)

APN: 051-180-046

Above Space for Recorder's Use

**GRANT OF EASEMENT
(Temporary Construction Easement)**

Auburn Area Recreation Park and Park District (hereinafter, "Grantor"), is the owner of that certain real property located in the City of Auburn, County of Placer, State of California, designated as Assessor's Parcel Number 051-180-046 ("**Grantor's Property**"). FOR VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, Grantor hereby grants to the **SOUTH PLACER REGIONAL TRANSPORTATION AUTHORITY, a California joint powers authority ("Grantee"),** its employees, agents, representatives, contractors, successors and assigns, a temporary easement for construction of the Highway 49 Sidewalk Gap Closure Project in, on, over, under, and across that portion of Grantor's Property more particularly depicted in Exhibit "C", attached hereto and by reference made a part hereof. The term of the easement escribed herein will commence on the date of the deposit of funds into escrow and expire twenty-four (24) months thereafter.

GRANTOR:
Auburn Area Recreation Park and Park District

DATED: _____, 20__

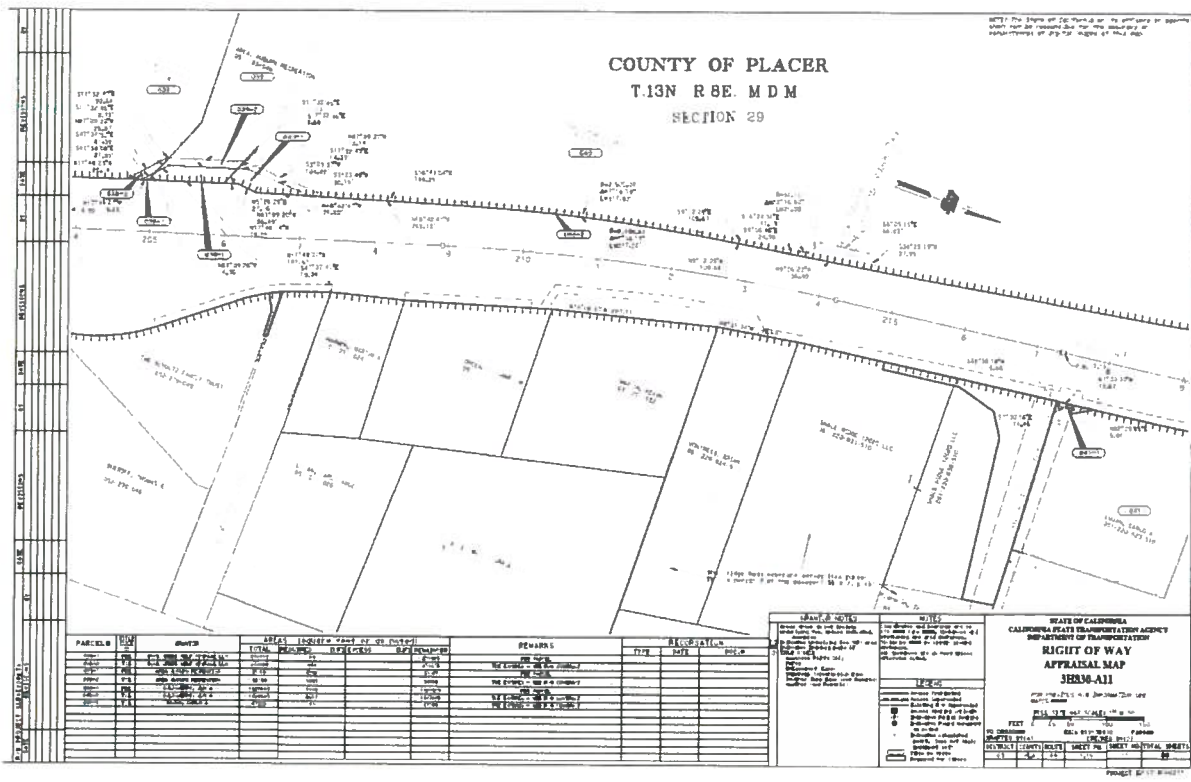
By:
Its:

DATED: _____, 20__

By:
Its:

EXHIBIT "C"

Depiction of TCE



ACKNOWLEDGEMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA)

COUNTY OF _____)

On _____ before me, _____,
Notary Public, personally appeared _____,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are
subscribed to the within instrument and acknowledged to me that he/she/they executed the same
in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument
the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under penalty of perjury under the laws of the State of California that the foregoing
paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____

(Seal)

CERTIFICATE OF ACCEPTANCE

This is to certify that the interest in the TEMPORARY CONSTRUCTION EASEMENT DEED conveyed by Auburn Area Recreation Park and Park District to the South Placer Regional Transportation Authority is hereby accepted by the order of South Placer Regional Transportation Authority Board of Directors on May 25, 2022 pursuant to Resolution #22-10 and the Grantee consents to the recordation thereof by its duly authorized officer.

South Placer Regional Transportation Authority

By: _____

Michael Luken
Executive Director

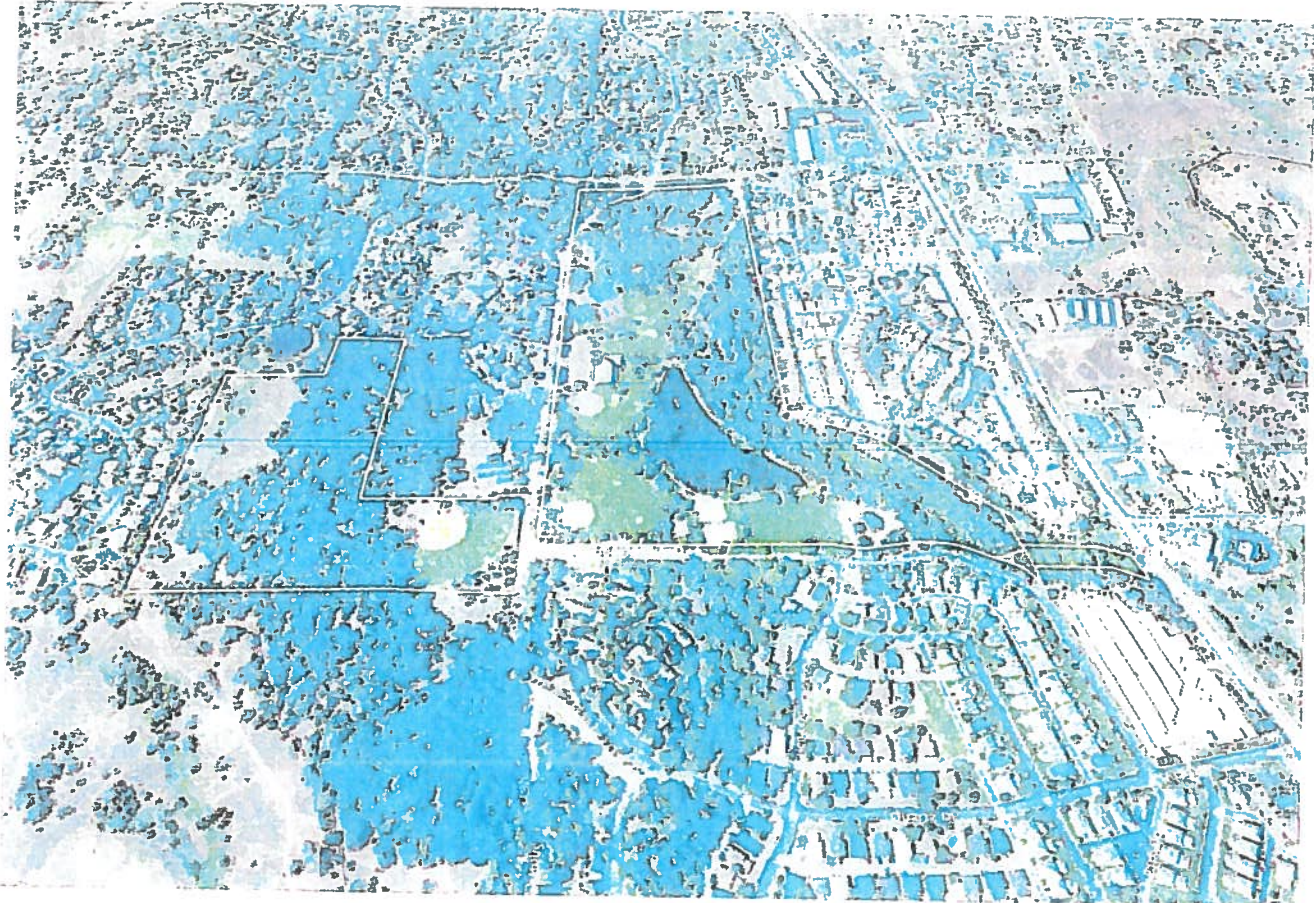
Date: _____



Appraisal Report

Partial Acquisitions Auburn Regional Park | Placer County, CA

as of July 17, 2022



Client

Ms. Amber Costello, CEO
Monument ROW, Inc.
200 Spectrum Center, Suite 300
Irvine, CA 92618

Prepared by

Craig A. Owyang, MAI, SRWA
Senior Vice President | Shareholder
KM Job AC22-225.2

Kidder Mathews

Valuation Advisory Services

455 Capital Mall, Suite 160
Sacramento, CA 95814
916-758-3206
craig.owyang@kidder.com

**Kidder
Mathews**

KIDDER.COM



October 3, 2022

Ms. Amber Costello, CEO
Monument ROW, Inc.
200 Spectrum Center, Suite 300
Irvine, CA 92618

RE: Partial Acquisitions:
One Fee Simple Estate Acquisition - ±2,022 Square Feet
One Temporary Construction Easement - ±1,053 Square Feet
±83.151 Acres of Land
Auburn Regional Park
Placer County, CA 95602

Dear Ms. Costello:

At your request, I have developed my opinion of the *Fair Market Value* in the *Fee Simple Estate* of the subject. This report was prepared in June and July 2022 and the *Effective Date of Value* is July 17, 2022. My opinion of value was developed under the *Scope of Work* that is included in the body of this *Appraisal Report*.

This *Appraisal Assignment* is communicated in a *Written Appraisal Report* under Standard 2, as defined in the *Uniform Standards of Professional Appraisal Practice (USPAP)*. My services comply with and are subject to the Code of Professional Ethics and Standards of Professional Practice of the Appraisal Institute. The *Intended Users* are the Placer County Transportation Planning Agency and Monument ROW, Inc. The *Intended Use* of this *Appraisal Assignment* is to assist in acquisition negotiations with the property owner.

As a result of my investigation and analysis, I have concluded the *Fair Market Value* of the *Proposed Acquisitions* (including net *Damages*, if any) of the subject, subject to the *Assignment Conditions* contained herein, is:

As of July 17, 2022..... \$4,500

Respectfully,

Craig A. Owyang, MAI, SR/WA
Senior Vice President | Shareholder
Certified General Real Estate Appraiser
CA-AG009478 expires March 9, 2023

CAO/cao



Summary of Appraisal

Identity of Property	Partial Acquisitions: One Fee Simple Estate Acquisition - ±2,022 Square Feet One Temporary Construction Easement - ±1,053 Square Feet ±83.151 Acres of Land Auburn Regional Park Placer County, CA 95602
Intended Users	The Placer County Transportation Planning Agency and Monument ROW, Inc.
Intended Use	The <i>Intended Use</i> of this <i>Appraisal Assignment</i> is to assist in acquisition negotiations with the property owner.
Property Rights	One Fee Simple Acquisition and One Temporary Construction Easement
Assignment Conditions	Extraordinary Assumptions:

A *Legal Description* of the *Larger Parcel* was not provided for review. Therefore, I have made the *Extraordinary Assumption* the *Legal Description* of the *Larger Parcel* is consistent with the five Assessor Parcel Numbers:

- 051-180-046
- 051-211-016
- 051-211-020
- 051-260-006
- 051-260-084

This appraisal has been conducted without the benefit of a *Preliminary Title Report*. As a result, I have not ascertained if the property is subject to any *Easements, Encroachments & Rights of Way*. Therefore, I have made the *Extraordinary Assumption* the property is not subject to any exceptions to title and/or CC&R's that negatively impact the marketability and/or value of the subject. If any such title exceptions exist, the property's marketability and/or value would likely be significantly negatively impacted.

The *Legal Description* for the *Remainder* was not available. Therefore, I have made the *Extraordinary Assumption* the *Legal Description* for the *Remainder* is consistent with the *Legal Description* for the *Larger Parcel* less the *Legal Description* for the *Part Taken*.



Hypothetical Conditions:

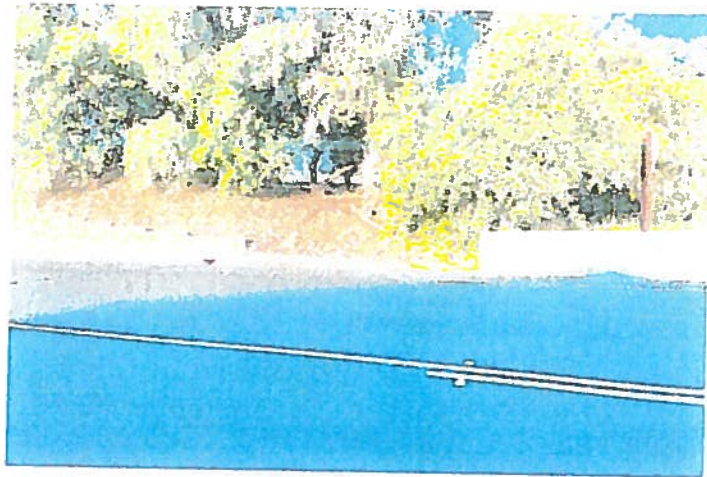
I have developed my opinion of the *Fair Market Value* of the *Larger Parcel* under the *Hypothetical Condition* the proposed improvement project does not affect the property.

Date of Report	October 3, 2022
Date of Last Inspection	July 17, 2022
Effective Date of Value	July 17, 2022
Exposure Time	Based on my analysis of the subject and the relevant market activity as well as my opinion of value, it is my opinion the relevant exposure period would be 6 to 12 months.
Marketing Time	Additionally, it is my opinion the subject's marketing period would also be 6 to 12 months given my opinion of value and the property's relevant characteristics.

