

**AUBURN AREA RECREATION AND PARK DISTRICT
MEETING OF THE BOARD OF DIRECTORS AGENDA**

6:00 P.M.

**THURSDAY, AUGUST 25, 2016
CANYON VIEW COMMUNITY CENTER, BOARD ROOM
471 MAIDU DRIVE
AUBURN, CA**

Materials related to an item on this Agenda submitted to the District after distribution of the agenda packet are available for public inspection in the District's Office at 471 Maidu Drive, Auburn, CA 95603 during normal business hours.

1.0 CALL TO ORDER

FLAG SALUTE (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

Ferris _____ Lynch _____ Ainsleigh _____ Gray _____ Holbrook _____

2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS

Presentation of a check from Todd Harmon to the Youth Development League for Girls' Basketball.

3.0 AGENDA REVIEW, CHANGES, AND APPROVAL

Motion by _____ Second by _____ to _____

Ferris _____ Lynch _____ Ainsleigh _____ 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. After you are recognized by the Board Chairperson, please come to the lectern and 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 the July 28, 2016 Minutes of the Board of Directors**

Review and approval of minutes.

_____ **5.2 Review of Cash Requirements for July, 2016 (Standing Finance Committee)**

This item was reviewed and approved by the Standing Finance Committee and forwarded to the Board of Directors for review and approval.

_____ **5.3 Financials for July, 2016 (Standing Finance Committee)**

This item was reviewed and approved by the Standing Finance Committee and forwarded to the Board of Directors for review and approval.

_____ **5.4 Fee Waiver Request for Foothill Quilters Guild**

This item was reviewed and approved by the Standing Finance Committee and forwarded to the Board of Directors for review and approval.

_____ **5.5 Project Manager Job Description Creation (Program, Personnel, Policy, Fee & Legal Review Committee)**

This item was reviewed and approved by the Program, Personnel, Policy, Fee & Legal Review committee and forwarded to the Board of Directors for review and approval.

Motion by _____ second by _____ to _____

Ferris _____ Lynch _____ Ainsleigh _____ Gray _____ Holbrook _____

Roll Call Vote

6.0 ADMINISTRATOR'S AND DEPARTMENTAL REPORTS

Please see reports, fee waiver log, project list and vandalism reports under item 6.0.

7.0 UNFINISHED BUSINESS

_____ **7.1 24-Acre Project Amending Foothill Scope of Work Contract (Acquisition & Development Committee)**

Shall the Auburn Recreation District (ARD) Board of Directors amend the existing contract with Foothill Associates for planning and design of the 24-acre project?

Motion by _____ second by _____ to _____

Ferris _____ Lynch _____ Ainsleigh _____ Gray _____ Holbrook _____

Roll Call Vote

8.0 NEW BUSINESS

_____ **8.1 Request for Proposals for Auditor (Standing Finance Committee)**

Shall the Auburn Area Recreation and Park District send out a Request for Proposal (RFP) to audit firms for the next three-year audit cycle?

Motion by _____ second by _____ to _____

Ferris _____ Lynch _____ Ainsleigh _____ Gray _____ Holbrook _____

Roll Call Vote

_____ **8.2 GASB 68 Reserve (Standing Finance Committee)**

Shall the Auburn Recreation District create a Reserve Account to accrue funds for the unfunded CalPERS pension liability?

Motion by _____ second by _____ to _____

Ferris _____ Lynch _____ Ainsleigh _____ Gray _____ Holbrook _____

Roll Call Vote

_____ **9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS**

1. County Mitigation Fund, current balance \$255,141.

_____ **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**

Email to Sheryl Petersen from Jim & Sandy Menard regarding the Ukulele Festival.

Email to Sheryl Petersen from Kevin Smith regarding the Ukulele Festival.

_____ **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. After you are recognized by the Board Chairperson, please come to the lectern and 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), 54957.)

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:

8-19-16
Date

10:30 AM.
Time

P. Larson
Clerk to the Board

SECTION: 5.0

**ITEM: 5.1 REVIEW AND APPROVAL OF THE JULY 28,
2016 MINUTES OF THE BOARD OF DIRECTORS
MEETING**

DESCRIPTION:

INFORMATION: SEE ATTACHED MINUTES

**STAFF
RECOMMENDATION: BOARD OF DIRECTORS REVIEW & APPROVE
MINUTES**

FISCAL IMPACT:

**Auburn Area Recreation and Park District
Minutes of the Meeting of the Board of Directors &
Friends of the Auburn Area Recreation & Parks, Inc. 501 c (3)
Thursday, July 28, 2016, 6:00 p.m., Canyon View Community Center
471 Maidu Drive, Auburn, CA**

Board Members

Present: Chairman Jim Ferris
Director Mike Lynch
Director Jim Gray
Director Scott Holbrook
Director Gordon Ainsleigh

Board Members

Absent: None

Staff Present:

Kahl Muscott, District Administrator
Joe Fecko, Administrative Services Manager
Brian Simpson, Facilities & Grounds Manager
Manouch Shirvanioun, Customer Service/Marketing Manager
Sheryl Petersen, Recreation Services Manager
Pam Vann, Landscape Architect
Patricia Larson, Recording Secretary

FLAG SALUTE

1.0 CALL TO ORDER

The Meeting of the Board of Directors was called to order at 6:00 p.m. by Chairman Ferris.

2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS

Director Holbrook gave a presentation to Jason Boggs who was a volunteer at the Ain't Necessarily Dead Festival.

3.0 AGENDA REVIEW, CHANGES AND APPROVAL

A motion was made by Director Ferris and seconded by Director Lynch for item 8.1 to become item 7.1.

Director Gray arrived at 6:06 p.m.

Roll Call Vote

Director Ferris – Yes
Director Lynch – Yes
Director Ainsleigh – Yes
Director Gray – Abstain
Director Holbrook – No

3 – 1 – 1 Motion carries.

4.0 PUBLIC COMMENT

Director Ainsleigh gave public comment that his friend had great things to say about the Ain't Necessarily Dead Festival.

Director Ainsleigh's friend also wanted to inform the Board that they should look into an adventure park for kids.

5.0 CONSENT ITEMS

- 5.1 Review and Approval of the June 30, 2016 Auburn Area Recreation & Park District Minutes of the Board of Directors**
- 5.2 Review of Cash Requirements for June, 2016 (Standing Finance Committee)**
- 5.3 Financials for June, 2016 (Standing Finance Committee)**
- 5.4 ARD Job Description Amendment: Driver's License Requirements (Program, Personnel, Policy, Fee & Legal Review Committee)**

A motion was made by Director Ainsleigh and seconded by Director Holbrook to approve the Consent Calendar.

Roll Call Vote

- Director Ferris – Yes
- Director Lynch – Yes
- Director Ainsleigh – Yes
- Director Gray – Yes
- Director Holbrook – Yes

5 – 0 Motion carries.

6.0 ADMINISTRATOR'S AND DEPARTMENTAL REPORTS

Board reports, fee waiver log, project list, and vandalism reports were provided to the Board under separate cover.

7.0 UNFINISHED BUSINESS

Item 8.1 became item 7.1 Audit for Fiscal Year 2015 – 2016 (Standing Finance Committee)

Craig Fechter, CPA, MST gave a presentation to the Board regarding the Audit for Fiscal Year 2015 – 2016.

A motion was made by Director Lynch and seconded by Director Gray to approve the Audit for Fiscal Year 2015 – 2016.

Roll Call Vote

Director Ferris – Yes
Director Lynch – Yes
Director Ainsleigh – Yes
Director Gray – Yes
Director Holbrook – Yes

5 – 0 Motion carries.

Item 7.1 became item 7.2 Legal Requests for Proposals (Program, Personnel, Policy, Fee & Legal Review Committee)

Presentations were given to the Board by representatives of the following Law Firms:

Cota Cole, Kronick, Moskovitz, Tiedemann & Girard, Myers Nave and Best, Best & Krieger.

A motion was made by Director Holbrook and seconded by Director Gray to hire Best, Best and Krieger as new legal counsel.

Roll Call Vote

Director Gray – Yes
Director Holbrook – Yes
Director Ferris – No
Director Lynch – No
Director Ainsleigh – No

2 – 3 Motion did not carry.

A motion was made by Director Lynch and seconded by Director Ferris to hire Cota Cole as new legal counsel.

Roll Call Vote

Director Ferris – Yes
Director Lynch – Yes
Director Ainsleigh – Yes
Director Holbrook – Yes
Director Gray - No

4 – 1 Motion carries.

A recess was taken at 7:38 p.m., the meeting reconvened at 7:44 p.m.

Item 7.2 became item 7.3 Mt. Vernon Park Sale – Feasibility MOU Extension (Acquisition & Development Committee)

A motion was made by Director Holbrook and seconded by Director Lynch approve the Feasibility MOU Extension.

Roll Call Vote

Director Ferris – Yes
Director Lynch – Yes
Director Ainsleigh – Yes
Director Gray – Yes
Director Holbrook – Yes

5 – 0 Motion carries.

8.0 NEW BUSINESS

8.1 Friends of ARD Board Meeting and Review of 501 c (3) Financials

A motion was made by Director Holbrook and seconded by Director Ferris to approve the 501 c (3) Financials.

Roll Call Vote

Director Ferris – Yes
Director Lynch – Yes
Director Ainsleigh – Yes
Director Gray – Yes
Director Holbrook – No

4 – 1 Motion carries

9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

1. Potential Rotarian Projects, 2017 – the Board reviewed the information provided.
2. Herschel Young Park Improvements – the Board reviewed the information provided.
3. County Mitigation Fund, current balance \$255,141.

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

Correspondence was attached.

12.0 PUBLIC COMMENT

None.

13.0 CLOSED SESSION – closed session began at 7:55 p.m.

13.1 Public Employee Performance Evaluation. (Gov. Code, 54954.5, subd. (e), 54957.)

Title: District Administrator

13.2 Public Employee Discipline/Dismissal/Release (Government Code Section 54954.5, subd. (e), 54857)

14.0 OPEN SESSION – open session began at 8:23 p.m. – there was no reportable action on either item.

ADJOURNMENT - As there was no further business, the meeting was adjourned at 8:23 p.m. by Chairman Ferris.

Board Secretary

Date

SECTION: 5.0

**ITEM: 5.2 REVIEW OF CASH REQUIREMENTS FOR
JULY, 2016**

DESCRIPTION: ACCOUNTS PAYABLE

INFORMATION: SEE ATTACHED INFORMATION

**STAFF
RECOMMENDATION: THIS ITEM WAS REVIEWED BY THE STANDING
FINANCE COMMITTEE AND FORWARDED TO
THE BOARD OF DIRECTORS FOR REVIEW AND
APPROVAL**

FISCAL IMPACT: \$154,867.29

Ranges: From: To: From: To:
 Check Number First Last Check Date 7/1/2016 7/31/2016
 Vendor ID First Last Checkbook ID COMM 1ST COMM 1ST
 Vendor Name First Last