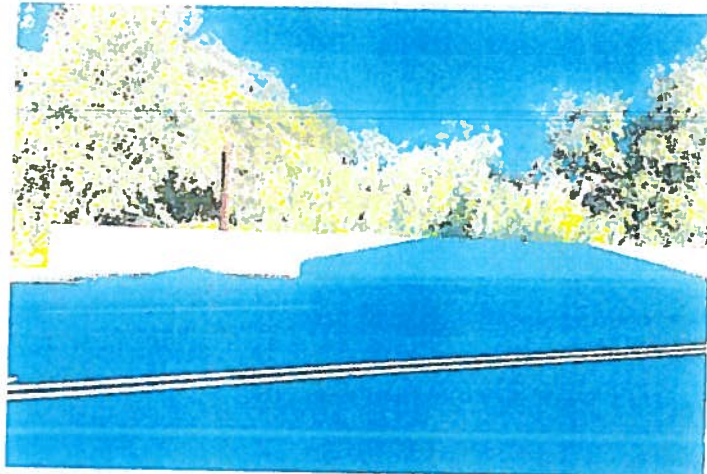


Subject Photographs

1 – Subject



2 – Subject



3 – Grass Valley Highway –
Direction is South



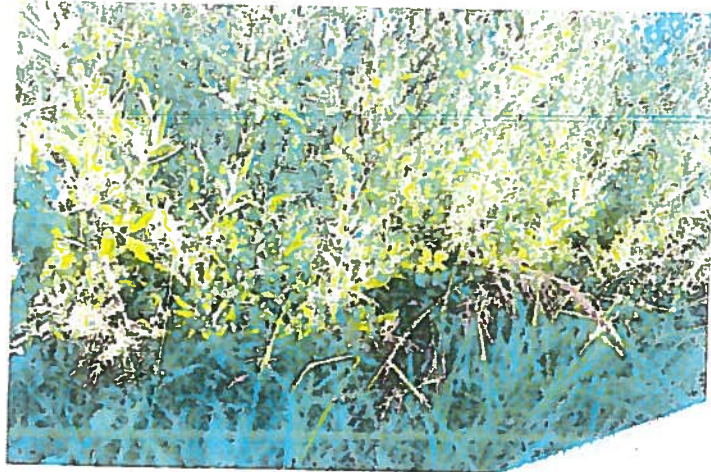


Subject Photographs

4 – Area of Proposed Acquisition



5 – Area of Proposed Acquisition



6 – Area of Proposed Acquisition





Subject Photographs

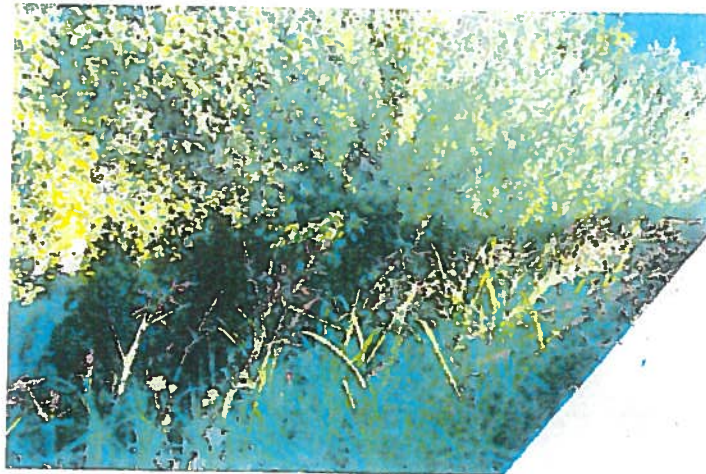
7 – Area of Proposed Acquisition



8 – Area of Proposed Acquisition



9 – Area of Proposed Acquisition





**Market
 Comparables
 Analysis**

I have analyzed the comparable properties in relation to the subject and have taken the relevant factors into consideration. The most appropriate *Unit of Comparison* for the subject is *Price Per Square Foot*.

All of the comparables' *Fee Simple Estates* were all cash transactions that were negotiated between typically motivated buyers and sellers. As a result, no adjustments are required for *Property Rights, Financing Terms, or Conditions of Sale*.

In the time since the properties have sold and the date of value, the median prices of single unit residences had generally been increasing. Notably, three of the properties were recorded after the onset of the COVID-19 pandemic with the other two properties closing before the pandemic. Their sale prices are generally consistent with each other and suggest there was no direct impact on their pricing attributed to the pandemic. Still, given long periods to secure entitlements, it is difficult to quantify adjustments for changes in *Market Conditions* given the pandemic. Therefore, I have considered the impact of this *Element of Comparison* in the reconciliation of the comparables.

I have considered the use of an adjustment grid and have determined sales activity is generally consistent and does not require analysis in a *Quantitative Adjustment Grid*. Therefore, I have considered the comparables in a *Qualitative Ranking Analysis*. The prices of the comparables are arrayed from highest to lowest, with the subject in its relative position, in the following table:

Qualitative Ranking Analysis Summary – Larger Parcel – Price Per Square Foot			
Comparable Property	Price Per Square Foot	Comparison to Subject	Comments
Comparable 2	\$9.29	Vastly Superior	March 2021 – 56,628 Square Feet – SWC Blue Oaks & Education Street
Comparable 5	\$4.84	Superior	August 2018 – 139,392 Square Feet – ES Penryn Road N of I-80
Comparable 3	\$4.05	Superior	February 2021 – 148,104 Square Feet – Plaza Way & Gateway Court
Comparable 4	\$2.53	Slightly Superior	August 2019 – 148,104 Square Feet – 55 Neils Road
Subject	\$2.00	Subject	July 2022 – 3,622,055 Square Feet – Auburn Regional Park
Comparable 1	\$1.50	Slightly Inferior	August 2021 – 1,722,306 Square Feet – 5500 Barton Road



Reconciliation

The properties' sale prices are from \$1.50 per square foot to \$9.29 per square foot with an average of \$4.44. The range is \$7.79 with a standard deviation of \$3.01.

Comparable 2 (\$9.29 per square foot) is vastly superior to the subject because it is in the vicinity of a number medium-density residential developments as well as office buildings.

In relation to the subject, Comparable 5 (\$4.84 per square foot) is an inferior *Location* but has a higher development density.

Comparable 3 (\$4.05 per square foot) is a similar *Location* as compared to the subject but has a higher development density.

Comparable 4 (\$2.53 per square foot) is an inferior *Location* as compared to the subject but a lower anticipated development density.

In relation to the subject, Comparable 1 (\$1.50 per square foot) is an inferior *Location*.

With the exception of Comparable 1, all of the other properties are significantly smaller. As a result, the subject's value would be expected to be lower than these properties' sale prices. Comparable 1 is in a similar size category but is an inferior *Location*, as a result, the subject's value is expected to be higher than this property's sale price. Lastly, this property is the most recent of the comparable properties to have been recorded, and, as a result is given more weight than the others. Therefore, this property is the best indicator and it is my opinion the subject's value is equivalent to \$2.00 per square foot of land area.

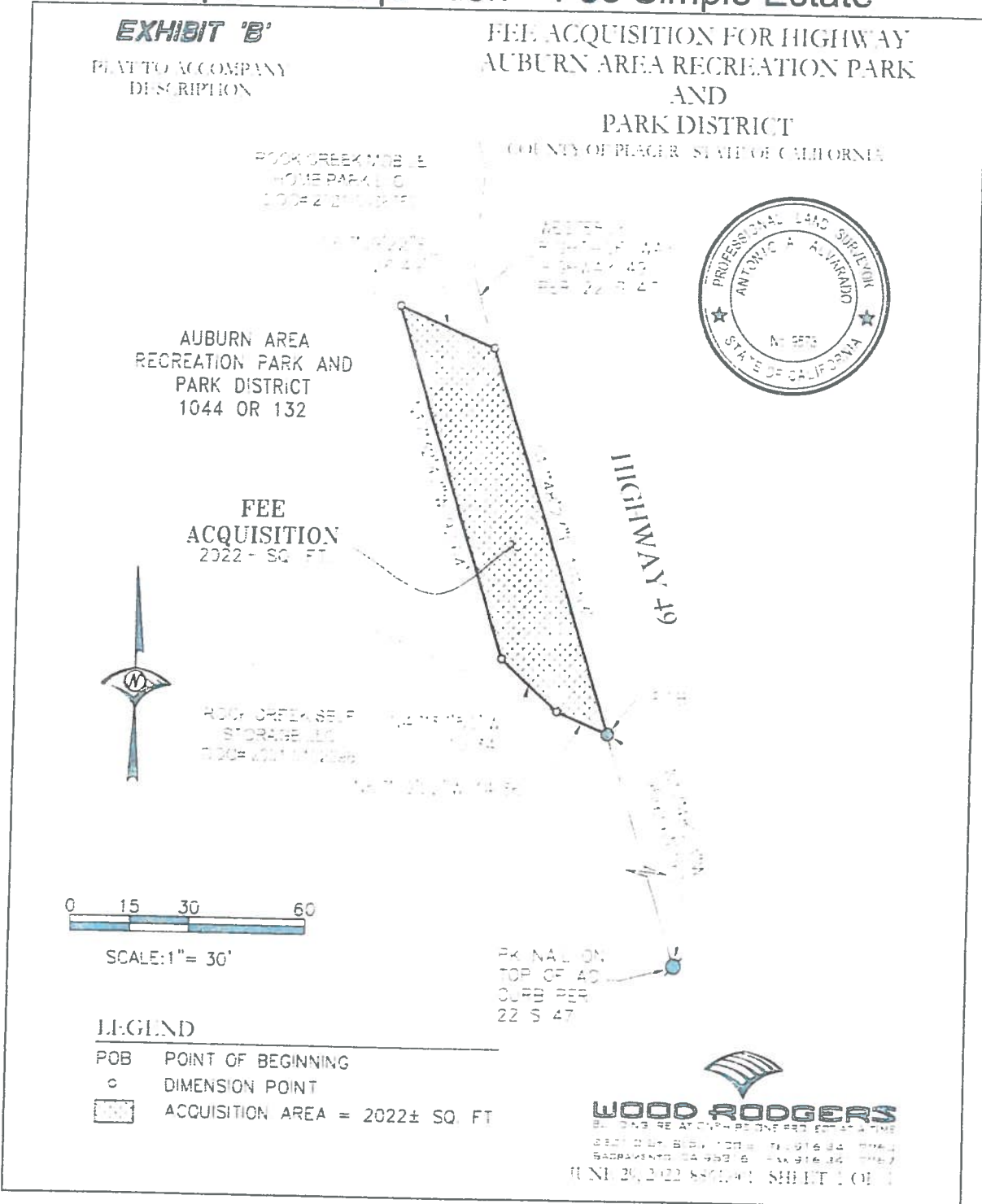
Value Opinion – Larger Parcel

The *Larger Parcel* has a combined area of ±3,622,055 square feet, or, ±83.151 acres.

Therefore, it is my opinion the *Fair Market Value* of the *Larger Parcel* is \$7,244,110.

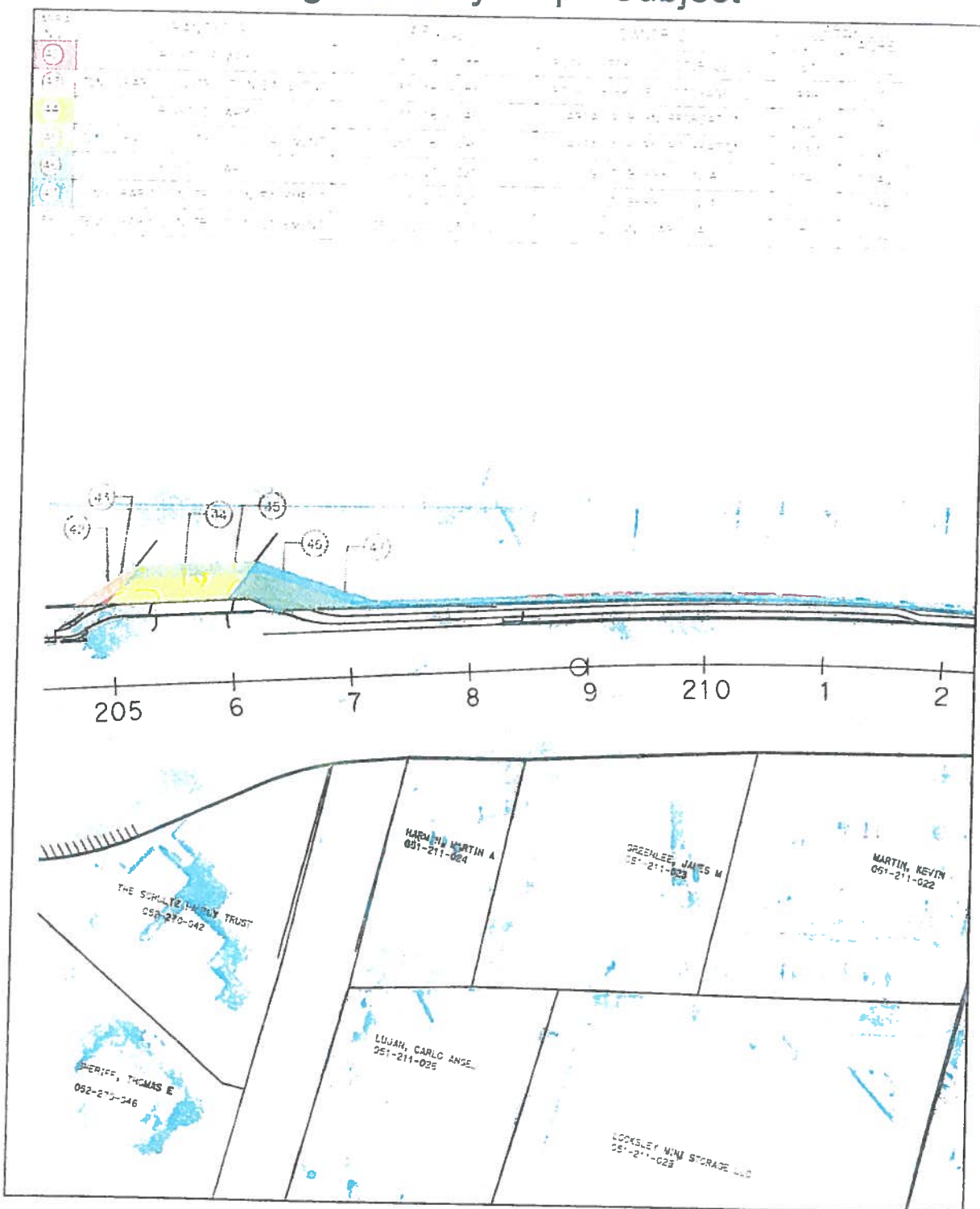


Proposed Acquisition – Fee Simple Estate





Right of Way Map - Subject





Factual Data – After Acquisition

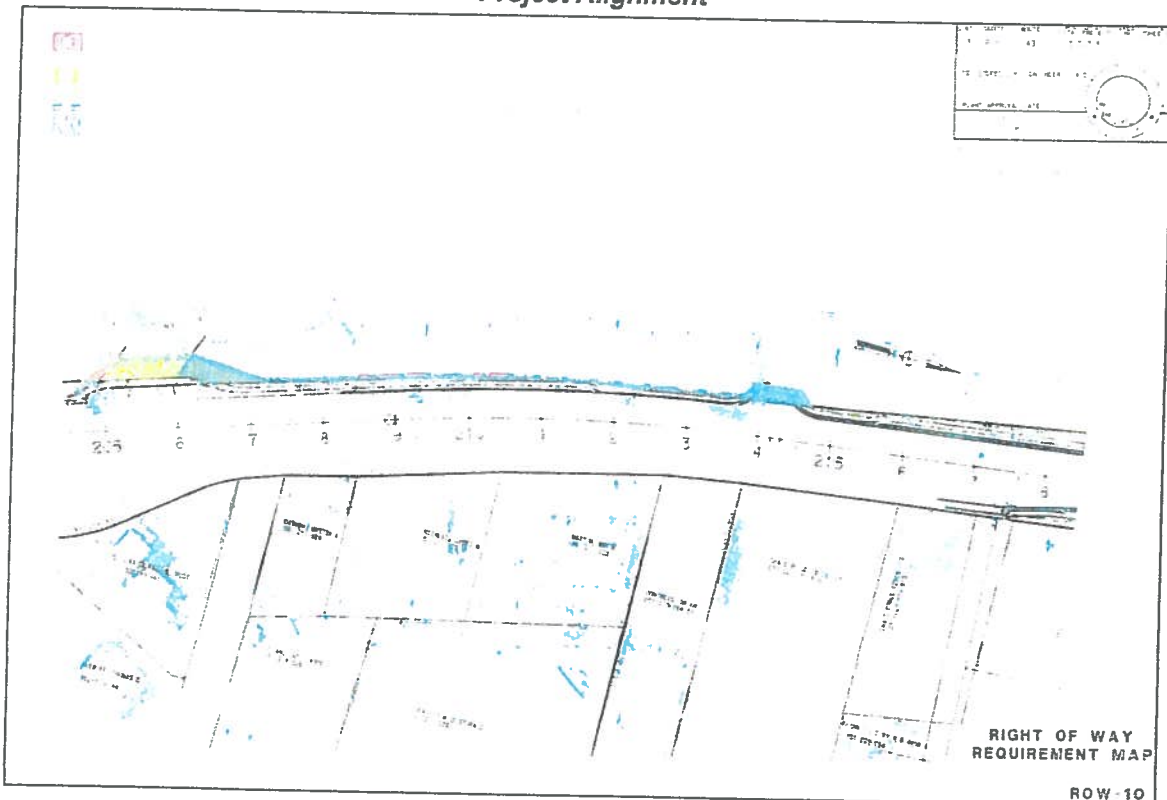
Legal Description The *Legal Description* for the *Part Taken* is included in the *Legal Description & Plat of Proposed Acquisition*, a copy of which is included in the *Addenda* to this *Appraisal Report*.

However, the *Legal Description* for the *Remainder* was not available.

Therefore, I have made the *Extraordinary Assumption* the *Legal Description* for the *Remainder* is consistent with the *Legal Description* for the *Larger Parcel* less the *Legal Description* for the *Part Taken*.

Please refer to the *Proposed Acquisition – Fee Simple Estate* and the *Right of Way Map - Subject* on the preceding pages.

Project Alignment



Proposed Acquisitions

The *Parts Taken* will include:

- One Fee Simple Estate Acquisition - ±2,022 Square Feet
- One Temporary Construction Easement - ±1,053 Square Feet



Data Analysis & Conclusions – After Acquisition

Highest & Best Use - Remainder

Analysis of the *Highest & Best Use* of the *Remainder* follows.

Highest & Best Use – As If Vacant

The *Highest and Best Use - As if Vacant* in the *After Condition* is the same as in the *Before Condition*.

Highest & Best Use – As Improved

Analysis of the *Highest and Best Use - As Improved* is moot and not performed in the *After Condition*.

Valuation of the Part Taken – Part of the Whole

The *Parts Taken* will include:

- One Fee Simple Estate Acquisition - ±2,022 Square Feet
- One Temporary Construction Easement - ±1,053 Square Feet

Fee Simple Estate

Previously, relying on the *Sales Comparison Approach*, I concluded the value of the *Fee Simple Estate* in the land was equivalent to \$2.00 per square foot.

The *Part Taken* includes ±2,022 square feet to be acquired in its *Fee Simple Estate* is calculated as follows:

$$\pm 2,022 \text{ square feet} * \$2 \text{ per square foot} = \$4,044$$

Temporary Construction Easement

Again, the *Temporary Construction Easement* will affect an area of ±1,053 square feet and will be used as work areas for the construction of the new sidewalk. While specific dates for use of the *Temporary Construction Easement* were not identified, as instructed by you, a two-year period will be used in the analysis.

While it is preferable to develop the value of a *Temporary Construction Easement* by comparing the subject with comparable rents of other *Temporary Construction Easements*, I have not ascertained any comparable rents unaffected by undue stimulus. As a result, I have developed the *Fair Market Value* of the *Temporary Construction Easement* by applying an appropriate rate of return to the *Fair Market Value* of the land in the property's



Fee Simple Estate. I have projected the rate of return at 10%.

The *Fair Market Value* of the *Temporary Construction Easement* is calculated as follows:

$$\pm 1,053 \text{ sq. ft. @ } \$2/\text{sf} \times 10\% \div 12 \text{ months} \times 24 \text{ months} = \$421$$

Conclusion

The *Proposed Acquisition* includes the one *Fee Simple Estate* (\$4,044) and one *Temporary Construction Easement* (\$421). Therefore, it is my opinion the *Fair Market Value* of the *Proposed Acquisitions* is \$4,465.

Valuation of the Remainder – Part of the Whole

The value of the *Larger Parcel* in the *Before Condition* is \$7,244,110.

The value of the *Part Taken - Part of the Whole* is \$4,465.

Therefore, the value of the *Remainder - Part of the Whole* is \$7,239,645.

Valuation of the Remainder – After Acquisition – Disregarding Benefits

In the *After Condition*, the *Remainder* will include five parcels with a combined area of $\pm 3,620,033$ square feet, or, ± 83.105 acres. It is also subject to the *Temporary Construction Easement* that I previously concluded had a *Fair Market Value* of \$421.

The *Remainder* may be considered in the following contributory portions, including deductions for affects of the *Temporary Construction Easement*:

3,620,033 sf @	\$2.00/sf	=	\$7,240,066	(Unaffected by Easements)
			-\$421	(TCE)
			\$7,239,645	(Remainder)

Therefore, it is my opinion the *Fair Market Value* of the *Remainder - After Acquisition - Disregarding Benefits* is \$7,239,645.

Valuation of the Remainder – After Acquisition – Considering Benefits

The property in its *After Condition* is not affected by any *Benefits* arising from the proposed public improvement project. Therefore, the *Fair Market Value* of the *Fee Simple Estate* in the *Remainder - After Acquisition - Considering Benefits* is the same as the *Remainder - After Acquisition - Disregarding Benefits*, or, \$7,239,645.



Recapitulation

Summation The summation analysis is presented in the following table:

<i>Summation Analysis</i>			
Fair Market Value – Larger Parcel		\$7,244,110	
Fair Market Value – Proposed Acquisition – Fee Simple Estate	\$4,044		
Fair Market Value – Temporary Construction Easement	\$421		
Fair Market Value – Part Taken – Part of the Whole		\$4,465	\$4,465
Fair Market Value – Remainder – Part of the Whole		\$7,239,645	
Fair Market Value – Remainder – After Acquisition – Disregarding Benefits		\$7,239,645	
Damages (Costs to Cure, as Applicable)		\$0	\$0
Fair Market Value – Remainder – After Acquisition – Considering Benefits		\$7,239,645	
Benefits		\$0	\$0
Total Appraised Value: Part Taken + Net Damages			\$4,465

Summary It is my opinion the *Fair Market Value* of the *Larger Parcel* is \$7,244,110.

It is my opinion the *Fair Market Value* of the *Part Taken - Part of the Whole* is \$4,465.

It is my opinion the *Fair Market Value* of the *Remainder - Part of the Whole* is \$7,239,645.

It is my opinion the *Fair Market Value* of the *Remainder - After Acquisition - Disregarding Benefits* is \$7,239,645. Therefore, there are zero (0) *Damages* to the *Remainder - After Acquisition*.

It is my opinion the *Fair Market Value* of the *Remainder - After Acquisition - Considering Benefits* is \$7,239,645. Therefore, there are zero (0) *Benefits* to the *Remainder - After Acquisition*.

Damages Because the *Fair Market Value* of the *Remainder - After Acquisition - Disregarding Benefits* is equal to that of the *Remainder - Part of the Whole*, there will be no (0) *Damages* arising from the *Proposed Acquisitions*.

Benefits Because the *Fair Market Value* of the *Remainder - After Acquisition - Considering Benefits* is less than or equal to that of the *Remainder - After Acquisition - Disregarding Benefits*, there will be no *Benefits* to the *Remainder - After Acquisition* as a result of the proposed public improvement project.



Conclusion

Notably, *Benefits* (of which there are none) may only offset *Damages*. Therefore, in summary, it is my opinion the *Fair Market Value* of the *Proposed Acquisitions* (Parts Taken + Net Damages) is \$4,465, which is rounded to \$4,500.

INFORMATION BOOKLET

ACQUISITION OF PROPERTY



Highway 49 Sidewalk Gap Closure Project

**The South Placer Regional Transportation Authority
("SPRTA") in cooperation with the Placer County Transportation
Planning Agency ("PCTPA")**

This is an informational pamphlet only. It is not intended to give a complete statement for all state or federal laws and regulations pertaining to the purchase of your property for a public use, the relocation assistance program, technical legal definitions, or any form of legal advice.

INTRODUCTION

This booklet was prepared for you as a person who may be affected by a proposed public use project. If it is your property that is involved in a government agency sponsored project such as road widening or flood control you may have wondered what will happen. Who will contact you? How much will be paid for your property? Who will pay any moving or construction costs? Important questions like these require specific answers. We hope this booklet will answer some of your questions and present a clear picture of the overall procedure.

WHY DOES THE PUBLIC HAVE THE RIGHT TO BUY MY PROPERTY?

Our State and Federal Constitutions recognize the need for public agencies to purchase private property for public use, and provide appropriate safeguards to accomplish this purpose. State and Federal Constitutions and the Federal Uniform Relocation Assistance and Real Property Acquisition Policies Act authorize purchase of private property for public use and assure full protection of the rights of each citizen.

The responsibility for studying the potential sites for a project rests with a team of specially trained individuals selected to do this important job. Many months are spent in preliminary study and investigation to consider possible locations for a project.

Consideration of the environmental elements and social effect are as much a part of location determination as engineering and cost. Participation by private citizens and public agencies is actively sought so that various views can be considered in the study process. The process includes public hearings that give persons an opportunity to express their views on the locations being considered.

WHO WILL CONTACT ME?

Appraisal and purchase of properties needed for public use is the responsibility of the acquiring city, county or special district. A Right of Way Agent, and/or Authority staff will assist you and give you general information about the project.

One of the first persons you will typically meet is an appraiser collecting valuation data in your neighborhood. The appraiser will analyze your property and examine all of the features that contribute to its market value. Information about improvements you have made and any other special things that you feel tend to increase the market value of your property, should be shared with the appraiser to ensure he/she has all the information you feel is relevant.

It is the duty of the Authority to ensure that you receive the same fair market value that you would receive if you sold your property privately in the open market. The Authority cannot buy your property for more than its worth but it *can* and *will* assure you that you do not have to sell your property for less than its fair market value. If the property is an owner-occupied residential property containing no more than four residential units, California law provides that the owner, upon request, may review a copy of the appraisal upon which the offer is based.

At the time the offer is made to purchase your property (or a portion of it,) you may obtain your own appraisal and the Authority will reimburse you for up to \$5,000 for the actual, reasonable costs of obtaining an independent appraisal. A licensed State appraiser must perform your appraisal. Your Right of Way Agent will provide more information concerning the reimbursement at the time of the offer.

You will receive the market value of your property in cash. No incidental expenses will be deducted for the following items: Title costs, preparation of documents, title policy or recording fees required in closing the sale. The Authority will pay these expenses.

However, if your property is encumbered by a mortgage and the Authority is not acquiring a temporary right of use, such as a temporary construction easement, the lender may be required to approve the cash payment to you and is legally allowed to demand all or part of the compensation in order to reduce the principal balance of the loan. In addition, if certain other conditions exist, the amount of compensation could be reduced to pay for environmental contamination clean-up costs or property value enhancement due to benefits resulting from the project. If the appraisal indicates that such a situation applies, the County's representative will provide you with a thorough explanation.

Additionally, you may be eligible for relocation payments and benefits if this acquisition requires you to move. (These benefits, if applicable, will be explained by a relocation specialist engaged by the Authority.)

WILL I BE PAID FOR LOSS IN VALUE TO MY REMAINING PROPERTY?

When only a part of your property is needed, which is most often the case for government agency projects, every reasonable effort is made to ensure that you do not suffer damages to the remainder of your property. The total payment by the Authority will be for the property purchased and for any loss in value to your remaining property.

The determination of any loss in value is an appraisal problem involving variables in which a brief explanation might not adequately cover all situations. Should this situation arise, the Authority representative will fully explain the effect of a "part" purchase on your remaining property.

CAN I KEEP AND MOVE MY HOME, BUSINESS BUILDING AND MACHINERY, AND EQUIPMENT?

In the event the acquisition requires removal of your home or business, the representative who has been assigned to buy your property will help you to determine whether you can or should move your house to another location, if this is what you wish.

If your house is movable and you wish to make such an arrangement, the Authority will pay you on the basis of the market value of your present lot including landscaping, plus the reasonable cost of moving the building. There are cases, because of age, size or condition of the house, where the cost of moving it would exceed its present market value less its salvage value. In such a case, payment of moving cost would, of course, be an unwise expenditure.

If you operate a business you may wish to keep and move fixed machinery and equipment. You may do so if the cost (based on a moving estimate) is not greater than the value of the items. Additionally, as an owner of a business conducted on the property to be purchased, you may be entitled to compensation for the loss of goodwill.

If any of these concepts are applicable to your situation, they will be fully explained by the Right of Way Agent assigned to purchase your property.

WILL I HAVE TIME TO SELECT ANOTHER HOME AFTER THE AUTHORITY MAKES ITS PURCHASE?

The Authority starts to appraise properties early enough so that if removal of your home or business is necessary you will have ample time to move/relocate prior to project construction.

Like any other real estate transaction, it requires some time to complete processing and make payment after a right of way contract and deed have been signed.

You will not be required to move until reasonable replacement decent, safe, and sanitary housing is available.

If you don't want to buy another home right away, in some cases you may be able to sell and rent back temporarily. It is in your best interest, however, to look for a new place in which to live as soon as possible. Finding a home early, that best suits your needs, before you are required to move will minimize your personal inconvenience and you will avoid having to make a choice of housing under pressure when you are required to move.

If relocation is required and if you wish, the Authority will, at no cost to you, provide you with assistance in finding a new place in which to live. The Authority will give you at least 90 days notice in writing before asking you to move.

WHAT HAPPENS TO THE LOAN ON MY PROPERTY?

After you and the Authority have agreed upon a price, a representative will contact all other parties having an interest in the property. Payments to satisfy outstanding loans or liens may be made through a title company escrow.

WHAT WILL HAPPEN TO MY GI OR CAL-VET LOAN?

The Veterans Administration and the California Department of Veterans Affairs allows your veteran loan privileges to be transferred and to become available for coverage on another property.

Your right of way representative will assist you; however, it is your benefit, and it is your responsibility to check with the Veterans Administration or the California Department of Veterans Affairs for procedural instructions.

THE VALUE OF MY PROPERTY IS MUCH HIGHER TODAY THAN WHEN I PURCHASED

According to the Internal Revenue Service, the sale of property to a governmental agency for public purposes comes under the definition of an "involuntary conversion". In these cases, it is not necessary to pay income tax or capital gains tax, if the money you receive is used to buy a similar property within a limited period of time. In every case, however, you should check with your local Internal Revenue Service Office.

DO I HAVE TO PAY INCOME TAX ON THIS DIFFERENCE WHEN I CONVEY PROPERTY TO THE AUTHORITY?

The Internal Revenue Service has published a document entitled "Condemnations of Private Property for Public Use". Your local Internal Revenue Office can furnish you with a copy.

In addition, any relocation benefits for displaced persons such as those described in the various relocation assistance booklets published by the Department of Transportation are exempt from income tax.

Sometimes, when private property is required for public purposes, the owner and the Authority cannot agree on the terms of sale. Our earnest hope is to avoid a proceeding in eminent domain with the added time, concern, and cost to everyone. In a few cases where negotiations have reached an impasse, a decision in court may be necessary.

An owner's rights are *guaranteed by the Federal and State Constitution and applicable state laws*.

The principal right is that "Just Compensation" must be paid.

DEFINITIONS

The *language* used in relation to eminent domain proceedings may be new to you. These are some terms you may hear and their general meaning.

Eminent domain: The right of government to purchase private property for public use.

Condemnation: The legal process by which a proceeding in eminent domain is accomplished.

Parcel: Usually means the property that is being acquired.

Market value: The fair market value of the property taken is the highest price on the date of valuation that would be agreed to by a seller, being willing to sell but under no particular or urgent necessity for so doing, nor obliged to sell, and a buyer, being ready, willing, and able to buy but under no particular necessity for so doing, each dealing with the other with full knowledge of all the uses and purposes for which the property is reasonably adaptable and available.

The fair market value of property taken for which there is no relevant market is its value on the date of valuation as determined by any method of valuation that is just and equitable.

Compensation: The amount of money to which a property owner is entitled under the law for the purchase or damage to the property.

Defendant: The property owner and any other persons who may have an interest in the property.

Plaintiff: The public City that desires to purchase the property.

Counsel: An attorney or attorneys.

Summons: Notification of filing of a lawsuit in eminent domain and of the necessity to file an answer, or other responsive pleading.

Complaint: The document filed with the court or by the plaintiff which initiates an eminent domain proceeding.

Answer: The defendant's written reply, in appropriate legal form, filed with the court in response to the complaint and as requested by the summons.

Trial: The hearing of the facts from plaintiff and defendant in court, either with or without a jury.

Verdict: The amount of compensation to be paid for the property.

Judgment: The court's formal decision based on applicable law and the verdict.

Acquire: To purchase.

Title: Legal ownership.

Possession: Legal control; to have the right to use.

Final order of condemnation: The instrument which, when recorded, transfers title to public ownership.