Sorted By: Check Date

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
13813	1099-264	Philip Green	7/1/2016	COMM 1ST	PMCHK00002321	\$100.00
13814	S0016	Sam's Club	7/1/2016	COMM 1ST	PMCHK00002321	\$1,286.34
13815	S1007	Stationary Engineers, Local 39	7/1/2016	COMM 1ST	PMCHK00002321	\$269.01
13816	S1010	State Disbursement Unit	7/1/2016	COMM 1ST	PMCHK00002321	\$87.50
13817	TEMPG	Sherry Gold	7/1/2016	COMM 1ST	PMCHK00002321	\$53.00
13818	TEMPK	Debbie Krizman	7/1/2016	COMM 1ST	PMCHK00002321	\$32.00
13819	TEMPS	Jennifer Stephens	7/1/2016	COMM 1ST	PMCHK00002321	\$150.00
13820	1099-104	Thomas Seibel	7/8/2016	COMM 1ST	PMCHK00002322	\$65.00
13821	1099-117	Juan Aceituno	7/8/2016	COMM 1ST	PMCHK00002322	\$455.00
13822	1099-16	Skyhawks Sports Academy, Inc.	7/8/2016	COMM 1ST	PMCHK00002322	\$1,710.00
13823	1099-216	Gerald Harris	7/8/2016	COMM 1ST	PMCHK00002322	\$104.00
13824	1099-218	Auburn Gymnastics Center	7/8/2016	COMM 1ST	PMCHK00002322	\$536.25
13825	1099-256	Healing Pastures, Inc.	7/8/2016	COMM 1ST	PMCHK00002322	\$357.50
13826	1099-264	Philip Green	7/8/2016	COMM 1ST	PMCHK00002322	\$65.00
13827	1099-295	Juli Land-Marx, dba Image Net	7/8/2016	COMM 1ST	PMCHK00002322	\$833.33
13828	1099-313	Alison Lloyd	7/8/2016	COMM 1ST	PMCHK00002322	\$336.00
13829	1099-328	Douglas Christensen dba Mad Sc	7/8/2016	COMM 1ST	PMCHK00002322	\$2,227.55
13830	1099-5	Daniel Crandall DBA:Current A	7/8/2016	COMM 1ST	PMCHK00002322	\$151.20
13831	A0014	AT&T	7/8/2016	COMM 1ST	PMCHK00002322	\$905.91
13832	A0051	Anderson's Sierra Pipe Co.	7/8/2016	COMM 1ST	PMCHK00002322	\$17.87
13833	A1010	Advantage: Print, Martketing a	7/8/2016	COMM 1ST	PMCHK00002322	\$58.05
13834	B0020	BSN Sports, Inc.	7/8/2016	COMM 1ST	PMCHK00002322	\$31.88
13835	C0041	CPRS	7/8/2016	COMM 1ST	PMCHK00002322	\$170.00
13836	C0104	Campora Propane Service	7/8/2016	COMM 1ST	PMCHK00002322	\$315.80
13837	C0113	Cooks Portable Toilets & Septi	7/8/2016	COMM 1ST	PMCHK00002322	\$698.38
13838	D0015	Department of Social Services	7/8/2016	COMM 1ST	PMCHK00002322	\$484.00
13839	D0077	Dudek	7/8/2016	COMM 1ST	PMCHK00002322	\$3,757.50
13840	E0011	ECORP Consulting, Inc.	7/8/2016	COMM 1ST	PMCHK00002322	\$522.33
13841	F0040	Foothill Associates	7/8/2016	COMM 1ST	PMCHK00002322	\$1,918.16
13842	F0049	Floodman, Chyla	7/8/2016	COMM 1ST	PMCHK00002322	\$9.95
13843	G0027	Giuliani & Kull, Inc.	7/8/2016	COMM 1ST	PMCHK00002322	\$495.00
13844	G0077	Gold Country Water	7/8/2016	COMM 1ST	PMCHK00002322	\$131.25
13845	K0011	Kaiser Foundation Health Plan,	7/8/2016	COMM 1ST	PMCHK00002322	\$11,155.91
13846	K0019	Kronick, Moskovitz, Tiedemann	7/8/2016	COMM 1ST	PMCHK00002322	\$287.50
13847	L0027	Pat Larson	7/8/2016	COMM 1ST	PMCHK00002322	\$50.29
13848	M0019	Kahl Muscott	7/8/2016	COMM 1ST	PMCHK00002322	\$93.04
13849	M0099	George Eric Menig DBA Menig We	7/8/2016	COMM 1ST	PMCHK00002322	\$575.00
13850	N0003	Norris Electric, Inc.	7/8/2016	COMM 1ST	PMCHK00002322	\$76.85
13851	N0045	Near U CO2	7/8/2016	COMM 1ST	PMCHK00002322	\$249.36
13852	P0005	Placer County Water Agency	7/8/2016	COMM 1ST	PMCHK00002322	\$2,122.89
13853	P0007	Pacific Gas & Electric Company	7/8/2016	COMM 1ST	PMCHK00002322	\$497.98
13854	P0021	Petty Cash	7/8/2016	COMM 1ST	PMCHK00002322	\$203.83
13855	P0058	Pitney Bowes Credit Corporatio	7/8/2016	COMM 1ST	PMCHK00002322	\$125.78
13856	R0065	River City Rentals	7/8/2016	COMM 1ST	PMCHK00002322	\$100.00
13857	S0034	Sierra Chemical Co.	7/8/2016	COMM 1ST	PMCHK00002322	\$673.63
13858	S0052	Sierra Custom Awards & More	7/8/2016	COMM 1ST	PMCHK00002322	\$40.85
13859	S0086	Sac-Val Janitorial Supply, Inc	7/8/2016	COMM 1ST	PMCHK00002322	\$373.01
13860	S0150	Saccani Distributing Company	7/8/2016	COMM 1ST	PMCHK00002322	\$188.00
13861	T0027	Debbie Thomas	7/8/2016	COMM 1ST	PMCHK00002322	\$84.29
13862	T0058	TelePacific Communications	7/8/2016	COMM 1ST	PMCHK00002322	\$860.24
13863	TEMPC	Shannon Cornelsen	7/8/2016	COMM 1ST	PMCHK00002322	\$100.00
13864	TEMPM	Preston Marx	7/8/2016	COMM 1ST	PMCHK00002322	\$276.98
13865	TEMPN	Cynthia Netz	7/8/2016	COMM 1ST	PMCHK00002322	\$135.00
13866	TEMPP	Kelly Patterson	7/8/2016	COMM 1ST	PMCHK00002322	\$40.00
13867	TEMPT	Karla Tilley	7/8/2016	COMM 1ST	PMCHK00002322	\$200.00
13868	TEMPW	Nathan Whitson	7/8/2016	COMM 1ST	PMCHK00002322	\$76.00
13869	V0007	Verizon Wireless	7/8/2016	COMM 1ST	PMCHK00002322	\$263.45
13870	W0001	Walker's Office Supplies, Inc.	7/8/2016	COMM 1ST	PMCHK00002322	\$407.50
13871	W0042	Live Oak Waldorf School	7/8/2016	COMM 1ST	PMCHK00002322	\$4,627.00
13872	W0044	Wave	7/8/2016	COMM 1ST	PMCHK00002322	\$430.28
13873	U0019	US Bank	7/8/2016	COMM 1ST	PMCHK00002323	\$14,263.35
13874	C0058	City Of Auburn	7/15/2016	COMM 1ST	PMCHK00002324	\$100.00
13875	S1003	Sutter Medical Foundation	7/15/2016	COMM 1ST	PMCHK00002324	\$641.00
13876	S1007	Stationary Engineers, Local 39	7/15/2016	COMM 1ST	PMCHK00002324	\$272.51
13877	S1010	State Disbursement Unit	7/15/2016	COMM 1ST	PMCHK00002324	\$87.50
13879	TEMPP	Gloria Paone	7/15/2016	COMM 1ST	PMCHK00002324	\$42.50
13880	TEMPW	Jean Whitley	7/15/2016	COMM 1ST	PMCHK00002324	\$45.00

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
13881	1099-16	Skyhawks Sports Academy, Inc.	7/22/2016	COMM 1ST	PMCHK00002325	\$969.00
13882	1099-193	Celena Polena	7/22/2016	COMM 1ST	PMCHK00002325	\$520.00
13883	1099-218	Auburn Gymnastics Center	7/22/2016	COMM 1ST	PMCHK00002325	\$269.75
13884	1099-252	Donna Lisa Otto	7/22/2016	COMM 1ST	PMCHK00002325	\$350.50
13885	1099-254	Ralph Kendrick	7/22/2016	COMM 1ST	PMCHK00002325	\$363.00
13886	1099-269	Deborah Lynn	7/22/2016	COMM 1ST	PMCHK00002325	\$195.00
13887	1099-277	Foothill Karake Do	7/22/2016	COMM 1ST	PMCHK00002325	\$22.75
13888	1099-291	Isaac Humber	7/22/2016	COMM 1ST	PMCHK00002325	\$136.50
13889	1099-313	Alison Lloyd	7/22/2016	COMM 1ST	PMCHK00002325	\$457.20
13890	1099-328	Douglas Christensen dba Mad Sc	7/22/2016	COMM 1ST	PMCHK00002325	\$5,398.90
13891	1099-329	CheeMaisel LLC	7/22/2016	COMM 1ST	PMCHK00002325	\$381.80
13892	1099-5	Daniel Crandall DBA:Current A	7/22/2016	COMM 1ST	PMCHK00002325	\$97.30
13893	1099-53	Patricia Waskowiak	7/22/2016	COMM 1ST	PMCHK00002325	\$50.17
13894	A0001	Recology Auburn Placer	7/22/2016	COMM 1ST	PMCHK00002325	\$772.28
13895	A0027	Recology Auburn Placer	7/22/2016	COMM 1ST	PMCHK00002325	\$1,351.79
13896	A0111	AllGood Driving School, Inc	7/22/2016	COMM 1ST	PMCHK00002325	\$60.00
13897	A0147	Michael V. Harms dba American	7/22/2016	COMM 1ST	PMCHK00002325	\$2,750.00
13898	C0004	CAPRI	7/22/2016	COMM 1ST	PMCHK00002325	\$16,988.00
13899	C0061	California Computer Services	7/22/2016	COMM 1ST	PMCHK00002325	\$330.00
13900	C0075	Cintas Corporation	7/22/2016	COMM 1ST	PMCHK00002325	\$207.81
13901	C0113	Cooks Portable Toilets & Septi	7/22/2016	COMM 1ST	PMCHK00002325	\$900.00
13902	D0018	Delta Bluegrass Company	7/22/2016	COMM 1ST	PMCHK00002325	\$24,490.00
13903	D0025	Dawson Oil Company	7/22/2016	COMM 1ST	PMCHK00002325	\$1,162.32
13904	D0062	Durham School Services	7/22/2016	COMM 1ST	PMCHK00002325	\$1,761.45
13905	D0066	De Lage Landen	7/22/2016	COMM 1ST	PMCHK00002325	\$623.95
13906	D0077	Dudek	7/22/2016	COMM 1ST	PMCHK00002325	\$4,117.50
13907	E0011	ECORP Consulting, Inc.	7/22/2016	COMM 1ST	PMCHK00002325	\$195.00
13908	G0002	GSSA UMPIRES	7/22/2016	COMM 1ST	PMCHK00002325	\$233.20
13909	G0006	Gold Country Media Publication	7/22/2016	COMM 1ST	PMCHK00002325	\$422.90
13910	G0077	Gold Country Water	7/22/2016	COMM 1ST	PMCHK00002325	\$203.25
13911	G0092	Green Valley Security, Inc.	7/22/2016	COMM 1ST	PMCHK00002325	\$740.00
13912	H0056	Humana Dental Ins. Co	7/22/2016	COMM 1ST	PMCHK00002325	\$1,809.18
13913	J0021	Jacobsen West	7/22/2016	COMM 1ST	PMCHK00002325	\$363.31
13914	K0010	Knorr Systems, Inc.	7/22/2016	COMM 1ST	PMCHK00002325	\$136.00
13915	L0098	Andie Leventin	7/22/2016	COMM 1ST	PMCHK00002325	\$25.00
13916	M0048	Joanna McNutt	7/22/2016	COMM 1ST	PMCHK00002325	\$14.98
13917	M0098	Meadow Vista County Water Dist	7/22/2016	COMM 1ST	PMCHK00002325	\$2,429.98
13918	N0003	Norris Electric, Inc.	7/22/2016	COMM 1ST	PMCHK00002325	\$1,027.41
13919	P0007	Pacific Gas & Electric Company	7/22/2016	COMM 1ST	PMCHK00002325	\$12,079.02
13920	P0043	Placer County Sheriff's Office	7/22/2016	COMM 1ST	PMCHK00002325	\$1,133.00
13921	P0101	Local Agency Formation Comissi	7/22/2016	COMM 1ST	PMCHK00002325	\$2,648.20
13922	R0025	Rotary Club of Auburn	7/22/2016	COMM 1ST	PMCHK00002325	\$190.00
13923	S0034	Sierra Chemical Co.	7/22/2016	COMM 1ST	PMCHK00002325	\$1,871.24
13924	S0094	Manouch Shirvanioun	7/22/2016	COMM 1ST	PMCHK00002325	\$88.76
13925	S0143	SMOA	7/22/2016	COMM 1ST	PMCHK00002325	\$440.00
13926	S0145	SCP Pool Distributors LLC	7/22/2016	COMM 1ST	PMCHK00002325	\$711.25
13927	T0027	Debbie Thomas	7/22/2016	COMM 1ST	PMCHK00002325	\$31.88
13928	TEMPB	Mary Beggerly	7/22/2016	COMM 1ST	PMCHK00002325	\$100.00
13929	TEMPP	Sylvia Garofalo	7/22/2016	COMM 1ST	PMCHK00002325	\$70.00
13930	TEMPH	Peter Hupp	7/22/2016	COMM 1ST	PMCHK00002325	\$55.00
13931	TEMPJ	Martha Jamison	7/22/2016	COMM 1ST	PMCHK00002325	\$80.00
13932	TEMPM	Karyn Mueller	7/22/2016	COMM 1ST	PMCHK00002325	\$270.00
13933	TEMPN	Jane Marie Newton	7/22/2016	COMM 1ST	PMCHK00002325	\$100.00
13934	TEMPP	Cheryl Parkhurst	7/22/2016	COMM 1ST	PMCHK00002325	\$50.00
13935	TEMPS	Deborah Sipe	7/22/2016	COMM 1ST	PMCHK00002325	\$64.00
13936	TEMPV	Heidi Van Zant	7/22/2016	COMM 1ST	PMCHK00002325	\$5.00
13937	TEMPW	Katherine Westfall	7/22/2016	COMM 1ST	PMCHK00002325	\$40.00
13938	W0001	Walker's Office Supplies, Inc.	7/22/2016	COMM 1ST	PMCHK00002325	\$1,055.29
13939	W0042	Live Oak Waldorf School	7/22/2016	COMM 1ST	PMCHK00002325	\$1,155.00
13940	W0044	Wave	7/22/2016	COMM 1ST	PMCHK00002325	\$527.61
13941	Y0002	Yuba Safe & Lock, Inc.	7/22/2016	COMM 1ST	PMCHK00002325	\$346.41
13942	S0016	Sam's Club	7/29/2016	COMM 1ST	PMCHK00002326	\$1,094.67
13943	S1010	State Disbursement Unit	7/29/2016	COMM 1ST	PMCHK00002326	\$87.50
13944	TEMPB	Monika Benitez	7/29/2016	COMM 1ST	PMCHK00002326	\$65.00
13945	TEMPM	Julie Magee	7/29/2016	COMM 1ST	PMCHK00002326	\$80.00