Property: The right or interest which an individual has in land, including the rights to use or possess. Property is ownership; the exclusive right to use, possess or dispose of a thing.

HOW DOES THE AUTHORITY CONDEMN MY PROPERTY?

When negotiations indicate that agreement on the purchase of your property cannot be reached, the Authority may commence condemnation proceedings.

Authority staff will request authority from the South Placer Regional Transportation Authority Board of Supervisors to file a condemnation action. You will be given an opportunity to appear before the Board, at a public hearing, to question whether public interest, necessity, planning and location require the proposed project and your property.

Condemnation suit documents will be prepared by the Authority and filed with the court in the county where the property is located.

SUMMONS and COMPLAINT and a motion for an order for possession will then be served on all persons having a property interest in the parcel. There will be a hearing on the motion no less than 60 days (or 90 days for occupied property) from the date of notice service. You and the occupants (if any) will have 30 days to oppose the motion. Once the court grants an Order for Possession of the property, the Authority may obtain possession of the property 30 days after the owner and any occupants are served with the Order.

COUNSEL for the parties will then prepare for TRIAL and the Court will set dates for preliminary motions and the TRIAL.

WHAT HAPPENS IN A CONDEMNATION TRIAL?

The purpose of the TRIAL is to determine the amount of COMPENSATION and if appropriate, to challenge whether public interest, necessity, planning and location require the proposed project and your property. For such a challenge to be made before the court, similar challenges must have been made to the public at the City public hearing. Usually the TRIAL is conducted before a judge and jury.

Both the DEFENDANT and the PLAINTIFF will have the opportunity to present evidence of value.

The jury will determine the amount of COMPENSATION, after being instructed as to the law by the judge. In those cases where the parties choose not to have a jury, the judge

will decide the amount of COMPENSATION. The JUDGMENT is then prepared by counsel and signed by the judge. It will state that upon deposit of the amount of the VERDICT with the court for the benefit of the DEFENDANT, TITLE will be transferred to public ownership.

When PLAINTIFF makes the deposit as required by the judgment, the FINAL ORDER OF CONDEMNATION is signed by the judge and recorded. This is the actual transfer of TITLE.

WHO PAYS THE CONDEMNATION TRIAL COSTS?

The PLAINTIFF pays the costs of its ATTORNEY and its engineering and appraisal witnesses. It will also pay the jury fees and certain of your incidental costs which are determined by law to be allowable costs. The fee for filing your answer with the court is an example of such costs.

If the judge feels that the plaintiff's offer of settlement was unreasonable, and the demand of the defendant was reasonable viewed in the light of the verdict the defendant may receive litigation expenses. The judgment is then prepared by counsel and signed by the judge.

IF I WANT A TRIAL, MUST I HAVE AN ATTORNEY AND EXPERT WITNESSES?

Most property owners will be represented by an ATTORNEY, although they have the right to represent themselves.

You may wish to consult your family ATTORNEY. If you do not have one, in many communities the yellow pages of the telephone directory will refer you to an attorney reference service.

You and your ATTORNEY must decide what type of case you will present and what witnesses will be needed.

WILL I BE PAID ANY MOVING EXPENSES OR ANY OTHER RELOCATION ASSISTANCE BENEFIT EVEN THOUGH I GO TO COURT?

A decision to go to court has no effect on your right to relocation expenses. Payment of relocation expenses is made separately from the CONDEMNATION action. You will be provided details of additional payments to help displaced persons, businesses, farms or

nonprofit organizations in finding, purchasing or renting, and moving to a new location. These are explained in various booklets prepared for homeowners, tenants, business and farm operators, and are made available by the Authority.

HOW LONG CAN I KEEP MY PROPERTY?

This usually depends on when construction will begin. If the TRIAL is conducted before the property is needed for construction, you may be able to stay on the property and rent from the Authority.

If construction must begin before the TRIAL, the Authority will seek a court ORDER FOR POSSESSION as outlined above.

The court will determine the proper amount of money that the Authority will be required to deposit with the State Treasurer as security for the purchase price of your property.

The court may then grant to the Authority an ORDER FOR POSSESSION allowing the Authority to use the property for construction of the project.

The Authority will serve all persons having a property interest in your property with the ORDER FOR POSSESSION.

Subject to the rights of any other persons having a property interest, you may withdraw all or part of the security deposit money. If you do not make a withdrawal, the Authority will pay interest on the eventual court award of COMPENSATION from the time it occupied your property until the date of final payment to you. The current legal rate of interest will be paid at the time of final settlement.

The Authority's representative assigned to purchase your property will assist you in the transaction and will be happy to answer any additional questions you may have.

For more information you may contact the following people:

For general information regarding the overall project, contact

SPRTA

299 Nevada Street

Auburn, CA 95603

Attn: Rick Carter, Deputy Executive Director

8.3 Cover sheet – Fee Waivers Policy Review

Auburn Area Recreation and Park District Policy Committee November, 2022; Board of Directors meeting November, 2022; Policy Committee meeting December, 2022; Board of Directors meeting December, 2022

The Issue

Shall the Auburn Recreation District (ARD) consider modifying its policy, criteria and/or the amounts of fees that are waived for future Fee Waivers at ARD?

Background

As costs have increased for almost everything under ARD’s control, staff is proposing to reconsider the percentage of fee waivers that are given to various groups. Staff has also noted that the current reduced rates are well below market average, in most cases.

These proposed changes are attached.

The following is a review of how much was waived over the past several years:

FY 09/10: \$15,689
FY 10/11: \$16,676
FY 11/12: \$16,298
FY 12/13: \$19,263
FY 13/14: \$9,627
FY 14/15: \$11,678
FY 15/16: \$13,341
FY 16/17: \$19,515
FY 17/18: \$9,743
FY 18/19: \$13,113
FY 19/20: \$15,532
FY 20/21: \$0 (COVID)
FY 21/22: \$4,731 (partial COVID)
FY 22/23: \$5,988 (through 6 months)

Other related policies

ARD has a policy regarding charitable donations:

- ARD District Policy, Section XIII
 - C. Policy on Charitable Donations from ARD to Outside Organizations

ARD may, from time to time, consider making donations to charitable entities or outside agencies. These donations must fall within ARD’s specifically enumerated powers (Parks and Recreation) and must meet one of the following three criteria:

1. The charity/agency must provide a service that complements or enhances services provided by ARD.
2. There is an identifiable secondary benefit to ARD.
3. The charity/agency provides a service that ARD could provide but chooses not to.

Should a donation request meet one of the criteria listed above, staff will forward the request to the ARD Policy Committee for consideration and recommendation. If the Policy Committee recommends approval of the donation request, it will be sent to the ARD Board of Directors for approval as a consent calendar item.

Recommendation for the Board of Directors

The ARD Policy Committee re-reviewed the proposed changes, based on comments heard at the November Board of Directors meeting and have sent the attached proposed amendments to the Board with a positive recommendation.

Fiscal Impact

N/A

Attachments

Proposed amendments to ARD's Fee Waiver Policy

Proposed amendments to the Auburn Area Recreation and Park District Fee Waiver Policy

XXIX. Policy & Procedures for Fee Waivers

Fee waivers may be granted to non-profit organizations, schools, other public agencies and ARD co-sponsored events for once per year, annual events or rentals. The following rules will apply for Fee Waivers:

A. ~~A original 10% Staff proposed 50% Policy Committee proposed 30% processing fee, based on the current "A/B" rate, will be charged for all fee waivers. This fee does not apply to peak usage rentals paying 50%.~~

B. ~~A original 20% Staff proposed 60% Policy Committee proposed 50% processing fee, based on the current "A/B" rate, will be applied to all groups that charge admission or do not meet at least one of the following criteria:~~

1. The non-profit charity/agency must provide a service that complements or enhances services provided by ARD.
2. There is an identifiable secondary benefit to ARD.
3. The charity/agency provides a service that ARD could provide but chooses not to.

~~This fee does not apply to peak usage rentals paying 50%.~~

~~Placer High Safe and Sober Grad Night will be maintained at a 10% fee.~~

C. ~~During peak usage times, fee waivers will normally not exceed 50% of the current fees. Custodial and alcohol fees will normally not be waived during these peak periods.~~

~~Peak usage times for facilities are as follows:~~

~~Picnic Units: April – October, Gymnasiums: December – March,
Baseball fields: February – July, Soccer fields: July – November
Swimming pools: May – July.~~

D. ARD staff can approve fee waivers up to a dollar amount of \$2,000. Fee waivers over this amount will be sent to the Finance Committee and finally to the Consent Calendar.

E. ~~Fee waiver requests not in accordance with this policy can be appealed to the Board of Directors.~~

F. The person or organization making the fee waiver request should be responsible for the following:

1. Paying applicable custodial, set up/take down fee.
2. Paying the alcohol fee, if applicable.
Special Events – paying the current rate per hour/person for staffing the event (one maintenance worker per 500 attendees).

3. Special Events – events over 250 attendees require a dumpster.
4. Special Events – events with 400 + attendees will require one portable toilet. Add 1 portable toilet for every 200 additional attendees.
5. Special Events – in most cases the person/organization requesting the fee waiver will take care of trash, bathrooms, etc.

8.4 Cover sheet – Amending 2022/2023 Project List and CIP

Auburn Area Recreation and Park District Board of Directors Meeting December, 2022

The Issue

Shall the Auburn Recreation District amend the existing 2022/2023 Project List and Capital Improvement Project List (CIP) for the purchase and install of a new irrigation pump at Winchester Park?

Background

The ARD Board of Directors approved the 2022/2023 Project List and CIP in March, 2022, and amended those documents in June, 2022, September, 2022 and November, 2022

Replacement of the irrigation pump at Winchester Park has been on the Project List for the past year. Staff assigned an estimate of \$25,000 for the work, based on other similar projects. Staff reached out to a contractor to provide a firmer cost estimate; however, it took approximately 6 months to receive this (much appreciated) assistance.

Staff has now received an updated cost estimate for the installation of a new irrigation pump at Winchester Park. The scope of work and updated estimate on this project are as follows:

1. Demo existing pump station and discharge filtration and dispose per owners' instructions.
 - a. Pre-construction site cleanup and vegetation removal to bare ground by others.
2. Install new Rainbird pump station on existing concrete pad. (pump station provided by others)
 - a. New pump station to fit on existing concrete pad.
 - b. All above ground pressurized plumbing (inlet and discharge) to be of the following materials: threaded or grooved galvanized steel, Welded steel then painted, Ductile Iron or HDPE.
 - i. All plumbing methods shall include the appropriate fittings (unions, flanges or grooved clamps) to allow for easy disassembly of the manifolds for servicing of filter(s) or other repairs.
3. Connect to existing electrical supply.
 - a. New Rainbird station electrical requirements to match what is available on site.
 - b. Observe applicable N.E.C. requirements when making any needed connections.
4. Install new suction inlet strainer between existing water supply riser and pump station. (Strainer to accompany new pump station from Rainbird)
 - a. Install isolation valve in supply riser above ground before the strainer to allow for servicing the strainer without shutting off or draining the supply line.
 - i. This should also come with the Rainbird pump station.
 - b. Move back existing riser as needed to accommodate new inlet strainer.
 - i. Small underground leak at supply riser to be fixed as part of moving it to accommodate new strainer.
 - c. Install new manual strainer flush line to existing drainage trench behind fenced area.
 - i. Include plumbing unions in flush line above ground to allow for easy disassembly and removal of inlet strainer cover.
 - ii. Flush line to be schedule 80 PVC.
5. Provide and Install new Filtomat M103CL 3" discharge filter between pump station discharge and irrigation system riser inside fenced area.
 - a. Support filter per manufacturers specifications, on new concrete pad (if needed), inside fenced area.
 - b. Install an isolation valve in the discharge line after the filter and before entering the ground to allow for servicing the filter without draining the irrigation system.

- c. Install a one way check valve between filter and new isolation valve to prevent back pressure from damaging filter during a flush cycle if the pump isn't running when the cycle occurs.
 - d. Install new filter flush line to existing drainage trench behind fenced area.
 - i. Include plumbing unions in flush line above ground to allow for easy disassembly of filter body for service and cleaning.
 - ii. Flush line to be schedule 80 PVC.
6. Leave site clean and the pumping system in a 'ready to start' condition for Rainbird Technical services to commission the pump station.

Budget number for this project using the above scope as a guide is around **\$32,000** (discharge filter included).

The actual pump will be provided by ARD. A recent quote on the pump was **\$18,600**.

There is currently \$25,000 budgeted for this project in the FY 23/24 Project List (all of the funding to come from the Equipment Reserve Fund). Staff is recommending that the Board amend the FY 22/23 Project List to increase that amount to \$52,000 (still from the Equipment Reserve). This will allow for the work to be done this winter, providing irrigation starting in spring (as needed).

District Policy, Section H states:

- 3. Project List: The yearly Project List may include all funded items from that Fiscal Year's Capital Improvement Plan plus all planned General Fund projects costing an estimated \$5,000 or more. The Project List may be amended throughout the year if a project is identified after the creation and approval of the list. The Project List should be presented to the Board for approval by May of each Fiscal Year.

Recommendation for Board of Directors

Amend the existing 2022/2023 Project List and Capital Improvement Project List (CIP), increasing the amount proposed for the new irrigation pump at Regional Park from \$25,000 to \$52,000.

This project will go out for formal bid, pending Board approval of the Project List amendment.

The updated cost estimate came in after the A&D agenda was out, therefore this item was not reviewed by the A&D Committee.

Fiscal Impact

\$52,000 from the Equipment Reserve Fund. The previous amount was \$25,000.

There is currently \$786,280 available in the Equipment Reserve Fund.

Attachments

Project List and 5-Year CIP with proposed amendment

Auburn Recreation District Five Year Project List

Project List

Orange = proposed funding increase based on new pricing

2022/2023

Estimated balance

PROJECT	Est. Cost	Spent from General Funds or Grants in Prior Year(s)	Gen. Fund	ADA	Reserve	Cnty. Mit.	City Mit.	Grants	COVID Relief Funds
30,032 839,369 558,375 236,495 183,637 314,974									
<i>Recreation Park</i>									
Driveway valve box repair	2,500		2,500						
Wheelchair Swing	85,000					25,000	59,000	1,000	
Plumbing infrastructure repairs	15,000								15,000
Rec Mod courtyard repairs	20,000			20,000					
Day Camp mod #1 roof repair	15,000								15,000
James Field wiring	94,721	50,000	44,721						
Splash Pool repair	30,000			30,000					
<i>Meadow Vista Items</i>									
Parking lot reseal, path repairs	53,409	26,414			26,995				
New playground	96,732		36,732		60,000				
Plumbing infrastructure repairs	15,000								15,000
<i>Regional Park/Marriott Meadows</i>									
Marriott Meadows construction docs & related work	182,637							182,637	
Pond leak investigation	40,000				40,000				
New partitians for restrooms	19,595		19,595						
<i>Ashford Park</i>									
Levee Repairs and paving	4,750				4,750				
Retaining wall investigation	10,000				10,000				
<i>Overlook Park</i>									
Interpretive Signage (2 x 55K)	10,000				10,000				
Restroom ADA Upgrades	15,000			15,000					
New security cameras	10,000				10,000				
<i>Winchester Park</i>									
Booster pump/filter replacement	52,000								52,000 equipment reserve
<i>Christian Valley Park</i>									
Tutor Totter Roof	55,000				55,000				
<i>Auburn Elementary</i>									
Discovery Club mod roof repair	15,000								15,000
<i>Canyon View Community Center</i>									
Lock and door repair	47,100								47,100 in process
<i>Auburn Bike Park</i>									
Various (fountain, signage, traffic control)	15,000				15,000				
<i>Various Parks</i>									
Electrical upgrades	34,000								34,000 in -Process
TOTAL	937,444	0	103,548	15,000	221,745	85,000	59,000	183,637	141,100
Estimated Balance Remaining			15,032	617,624	473,375	177,495	0	173,874	

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: Funding for Marriott Meadows from State grant

Auburn Recreation District Five Year Project List

Yellow = updated number or new project to list
Green = moved from a previous year

Project List

2023/2024

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 sale proceeds	COVID Relief Funds
20,032 642,624 523,375 187,495 2,647,077 415,000 173,874										
<i>Recreation Park</i>										
North (Front) Playground	120,000						120,000			0
North Playground, Path of Travel	30,000					30,000				0
Locker room Floor	25,000				25,000					0
Replace sewer line, back restroom	30,000									30,000
Sierra Pool deck expansion joint repair	15,000									15,000
Painting/mural maintenance shop building	3,000				3,000					0
Emergency exit gates at Sierra Pool	15,000									15,000
Rec Shop Floor Repairs	50,000				50,000					0
<i>Meadow Vista items</i>										
PH Pool fence mow strip	25,000				25,000					0
<i>Regional Park</i>										
Breezeway Painting	40,000		20,000		20,000					0
Tennis/pickleball courts surfaces	200,000				200,000					0
Marront Meadows Development	3,427,077					445,000		2,567,077	415,000	0
New vault toilet, Dry Creek end	45,000					22,000				23,000
Repave Park Dr.	30,000									30,000
Shade structures at south-end picnic tables	50,000									50,000
Kiosks/signage	10,000		10,000							0
Plumbing infrastructure upgrades	20,000									20,000
<i>Ashford Park</i>										
Levee Repairs and paving	4,750				70,250					0
<i>Railhead Park</i>										
New pump and filter	50,000									0
Parking lot repair/reséal	60,000				60,000					0
<i>Various Parks</i>										
Drinking fountain replacement	35,000									35,000
TOTAL	3,980,077	0	30,000	0	453,250	467,000	150,000	2,567,077	415,000	153,000
Estimated Balance Remaining				20,032	189,374	56,375	37,495	80,000	0	20,874

50,000 equipment reserve

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: Placer County to use approx. \$350,000

Auburn Recreation District Five Year Project List

Yellow = updated number or new project to list

2024/2025

Estimated balance

PROJECT	Est. Cost	Spent from General Funds or Grants in Prior Year(s)	Gen. Fund	ADA	Reserve	Cnty. Mit.	City Mit.	Grants	In Kind
<i>Meadow Vista Park</i>									
Pend-island renovation									
<i>Regional Park</i>									
Tennis Court Path of Travel	41,500		3,000	18,500		20,000			
Dry Creek playground replace/ADA path of travel	125,000				40,000	85,000			
Pend-mucking									
Canal Repair	40,000				40,000				
<i>PB court crack repair</i>									
TOTAL	206,500	0	3,000	18,500	80,000	105,000	0	0	0
Estimated Balance Remaining				6,532	134,374	1,375	47,495	80,000	0

Postponed
100,000

100,000

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

8.5 Cover sheet – Election of ARD Chairperson and Vice Chairperson

Auburn Area Recreation and Park District Board of Directors Meeting December 15, 2022

The Issue

Shall the Auburn Area Recreation and Park District (ARD) elect a chairperson and vice chairperson for 2023?

Background

The ARD Board Procedures and Responsibility Manual, Section III states the following:

ELECTION OF CHAIRPERSON AND VICE-CHAIRPERSON

The Chairperson and Vice-Chairperson shall be elected at the last scheduled Board of Directors meeting of each year. The election shall take place at the conclusion of all business items and will use the following procedures with the Chairperson being nominated and elected first, followed by the nomination and election of the Vice Chairperson:

Each Board Member has the right to nominate another Board Member. No second is required for a nomination.

Elections proceed by voting on nominees in the order in which they were nominated. Member first vote on the election of the first nominee. If that person does not receive a minimum of three (3) votes, then a vote is taken on the second Board Member nominated, and so on, until a Board Member receives three votes. If a nominee is elected, a vote is not taken on the remaining nominees since the position is filled. If no one is elected, nominations and voting are reopened, following the same procedures, until the position is filled.

The new Chairperson shall make appointments to each Standing Committee after the elections. The appointments shall be made no later than December 31st of each year.

CA PRC 5784.7 states the following with regard to election of officers:

(a) Within 45 days after their first election and after each general district election or unopposed election, or at the beginning of each new term for members of an appointed board, the board of directors shall meet and elect its officers.

(b) The officers of a board of directors are a chair and vice chair. A board of directors may create additional officers and elect members to those positions, provided that no member of a board of directors shall hold more than one office.

Recommendation for the Board of Directors

Elect a chairperson and vice chairperson following the procedures outlined above.

Fiscal Impact

N/A

Attachments

None

SECTION: 9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

9.1 County Mitigation Fund, current balance \$113,375

9.2 CEPPT Investment Report

9.3 Placer County Investment Report – see attachment.

Discussion Item #9.3 Cover Sheet – Placer County Investment Report

**Auburn Area Recreation and Park District (ARD) Finance meeting, December, 2022;
Board of Directors meeting, December, 2022.**

Monthly, staff will provide the Board of Directors with the Placer County Treasurer's Pooled Investment Report for the prior month for the Board's perusal. This statement will show October's investments and average interest earnings/(losses) for the month's activities.

Placer County Treasurer holds the majority of ARD's funds. The remaining funds are held at the District's CalPERS CEPPT (California Employers' Pension Prefunding Trust Fund).

The County earned an overall average of 1.44% in October.

Background

§ 53607

Local agency treasurers to whom the authority to invest or reinvest funds or to sell or exchange securities has been delegated by the legislative body of a local agency are required by Section 53607 to submit a monthly report of transactions to the legislative body.

Discussion

This is a discussion item to view Placer County's investment of our pooled funds for the prior month.

Attachment

Placer County Treasurer's Pooled Investment Report for October, 2022



Office of
Jenine Windeshausen
Treasurer-Tax Collector
County of Placer

COUNTY OF PLACER
TREASURER'S POOLED INVESTMENT REPORT

For the Month of October 31, 2022

2976 Richardson Drive • Auburn, California 95603
Tax Collector / Business Licenses (530) 889-4120 • Treasurer (530) 889-4140 • Bonds (530) 889-4146

PREFACE

Placer County Treasurer's Pooled Investment Report

October 31, 2022

For the purpose of clarity, the following glossary of investment terms has been provided.

Book Value is the purchase price of a security plus amortization of any premium or discount. This may be more or less than face value, depending upon whether the security was purchased at a premium or at a discount.

Par Value is the principal amount of a security and the amount of principal that will be paid at maturity.

Market Value is the value at which a security can be sold at the time it is priced or the need to sell arises.

Market values are only relevant if the investment is sold prior to maturity. Profit or loss would be realized only if the specific investment were to be sold.

Government Code 53646 Compliance Report

The following information is a monthly update of funds on deposit in the Placer County Treasury pursuant to California Government code Section 53646. Further details of individual investments are included in the Treasurer's Monthly Investment Report. All investment transactions and decisions have been made with full compliance with California Government Code and Placer County's Statement of Investment Policy.

Individual securities are priced at the end of each month by Wells Fargo Bank.

The Weighted Average Maturity of the investments with the Treasury is 496 days.

The ability of the Placer County Treasury to meet its cash flow needs is demonstrated by \$480,893,829.48 in cash and investments maturing in the next 180 days.



Placer County

**General Fund
Portfolio Management
Portfolio Summary
October 31, 2022**

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
U.S. Treasury Coupons	460,000,000.00	433,007,500.00	458,785,229.61	25.17	1,047	547	0.562	0.570
mPower Placer - Long Term	3,711,385.54	4,353,197.61	3,719,695.16	0.20	7,343	5,113	4.118	4.175
Federal Agency Coupons	734,000,000.00	687,417,840.00	733,623,044.10	40.25	1,107	607	0.644	0.653
Collateralized Inactive Bank Deposits	5,000,000.00	5,000,000.00	5,000,000.00	0.27	1	1	1.479	1.500
Medium Term Notes	20,000,000.00	19,453,000.00	19,945,623.67	1.09	1,275	306	1.760	1.785
Negotiable Certificates of Deposit	280,000,000.00	277,712,950.00	280,000,000.00	15.36	337	178	2.669	2.706
Collateralized CDs	3,000,000.00	3,000,000.00	3,000,000.00	0.16	365	169	1.600	1.622
Commercial Paper Disc - Amortizing	230,000,000.00	228,674,956.34	228,695,812.50	12.55	62	49	3.475	3.524
Federal Agency Disc - Amortizing	70,000,000.00	69,795,600.00	69,819,201.13	3.83	38	26	3.296	3.342
Local Agency Bond	9,196,419.52	10,588,117.19	9,196,419.52	0.50	7,885	5,947	2.781	2.820
mPower Placer	9,430,089.98	10,576,883.18	9,430,089.98	0.52	7,707	6,020	3.672	3.723
mPower - Fulsom	1,666,525.79	1,871,102.49	1,666,525.79	0.09	7,694	5,087	2.736	2.774
Investments	1,826,004,420.83	1,751,451,148.81	1,822,861,701.46	100.00%	886	496	1.443	1.463

Cash								
Passbook/Checking (not included in yield calculations)	17,893,829.48	17,893,829.48	17,893,829.48		1	1	0.000	0.000
Total Cash and Investments	1,843,898,250.31	1,769,344,978.29	1,840,755,530.94		886	496	1.443	1.463

Total Earnings				
Current Year	October 31 Month Ending	Fiscal Year To Date		
	1,804,011.47	5,851,350.83		
Average Daily Balance	1,788,474,948.84	1,812,924,767.85		
Effective Rate of Return	1.19%	0.96%		

11/8/22

ERIC-WAIDMANN, ASST. TREASURER-TAX COLLECTOR

Reporting period 10/01/2022-10/31/2022
Data Updated: FUNDSNAP - 11/01/2022 14:01
Run Date: 11/01/2022 - 14:01

Portfolio PLCR
NLJ AC
IC (PRR - PMT) 7.3.11
Report Ver 7.3.11

**General Fund
Portfolio Management
Portfolio Details - Investments
October 31, 2022**

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 365	Days to Maturity	Maturity Date
U.S. Treasury Coupons											
912828M80	17022	U.S. TREASURY N/B		12/01/2017	10,000,000.00	9,986,900.00	9,998,895.12	2.000	2.147	29	11/30/2022
91282CCG4	21124	U.S. TREASURY N/B		09/28/2021	5,000,000.00	4,660,750.00	4,981,798.69	0.250	0.476	592	06/15/2024
91282CBH3	20549	U.S. TREASURY COUPON		03/10/2021	10,000,000.00	8,784,400.00	9,865,151.36	0.375	0.773	1,187	01/31/2026
912828ZU3	20550	U.S. TREASURY COUPON		03/10/2021	10,000,000.00	9,525,400.00	10,259,681.96	1.875	0.443	669	08/31/2024
912828Z52	20551	U.S. TREASURY COUPON		03/10/2021	10,000,000.00	9,347,700.00	10,181,419.10	1.375	0.559	822	01/31/2025
91282CAJ0	20553	U.S. TREASURY COUPON		03/11/2021	10,000,000.00	9,894,900.00	9,880,395.44	0.250	0.680	1,034	08/31/2025
912828ZY9	20554	U.S. TREASURY COUPON		03/11/2021	10,000,000.00	9,686,700.00	9,994,748.08	0.125	0.200	256	07/15/2023
91282CAF8	20555	U.S. TREASURY COUPON		03/11/2021	10,000,000.00	9,652,000.00	9,993,327.07	0.125	0.210	287	08/15/2023
91282CAB7	20556	U.S. TREASURY COUPON		03/11/2021	10,000,000.00	8,929,700.00	9,989,117.38	0.250	0.660	1,003	07/31/2025
91282CBH3	20557	U.S. TREASURY COUPON		03/11/2021	10,000,000.00	8,784,400.00	9,871,303.16	0.375	0.753	1,187	01/31/2026
91282CBQ3	20558	U.S. TREASURY COUPON		03/11/2021	10,000,000.00	8,794,900.00	9,906,908.57	0.500	0.780	1,215	02/28/2026
91282CBM2	20559	U.S. TREASURY COUPON		03/11/2021	10,000,000.00	9,438,700.00	9,977,324.05	0.125	0.302	471	02/15/2024
912828ZT0	20560	U.S. TREASURY COUPON		03/19/2021	10,000,000.00	8,981,300.00	9,895,414.36	0.250	0.662	942	05/31/2025
912828ZM3	20575	U.S. TREASURY COUPON		03/25/2021	10,000,000.00	8,970,300.00	9,902,762.96	0.250	0.621	972	06/30/2025
91282CAF8	20589	U.S. TREASURY COUPON		04/07/2021	10,000,000.00	9,652,000.00	9,992,960.57	0.125	0.215	287	08/15/2025
91282CAM3	20590	U.S. TREASURY COUPON		04/07/2021	10,000,000.00	8,877,300.00	9,857,311.39	0.250	0.749	1,064	09/30/2025
912828Y87	20591	U.S. TREASURY COUPON		04/07/2021	10,000,000.00	9,523,100.00	10,230,491.33	1.750	0.421	638	07/31/2024
912828R69	20592	U.S. TREASURY COUPON		04/07/2021	10,000,000.00	9,632,800.00	10,082,842.39	1.625	0.189	211	05/31/2023
912828S35	20593	U.S. TREASURY COUPON		04/07/2021	10,000,000.00	9,792,200.00	10,078,758.93	1.375	0.180	241	06/30/2023
912828ZT0	20600	U.S. TREASURY COUPON		04/09/2021	10,000,000.00	8,981,300.00	9,898,881.20	0.250	0.656	942	05/31/2025
91282CAB7	20601	U.S. TREASURY COUPON		04/09/2021	10,000,000.00	8,929,700.00	9,878,528.03	0.250	0.700	1,003	07/31/2025
912828ZY9	20605	U.S. TREASURY COUPON		04/12/2021	10,000,000.00	9,686,700.00	9,994,417.48	0.125	0.205	250	07/15/2023
91282CAF8	20606	U.S. TREASURY COUPON		04/15/2021	10,000,000.00	9,652,000.00	9,983,181.65	0.125	0.212	287	08/15/2023
91282CAB7	20612	U.S. TREASURY COUPON		05/20/2021	10,000,000.00	8,929,700.00	9,890,057.00	0.250	0.656	1,003	07/31/2025
91282CCC3	20670	U.S. TREASURY COUPON		08/06/2021	10,000,000.00	9,352,300.00	9,984,935.34	0.250	0.349	561	05/15/2024
91282CCL3	21049	U.S. TREASURY COUPON		08/13/2021	10,000,000.00	9,313,300.00	9,998,380.35	0.375	0.396	622	07/15/2024
91282CCC3	21059	U.S. TREASURY COUPON		08/13/2021	10,000,000.00	9,313,300.00	9,994,079.49	0.375	0.410	622	07/15/2024
91282CCL3	21061	U.S. TREASURY COUPON		08/13/2021	10,000,000.00	9,352,300.00	9,981,266.31	0.250	0.373	561	05/15/2024
91282CCN9	21074	U.S. TREASURY COUPON		08/20/2021	10,000,000.00	9,668,800.00	9,993,265.85	0.125	0.216	272	07/31/2023
91282CCL3	21140	U.S. TREASURY COUPON		10/08/2021	10,000,000.00	9,313,300.00	9,976,928.78	0.375	0.512	622	07/15/2024
91282CCL3	21152	U.S. TREASURY COUPON		10/19/2021	10,000,000.00	9,313,300.00	9,955,050.78	0.375	0.642	622	07/15/2024
912828ZY9	21153	U.S. TREASURY COUPON		10/19/2021	10,000,000.00	9,686,700.00	9,986,119.87	0.125	0.323	256	07/15/2023
91282CBE0	21178	U.S. TREASURY COUPON		11/02/2021	10,000,000.00	9,470,700.00	9,951,259.33	0.125	0.533	440	01/15/2024
91282CBE0	21190	U.S. TREASURY COUPON		11/09/2021	10,000,000.00	9,470,700.00	9,952,772.12	0.125	0.520	440	01/15/2024
912828ZY9	21191	U.S. TREASURY COUPON		11/09/2021	10,000,000.00	9,686,700.00	9,983,523.66	0.125	0.360	256	07/15/2023
91282CCL3	21195	U.S. TREASURY COUPON		11/10/2021	10,000,000.00	9,313,300.00	9,944,350.72	0.375	0.705	622	07/15/2024