Total Checks: 132

Total Amount of Checks: \$154,867.29

SECTION: 5.0

ITEM: 5.3 REVIEW OF FINANCIALS FOR JULY, 2016

DESCRIPTION:

INFORMATION: SEE ATTACHED INFORMATION

**STAFF
RECOMMENDATION: REVIEW AND APPROVE FINANCIALS FOR JULY,
2016**

PROFIT & LOSS												
16/17 Approved Budget												
	Approved Budget FY 16-17	% Of Total	Mid-Yr Revision FY 16-17	% Of Total	2016 July ACTUALS	Last Yr July Actuals	2016 YTD ACTUALS	2016 YTD BUDGET	Last Yr YTD ACTUALS			
Operating Revenues												
Program Revenue	984,910	19%	-	#DIV/0!	115,512	98,533	492,912	444,550	442,026			
Facility Revenue	150,163	3%	-	#DIV/0!	13,953	13,833	102,273	84,616	98,509			
Misc. Revenue	59,990	1%	-	#DIV/0!	3,240	5,988	15,544	16,400	21,455			
Grants & Donations	426,686	8%	-	#DIV/0!	791,235	39,481	791,595	2,000	40,002			
Interest Income	46,181	1%	-	#DIV/0!	289	5,012	9,272	15,350	11,044			
Projects Revenue	207,300	4%	-	#DIV/0!	-	121,800	-	-	249,500			
Tax Revenue	2,910,231	55%	-	#DIV/0!	165,311	104,464	1,282,120	1,306,071	1,194,410			
In Kind/Atwood	25,500	0%	-	#DIV/0!	-	-	-	-	-			
Transf in from Cap Const & City Trust	481,434		-		-	-	-	-	-			
Total Operating Revenue	5,292,395	100.00	-		1,089,540	389,111	2,693,716	1,868,987	2,056,946			
Expenditures												
Program Expense	278,061	5%	-	#DIV/0!	34,100	31,246	84,071	90,550	73,550			
Operating & Supplies	327,809	6%	-	#DIV/0!	22,080	23,024	93,351	98,870	98,441			
Utilities Expense	200,874	4%	-	#DIV/0!	14,572	10,809	39,743	54,750	51,588			
Professional Services	42,661	1%	-	#DIV/0!	1,335	1,526	16,015	18,811	19,148			
Building & Grounds Maintenance	483,710	9%	-	#DIV/0!	16,116	20,072	68,100	152,000	43,380			
Property Tax Admin.	100,500	2%	-	#DIV/0!	2,648	2,455	2,648	3,000	2,455			
Wages	1,858,645	35%	-	#DIV/0!	258,894	238,753	607,477	613,677	553,891			
Benefits & Payroll Costs	689,913	13%	-	#DIV/0!	94,887	90,110	249,216	253,822	248,992			
Fixed Asset Expense	69,700	1%	-	#DIV/0!	799,893	-	822,052	35,700	1,550			
Capital Improvement Projects	1,043,420	20%	-	#DIV/0!	35,353	29,938	128,049	66,634	411,960			
Debt Services	3,591	0%	-	#DIV/0!	383	991	1,498	600	3,963			
Special Dept Expenses (equip res.)	55,000	1%	-	#DIV/0!	-	-	-	-	-			
Project Expenditures	128,624	2%	-	#DIV/0!	-	-	-	-	-			
Misc Expense		0%	-	#DIV/0!								
Total Expenditures	5,282,508	100.00	-		1,280,261	448,924	2,112,220	1,388,414	1,508,918			
Net Revenue Over Expenditures	\$ 9,887	0.19	\$ -		\$ (190,721)	(59,813)	\$581,496	\$480,573	\$548,028			
Annual Contingency Reserve (1-2%)	\$ 450,000		\$ 450,000				\$ 450,000	\$ 450,000				
Annual Equip Replacement Reserve	\$ 658,531		\$ 658,531				\$ 758,531	\$ 758,531				
Future Capital Construction Reserve	\$ 744,971		\$ 744,971				\$ 705,971	\$ 705,971				
ADA Reserve	\$ 55,032		\$ 55,032				\$ 60,032	\$ 60,032				
TOTAL RESERVES	\$ 1,908,534		\$ 1,908,534		\$ 1,924,534		\$ 1,974,534	\$ 1,974,534				

As Of 7/31/2016
For All Segment1s
For All Segment2s
For Segment3 0000 To 9999
For All Segment4s

	Current YTD
ASSETS	
Current Assets	
Imprest Fund (Petty Cash)	\$580.00
Community 1st Bank	92,269.66
Placer County Treasure-General	3,828,188.26
Placer County Treasurer - City Trust	266,208.30
Accounts Receivable	10,780.95
A/R - 501C3 Group	7,200.00
Daycamp Receivables	36,396.00
Prepaid Liability Expense	(5,790.66)
Prepaid Workers Comp Insurance	10,671.85
	<hr/>
Total Current Assets	\$4,246,504.36
Fixed Assets	
Fixed Assets: Land	\$1,956,603.12
Fixed Assets: Structures	11,991,565.85
Fixed Assets: Equipment	807,144.79
Fixed Assets: Computer Equipment & Software	114,458.39
Fixed Assets: Vehicles	247,332.21
Fixed Assets: Office Furniture & Rec Equipment	83,168.05
Construction In Progress	368,138.41
Less: Accumulated Depreciation	(8,730,445.84)
	<hr/>
Total Fixed Assets	\$6,837,964.98
Total Assets	<u><u>\$11,084,469.34</u></u>

LIABILITIES and EQUITY**Current Liabilities**

Prepaid Revenue	\$42.00
Accounts Payable	354.00
Gift Certificates	520.00
Compensated Absenses	128,319.57

Balance Sheet
 As Of 7/31/2016
 For All Segment1s
 For All Segment2s
 For Segment3 0000 To 9999
 For All Segment4s

	Current YTD
Sales Tax Payable	1,435.84
State Tax Withholding Payable	0.63
State Disability Ins.-SDI Pay	6.18
Miscellaneous Deductions	0.43
	\$130,678.65
Total Current Liabilities	
 Long Term Liabilities	
PG & E Loan Payable	\$8,419.36
	\$8,419.36
Total Long Term Liabilities	
 Total Liabilities	 \$139,098.01
 Fund Balances	
GFB: Youth Assistance Fund	\$3,114.01
GFB: General Fund Balance	766,310.60
Investments in Fixed Assets	7,196,216.47
Less: Net of Related Debt	(8,419.36)
RFB: Reserved (City Mitigation)	265,933.24
RFB: Annual Equip Replacement Reserv.	758,530.72
RFB: Annual Contingency Reserve	450,000.00
RFB: Reserved for Future Capital Construction	705,971.28
RFB: Arboretum Grant Fund	13,275.73
RFB: Reserved (Atwood)	6,319.41
RFB: Atwood III-Equip Repl Fund	15,603.66
GFB- Cell Tower Reserves	122,459.24
RFB: General Fund (ADA Reserve)	60,031.75
RFB: Shockley Maint Fund	8,529.87
	581,494.71
Net Profit/(Loss)	
 Total Assets	 \$7,196,216.47
Total Reserved Funds	\$2,398,235.54
Total Designated Funds	\$0.00
Total Unrestricted Funds	\$1,350,919.32
	\$11,084,469.34
Total Liabilities and Equity	 \$11,084,469.34

Item 5.4 Cover Sheet – Fee Waiver Request for Foothill Quilters Guild

Auburn Area Recreation and Park District (ARD) Standing Finance Committee Meeting & Board of Directors Meeting August, 2016.

Subject: Review Fee Waiver Request for Foothill Quilters Guild in the amount of \$3,720.00.

Provided below is the District's Policy & Procedures for Fee Waivers:

XXX. Policy & Procedures for Fee Waivers

Fee waivers may be granted to non-profit organizations, schools, other public agencies and ARD co-sponsored events. ARD staff can approve fee waivers up to a dollar amount of \$1,500.00. Fee waiver over this amount will be sent to the Finance Committee and finally to the Consent Calendar. Denied fee waivers can be appealed to the ARD Board of Directors. Appeals should be made in writing and sent to the Customer Service/Marketing Manager at least 7 days before the next ARD Board of Director's meeting.

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

- A. Paying applicable custodial, set up/take down fee.
- B. Special Events – paying the current rate per hour/person for staffing the event (one maintenance worker per 500 attendees).
- C. Special Events – events over 250 attendees require a dumpster.
- D. Special Events – with 400 + attendees will require one portable toilet. Add 1 portable toilet for every 200 additional attendees.
- E. Special Events – in most cases the person/organization requesting the fee waiver will take care of trash, bathrooms, etc.

Recommendation:

The Standing Finance Committee reviewed and approved the Fee Waiver Request for Foothill Quilters Guild, and forwarded the request to the Board of Directors for consideration.

Attachments:

Fee Waiver Request
Fee Waiver Request and Application
Foothill Quilters Guild Information

FEE WAIVER REQUEST

PERSON MAKING REQUEST Caryn Perry , Facility Chair

NAME OF THE ORGANIZATION Foothill Quilters Guild

IRS/NON PROFIT TAX ID NUMBER 68-0016773

ADDRESS AND PHONE NUMBER (530) 823-5730

P.O. BOX 5653

Auburn CA, 95603-5653

Caryn Perry 
Signature

7/15/2016
Date

OFFICE USE ONLY

APPLICABLE FEES

Rental Fees

\$ 3720.00

Custodial Fees

\$ 90.00

Alcohol Permit Fees

\$ _____

Setup/Takedown

\$ _____

Staffing Fees

\$ 930.00

Miscellaneous Fees

\$ _____

TOTAL FEES DUE

\$ 1020.00

FEES WAIVED

\$ _____

\$ _____

\$ _____

\$ _____

\$ _____

\$ _____

REQUEST APPROVED?

Yes

No

COMMENTS:

Approved by:

Date



FEE WAIVER REQUEST AND APPLICATION

This questionnaire and application must be completed in order to be considered for a fee waiver request. A letter on the requesting organization's letterhead must accompany this application. The letter should include the reason for requesting a fee waiver and how this event benefits our community. Requests must be submitted 60 days prior to the event. Applicants must complete and submit Indoor or Outdoor Reservation Applications with this request. Incomplete applications will not be processed.