Data Updated: FUNDSNAP - 11/01/2022 14:01
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Portfolio PLCR
 NLJ AC
 PM (PRF_PMT) 7.3.11

General Fund
Portfolio Management
Portfolio Details - Investments
October 31, 2022

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 365	Days to Maturity	Maturity Date
U.S. Treasury Coupons											
91282CCC3	21219	U. S. TREASURY COUPON		12/02/2021	10,000,000.00	9,352,300.00	9,527,034.74	0.250	0.730	561	05/15/2024
91282CCN9	21221	U. S. TREASURY COUPON		12/03/2021	5,000,000.00	4,834,400.00	4,985,774.80	0.125	0.508	272	07/31/2023
91282CBG5	21222	U. S. TREASURY COUPON		12/03/2021	5,000,000.00	4,951,100.00	4,997,233.38	0.125	0.348	91	01/31/2023
91282CCD1	21227	U. S. TREASURY COUPON		12/07/2021	10,000,000.00	9,744,500.00	9,977,868.20	0.125	0.509	211	05/31/2023
91282CAK7	21232	U. S. TREASURY COUPON		12/09/2021	10,000,000.00	9,615,600.00	9,958,015.99	0.125	0.611	318	09/15/2023
91282CCU3	21233	U. S. TREASURY COUPON		12/09/2021	10,000,000.00	9,625,800.00	9,960,546.07	0.125	0.604	303	08/31/2023
91282CRF0	21242	U. S. TREASURY COUPON		12/13/2021	10,000,000.00	9,470,700.00	9,932,421.36	0.125	0.691	440	01/15/2024
91282ZP8	21277	U. S. TREASURY COUPON		12/27/2021	10,000,000.00	9,766,800.00	9,979,445.68	0.125	0.511	195	05/15/2023
91282CHC5	21280	U. S. TREASURY COUPON		12/28/2021	5,000,000.00	4,951,100.00	4,996,436.40	0.125	0.412	91	01/31/2023
91282CBEO	21298	U. S. TREASURY COUPON		01/11/2022	10,000,000.00	9,470,700.00	9,903,993.53	0.125	0.931	440	01/15/2024
9128287Y9	21299	U. S. TREASURY COUPON		01/11/2022	5,000,000.00	4,843,350.00	4,978,000.00	0.125	0.755	256	07/15/2023
912828ZP8	21330	U. S. TREASURY COUPON		07/04/2022	5,000,000.00	4,863,400.00	4,976,738.91	0.125	1.002	195	05/15/2023
912828Z29	21390	U. S. TREASURY COUPON		04/11/2022	10,000,000.00	9,948,200.00	9,998,109.88	1.500	1.592	75	01/15/2023
		Subtotal and Average	458,739,519.04		460,000,000.00	433,007,500.00	458,765,229.61		0.570	547	
mPower Placer - Long Term											
2015NR-A	2015NR-A	mPower Placer		06/16/2015	914,362.11	1,085,187.81	914,362.11	4.000	3.999	4,688	09/02/2035
2015NR-BLT	2015NR-BLT	mPower Placer		09/02/2016	2,076,660.77	2,384,747.93	2,076,660.77	4.000	4.000	5,054	09/02/2036
72801FAC2	2018B	Public Finance Authority		06/28/2018	720,362.66	883,261.87	728,672.28	5.050	4.894	5,813	10/01/2038
		Subtotal and Average	3,731,457.54		3,711,385.54	4,353,197.61	3,719,695.16		4.176	5,113	
Federal Agency Coupons											
3133EL3E2	20077	FEDERAL FARM CREDIT BANK		08/11/2020	10,000,000.00	9,662,500.00	10,000,000.00	0.320	0.320	282	08/10/2023
3133EL3E2	20078	FEDERAL FARM CREDIT BANK		08/11/2020	10,000,000.00	9,662,500.00	9,999,482.85	0.320	0.327	282	08/10/2023
3133EMHF5	20393	FEDERAL FARM CREDIT BANK		12/08/2020	10,000,000.00	9,964,600.00	9,999,796.35	0.170	0.195	29	11/30/2022
3133EMKG6	20420	FEDERAL FARM CREDIT BANK		12/15/2020	10,000,000.00	9,705,600.00	10,000,000.00	0.200	0.200	226	06/15/2023
3133EMKG6	20432	FEDERAL FARM CREDIT BANK		12/21/2020	10,000,000.00	9,705,600.00	10,000,000.00	0.200	0.200	226	06/15/2023
3133EMLE0	20436	FEDERAL FARM CREDIT BANK		12/22/2020	10,000,000.00	9,585,300.00	10,000,000.00	0.190	0.190	325	09/22/2023
3133EMMN9	20473	FEDERAL FARM CREDIT BANK		01/15/2021	10,000,000.00	9,453,300.00	9,994,005.68	0.190	0.240	436	01/11/2024
3133EMNG3	20476	FEDERAL FARM CREDIT BANK		01/19/2021	10,000,000.00	9,480,800.00	9,998,256.11	0.230	0.244	444	01/19/2024
3133EMNG3	20498	FEDERAL FARM CREDIT BANK		01/29/2021	10,000,000.00	9,480,800.00	10,003,561.31	0.230	0.201	444	01/19/2024
3133EMMO2	20500	FEDERAL FARM CREDIT BANK		01/29/2021	10,000,000.00	9,067,000.00	9,997,775.28	0.300	0.310	804	01/19/2025
3133EMUF7	20570	FEDERAL FARM CREDIT BANK		03/22/2021	10,000,000.00	9,606,700.00	9,997,688.80	0.220	0.246	325	09/22/2023
3133EMWL2	20618	FEDERAL FARM CREDIT BANK		04/19/2021	10,000,000.00	9,674,600.00	10,000,000.00	0.200	0.200	260	07/19/2023
3133EMYT6	20641	FEDERAL FARM CREDIT BANK		05/04/2021	10,000,000.00	8,836,200.00	9,992,983.33	1.000	1.021	1,280	05/04/2026

Data Updated: FUNDSNAP: 11/01/2022 14:01

Run Date: 11/01/2022 - 14:01

Portfolio PLCR
 NL: AC
 PM (PHF_PM2) 7.3.11

**General Fund
Portfolio Management
Portfolio Details - Investments
October 31, 2022**

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 365	Days to Maturity	Maturity Date	
Federal Agency Coupons												
3133EMXX4	20650	FEDERAL FARM CREDIT BANK		05/10/2021	10,000,000.00	9,767,500.00	9,998,425.00	0.125	0.155	190	05/10/2023	
3133EMA28	20659	FEDERAL FARM CREDIT BANK		05/20/2021	10,000,000.00	9,766,300.00	9,998,628.13	0.125	0.150	198	05/19/2023	
3133EME40	20694	FEDERAL FARM CREDIT BANK		06/04/2021	10,000,000.00	9,325,800.00	10,000,000.00	0.330	0.330	580	06/03/2024	
3133EMF40	20700	FEDERAL FARM CREDIT BANK		06/11/2021	10,000,000.00	9,325,800.00	10,000,000.00	0.330	0.330	580	06/03/2024	
3133EMZ1	21053	FEDERAL FARM CREDIT BANK		08/10/2021	10,000,000.00	9,651,900.00	9,995,505.00	0.160	0.218	282	08/10/2023	
3133EMZ05	21068	FEDERAL FARM CREDIT BANK		08/19/2021	10,000,000.00	9,249,100.00	10,000,000.00	0.460	0.460	657	08/19/2024	
3133EMZ70	21069	FEDERAL FARM CREDIT BANK		08/19/2021	10,000,000.00	9,076,000.00	9,988,543.17	0.480	0.531	832	02/10/2025	
3133EMU67	21073	FEDERAL FARM CREDIT BANK		08/20/2021	10,000,000.00	9,911,800.00	10,000,000.00	0.125	0.125	83	01/23/2023	
3133EMR60	21107	FEDERAL FARM CREDIT BANK		09/08/2021	10,000,000.00	9,007,000.00	9,996,544.23	0.610	0.624	934	05/23/2025	
3133ENEW6	21210	FEDERAL FARM CREDIT BANK		11/23/2021	10,000,000.00	9,767,400.00	9,995,511.11	0.375	0.455	203	05/23/2023	
3133ELO56	21260	FEDERAL FARM CREDIT BANK		12/17/2021	5,000,000.00	4,657,950.00	4,963,579.23	0.570	0.769	609	07/02/2024	
3133ENLY4	21316	FEDERAL FARM CREDIT BANK		01/25/2022	10,000,000.00	9,530,000.00	10,000,000.00	1.040	1.040	450	01/25/2024	
3133ENLY4	21326	FEDERAL FARM CREDIT BANK		02/02/2022	5,000,000.00	4,765,000.00	4,993,772.79	1.040	1.142	450	01/25/2024	
3133ENLF5	21328	FEDERAL FARM CREDIT BANK		02/03/2022	5,000,000.00	4,784,300.00	4,982,197.67	0.900	1.188	443	01/18/2024	
3133ENNE6	21334	FEDERAL FARM CREDIT BANK		02/08/2022	5,000,000.00	4,781,200.00	5,000,000.00	1.230	1.230	465	02/09/2024	
3133ENF39	22047	FEDERAL FARM CREDIT BANK		09/08/2022	10,000,000.00	9,877,700.00	10,000,000.00	3.120	3.120	280	06/08/2023	
3133ENV986	22178	FEDERAL FARM CREDIT BANK		10/26/2022	10,000,000.00	9,996,700.00	9,998,037.04	4.707	4.743	267	07/26/2023	
3130AKMA1	20499	FEDERAL HOME LOAN BANK		01/29/2021	10,000,000.00	9,060,800.00	9,998,602.58	0.320	0.504	1,185	01/29/2026	
3130AKWV4	20603	FEDERAL HOME LOAN BANK		02/01/2021	10,000,000.00	8,730,800.00	9,998,700.78	0.500	0.345	806	01/15/2025	
3130AKMR4	20508	FEDERAL HOME LOAN BANK		02/03/2021	10,000,000.00	9,061,100.00	9,996,649.79	0.330	0.345	806	01/15/2025	
3130AKMR4	20509	FEDERAL HOME LOAN BANK		02/03/2021	10,000,000.00	9,061,100.00	9,996,649.79	0.330	0.345	806	01/15/2025	
3130ALIH7	20579	FEDERAL HOME LOAN BANK		03/30/2021	10,000,000.00	9,206,900.00	10,000,000.00	0.510	0.510	699	09/30/2024	
3130ALCV4	20609	FEDERAL HOME LOAN BANK		04/14/2021	10,000,000.00	8,782,000.00	9,944,167.60	0.750	0.923	1,211	02/24/2026	
3130AMF23	20879	FEDERAL HOME LOAN BANK		05/26/2021	10,000,000.00	9,230,600.00	9,999,429.17	0.500	0.503	695	09/26/2024	
3130AMIPB2	20684	FEDERAL HOME LOAN BANK		05/28/2021	10,000,000.00	9,320,000.00	10,000,000.00	0.375	0.375	570	05/24/2024	
3130AMHQ8	20689	FEDERAL HOME LOAN BANK		06/01/2021	10,000,000.00	9,105,000.00	10,000,000.00	0.625	0.625	849	02/27/2025	
3130AMHH8	20690	FEDERAL HOME LOAN BANK		06/01/2021	10,000,000.00	9,282,900.00	10,000,000.00	0.410	0.410	639	08/01/2024	
3130AMXJ6	20722	FEDERAL HOME LOAN BANK		06/30/2021	10,000,000.00	9,205,100.00	10,000,000.00	0.500	0.542	690	09/30/2024	
3130AMV68	21003	FEDERAL HOME LOAN BANK		07/02/2021	10,000,000.00	9,302,600.00	9,983,355.02	0.330	0.431	605	06/28/2024	
3130AMZQ8	21004	FEDERAL HOME LOAN BANK		07/02/2021	10,000,000.00	9,238,400.00	9,997,973.20	0.510	0.521	668	08/30/2024	
3130ANSM3	21080	FEDERAL HOME LOAN BANK		08/25/2021	10,000,000.00	9,288,900.00	10,000,000.00	0.400	0.400	602	06/25/2024	
3130ANJD3	21083	FEDERAL HOME LOAN BANK		08/26/2021	5,000,000.00	4,384,650.00	5,000,000.00	0.650	0.835	1,394	08/26/2026	
3130ANRX0	21084	FEDERAL HOME LOAN BANK		08/26/2021	5,000,000.00	4,381,500.00	5,000,000.00	0.750	0.700	1,394	08/26/2026	
3130ANSR5	21090	FEDERAL HOME LOAN BANK		08/27/2021	5,000,000.00	4,644,450.00	5,000,000.00	0.100	0.400	602	06/25/2024	
3130ANV56	21092	FEDERAL HOME LOAN BANK		08/30/2021	10,000,000.00	8,714,900.00	10,000,000.00	1.000	1.001	1,394	08/26/2026	
3130ANW22	21093	FEDERAL HOME LOAN BANK		08/30/2021	5,000,000.00	4,405,600.00	5,000,000.00	0.850	0.850	1,212	02/25/2026	