1) Is this a non-profit organization? yes
Must provide supporting documentation for non-profit status before being considered for a fee waiver request.
Example: A letter from IRS stating your organization's non-profit status

2) Can financial documents for the organization be provided? yes
Example: Bank statements or tax returns. If unable to provide these documents, please attach an explanation letter.

3) Is this the first time that your organization is asking for a fee waiver from ARD? yes

4) Is this a fundraiser? yes

5) How much money does your organization anticipate generating from this event? net \$6,215.00

6) Is there a fee or a charge for people to attend or participate in this event? \$7.00

7) How does a fee waiver affect your event? Can your event be held in a different location if ARD can not consider a fee waiver at this time? Please explain.
If fee waiver is rejected we still want facility. It would be a hardship to have the Quilt Show in a different location.

The previous facility almost doubled its fee requiring parking fees, additionally we are renting Parkside church.

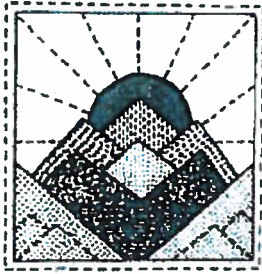
8) Has your organization asked for a fee waiver from other agencies in the community? yes
Please indicate which agency: Parkside Church across from Rec Park, they have a discount for non-profit

9) Are there any other agencies in the community that are working with your organization on this project? yes
Please provide a list of these agencies and contact information. Parkside Church, Cheryl Krauss (823-0209)

10) If a full fee waiver is not granted, can your organization pay a percentage of the rental fee? yes
If no, please explain:

11) Will your organization consider paying for staffing and utility fees if we waive the rental fees? yes
\$20.00 per hour plus applicable custodial fees

12) If your organization is unable to meet one of the offers (Items 10 or 11 above), are you able to provide a hardship statement with supporting documentations, such as bank statements or tax returns? _____
Please indicate what is being provided with this request: Bank statement, IRS letter showing non-profit. Letters from FQG president, explaining community commitment.



Foothill Quilters Guild

P.O. BOX 5653 • AUBURN, CA 95604-5653

June 13, 2016

Auburn Area Recreation & Parks District Representative,

Foothill Quilters Guild is requesting a waiver of rental fees for both of the Regional Park buildings on April 6th, 7th, and 8th. The event is our 35th annual Quilt Show. This event is a display of the quilts made by members of our guild and non-guild quilters. As part of the foothill community, we have on an average of 1500 to 2000 visitors to our show. During the show we have educational quilting demonstrations by members of the guild. In addition, we invite vendors to sell their merchandise and a food vendor to provide lunch and snacks during the day. Our quilt show is our major fund raiser for the year. The quilt show revenue provides us the opportunity to continue our mission to promote and educate the community about quilting as well as fulfill our commitment to help others.

During 2015, we donated over 100 quilts and blankets to the survivors of the Butte fire. Within the Foothill community, we provide donations to a number of causes. For example, we donate quilts and wheelchair bags to the seniors at Auburn Oaks and Westview Health Care Center. We also donate quilts, baby blankets, and crocheted hats to the infants at WIC. We made and donated over 600 heart pillows plus cemo hats to Sutter Auburn and Roseville hospitals last year. We donated over 400 premie quilts and caps to UC Davis NICU and Kaiser Roseville NICU. We also provide quilts and tote bags to the Auburn Children's Receiving Home. This is only a partial list of the community service work that the guild does. Our members are committed to supporting individuals within the community.

Two meetings a year, we hold a community service night where we bring our sewing machines and make quilts, placemats, cradle quilts, wheelchair bags, carry bags, and other useful items that the displaced or infirm can use.

Each year, we offer scholarships to students in the greater Auburn area. We donate food to the Auburn Interfaith Food Closet each month at our guild meetings. Guests are always welcome at our meetings. At several of the meetings, we hire speakers who bring us their perspective on quilting, an educational experience for those interested in quilting.

We are a very busy guild with an average of 200 members. The net profits from our quilt show fund all of our community service projects and outreach programs within the community. It also allows us to continue to educate our members and interested community members about quilting and it's history and future. Waiving the rental fee will allow us to continue these activities.

Gail Reinke

President Foothill Quilters Guild

P O Box 2350 Room 5137
Los Angeles, CA 90053

Copy

Date: DEC. 8, 1986

FOOTHILL QUILTERS GUILD
C/O MARLENE A KOONS E A
1503 GRASS VALLEY HWY
AUBURN, CA 95603

Employer Identification Number:
68-0016773
Case Number:
956310060
Contact Person:
ALICANTE, REGALADO A.
Contact Telephone Number:
(213) 894-4152

Internal Revenue Code
Section 501(c)(7)

Accounting Period Ending:
February 28

Form 990 Required: Yes

Caveat Applies:
No

Dear Applicant:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from Federal income tax under the provisions of the Internal Revenue Code section indicated above.

Unless specifically excepted, you are liable for taxes under the Federal Insurance Contributions Act (social security taxes) for each employee to whom you pay \$100 or more during a calendar year. And, unless excepted, you are also liable for tax under the Federal Unemployment Tax Act for each employee to whom you pay \$50 or more during a calendar quarter if, during the current or preceding calendar year, you had one or more employees at any time in each of 20 calendar weeks or you paid wages of \$1,500 or more in any calendar quarter. If you have any questions about excise, employment or other Federal taxes, please address them to this office.

If your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status. Also, you should inform us of all changes in your name and address.

The block checked at the top of this letter shows whether you must file Form 990, Return of Organization Exempt from Income Tax. If the Yes box is checked, you are only required to file Form 990 if your gross receipts each year are normally more than \$25,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. The law provides for a penalty of \$10 a day, up to a maximum of \$5,000, when a return is filed late, unless there is reasonable cause for the delay. This penalty may also be charged if a return is not complete. So please make sure your return is complete before you file it.

Letter 948(CG)

Item 5.5 Cover sheet – Project Manager Job Description Creation

Auburn Area Recreation and Park District Policy Committee meeting August, 2016; Board of Directors meeting August 2016

The Issue

Shall the Auburn Area Recreation and Park District (ARD) approve the creation of a new Project Manager job description?

Background

ARD has employed Pamela Vann in the Landscape Architect position since 2008. Upon notice of Pamela's impending retirement, staff, including Pamela, re-evaluated the Landscape Architect job description. After review, it was determined that a position of Project Manager should be created. While similar to the Landscape Architect position, there are a few differences, the main one being that a Landscape Architect license would no longer be a requirement.

Upon the job description approval from the Board of Directors, staff plans on soliciting applicants for the Project Manager position on a part-time basis (no more than 24 hours/week).

Recommendation for the Board of Directors

Review and approve the new Project Manager job description.

The Policy Committee recommended approval of the new job description.

Fiscal Impact

N/A

Attachments

Proposed Project Manager job description.

PROJECT MANAGER (FT/PT)

DEFINITION AND PURPOSE: Under the general direction of the District Administrator, the Project Manager provides professional planning, design and development of projects in connection with parks, recreation areas and District facilities. The Project Manager also provides plan review and contract/project management.

ESSENTIAL JOB FUNCTIONS:

Responsibilities and duties include, but are not limited to the following:

- Provides services as a project manager on approved projects
- Inspects or directs inspection of developed projects
- Negotiates, administers contracts and acts as a liaison with consulting project architects, engineers and contractors
- Participates in the preparation of environmental documents, including working with environmental consultants and District staff
- Reviews plans and construction documents for conformance with project objectives in construction, maintenance and cost limitations
- Prepares documents and administers public bid process for projects of different sizes and scopes
- Provide recommendations and technical advice to the District Administrator and department managers
- Assists in the District's preparation of its annual budget, including C.I.P. estimates and operations and management
- On an as required basis, assist with or write grants
- Coordinates and cooperates with Facilities and Grounds Manager in providing staff needed with special projects
- Responsible for attending all meetings associated with this position, including evening board meetings. Preparation of charts, maps and plans for presentations at these meetings
- Prepares and develops plans, construction documents and cost estimates for the development or improvement of parks, recreational facilities and District buildings
- Coordinates and directs surveying, mapping and other data collection

NON-ESSENTIAL JOB FUNCTIONS:

- Knowledge of Auto CAD preferred.
- Other duties as assigned

KNOWLEDGE, SKILLS AND ABILITIES

Innovation and creativity; have knowledge of the following: theories, principles and practices common to landscape architecture at parks and community centers; principles and practices common to project management for California Public Agencies, including plan review, negotiations, inspections, working with CEQA, State, City, County and ADA regulations, public contract law concepts; knowledge of or proficiency in Auto CAD preferred; strong communication skills, both orally and in writing; analyze and resolve unusual situations through application of District policy; meet the public in situations requiring diplomacy and tact; establish and maintain cooperative working relationships with District employees, contractors, user groups, volunteers and the general public; ability to work with the District Board of Directors.

EDUCATION REQUIREMENTS AND QUALIFYING EXPERIENCES

Graduation from an accredited four-year college or university with a degree in Landscape Architecture, Urban Planning or related field; five years full-time experience in community, military, or collegiate parks management or community development, with a minimum of three years as a Project Manager or Park Planner; or an equivalent combination of education and experience.

License or certificate:

Registered Landscape Architect preferred.

Must possess and maintain a valid California C driver's license and a satisfactory driving record based upon specific program needs.

Position requires fingerprint and background check per Section 5164 of the Public Resource Code. Conviction of certain criminal offenses may prohibit employment.

WORK ENVIRONMENT

Position requires sitting, standing, walking, reaching, twisting, turning, kneeling, bending, stooping, squatting and making repetitive hand movements in the performance of daily duties, occasionally on uneven terrain. The position also requires both near and far vision when reviewing plans, documents, inspecting work and operating a computer. The need to lift, carry and push tools, equipment and supplies weighing up to 50 pounds is sometimes required. The position requires working in both an indoor, temperature controlled office environment and in outdoor environments in all weather conditions including wet, hot and cold and be exposed to heavy dust, pollen, sun and rain. The noise level of the indoor setting is usually quiet. The noise level of the outdoor setting can be loud, especially when working around construction and maintenance equipment.

Position requires both day and evening hours, and may include weekend shifts.

COMPENSATION: Salaried exempt non-union position for full-time; hourly non-exempt non-union position for part-time.

Wage rate range

\$32.19 - \$43.12

Auburn Area Recreation and Park District is an Equal Opportunity Employer.

SECTION: 6.0

**BOARD REPORTS, FEE WAIVER LOG,
VANDALISM REPORTS & PROJECT
LIST**

INFORMATION:

SEE ATTACHMENTS

Kahl Muscott
District Administrator
Report to the Board of Directors
August, 2016

- Railhead B update: The field is coming along. The next steps are to spray the crab grass/water grass weeds and to top dress. We are still looking at (roughly) an October/November opening.
- Bike Park: the final review of the combo CEQA/NEPA document is still being completed by USBR.
- The USBR review of our O&D document will not be completed until after October.
- Work to install 6 new bubblers in the Regional Park pond should get started in the next 2 weeks. We will assess the need for further action, including chemical treatment, once the bubblers are installed and have a chance to work on the overall health of the pond. Any and all chemical treatments will be done by a licensed professional and will have approval from the Placer County Ag Department.
- The new phone system, through WAVE, has been installed. The 885-0611 number is no longer a valid number. All calls will go through 885-8461. This will create a more user friendly system for people calling ARD.
- Things are finally wrapping up for the opening of the Broadwell Room at the Meadow Vista Community Center. They have a Temporary Certificate of Occupancy, and should have permanent occupancy soon. They are trying for a September 1 opening of the room.

Meetings/events attended:

8/2: Meeting with Mohan re: septic system at MV Park and new bathroom

8/2: Rotary

8/2: Dead Fest debrief

8/3: HR Boot Camp

8/4: Financial Controls workshop

8/5: ARD employee ice cream social

8/9: Obstacle Race course walk

8/9: Rotary

8/11: Placer County Procurement office visit

8/16: Rotary

8/17: Chamber Board meeting

8/17: A&D Committee

8/17: 24 Acre Site walk with Foothill Associates

8/17: Finance Committee

8/17: Policy Committee

8/18: Steve Abella re: Railhead B inspection

8/18: Presentation to the Auburn SIRs group

8/19: Food Truck Fiesta

8/22: Auburn Community Festival

8/23: Rotary

8/24: Obstacle Race meeting

8/30: Rotary

Joe Fecko
Administrative Services Manager
Report to the Board of Directors
August, 2016

The District transitioned to a new phone system during the week of the 15th of August. Three separate vendors for internet and phone were replaced with WAVE at a savings of approximately 40%. The downside is that we lost the Maidu phone number. However, the Rec Park number now services both locations and prompts guide customers to the proper department and personnel.

Finance has begun the mid-year budget revision process and should be ready to present a preliminary budget to the Board in September.

The Mt Vernon transaction is proceeding fairly rapidly and staff has involved our legal team to begin the vetting process of the documents. Staff feels that there will not be any impediments to completing the transaction.

Brian Simpson
Facilities & Grounds Manager
Report to the Board of Directors
August, 2016

Jesse Williams has been hired as new Supervisor. First day was 08/15.

Meadow Vista

Irrigation repaired in multiple locations throughout park. Mainly clogged heads.

Working on adding valves to increase flow and irrigation at picnic area near the entrance to the park. Current configuration does not provide enough coverage.

Installed the last two benches around the perimeter of the playground.

Ongoing gopher/mole hole mitigation.

Regional Park

#13 valve repaired. Several irrigation issues related to poor head performance repaired.

Identified electrical run to peninsula for the installation of transformer and compressors to power aerations heads at Regional Pond to mitigate algae growth. Area to be trenched has been USA'd.

Three bids obtained for the removal of 9 trees identified as being a danger, per the tree inventory conducted by arborist this past spring.

Railhead

First mowing on field B has been done. Application of Triple 15 fertilizer applied on 08/9 per guidance by Steve at Delta Bluegrass. Some weeds. Strategy will be to develop Bermuda growth which will eventually overtake weeds.

Recreation Park

No issues.

Atwood Park

Aerated and fertilized 08/10.

Overlook Park

No issues.

Ashford Park

Several irrigation issues related to clogged heads have been resolved.

Pam Vann

Landscape Architect

Report to the Board of Directors

August, 2016

- **Miscellaneous Items:** Miscellaneous project research, update of project lists, monthly Board report and Project List report. Meeting with various staff to discuss projects and processes. Files organization and de-briefing Kahl on projects and future issues.
- **PGE Land Trust Donation Application:** Miscellaneous grant and project management.
- **Bike Park/Pump Track Project:** Phone calls and staff meetings regarding BOR status. Coordination with Dudek.
- **O&D Plan:** Coordination with Dudek. Miscellaneous phone calls and emails regarding BOR status.
- **24 Acre Project:** Site walk with Foothill regarding opportunities and constraints for site design. Miscellaneous phone calls and emails regarding issues identified by Placer County.
- **Riparian Management Plan:** Miscellaneous phone calls, emails and on-site visits to discuss project details. Consultant coordination and review of proposals.
- **Meadow Vista Restroom Project:** Meeting with Giuliani and Kull and contract administration. Meeting with Placer County on-site.
- **Pickleball Courts:** Follow up on crack repairs. Schedule repairs at Meadow Vista.

To All Board Members,

August is my last Board meeting and I would like to say thank you to everyone on the Board. It has been a memorable 8 years and we have completed many terrific projects under your Board direction and Kahl's leadership as District Administrator. I am proud of the work we have done together and I have appreciated your support over the years. I wish you all, and ARD, much success in the future!!

Pam

Manouch Shirvanioun
Customer Service/Marketing Manager
Report to the Board of Directors
August, 2016

	7/21/16-8/17/16	7/22/15-8/20/15
Activity Registrations	\$5,000	\$7,000
Day Care/Discovery payments	\$50,000	\$36,000
Facility payments/reservations	\$11,000	\$12,000

Continue to promote programs, events, activities and facilities through networking, social media, and advertising. Customer Service Dept. assisted with editing upcoming Fall Activity Guide and prepared activities in the system to become available for online registration on 8/27.

Meetings attended:

Food Truck Fiesta
Obstacle Race
Leadership Auburn
Canyon Keepers-Finance and regular monthly meetings
Chamber Ambassador Visits
Attended Meadow Vista Community Center Board Meeting
Attended training seminar - Understanding Internal Control Processes for Compliance and Peace of Mind

Sheryl Petersen
Recreation Services Manager
Report to the Board of Directors
August, 2016

- Meetings attended: ASR (4), UKE, ACF, SHF,
- Sent the Fall Activity Guide to print
- Spent most of the month responding to calls and emails as I tied up all the details on the Ukulele Festival
- Hosted Ukulele Concert at the State Theater. About 220 people attended
- Hosted the Ukulele Festival at Canyon View. About 180 participants; many coming from the Bay Area...furthest traveled a couple from Carpenteria
- Working madly trying to get food trucks to commit to our event

- Taking FTF vendors
- Securing volunteers for the Obstacle Race
- Securing T-shirt vendor to do Race T-shirts at cost
- Met with Lifestyle committee for 2017 planning
- Met with Auburn Community Service Day Committee
- Met with String Fling committee to rev up for April 28/29, 2017

ASR- Auburn Subset Rotary, SHF-Auburn Senior Health Fair, PIP-Party in the Park,
 VFCAL-Valley Foothills Competitive Aquatics League, ACF-Auburn Community Festival,
 UKE- Ukulele Festival

Coming up this Month

September

1	YDL Registration Begins	Recreation Park
5	Labor Day	Offices Closed
	Last day Public Swim	Sierra Pool
8-11	Gold Country Fair	Fairgrounds
10-11	Pickleball Tournament	Regional Park
16	Zumba Glow Party	Recreation Park
24	CPR Class 9am	Recreation Park
25	Great Obstacle Race	Regional Park
26-30	Discovery Day Camp	Recreation Park

Debbie Thomas

Youth Services Manager

Report to the Board of Directors

August, 2016

- All Discovery Clubs reopened for the 2016-17 school year. All are approaching capacity and two have started wait lists.
- Progress on establishing a Discovery Club at Alta Vista is slow due to a lack of available applicants. Several openings at existing Discovery Clubs need to be filled prior to hiring for Alta Vista. I am in contact with the principal and have provided basic information for parents.
- Re-hired one previous staff for Newcastle to begin next week.
- Summer day camp was successful, averaging 103 campers per day. Parents were very appreciative of all staff and pleased with the activities and supervision we provided.
- We are partnering again with United Way for their food program at Auburn El. Discovery Club. This provides afternoon snacks for all students at no cost to us and we hope to begin after Labor Day.
- Supplies have been replenished for the new school year.
- Beginning day camp planning for fall camps.
- Completed 10 staff reviews.

FEE WAIVER LOG

DATE	NAME	ORGANIZATION	RENTAL FEES	CUSTODIAL AND PERMIT FEES	WAIVED FEES	CO-SPONSORED EVENT	MONTHLY TOTAL	YTD TOTAL
Apr-16	Sesi Catalano	Western States Trail Foundation-Foothills Room	\$140.00	\$30.00	\$140.00	No		
Apr-16	Kathleen Shaffer	Auburn Chamber of Commerce-Business Show Case, Support Local Business-Picnic Sites at Recreation Park	\$100.00	\$60.00	\$100.00	Yes		
Apr-16	Judy Suter	Action Coalition for Equestrians-Foothills Room	\$100.00	\$60.00	\$100.00	No		
Apr-16	Kelcie Anabuster	Advocates for Mentally Ill Housing-Recreation Picnic#1	\$50.00	\$30.00	\$50.00	No		
Apr-16	Jan Wells	Advocates for Mentally Ill Housing-Recreation Kitchen	\$588.00	\$180.00	\$588.00	No		
Apr-16	Barbara White	Western States Trail Foundation-Overlook Modular Building	\$678.00	\$0.00	\$678.00	No		
Apr-16	Jean Hixon	Western States Trail Foundation-Foothills Room	\$200.00	\$60.00	\$200.00	No		
Apr-16	Lisa Frankel	Sierra Streams Institute-Foothills Room	\$200.00	\$30.00	\$200.00	No		
Apr-16	Kathlene Fries	Transition to Adult Living-Placer Union School District-Picnic sites at Recreation Park	\$100.00	\$60.00	\$50.00	No		
							\$2,106.00	\$2,106.00
May-16	Tray Kochenderfer	Auburn Sunset Rotary Club-Recreation Picnic#1	\$50.00	\$30.00	\$25.00	No		
May-16	Jim Moore	EV Cain Community Svc. Club-Bocce Courts 1 and 2	\$40.00	\$0.00	\$40.00	No		
May-16	Patrick Witiz	St. Jude Children's Hospital Trike-a-Thon, MV. Tennis Courts	\$0.00	\$30.00	\$0.00	No		
May-16	Jean Hixon	Western States Trail Foundation-Board Meeting-Foothills Room	\$200.00	\$60.00	\$200.00	No		
May-16	Robin Soars	Skyridge PTC-Sierra Pool	\$227.00	\$78.75	\$227.00	No		
May-16	Janice Buchmann	Cub Scouts Pack 6-Flag retirement ceremony-picnic sites and amphitheater at Regional Park	\$190.00	\$10.00	\$190.00	No		

8/18/16

Vandalism Report

DATE	LOCATION	VANDALISM	LABOR COSTS	MATERIAL COSTS
1-Aug-16	Recreation	Toilet seat ripped off toilet	\$60.00	\$21.44
8/15/2016	Regional	Water fountain grating removed	\$60	\$89.78

Total labor costs	\$120	Total	\$111.22
		material costs	
Total for year	\$1,062.00	Total for	\$1,035.22
		year	

7/1/16

Vandalism Report

DATE	LOCATION	VANDALISM	LABOR COSTS	MATERIAL COSTS
5-Jul-16	Regional	Lights at Gym broken	\$60.00	\$59.00

Total labor costs	\$60	Total	\$59.00
		material costs	
Total for year	\$942.00	Total for	\$924.00
		year	

6/21/16

Vandalism Report

DATE	LOCATION	VANDALISM	LABOR COSTS	MATERIAL COSTS
31-May-16	Railhead Park	Men/Women's restrooms vandali:	\$60.00	\$175.00
13-Jun-16	Overlook Park	Graffiti on wall behind skate park	\$120	\$60.00
6/20/2016	Recreation	Women's restroom vandalized	\$60	\$43

Total labor costs	\$240	Total	\$278.00
		material costs	
Total for year	\$882.00	Total for year	\$865.00

May-16

Vandalism Report

DATE	LOCATION	VANDALISM	LABOR COSTS	MATERIAL COSTS	
5/16/2016	Centennial Park	graffiti	\$60	\$80.00	
5/16/2016	Overlook Skate Park	graffiti	\$90.00	\$120.00	
Total labor costs			\$150	Total material costs	\$200.00
Total for year			\$792.00	Total for year	\$787.00

2/1/16

Vandalism Report

DATE	LOCATION	VANDALISM	LABOR COSTS	MATERIAL COSTS
22-Jan-16	Regional	Graffiti on walkway and bridge on Dry Creek side of park	\$60.00	\$50.00
2/1/2016	Railhead Park	Toilet seat set on fire	\$40.00	\$35.00
2/1/2016	Rec Comm Bldg	Broken window, Sheryl's office	\$212	\$200
2/5/2016	Overlook Park	Graffiti	\$80	\$50
2/9/2016	Recreation Park	Graffiti, on picnic tables	\$60	\$25
Total labor costs			\$452	Total material costs
Total for year			\$512.00	Total for year
				\$27.92
				\$387.92

Jan-16

Vandalism Report

DATE	LOCATION	VANDALISM	LABOR COSTS	MATERIAL COSTS
16-Dec-15	Regional Park	Bathroom door hardware broken in bathrooms behind Regional Shop	\$20.00	\$15.92, 2 door latches purchased
19-Dec-15	Regional Park	Graffiti on enclosure for portable toilets and toilets too at Dry Creek Picnic Area	\$40	\$12, graffiti remover, \$15 paint for wood enclosure