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General Fund
Portfolio Management
Portfolio Details - Investments
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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 365	Days to Maturity	Maturity Date	
Federal Agency Coupons												
3130ANYE4	21129	FEDERAL HOME LOAN BANK		09/30/2021	5,000,000.00	4,642,850.00	4,995,770.24	0.400	0.451	605	06/28/2024	
3130APRJ2	21130	FEDERAL HOME LOAN BANK		09/30/2021	10,000,000.00	9,092,300.00	9,988,876.25	0.550	0.600	821	01/30/2025	
3130APMK8	21202	FEDERAL HOME LOAN BANK		11/16/2021	5,000,000.00	4,632,100.00	4,993,382.35	0.750	0.822	685	08/19/2025	
3130APUS2	21207	FEDERAL HOME LOAN BANK		11/22/2021	5,000,000.00	4,506,300.00	4,990,645.88	1.000	1.146	1,022	08/19/2025	
3130APUN3	21215	FEDERAL HOME LOAN BANK		11/30/2021	4,000,000.00	3,519,440.00	4,000,000.00	1.250	1.250	1,396	08/28/2026	
3130AQB85	21238	FEDERAL HOME LOAN BANK		12/10/2021	10,000,000.00	9,120,000.00	10,000,000.00	1.200	1.200	952	06/10/2025	
3130AQC8	21252	FEDERAL HOME LOAN BANK		12/16/2021	15,000,000.00	14,260,500.00	15,000,000.00	0.760	0.760	441	01/16/2025	
3130AQC7	21253	FEDERAL HOME LOAN BANK		12/16/2021	10,000,000.00	9,316,500.00	10,000,000.00	0.750	1.317	807	01/16/2025	
3130AQC8	21256	FEDERAL HOME LOAN BANK		12/17/2021	5,000,000.00	4,427,350.00	5,000,000.00	1.330	1.468	1,354	07/17/2026	
3130AQC1	21257	FEDERAL HOME LOAN BANK		12/17/2021	10,000,000.00	9,296,500.00	10,000,000.00	0.875	1.254	808	01/17/2025	
3130AQC1	21258	FEDERAL HOME LOAN BANK		12/17/2021	10,000,000.00	9,252,600.00	10,000,000.00	0.875	1.541	959	06/17/2025	
3130AQC1	21259	FEDERAL HOME LOAN BANK		12/17/2021	15,000,000.00	13,956,000.00	15,000,000.00	0.750	0.726	808	01/17/2025	
3130AQC1	21269	FEDERAL HOME LOAN BANK		12/22/2021	5,000,000.00	4,747,450.00	4,998,089.00	0.710	0.742	447	01/22/2024	
3130AQC1	21283	FEDERAL HOME LOAN BANK		12/30/2021	10,000,000.00	9,166,500.00	10,000,000.00	1.000	1.000	821	01/30/2025	
3130AQC1	21291	FEDERAL HOME LOAN BANK		01/05/2022	10,000,000.00	9,365,800.00	9,996,644.44	0.950	0.970	612	07/05/2024	
3130AQC1	21311	FEDERAL HOME LOAN BANK		01/21/2022	5,000,000.00	4,614,700.00	4,976,343.43	1.100	1.320	804	01/13/2025	
3130AQC1	21312	FEDERAL HOME LOAN BANK		01/27/2022	5,000,000.00	4,616,600.00	4,981,481.48	1.125	1.295	812	01/21/2025	
3130AQC1	21318	FEDERAL HOME LOAN BANK		01/27/2022	5,000,000.00	4,661,400.00	4,997,201.39	0.750	0.775	818	01/27/2025	
3130ARNV9	21398	FEDERAL HOME LOAN BANK		04/28/2022	5,000,000.00	4,863,950.00	5,000,000.00	2.500	2.417	636	07/29/2024	
3134GW7E0	20355	FED HOME LOAN MORT CORP		11/16/2020	10,000,000.00	9,874,100.00	10,000,000.00	0.200	0.200	107	02/16/2023	
3134GW7D2	20356	FED HOME LOAN MORT CORP		11/16/2020	10,000,000.00	9,752,500.00	9,999,133.33	0.220	0.236	196	05/16/2023	
3134GW7D2	20363	FED HOME LOAN MORT CORP		11/19/2020	10,000,000.00	9,752,500.00	10,000,000.00	0.220	0.220	196	05/16/2023	
3134GXCY8	20375	FED HOME LOAN MORT CORP		12/01/2020	10,000,000.00	9,627,100.00	10,000,000.00	0.220	0.277	295	08/23/2023	
3134CXEX8	20376	FED HOME LOAN MORT CORP		12/01/2020	10,000,000.00	9,732,700.00	9,999,405.30	0.270	0.250	212	06/01/2023	
3137EAEV7	20404	FED HOME LOAN MORT CORP		12/10/2020	10,000,000.00	9,643,800.00	10,003,218.79	0.250	0.210	296	08/24/2023	
3137EAEX3	20417	FED HOME LOAN MORT CORP		12/15/2020	10,000,000.00	8,896,500.00	9,987,141.79	0.375	0.419	1,057	09/23/2025	
3134GXGS7	20574	FED HOME LOAN MORT CORP		03/25/2021	10,000,000.00	9,322,700.00	9,999,747.84	0.430	0.432	595	06/18/2024	
3134GXHY3	21206	FED HOME LOAN MORT CORP		11/22/2021	5,000,000.00	4,361,550.00	4,922,201.82	0.750	1.190	1,330	06/23/2026	
3135G05G4	20405	FEDERAL NATIONAL MORT. ASSOC		12/10/2020	10,000,000.00	9,695,300.00	10,002,730.97	0.250	0.210	251	07/10/2023	
3135GA5U1	20409	FEDERAL NATIONAL MORT. ASSOC		12/14/2020	10,000,000.00	9,304,200.00	10,000,000.00	0.375	0.375	591	06/14/2024	
3135G05X7	20421	FEDERAL NATIONAL MORT. ASSOC.		12/15/2020	10,000,000.00	8,915,300.00	9,987,400.00	0.375	0.420	1,028	08/25/2025	
3135GAC90	20475	FEDERAL NATIONAL MORT. ASSOC.		01/15/2021	10,000,000.00	9,251,200.00	9,995,126.98	0.250	0.279	622	07/15/2024	
3135G05G4	21239	FEDERAL NATIONAL MORT. ASSOC.		12/10/2021	10,000,000.00	9,695,300.00	9,978,682.11	0.250	0.560	251	07/10/2023	
Subtotal and Average					734,000,000.00	687,417,840.00	733,623,044.10		0.653	607		

**General Fund
Portfolio Management
Portfolio Details - Investments
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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 365	Days to Maturity	Maturity Date
Collateralized Inactive Bank Deposits											
SYS19055	19055	Five Star Bank - PIMMA			5,000,000.00	5,000,000.00	5,000,000.00	1.500	1.500	1	
		Subtotal and Average	5,000,000.00		5,000,000.00	5,000,000.00			1.500	1	
Medium Term Notes											
89236TEY7	17074	TOYOTA MOTOR CREDIT		06/01/2018	10,000,000.00	9,975,800.00	9,998,760.62	4.627	2.665	176	04/26/2023
89236THU2	21246	TOYOTA MOTOR CREDIT		12/14/2021	10,000,000.00	9,477,200.00	9,946,863.05	0.450	0.900	436	01/11/2024
		Subtotal and Average	24,137,418.15		20,000,000.00	19,453,000.00	19,945,623.67		1.785	306	
Negotiable Certificates of Deposit											
13606KCE4	21310	CANADIAN IMP BK COMM NY		01/21/2022	10,000,000.00	9,891,500.00	10,000,000.00	0.870	0.882	114	02/23/2023
13606KLB0	22043	CANADIAN IMP BK COMM NY		08/03/2022	25,000,000.00	24,719,750.00	25,000,000.00	3.900	3.954	275	09/03/2023
21684LCJ9	21229	Rabobank Nederland		12/08/2021	10,000,000.00	9,752,500.00	10,000,000.00	0.700	0.000	251	07/10/2023
21684LCX8	21393	Rabobank Nederland		04/12/2022	10,000,000.00	9,861,000.00	10,000,000.00	2.510	0.000	269	07/26/2023
78012U2V6	21288	Royal Bank of Canada		01/04/2022	10,000,000.00	9,936,600.00	10,000,000.00	0.600	0.608	64	01/04/2023
78012U3E3	21313	Royal Bank of Canada		01/24/2022	10,000,000.00	9,914,700.00	10,000,000.00	0.800	0.811	84	01/24/2023
78012U4W2	21313	Royal Bank of Canada		04/06/2022	5,000,000.00	4,941,300.00	5,000,000.00	2.270	2.302	156	04/06/2023
78012U5A9	21397	Royal Bank of Canada		04/12/2022	10,000,000.00	9,926,000.00	10,000,000.00	2.050	2.078	104	02/13/2023
78015JA23	27048	Royal Bank of Canada		08/08/2022	10,000,000.00	9,900,200.00	10,000,000.00	4.060	4.137	276	08/04/2023
83369XAK4	21289	SOCIETE GENERALE NY		01/04/2022	10,000,000.00	9,959,100.00	10,000,000.00	0.600	0.608	64	01/04/2023
85325VV49	21290	Standard Chartered Bank NY		01/05/2022	10,000,000.00	9,938,800.00	10,000,000.00	0.600	0.000	64	01/04/2023
85325VW48	21303	Standard Chartered Bank NY		01/18/2022	10,000,000.00	9,926,200.00	10,000,000.00	0.740	0.750	78	01/18/2023
85325VZG8	21389	Standard Chartered Bank NY		04/11/2022	20,000,000.00	19,918,000.00	20,000,000.00	1.950	1.977	69	01/09/2023
85325VZI6	21399	Standard Chartered Bank NY		04/13/2022	10,000,000.00	9,932,900.00	10,000,000.00	2.040	2.068	104	02/13/2023
89114WUR4	21394	TORONTO DOMINION BANK NY		04/12/2022	10,000,000.00	9,848,800.00	10,000,000.00	2.400	2.433	192	05/12/2023
89115BF62	22053	TORONTO DOMINION BANK NY		08/08/2022	10,000,000.00	9,878,900.00	10,000,000.00	4.050	4.106	311	09/08/2023
89115BF21	22054	TORONTO DOMINION BANK NY		08/09/2022	10,000,000.00	9,965,700.00	10,000,000.00	4.020	4.076	251	07/10/2023
89115BJ27	22066	TORONTO DOMINION BANK NY		08/16/2022	10,000,000.00	9,891,900.00	10,000,000.00	3.900	3.954	262	07/21/2023
89115BL24	22082	TORONTO DOMINION BANK NY		08/25/2022	10,000,000.00	9,895,500.00	10,000,000.00	3.970	4.025	265	07/21/2023
89115BZP4	22158	TORONTO DOMINION BANK NY		10/14/2022	10,000,000.00	9,987,400.00	10,000,000.00	5.000	5.069	192	05/12/2023
90275DPZ7	21410	UBS AG STAMFORD CT		04/20/2022	15,000,000.00	14,924,400.00	15,000,000.00	2.010	2.038	80	01/20/2023
90275DQD5	27067	UBS AG STAMFORD CT		08/16/2022	10,000,000.00	9,808,600.00	10,000,000.00	3.910	3.964	262	07/21/2023
90275DQK9	22164	UBS AG STAMFORD CT		10/19/2022	15,000,000.00	14,988,600.00	15,000,000.00	5.070	5.110	190	05/10/2023
90275DQL7	22165	UBS AG STAMFORD CT		10/19/2022	20,000,000.00	19,994,600.00	20,000,000.00	5.170	5.242	234	06/23/2023
		Subtotal and Average	260,645,161.29		280,000,000.00	277,712,950.00	280,000,000.00		2.706	178	

**General Fund
Portfolio Management
Portfolio Details - Investments
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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 365 Maturity	Days to Maturity	Maturity Date
Collateralized CDs											
SYS21411	21411	River City Bank		04/19/2022	3,000,000.00	3,000,000.00	3,000,000.00	1.600	1.622	169	04/19/2023
		Subtotal and Average	3,000,000.00		3,000,000.00	3,000,000.00			1.622	169	
Commercial Paper Disc. -Amortizing											
22533UL19	22189	Credit Agricole CIR		10/31/2022	120,000,000.00	120,000,000.00	120,000,000.00	3.000	3.042	0	11/01/2022
53948BSK6	22079	Lloyds Bank Corp Mkts NY		08/23/2022	10,000,000.00	9,795,472.22	9,795,472.22	3.700	3.906	199	05/19/2023
53948BT82	22138	Lloyds Bank Corp Mkts NY		10/03/2022	20,000,000.00	19,468,316.67	19,468,316.67	4.370	4.607	219	06/08/2023
62479MNH2	22139	MUFG BANK LTD/NY		10/03/2022	25,000,000.00	24,781,298.62	24,802,152.78	3.700	3.793	77	01/17/2023
62479MNH2	22157	MUFG BANK LTD/NY		10/14/2022	15,000,000.00	14,868,779.17	14,868,779.17	4.090	4.192	77	01/17/2023
62479MNJR	22168	MUFG BANK LTD/NY		10/19/2022	25,000,000.00	24,771,958.33	24,771,958.33	4.210	4.314	78	01/18/2023
62479ML92	22181	MUFG BANK LTD/NY		10/26/2022	15,000,000.00	14,989,133.33	14,989,133.33	3.260	3.309	8	11/09/2022
		Subtotal and Average	197,366,836.76		230,000,000.00	228,674,968.34	228,695,812.50		3.524	49	
Federal Agency Disc. -Amortizing											
31336SN77	22184	Federal Home Loan Bank - Disc		10/27/2022	25,000,000.00	24,979,500.00	24,982,833.34	3.090	3.180	8	11/09/2022
31338SN77	22185	Federal Home Loan Bank - Disc		10/27/2022	25,000,000.00	24,979,500.00	24,982,833.34	3.090	3.180	8	11/09/2022
313384AN9	22142	Federal Home Loan Bank Discount		10/04/2022	20,000,000.00	19,836,600.00	19,853,594.45	3.610	3.749	73	01/13/2023
		Subtotal and Average	41,447,169.72		70,000,000.00	69,795,600.00	69,819,261.13		3.342	26	
Local Agency Bond											
SYS16098	16098	Ackerman School District		04/03/2017	5,445,031.68	6,283,354.20	5,445,031.68	2.800	2.800	5,267	04/03/2037
SYS17042	17042	Mid Placer Public School Trans		12/21/2017	227,405.41	244,466.27	227,405.41	2.850	2.850	1,876	12/21/2027
SYS18093	18093	Mid Placer Public School Trans		01/16/2019	665,697.19	729,359.81	665,697.19	3.000	3.000	2,268	01/16/2029
16115	16115	Newcastle Elementary SD		09/30/2017	2,656,559.68	3,118,532.75	2,656,559.68	2.800	2.800	9,007	06/30/2047
SYS19127	19127	Placer Hills Fire Protection		10/21/2019	201,725.56	212,404.16	201,725.50	3.000	3.000	720	10/21/2024
		Subtotal and Average	9,237,529.90		9,196,419.52	10,588,117.19	9,196,419.52		2.820	5,947	
mPower Placer											
2016NR-A	2016NR-A	mPower Placer		08/04/2016	3,285,514.20	3,523,139.67	3,285,514.20	3.000	3.042	5,419	09/02/2037
2017 NR	2017 NR	mPower Placer		07/06/2017	214,247.62	230,560.71	214,247.62	3.000	3.042	5,784	09/02/2038
2017 R	2017 R	mPower Placer		07/06/2017	24,467.21	26,161.59	24,467.21	3.000	3.042	5,784	09/02/2038
2018 NR	2018 NR	mPower Placer		07/26/2018	42,333.41	44,160.31	42,333.41	4.500	4.563	6,149	09/02/2039
2018 R	2018 R	mPower Placer		07/12/2018	132,148.30	208,328.76	132,148.30	4.500	4.563	6,149	09/02/2039
2018 S-NR	18003	Pioneer Community Energy		08/09/2018	290,576.68	345,822.86	290,576.68	4.500	4.563	6,149	09/02/2039
2017 S-NR	2017 S-NR	Pioneer Community Energy		09/28/2017	121,872.98	126,749.85	121,872.98	3.000	3.042	5,784	09/02/2038

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**General Fund
Portfolio Management
Portfolio Details - Investments
October 31, 2022**

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 365	Days to Maturity	Maturity Date	
mPower Placer												
2017 S-R	2017 S-R	Pioneer Community Energy		07/06/2017	1,491,643.04	1,601,022.24	1,491,643.04	3.000	3.042	5,784	09/02/2038	
2018 S-R	2018 S-R	Pioneer Community Energy		07/12/2018	1,165,112.51	1,413,605.38	1,165,112.51	4.500	4.563	6,149	09/02/2039	
2019-20 NR	2019-20 NR	Pioneer Community Energy		07/18/2019	-0.01	-0.01	-0.01	4.500	4.563	6,515	09/02/2040	
2019-20 R-1	2019-20 R-1	Pioneer Community Energy		07/11/2019	870,658.81	1,070,340.05	870,658.81	4.500	4.563	6,515	09/02/2040	
2020-21 NR	2020-21 NR	Pioneer Community Energy		10/01/2020	0.00	0.00	0.00	4.500	4.563	0	09/02/2041	
2020-21 R1	2020-21 R1	Pioneer Community Energy		07/23/2020	821,487.35	1,012,368.97	821,487.35	4.500	4.563	6,080	09/02/2041	
2021-22 R1	2021-22 R1	Pioneer Community Energy		08/26/2021	904,120.65	904,120.65	904,120.65	4.500	4.563	7,245	08/02/2042	
2016S R-1	2016S R-1	Sierra Valley Energy Authority		01/26/2017	65,907.23	70,502.15	65,907.23	3.000	3.042	5,419	09/02/2037	
		Subtotal and Average	9,430,089.98		9,430,089.98	10,576,883.18	9,430,089.98		3.723	6,020		
mPower - Folsom												
2016-IA3 #2	2016-IA3 #2	mPower Folsom		07/14/2016	87,659.92	94,758.53	87,659.92	2.750	2.788	5,419	09/02/2037	
2017-IA3 #3	2017-IA3 #3	mPower Folsom		07/27/2017	30,467.10	33,023.08	30,467.10	2.000	2.028	5,784	09/02/2038	
MI-IA-2 NR	IA2 NR	mPower Folsom		08/06/2015	1,205,177.35	1,357,439.46	1,205,177.35	2.750	2.788	5,054	09/02/2036	
MFA-3	MFA-3	mPower Folsom		09/01/2015	206,625.87	231,361.26	206,625.87	2.750	2.788	5,054	09/02/2036	
MF R-1	MFR-1	mPower Folsom		09/01/2015	136,595.55	154,520.16	136,595.55	2.750	2.788	5,054	09/02/2036	
		Subtotal and Average	1,666,525.79		1,666,525.79	1,871,102.49	1,666,525.79		2.774	5,087		
		Total and Average	1,788,474,948.84		1,826,004,420.83	1,751,451,148.81	1,822,864,701.46		1.463	496		