Total Labor Costs \$60.00 Total Material Costs \$27.92

2016/2017 Project List

Updated 8/9/16

PROJECT	Est. Cost	Notes	Est. completion date
<i>Bell Road</i>			
Planning/CEQA/Construction Documents	517,000	Submitted Project Description update and site plan to Stewardship Council.	TBD
		Waiting for response on grant application.	
<i>Placer Hills Pool</i>			
ADA Path of Travel	10,000	Minor sidewalk repair to be done in-house in the off season	Dec-16
<i>Regional Park</i>			
24 Acres Walking Path - In Kind	235,000	DG pathway by Western Care; work has started on the Timberline project	TBD
Dry Creek Picnic ADA improvements	15,000	Working on scope and getting estimates	Nov-16
<i>24 Acres</i>			
Conceptual Planning	48,000	Held Pre-development meeting with Placer County. Site meeting with Foothill on Aug. 17. Working through issues regarding sanitary and site access, traffic impacts.	Nov-16
<i>Overlook Park</i>			
Planning and CEQA	90,000	Start of project dependent upon O&D Plan approval by BOR	Mar-17
<i>Canyon View Community Center</i>			
Bike Park - incl Design and CEQA	100,000	Working through final BOR comments.	Summer 2016
Bike Park - Construction	175,000		TBD
<i>Railhead Park</i>			
Renovation Field B	35,000	Construction complete. Field fenced for turf to grow in.	Nov-16
<i>Meadow Vista Park</i>			
ADA Restroom (renovation or new)	220,000	Continued research. Held meeting with Placer County regarding sanitary design.	Mar-17
<i>Operation and Development Plan</i>			
CEQA/NEPA costs	25,000	Bio and Cultural submitted to BOR for final comments	Aug-16
<i>Multi-Park</i>			
Streambed Alteration Agreement (no labor)	44000	Project kick-off August. Review of Vegetation Management Plan proposal.	Dec-16
Carry over projects from 2015 2016 list in YELLOW			
Total Projects Fiscal Year	1,514,000		

Item 7.1 Cover sheet – 24 Acre Project Amending Foothill Scope of Work Contract

Auburn Area Recreation and Park District Acquisition and Development Committee & Board of Directors Meeting August 2016

The Issue

Shall the Auburn Recreation District amend the existing contract with Foothill Associates for planning and design of the 24 Acre Project?

Background:

In April of 2016, with the full Board of Directors approval, ARD entered into a Consultant Services agreement with Foothill Associates to conduct preliminary planning and design for the 24 Acre property at Regional Park. Attached is the Scope of Work from Foothill Associates dated March 18, 2016 (Exhibits A of the contract). The contract agreement is for \$34,691.00. As part of this scope of work, Foothill coordinated a Pre-Development Meeting with Placer County as part of the due diligence research to discuss the required Minor Use Permit requirements of the County. During the Pre-Development meeting on July 19, 2016, ARD learned of various issues and requirements by the County that will require additional consultant time to address. A summary of these issues are:

- Annexation into the sewer district;
- Analysis of driveway access and sight distance requirements on Richardson Drive;
- Verification of the NID's willingness to service both potable and irrigation water needs;
- Analysis of the County's baseline calculations for a traffic impact fee.

The above issues need to be addressed in order for ARD and Foothill Associates to move forward with adequate information to create both a viable site plan design for the project, as well as understand the ramifications and costs associated with sanitary, water and traffic impacts. These issues need to be addressed for ARD to adequately identify the costs and impacts to the project and determine future steps and timelines in design, planning and environmental impacts of developing the site. Foothill Associates has provided ARD staff with a proposal and scope of work to complete the revised scope tasks with an associated fee of \$4,200.00.

Recommendation

Staff recommends amending the consultant services agreement with Foothill for an additional scope of service at a cost of \$4,200.00. The Acquisition & Development Committee reviewed and approved the proposal and forwarded the contract revision to the full Board of Directors for approval.

Alternatives available to the Board of Directors:

Do not approve the contract amendment.

Fiscal Impact

The fiscal impact to amending the contract is \$4,200.00.

Attachments

- Foothill Scope of Work proposal dated August 2, 2016
- Original Scope of Work dated March 18, 2016 (Exhibit A to Consultant Services agreement dated April 4, 2016).



ENVIRONMENTAL CONSULTING • PLANNING • LANDSCAPE ARCHITECTURE

SCOPE OF WORK – HOURLY, NOT TO EXCEED

AUGUST 2, 2016

CLIENT: Kahl Muscott

WITH: Auburn Area Recreation and Park District

FROM: Kate Kirsh, RLA

PROJECT: Regional Park Expansion

TASK	DESCRIPTION	COST
ONE:	Additional Pre-Development Support Foothill Associates will provide additional pre-development support in response to Placer County requirements identified in the initial pre-development meeting. Additional support will include: <ul style="list-style-type: none">• preparing a proposal for reduction of the sewer district annexation fees;• analysis of access driveway alternative alignments;• verification of NID's willingness to serve both potable and irrigation water; and• analysis of County's baseline assumptions for the traffic fee as compared to ARD's expected site traffic.	\$4,200
	TOTAL	\$4,200



ENVIRONMENTAL CONSULTING • PLANNING • LANDSCAPE ARCHITECTURE

SCOPE OF WORK – NOT TO EXCEED

MARCH 18, 2016

CLIENT: Pamela Vann

WITH: Auburn Recreation District

FROM: Kate Kirsh, RLA

PROJECT: Regional Park 24 Acres Property

Auburn Recreation District (ARD) (District) owns, and wishes to improve, an approximately 24-acre site adjacent to Auburn Regional Park. A portion of this property is already developed as a lighted baseball/softball field. The remainder of the site consists of oak woodlands, with an open grassland area, and seasonal wetlands fed by a leaking Nevada Irrigation District (NID) canal on the west side.

Desired site improvements include a multipurpose field for soccer/football, 100 space parking lot, play structures, restroom, drinking fountain, shade/picnic shelters, an open grassy area, a disc golf course, trails, and an access road from Richardson Drive. These amenities would expand the facilities available at Regional Park and accommodate sports league play. It will also be necessary to evaluate the proposed improvements with respect to the existing Field C for access, circulation, and uses. These proposed elements will be refined through the public outreach portion of the project.

This Scope of Work outlines the tasks and costs for development of a Conceptual Plan for the park expansion, including initial studies to document oak woodland and biological resources; a public workshop to present the project and solicit input from neighbors, sports leagues and other potential park users; and development of the conceptual plan. Additionally, Foothill Associates will assist ARD in shepherding the project through the Placer County Pre Development application process.

TASK	DESCRIPTION	COST
One:	<p>Inventory and Analysis</p> <p>Foothill Associates will begin this project with a kickoff meeting with the District to discuss project goals, review the work plan, review the schedule and optional tasks, and walk the site with District representatives to discuss proposed recreation elements and potential site constraints.</p> <p>Following the kickoff meeting, we will meet with ARD and the County to begin the Pre-Development Process. The existing ARD Preliminary Concept will be used as the basis for a meeting with the County to review the project and discuss the Minor Use Permit. County feedback on the Preliminary Concept will be used in development of the Concept Plan Alternatives in Task 3.</p> <p>Concurrent with the Pre-Development Early Consultation meeting, we will initiate the site inventory and analysis, which consists of the Topographic Survey, Tree Survey(s), Biological Resources Assessment, Site Analysis, and Opportunities and Constraints Assessment.</p> <p>Topographic Survey</p> <p>As a subconsultant to Foothill Associates, Giuliani and Kull will conduct a topographic survey of the project site, including locations of significant trees (greater than 24" DBH), topographic contours and spot elevations, other existing site improvements (utilities, the NID canal & associated improvements, existing baseball/softball field, Richardson Drive, etc.) and other pertinent features.</p> <p>Oak Woodland and Significant Tree Inventory</p> <p>Foothill Associates' ISA-Certified Arborists will survey the oak woodlands and</p>	\$20,288

significant trees within the Project Site. Oak woodland canopy will be mapped using aerial photo interpretation and field verified. Significant trees, those with a single trunk diameter greater than 24 inches or multiple trunk basal circumference greater than 72 inches, will be surveyed in accordance with the County Guidelines. All significant trees will be tagged and surveyed. The species, trunk size, basal diameter, canopy radius, health, and structure of each significant tree will be recorded. A Woodland Inventory Report presenting the results of the significant tree data and a long-term management plan for oak woodlands remaining on-site will be prepared. The report will include graphics showing the oak woodland, locations of significant trees, and an assessment of proposed impacts to oak resources.

Biological Resources Assessment

Foothill Associates' biologists will conduct a field survey in tandem with the Oak Woodland and Significant Tree Inventory to map any biological constraints, including wetlands and special-status species. The results of the site survey will be documented in a biological constraints letter report. This report will include a summary of sensitive habitats and/or species observed on the site; a list of potential special-status species with the potential to be found on the site based on CNDDDB, USFWS, and CNPS databases; and recommendations for additional studies. A graphic showing habitats and biological constraints will be included in the report. This report will be sufficient for planning purposes, but will not include detailed species accounts or recommended minimization or avoidance measures required for a full CEQA review.

Opportunities and Constraints Meeting

Once the inventories and surveys are done, the Foothill Associates' Project Team will meet on-site with ARD staff to review findings and discuss opportunities and constraints for park improvements. We will review location and extent of on-site wetlands, topography and slopes, location of significant trees and oak canopy, likely presence of listed species, and other factors. Following the site visit, an Opportunities and Constraints map will be prepared for use in the Public Workshop. ARD will be provided with a draft of the map prior to the workshop for review and edits.

Deliverables:

- Topographic survey in AutoCAD format;
- Woodland Inventory Report;
- Biological constraints letter report memorandum summarizing protected resources; and
- Opportunity and Constraints Map and Preliminary Draft Concept Plan in hardcopy for Public Workshop

Notes. This scope assumes approximately 200 significant trees on the Project Site. If there are significantly more trees than expected additional scope fees may be requested.

It is assumed that any wetland mapping done in the past is not available and/or is too old to accurately reflect current site conditions and the regulatory requirements.

<p>Two:</p>	<p>Public Input Workshop</p> <p>Following the Inventory and Analysis task, Foothill Associates will facilitate a public workshop to present the project and solicit feedback on Preliminary Draft Concept Plan(s) elements and potential locations from neighbors, recreation groups, other stakeholders, and the general public. It is anticipated that this meeting will be held at Regional Park. Foothill Associates will provide announcements and meeting materials, and the District will provide notifications.</p> <p>In addition to the public meeting, we will make a survey available online. Responses from the workshop and surveys will be compiled into a summary memorandum, which will be provided to the District.</p> <p>Workshop attendees and survey respondents will be entered into a database to facilitate notification of future events including the ARD Committee Meetings and the ARD Board Meeting.</p> <p>Following the workshop, Foothill Associates will meet with ARD to review survey results.</p> <p>Deliverables:</p> <ul style="list-style-type: none"> • Maps, activity graphics, and Powerpoint for Public Workshop. Workshop Summary in PDF format. <p><i>Note: This scope assumes that ARD will provide workshop meeting location, refreshments, and event publicity. Foothill Associates will provide all workshop graphic materials including a publicity flyer, maps, sign-in sheets, etc.</i></p>	<p>\$2,558</p>
<p>Three:</p>	<p>Concept Plan Development</p> <p><i>Draft Conceptual Plan Alternatives</i></p> <p>Following the workshop and discussions with the District, we will develop one or two Draft Alternative Conceptual Plan(s). If there is consensus among the District's needs, neighbor concerns, and community and recreation group desires, a single plan will be created that meets those goals. If one clear concept cannot meet all needs and desires, two alternatives will be created, each of which meets as many of the design criteria as possible. The Draft Alternative Conceptual Plan(s) will be presented to ARD Staff for review, and comments will be incorporated prior to the presentation at the first A&D Committee Meeting.</p> <p><i>Draft Conceptual Plan and Cost Estimate</i></p> <p>Following the first A&D Committee meeting, the Draft Conceptual Plan will be prepared. If two alternatives were developed, the preferred alternative will be refined into the Draft Conceptual Plan based upon comments from the A&D Committee and the public and direction from ARD. If the preceding task resulted in a single Conceptual Plan, that plan will be further developed to incorporate A&D Committee and public comments. The Draft Conceptual Plan will include a Basis of Design Memorandum, which will describe the proposed elements. This memo will be updated as the project proceeds and will be useful for future grant applications.</p> <p>The Draft Conceptual Plan will be presented to the public at a second A&D Committee meeting. It will also be used to develop an estimate of probable cost to complete the project, including Plans, Specifications and Estimates (PS&Es).</p>	<p>\$10,325</p>

environmental (Clean Water Act and Endangered Species Act) permits, environmental compliance (CEQA), and construction costs.

Identification of Future Environmental Studies and Reports

Once the Draft Conceptual Plan has reached a point at which the potential environmental impacts are known, Foothill Associates' regulatory planners will identify the additional studies needed to take the project through regulatory permitting and environmental compliance. If all wetlands can be avoided, Clean Water Act (401 & 404) and CDFW permits should not be needed, and a verified aquatic resource delineation may not be required. For CEQA compliance, ARD will likely need a number of technical studies for project implementation, including cultural, traffic, noise, air quality (including GHG), and photometrics. Depending upon the County's requirements under AB 52, tribal consultation may also be required. Recommended studies will be provided in the Basis of Design Memorandum, as well as, included in the cost estimate.

Identification of Grant Opportunities

Foothill Associates has significant experience assisting agencies with grants for capital improvement projects. The Basis of Design Memorandum will include a section on potential grant opportunities for funding implementation of the expansion plan. Funding sources for different elements will be explored to take advantage of specialized or focused grant programs, such as trails, accessible play structures, recycled materials, and environmental education.

Final Conceptual Plan

Comments on the Draft Conceptual Plan received in the Second A&D Committee Meeting will be summarized in a Public Outreach section, which will be added to the Basis of Design Memorandum. The Draft Plan will be updated, and a second Pre-Development meeting will be scheduled with Placer County Planning to review the updated plan for the park and the requirements for the Environmental Questionnaire in support of preparation of the Minor Use Permit (MUP). Comments received from the County will be reviewed with ARD and the Plan will be updated accordingly to create the Final Conceptual Plan for the expansion of Regional Park.

The Final Conceptual Plan graphic will be rendered, and elevation/section/perspectives and/or other visualizations needed to communicate design intent will be added to the Plan graphic. Once complete, the Final Conceptual Plan will be presented at an ARD Board of Directors meeting.

Deliverables:

- Draft Alternative Conceptual Plan(s) in PDF format;
- Draft Conceptual Plan, Cost Estimate, and Basis of Design Memorandum in PDF format;
- Updated Conceptual Plan in hardcopy format for Pre-Development meeting. Final Conceptual Plan, Cost Estimate and Basis of Design Memorandum in PDF format; and
- Updated Conceptual Plan in hardcopy format for Pre-Development meeting. Final Conceptual Plan, Cost Estimate and Basis of Design Memorandum in PDF format.

Four:	Project Management and Administration This task includes project management and administration tasks such as scheduling, budget reviews, and coordination with ARD.	\$1,520
	NOT TO EXCEED:	\$34,691

Item 8.1 - Cover Sheet for Request for Proposals for Auditor

Auburn Area Recreation and Park District Standing Finance Committee Meeting and Board of Directors meeting, August, 2016.

The Issue: Shall the Board recommend that staff send out a Request for Proposal (RFP) to audit firms for the next three (3) year audit cycle?

Background: The ARD Board of Directors has the responsibility to hire a new auditor firm. Typically this has been for a three (3) year term. In 2013, the Board chose Fechter and Company for a three year cycle. As the 2015 audit has completed the three year cycle for Fechter, it is time to search for a new firm. Attached is a list of firms that staff has sent RFP's to in the past as well as a few new entries. The committee should review the RFP and the list and add any firms it feels should receive an RFP.

Recommendation: The Finance Committee sent this item to the Board with a positive recommendation to begin a search for a new audit firm.

Attachments: RFP
Audit Firm List

**Auburn Area Recreation and Park District
471 Maidu Drive
Auburn, Ca 95603
(530) 885-0611 Extension 104**

Request for Proposal for Audit Services

Auburn Area Recreation and Park District

Request for Proposal for Audit Services

I. INTRODUCTION

A. General Information

Auburn Area Recreation and Park District (the District) is requesting proposals from qualified firms of certified public accountants to audit its financial statements for the fiscal years ending March 31, 2017, 2018, and 2019. These audits are to be performed in accordance with all applicable and generally accepted auditing standards including: the standards set forth for financial audits in the General Accounting Office's (GAO) Government Auditing: Standards, including GASB 34 and GASB 68 requirements, U.S. Office of Management and Budget (OMB) Circular A-133, Audits of State, Local Governments, and Non-Profit Organizations; State of California Controller's Minimum Audit requirements for California Special Districts. More detailed information on the district and its finances can be found in the March 31, 2016 financial statements. A copy of this report is provided as background information.

The District reserves the right to reject any or all proposals submitted.

Review Process. During the evaluation process the District reserves the right to request additional information, or allow corrections of errors or omissions.

The District reserves the right to retain all proposals submitted and to use any ideas in a proposal regardless of whether that proposal is selected. Submission of a proposal indicates acceptance by the firm of the conditions contained in this request for proposals, unless clearly and specifically noted in the proposal submitted and confirmed in the contract between the District and the firm selected.

Three copies of proposals and one unbound copy of the proposal are due to the Auburn Area Recreation & Park District by no later than **September 30, 2016 at 3:00 p.m.** It is anticipated the selection of a firm will be completed by **December 31st, 2016.**

B. Term of Engagement

A three-year agreement is contemplated. The District's Board of Directors will make the final selection and award.

II. NATURE OF SERVICES REQUIRED

A. Scope of Work to be performed

1. Financial Statements

The District desires the auditor to express an opinion on the fair presentation of its general-purpose financial statement in conformity with generally accepted account principles. The auditor shall also be responsible for performing certain limited procedures involving required supplementary information required by the Governmental Accounting Standards Board as mandated by generally accepted auditing standards.

2. State Controller's Report

The auditor shall include as a component the preparation and transmittal of the Annual Reports of financial Transactions to the State Controller each year.

3. Management Report

The auditor shall communicate in a letter any reportable conditions found during the audit. A reportable condition shall be defined as a significant deficiency in the design or operation of the internal control structure, which could adversely affect the organization's ability to record, process, summarize, and report financial data consistent with the assertions of management in the financial statements. Reportable conditions that are also material weaknesses shall be identified as such in the report. Non-reportable conditions discovered by the auditors shall also be reported in a separate letter to the District Administrator.

Auditors shall be required to make an immediate, written report of all irregularities and illegal acts of which they become aware to the District Administrator.

B. Special Considerations

1. Typical Audit Schedule and Performance of Field Work

The District anticipates and expects the major fieldwork for the District to begin by mid-May of each year. This does not include preliminary fieldwork that will include a physical inventory of assets that occurs on March 31st or shortly before the end of the Fiscal Year.

The auditor shall provide to the District a **draft** copy of the audit report and management letter in adequate time to meet District meeting schedules. Typically this has been done in the first week of **July** each year.

Report preparation and printing of the General Purpose Financial Statements is the responsibility of the **Auditor**. It is expected that the audit firm will deliver three (3) bound copies and one (1) unbound copy. Typically this has been completed by the first week of **August**, so that it can be presented to the Board of Directors at their **August** board meeting. In addition to meeting with Staff, the representative of the audit firm is expected to attend a Finance Committee meeting on the month prior to the Board of Directors meeting at which time the General Purpose Financial Statements are presented. Generally, Finance Committee meetings are held on a Wednesday at 1:00 pm, the week prior to the Board meeting. Board meetings are held on the last Thursday of every month at 6:00 pm.

2. Audit will incorporate GASB 34 and GASB 68.

The first Audit for the period ending June 30, 2004 was the first time the District's financial statements were presented in a GASB 34 format. The Proposal should identify separately any components of work solely associated with the format for GASB 34 and GASB 68.

3. Working Paper Retention and Access to Working Papers

All working papers and reports must be retained, at the auditor's expense, for a minimum of five (5) years, unless the firm is notified in writing by the District of the need to extend the retention period. The auditor will be required to make working papers available, upon request by any of the following parties or their designees:

- The Auburn Area Recreation and Park District;
- Parties designated by State or Federal Government and/or agencies thereof;
- Parties designated by the Federal or State governments, or;
- By the District as part of an audit quality review process.

In addition, the firm shall respond to the reasonable inquiries of successor auditors and allow successor auditors to review working papers relating to matters of continuing accounting significance.

III. DESCRIPTION OF THE GOVERNMENT

A. Name and Telephone Number of Principal Contact:

The firm's principal contact with the District will be Joe Fecko, Administrative Services Manager, who will assign appropriate District personnel to assist the auditor, as needed. He can be reached at (530) 885-0611 Extension 104 or jfecko@auburnrec.com.

B. Background Information:

Auburn Area Recreation and Park District was established in 1948. The District is approximately 100 square miles serving a population approximately, from the 2000 census, 49,051.

C. Budgetary Basis of Accounting:

The District prepares its budgets on a basis consistent with generally accepted accounting principles.

D. Pension Plans:

The District participates in the California Public Employees Retirement System and ING Life Insurance and Annuity Company.

E. Current Software:

The District currently uses Great Plains financial software, Recware and Vermont System RecTrac for registration and reservations. The District uses Timeclock™ for tracking employee labor hours.

F. Availability of Prior Reports and Working Papers:

A copy of the most recent audit is attached. Those who wish to review prior years' audit reports and management letters should contact Joe Fecko at (530) 885-0611 Ext. 104. The District will endeavor to promptly make prior audit reports available for your review.

IV. ASSISTANCE TO BE PROVIDED TO THE AUDITOR AND REPORT PREPARATION

A. Statements and Schedules to be prepared by the Staff of the District.

A District Staff member will be available to assist in the audit. The District will prepare any necessary schedules and provide documents (invoices, checks, Board minutes, etc.) In addition, staff will be available to respond to any questions that may arise during the audit. A copy of the current organizational chart is attached.

B. Work Area, Telephones, Photocopying and Fax Machines:

The District will provide the firm with reasonable workspace, desks and chairs. The District will make access available to photocopying facilities and fax machines to be used for the audit.

C. Report Preparation:

Report preparation and printing for the Annual Financial Report shall be the responsibility of the auditor.

V. SELECTION PROCESS AND CRITERIA

A. Selection Process

The selection process will involve the review of the proposals for the compliance with the requirements of the Request for Proposal. The District will evaluate the proposal including related experience of the firm conducting audits, personnel that will be conducting the District's audit, qualifications of the firm, and approach to the engagement. Finalists may be required to attend a Board meeting for a pre-selection interview. Cost will also be considered, however, this will not be the sole selection criteria. The Board of Directors will make the final determination on awarding the contract.

VI. PROPOSAL REQUIREMENTS

A. General Requirements:

1. Submission of Proposals:

The proposal should respond to the following information to be considered:

a. Copies

three (3) bound copies and one unbound copy of proposal.

b. Transmittal Letter

A signed letter of transmittal briefly stating the proposer's understanding of the work to be done, the commitment to perform the work within the time period and a statement that the proposal is a firm and irrevocable offer for 90 days.

c. General Requirements

The Proposal should demonstrate the qualifications, competence and capacity of the firms seeking to undertake an independent audit of the Auburn Area Recreation and Park District and address all the points outlined in the request for proposals.

d. License to Practice in California

An affirmative statement should be included that the firm and all assigned key professional staff is properly licensed to practice in California.

e. Firm Qualification and Experience

The proposal should state the size of the firm, the size of the firms' Governmental audit staff, the location of the office from which the work on this engagement is to be performed and the number and nature of the professional staff to be employed in this engagement.

The firm shall provide information on the circumstances and status of any disciplinary action taken or pending against the firm during the past three (3) years with state regulatory bodies or professional organizations, as well as any pending or settled litigation within the past three (3) years.

f. Qualifications and Experience

Partner, Supervisory and Staff Qualifications and Experience should be included. Identify the principal supervisory and management staff who would be assigned to the engagement. Indicate whether each such person is registered or licensed to practice as a certified public accountant in California. Provide information on the government auditing experience of each person.

Audit personnel may be changed at the discretion of the proposer provided that the replacements have substantially the same or better qualifications or experience. However, in either case, the District retains the right to approve or reject replacements.

Similar Engagements with other Governmental Entities. List the most significant engagements performed in the last five years that are similar to the engagement described in this request for proposal. Indicate the telephone number of the principal client contact. **Provide a copy of the work product of an audit performed in the last two years.**

g. Specific Audit Approach

The proposal should set forth a work plan, including an explanation of the audit methodology to be followed.

h. Dollar Cost

The proposal should include an itemized cost to complete the proposal as per the above requirements in this Request for Proposal for each of the three years requested.