**General Fund
Portfolio Management
Portfolio Details - Cash
October 31, 2022**

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 365	Days to Maturity
Cash at Bank										
SYS000000	00000	PLACER COUNTY CASH			16,776,956.56	16,776,956.56	16,776,956.56		0.000	1
Undeposited Receipts										
SYS000000VAULT	00000VAULT	PLACER COUNTY CASH			1,116,872.92	1,116,872.92	1,116,872.92		0.000	1
Average Balance			0.00							
Total Cash and Investments			1,786,474,948.84		1,843,898,250.31	1,769,344,978.29	1,840,755,530.94		1.463	496



Placer County

General Fund Purchases Report Sorted by Fund - Fund October 1, 2022 - October 31, 2022

CUSIP	Investment #	Fund	Suc. Type	Issuer	Original Par Value	Purchase Date	Payment	Principal Purchase	Accrued at Purchase	Rate at Purchase	Maturity Date	YTM	Ending Book Value
22533UK44	22136	1010	ACP	CACPXY	50,000,000.00	10/03/2022	10/04 - At Maturity	49,995,833.33		3.000	10/04/2022	3.000	0.00
53948BT82	22138	1010	ACP	LBCMNY	20,000,000.00	10/03/2022	06/08 - At Maturity	19,397,911.11		4.370	06/08/2023	4.544	19,468,316.67
62479MNH2	22139	1010	ACP	MUFGBK	25,000,000.00	10/03/2022	01/17 - At Maturity	24,727,638.89		3.700	01/17/2023	3.741	24,802,152.78
63873KK48	22137	1010	ACP	NATXNY	50,000,000.00	10/03/2022	10/04 - At Maturity	49,995,833.33		3.000	10/04/2022	3.000	0.00
22533UK51	22140	1010	ACP	CACPXY	60,000,000.00	10/04/2022	10/05 - At Maturity	59,995,000.00		3.000	10/05/2022	3.000	0.00
313384AN9	22142	1010	AFD	FHLBDN	20,000,000.00	10/04/2022	01/13 - At Maturity	19,797,438.89		3.610	01/13/2023	3.698	19,853,594.45
63873KK55	22141	1010	ACP	NATXNY	50,000,000.00	10/04/2022	10/05 - At Maturity	49,995,833.33		3.000	10/05/2022	3.000	0.00
22533UK69	22143	1010	ACP	CACPXY	50,000,000.00	10/05/2022	10/06 - At Maturity	59,995,000.00		3.000	10/06/2022	3.000	0.00
63873KK63	22144	1010	ACP	NATXNY	50,000,000.00	10/05/2022	10/06 - At Maturity	49,995,833.33		3.000	10/06/2022	3.000	0.00
22533UK77	22145	1010	ACP	CACPXY	65,000,000.00	10/06/2022	10/07 - At Maturity	64,994,583.33		3.000	10/07/2022	3.000	0.00
63873KK71	22146	1010	ACP	NATXNY	50,000,000.00	10/06/2022	10/07 - At Maturity	49,995,833.33		3.000	10/07/2022	3.000	0.00
22533UK88	22148	1010	ACP	CACPXY	50,000,000.00	10/07/2022	10/11 - At Maturity	49,983,333.33		3.000	10/11/2022	3.001	0.00
63873KK82	22147	1010	ACP	NATXNY	50,000,000.00	10/07/2022	10/11 - At Maturity	49,983,333.33		3.000	10/11/2022	3.001	0.00
22533UKC6	22149	1010	ACP	CACPXY	50,000,000.00	10/07/2022	10/11 - At Maturity	49,983,333.33		3.000	10/11/2022	3.001	0.00
63873KKC0	22150	1010	ACP	NATXNY	50,000,000.00	10/11/2022	10/12 - At Maturity	49,995,833.33		3.000	10/12/2022	3.000	0.00
22533UKD4	22151	1010	ACP	CACPXY	50,000,000.00	10/11/2022	10/12 - At Maturity	49,995,833.33		3.000	10/12/2022	3.000	0.00
63873KKD8	22151	1010	ACP	NATXNY	50,000,000.00	10/12/2022	10/13 - At Maturity	49,995,833.33		3.000	10/12/2022	3.000	0.00
22533UKE2	22152	1010	ACP	CACPXY	50,000,000.00	10/12/2022	10/13 - At Maturity	49,995,833.33		3.000	10/13/2022	3.000	0.00
63873KKE6	22153	1010	ACP	NATXNY	55,000,000.00	10/13/2022	10/13 - At Maturity	54,995,416.66		3.000	10/13/2022	3.000	0.00
22533UKH5	22154	1010	ACP	CACPXY	50,000,000.00	10/13/2022	10/14 - At Maturity	49,995,833.33		3.000	10/14/2022	3.000	0.00
22533UKH5	22155	1010	ACP	NATXNY	50,000,000.00	10/13/2022	10/14 - At Maturity	49,995,833.33		3.000	10/14/2022	3.000	0.00
62479MNH2	22159	1010	ACP	CACPXY	50,000,000.00	10/14/2022	10/17 - At Maturity	49,987,500.00		3.000	10/17/2022	3.001	0.00
63873KKH9	22157	1010	ACP	MUFGBK	15,000,000.00	10/14/2022	01/17 - At Maturity	14,838,104.17		4.090	01/17/2023	4.135	14,968,779.17
89115R2P4	22156	1010	ACP	NATXNY	50,000,000.00	10/14/2022	10/17 - At Maturity	49,987,500.00		3.000	10/17/2022	3.001	0.00
22533UKJ1	22158	1010	NCB	TDNY	10,000,000.00	10/14/2022	05/12 - At Maturity	10,000,000.00		5.000	05/12/2023	5.000	10,000,000.00
63883KKJ5	22161	1010	ACP	CACPXY	100,000,000.00	10/17/2022	10/18 - At Maturity	99,991,666.66		3.000	10/18/2022	3.000	0.00
22533UKK8	22162	1010	ACP	CACPXY	65,000,000.00	10/17/2022	10/18 - At Maturity	64,994,583.33		3.000	10/18/2022	3.000	0.00
63873KKK2	22163	1010	ACP	NATXNY	100,000,000.00	10/18/2022	10/19 - At Maturity	99,991,666.66		3.000	10/19/2022	3.000	0.00
22533UKL6	22166	1010	ACP	CACPXY	75,000,000.00	10/18/2022	10/19 - At Maturity	74,993,750.00		3.000	10/19/2022	3.000	0.00
62479MNHJ8	22168	1010	ACP	CACPXY	65,000,000.00	10/19/2022	10/20 - At Maturity	64,994,583.33		3.000	10/20/2022	3.000	0.00
63873KKL0	22167	1010	ACP	MUFGBK	25,000,000.00	10/19/2022	01/18 - At Maturity	24,733,951.39		4.210	01/18/2023	4.255	24,771,958.33
			ACP	NATXNY	50,000,000.00	10/19/2022	10/20 - At Maturity	49,995,833.33		3.000	10/20/2022	3.000	0.00

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General Fund
Purchases Report
October 1, 2022 - October 31, 2022

CUSIP	Investment #	Fund	Sec. Type	Issuer	Original Par Value	Purchase Date	Payment	Principal Purchase	Accrued at Purchase	Rate at Purchase	Maturity Date	YTM	Ending Book Value
90275DQK9	22164	1010	NCB	UBSNCT	15,000,000.00	10/19/2022	05/10 - At Maturity	15,000,000.00	0.00	5.070	05/10/2023	5.040	15,000,000.00
90275DQL7	22165	1010	NCB	UBSNCT	20,000,000.00	10/19/2022	06/23 - At Maturity	20,000,000.00	0.00	5.170	06/23/2023	5.170	20,000,000.00
22533UKM4	22168	1010	ACP	CACPNY	60,000,000.00	10/20/2022	10/21 - At Maturity	59,995,000.00	0.00	3.000	10/21/2022	3.000	0.00
63873KKM8	22170	1010	ACP	NATXNY	60,000,000.00	10/20/2022	10/21 - At Maturity	59,995,000.00	0.00	3.000	10/21/2022	3.000	0.00
22533UKO5	22171	1010	ACP	CACPNY	60,000,000.00	10/21/2022	10/24 - At Maturity	59,985,000.00	0.00	3.000	10/24/2022	3.001	0.00
63873KKO9	22172	1010	ACP	NATXNY	60,000,000.00	10/21/2022	10/24 - At Maturity	59,985,000.00	0.00	3.000	10/24/2022	3.001	0.00
22533UKR3	22173	1010	ACP	CACPNY	75,000,000.00	10/24/2022	10/25 - At Maturity	74,993,750.00	0.00	3.000	10/25/2022	3.000	0.00
63873KKR7	22174	1010	ACP	NATXNY	70,000,000.00	10/24/2022	10/25 - At Maturity	69,994,166.06	0.00	3.000	10/25/2022	3.000	0.00
22533UKS1	22175	1010	ACP	CACPNY	65,000,000.00	10/25/2022	10/26 - At Maturity	64,994,583.33	0.00	3.000	10/26/2022	3.000	0.00
313385M60	22177	1010	AFD	FHLBDN	50,000,000.00	10/25/2022	10/31 - At Maturity	49,976,000.00	0.00	2.880	10/31/2022	2.921	0.00
63873KKS5	22176	1010	ACP	NATXNY	65,000,000.00	10/25/2022	10/26 - At Maturity	64,994,583.33	0.00	3.000	10/26/2022	3.000	0.00
22533UKT9	22179	1010	ACP	CACPNY	65,000,000.00	10/26/2022	10/27 - At Maturity	64,994,583.33	0.00	3.000	10/27/2022	3.000	0.00
3133ENV986	22178	1010	FAC	FTCS	10,000,000.00	10/26/2022	04/26 - 07/26	9,998,000.00	0.00	4.707	07/26/2023	4.743	9,998,037.04
62479ML92	22181	1010	ACP	MJFGRK	15,000,000.00	10/26/2022	11/09 - At Maturity	14,980,983.33	0.00	3.260	11/09/2022	3.264	14,989,133.33
63873KKT3	22180	1010	ACP	NATXNY	50,000,000.00	10/26/2022	10/27 - At Maturity	49,995,833.33	0.00	3.000	10/27/2022	3.000	0.00
22533UKU6	22182	1010	ACP	CACPNY	50,000,000.00	10/27/2022	10/28 - At Maturity	49,995,833.33	0.00	3.000	10/28/2022	3.000	0.00
313385N77	22184	1010	AFD	FHDN	25,000,000.00	10/27/2022	11/09 - At Maturity	24,972,104.17	0.00	3.090	11/09/2022	3.136	24,982,833.34
313385N77	22185	1010	AFD	FHDN	25,000,000.00	10/27/2022	11/09 - At Maturity	24,972,104.17	0.00	3.090	11/09/2022	3.136	24,982,833.34
63873KKU0	22183	1010	ACP	NATXNY	50,000,000.00	10/27/2022	10/28 - At Maturity	49,995,833.33	0.00	3.000	10/28/2022	3.000	0.00
22533UKX0	22186	1010	ACP	CACPNY	50,000,000.00	10/28/2022	10/31 - At Maturity	49,987,500.00	0.00	3.000	10/31/2022	3.001	0.00
63873KKX4	22187	1010	ACP	NATXNY	40,000,000.00	10/28/2022	10/31 - At Maturity	39,990,000.00	0.00	3.000	10/31/2022	3.001	0.00
63873KKX4	22188	1010	ACP	NATXNY	20,000,000.00	10/28/2022	10/31 - At Maturity	19,995,000.00	0.00	3.000	10/31/2022	3.001	0.00
22533UL19	22189	1010	ACP	CACPNY	120,000,000.00	10/31/2022	11/01 - At Maturity	119,989,999.99	0.00	3.000	11/01/2022	3.000	120,000,000.00
			Subtotal		2,680,000,000.00			2,678,105,486.01	0.00				343,717,638.45
			Total Purchases		2,680,000,000.00			2,678,105,486.01	0.00				343,717,638.45



General Fund Summary by Issuer October 31, 2022

Issuer	Number of Investments	Par Value	Remaining Cost	% of Portfolio	Average YTM 365	Average Days to Maturity
Ackerman School District	1	5,445,031.68	5,445,031.68	0.30	2.800	5,267
Credit Agricole CIR	1	120,000,000.00	119,989,999.99	6.52	3.042	0
CANADIAN IMP BK COMM NY	2	35,000,000.00	35,000,000.00	1.90	3.076	229
FEDERAL FARM CREDIT BANK	30	280,000,000.00	279,839,100.00	15.21	0.655	424
Federal Home Loan Bank - Disc	2	50,000,000.00	49,944,208.34	2.72	3.180	8
FEDERAL HOME LOAN BANK	38	319,000,000.00	318,752,080.00	17.33	0.780	826
Federal Home Loan Bank District	1	20,000,000.00	19,797,438.80	1.08	3.749	73
FED HOME LOAN MORT CORP	9	85,000,000.00	84,885,100.00	4.61	0.333	425
FEDERAL NATIONAL MORT ASSOC	5	50,000,000.00	49,930,400.00	2.71	0.369	549
Five Star Bank - PIMMA	1	5,000,000.00	5,000,000.00	0.27	1.500	1
Lloyds Bank Corp Mkts NY	2	30,000,000.00	29,121,438.89	1.58	4.372	212
Mid Placer Public School Trans	2	893,102.60	893,102.60	0.05	2.962	2,168
mPower Folsom	5	1,666,525.79	1,666,525.79	0.09	2.774	5,087
mPower Placer	7	6,689,733.62	6,689,733.62	0.36	3.510	5,238
MUFG BANK LTD/NY	4	80,000,000.00	79,280,677.78	4.31	3.939	64
Newcastle Elementary SD	1	2,656,559.68	2,656,559.68	0.14	2.800	9,007
Placer Hills Fire Protection	1	201,725.56	201,725.56	0.01	3.000	720
Public Finance Authority	1	720,362.66	734,769.91	0.04	4.894	5,813
Pioneer Community Energy	9	5,665,472.01	5,665,472.01	0.31	4.179	6,382
PLACER COUNTY CASH	2	17,893,829.48	17,893,829.48	0.97	0.000	1
Rabobank Nederland	2	20,000,000.00	20,000,000.00	1.09	0.000	260
River City Bank	1	3,000,000.00	3,000,000.00	0.16	1.622	169

General Fund
 Summary by Issuer
 October 31, 2022

Issuer	Number of Investments	Par Value	Remaining Cost	% of Portfolio	Average YTM 365	Average Days to Maturity
Royal Bank of Canada	5	45,000,000.00	45,000,000.00	2.45	1.952	135
SOCIÉTÉ GÉNÉRALE NY	1	10,000,000.00	10,000,000.00	0.54	0.608	64
Standard Chartered Bank NY	4	50,000,000.00	50,000,000.00	2.72	1.354	77
Sierra Valley Energy Authority	1	65,907.23	65,907.23	0.00	3.042	5,419
U.S. TREASURY N/B	2	15,000,000.00	14,900,000.00	0.81	1.592	216
TORONTO DOMINION BANK NY	6	60,000,000.00	60,000,000.00	3.26	3.944	246
TOYOTA MOTOR CREDIT	2	20,000,000.00	19,895,190.00	1.08	1.785	306
UBS AG STAMFORD CT	4	60,000,000.00	60,000,000.00	3.26	4.195	189
U.S. TREASURY COUPON	47	445,000,000.00	443,310,047.98	24.10	0.535	558
Total and Average	199	1,843,898,250.31	1,839,558,339.43	100.00	1.448	492