The District will not be responsible for expenses incurred in preparing and

submitting this proposal.

i. Out -of-Pocket Expenses

All estimated out-of-pocket expenses to be reimbursed should be detailed in the proposal. All expense reimbursements will be charged against the total maximum price submitted by the firm.

Bartig, Basler & Ray, CPA's
1520 Eureka Road, #100
Roseville, CA 95661

**Rogers, Anderson, Malody & Scott,
LLP**
290 North D Street, Ste. 300
San Bernadino, CA 92401-1709

Gallina, LLP
2870 Gold Tailings Ct.
Rancho Cordova, CA 95670

Perry-Smith LLP
400 Capital Mall
Sacramento, CA 95821

Teaman, Ramirez & Smith, Inc.
4201 Brockton Avenue, Ste. 100
Riverside, CA 92501-3431

Messner Hadley, LLP
17072 Silica Drive, Ste. 101
Victorville, CA 92395

Tidwell & Associates
6960 Destiny Drive. Ste. 101
Rocklin, CA 95677

Larry Bain, CPA
2148 Frascati Drive
El Dorado Hills, CA 95762

Barbara Jicha, CPA
PO Box 584
Auburn, CA 95604

Bartlett, Pringle & Wolf, LLP
1123 Chapala Street
Santa Barbara, CA 93101

Craig Fechter & Co.
11870 Avondale Ave., Ste. 4
Sacramento, CA 95825

Don Cole & Company
2701 Del Paso Road
Ste. 130 PMB 131
Sacramento, CA 95835-9987

Charles Z. Fedak & Company
6081 Orange Avenue
Cypress, CA 95603

Macias GINI & Company, LLP
3000 S Street, Ste. 300
Sacramento, CA 95816

Brown Armstrong
4200 Truxtun Ave., Ste. 300
Bakersfield, CA 93309

James Marta & Company
701 Howe Avenue, Ste. E 3
Sacramento, CA 95825

Richardson & Company
550 Howe Avenue, Ste. 210
Sacramento, CA 95825

Vasquez & Company, LLP
801 South Grand Ave., Ste. 400
Los Angeles, CA 90017

LSL Certified Public Accountants
203 N. Brea Blvd., Ste. 203
Brea, CA 92821

Scott & Baldwin, CPA's
990 Reserve Drive, Ste. 120
Roseville, CA CA 95678

Kaymark Brown, LLP
4204 Riverwalk Parkway, Ste. 390
Riverside, CA 92505-3368

Mann, Urrutia, Nelson, CPA's
2515 Venture Oaks Way, Ste. 135
Sacramento, CA 95833

Sense Zezoff & Company, CPA's
7745 Greenback Lane
Citrus Heights, CA 95610

Robert T. Dennis, CPA
12223 Highland Avenue, Ste. 106-625
Rancho Cucamonga, CA 91739

Nigro, Nigro & White, PC
25090 Jefferson Avenue
Murietta, CA 92562

Tokutomi & Caruthers, CPA's
11850 Kemper Road
Auburn, CA 95603

Francis, Scinto & Graziano, LLP
404 Sierra College Drive
Grass Valley, CA 95945

Blomberg & Griffin Accountancy
1013 North California Street
Stockton, CA 95202

Item 8.2 - Cover Sheet for GASB 68 Reserve

Auburn Area Recreation and Park District Standing Finance Meeting and Board of Directors meeting August, 2016

The Issue: Shall the District create a Reserve Account to accrue funds for the unfunded CalPERS pension liability?

Background: As reported in the Districts March 2016 audited financial report, there exists an unfunded pension liability of approximately \$458,000 in ARD's CalPERS retirement account. This liability has been created due to CalPERS inability to meet the 7.5% return on investment that has been assumed by their actuaries. The actual return on investment over the past two years has been a net zero. The unfunded amount may continue to increase or decrease based on long term returns. In at least the short term, it does not appear obvious that CalPERS will be able to attain the 7.5% return and thus staff projects that the unfunded amount will continue to increase into the foreseeable future, despite increases in the annual percentage contributions that ARD will be forced to make.

The Finance Committee has suggested that staff propose a reserve mechanism that will at least partially, if not fully, close the gap in the unfunded liability. There are several ways to accomplish this:

1. Fund a Reserve Account immediately for 100% of the current unfunded liability (\$458,000).

Unless ARD were to transfer funds from another reserve account, funding this significant amount immediately is unrealistic as the projected surplus is approximately \$10,000. At best, we project that the surplus could grow to \$100,000 with cutbacks in purchasing and expenditures.

2. Fund a Reserve Account immediately for 50% of the current liability (\$229,000) and continue to fund \$50,000 annually until the Reserve catches up to the unfunded amount (approx. five years).

While the initial amount of funding is more achievable, staff believes that it is not necessary to fund the liability 100%.

3. Begin funding a Reserve Account based on a 10 year amortization program (approx. \$50,000 per year).

Based on 10 year internal Profit and Loss projections, this method of funding the liability is more palatable and achievable.

4. Set a goal to fund 50% of the liability (\$229,000) and amortize this amount over five years.

Staff believes that with the increased mandated District contributions to CalPERS for the next several years, along with some improvement in investment returns, the liability should become manageable within 5-10 years. Funding 50% of the liability in the Reserve will significantly contribute to its complete extinguishment within a ten year timeframe.

Recommendation:

Staff recommends that Option four (4) be given serious consideration by the Finance Committee as it is the least painful of all the options and still succeeds in accomplishing the goal of covering the District for potential liability arising out of the unfunded portion of the CalPERS retirement program.

The Finance Committee forwarded this item to the Board with no recommendation.

SECTION 11.0

ITEM: CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL

1. Email to Sheryl Petersen from Jim & Sandy Menard regarding the Ukulele Festival.
2. Email to Sheryl Petersen from Kevin Smith regarding the Ukulele Festival.

Sheryl Petersen

From: Jim & Sandy Menard <jsmenard62@gmail.com>
Sent: Sunday, August 14, 2016 11:34 AM
To: Sheryl Petersen
Subject: Uke Festival

Sheryl - just wanted to say what a great time we had at the festival...our first festival after being in our local group for almost two years here in Turlock. We look forward to next year's festival...great town, great location / facilities, wonderful people, wonderful staff, terrific instructors...what can I say...well done.

Here is our website where you might want to contact the rest of our members (100 strong) for future events...<http://turlockukejamz.org/>

Jim & Sandy Menard

Sheryl Petersen

From: Kevin Smith <KeviSm2@VSP.com>
Sent: Tuesday, August 16, 2016 10:22 AM
To: Sheryl Petersen
Subject: Thank you!

Hi Sheryl,

The Auburn Ukulele Festival was fantastic. Cheerful and helpful volunteers, great venue, great food, and fantastic classes. I am very grateful to be able to attend a Festival of this quality so close to my home in Roseville. Outstanding job- thank you!

Kevin

Kevin H. Smith - PMP

Sr. Project Manager | Vision Service Plan | Workplace Strategy |
3333 Quality Drive, Rancho Cordova, CA 95670 | 916.858.7393 |
Kevin.smith@vsp.com

MailGate made the following annotations

NOTICE: This message is intended only for the individual to whom it is addressed and may contain information that is confidential or privileged. If you are not the intended recipient, or the employee or person responsible for delivering it to the intended recipient, you are hereby notified that any dissemination, distribution, copying or use is strictly prohibited. If you have received this communication in error, please notify the sender and destroy or delete this communication immediately.

Two Major Auburn Recreation District Events Coming Up

The Auburn Recreation District has two major events coming up in the next couple of months. The Food Truck Fiesta on August 19 and The 20th Annual Community Festival October 15.

Both of these family friendly events feature food, music, a kid zone and vendors who share their products and services with the community.

ARD is looking for non-food businesses, craft persons and groups that want to be part of the festivals that attract 1,500-2,000 people. 10' x 10' booth space is available starting at \$25 for non-profits; larger booth space is available as well.

For more information go to events at www.auburnrec.com or call 530.863.4615

13th Annual Auburn Ukulele Concert and Festival

Friday August 12, 7:00 pm
Theater in Auburn \$25/\$30 at the
Saturday August 13, Workshops
Canyon View Community Center
Auburn \$25/\$30 at the door or pre-
order for both \$45
The concert will start off with a local

Ukulele youth group from the Strum Shop in Roseville lead by Dani Herreid. Accompanying them will be the Keiki dancers from Halau Hula O Moana in Rocklin. The second set will feature Dani and the Boys, a popular quartet from Roseville. The headliner group is Craig Chee and Sarah Maisel, a well-known duo from San Diego.

On Saturday the performers will provide a variety of workshops for beginner to expert players. (see website www.auburnrec.com/events_ukulele-festival.php).

Recreation Services Manager Sheryl Petersen says "This should be our best year yet! We are looking forward to a magical musical evening".

These are the instructors for Saturday:
Craig Chee and Sarah Maisel www.cheemaisel.com
Stu Herreid www.thestrumshop.com
Dani Joy www.danijoymusic.com
Mariann Smith www.mariann-music.com
Rhan Wilson www.rhanwilson.com
Clifford Johnson www.cliffordjohnson.net



Auburn Mermaids synchronized swim team dazzles 2016 VFCAL competition



The Auburn Mermaids had a great 2016 season. COURTESY

BY IKE DODSON
OF THE AUBURN JOURNAL

Never question the athleticism of a synchronized swimmer.

The hybrid sport — a bit gymnastics bolstered by creative expression and dance, is a dramatic blend of swimming, strength, endurance and art.

The Auburn Mermaids have been showcasing talent in local pools since 1968, and enjoyed their best season in 10 years during 2016 action in the Valley Foothill Competitive Athletic League.

The squad landed first-place finishes in every regular season meet and a runner-up finish in the VFCAL Championships. The group is led by head coach Krista Greenlee and assistants Kim Swan, Susie Tronti, and Sara Bastman.

“Coach Krista has worked very hard carrying on the wonderful legacy of the team that Dr. April Skinner created,” Mermaids team mom Michelle Dean said. “The Auburn Mermaids had a spectacular season being undefeated and winning first place at every meet.”

The Davis AquaStarz won the league championships with a 266 score, but Auburn was just behind

with 259. The Futon El Camino Stingrays were third (186), Sunrise Swans fourth (183) and Cordova Cordettes fifth (110).

The Auburn Mermaids are recruiting swimmers for next season. Results from the 2016 championship are listed below:

- Individual results**
Novice age 8 and under: 1st place - Alaina Copenhaver; 5th place - Sophia Calvillo; 8th place - Clementine Reed
Novice age 9-10: 2nd place - Tennille Marcelino; 3rd place - Zoe Moeller; 4th place - Elaina Dokimos; 5th place - Sarah Ranlett; 7th place - Paige Warda
Novice age 11-12: 2nd place - Miranda Clark; 4th place - Mackenzie Tracy; 8th place - Isabelle Birkholz
Novice age 13-14: 3rd place - Sydney Rossoz
Novice age 15-18: 2nd place - Aliza Taylor; 4th place - Jillian Dean
Intermediate age 11-12: 1st place - Mackenzie Arndt; 2nd place - Sarah Griffin; 7th place - Natasha Koranda
Intermediate age 13-14: 8th place - Peyton Swan
Intermediate age 15-16: 2nd place - Daphne Boulos; 7th place - Lindsey Berg
Intermediate age 17-18: 1st place - Lexi Eastman; 7th place - Kennedy Skinner-Plunkett
Retiring swimmer: Julianna Eichenhofer
Routine Trios
Novice age 10 and under: 1st place - “Better Dancing” with Elaina Dokimos, Paige Warda and Sarah Ranlett

- Novice age 11-14:** 4th place - “Canne Heat” with Jaycee Frost, Katie North and Sydney Rossoz; 5th place - “Footloose” with Isabelle Birkholz, Mackenzie Tracy and Jenna Tiger
Novice age 15-18: 2nd place - “Stolen Dance” with Miranda Clark, Jillian Dean and Aliza Taylor
Intermediate age 11-14: 3rd place - “Dance To The Music” with Mackenzie Arndt, Sara Griffin and Natasha Koranda

- Routine duets**
Novice age 10 and under: 2nd place - “Wanna Dance With Somebody” with Tennille Marcelino and Zoe Moeller
Novice age 11-14: 1st place - “Riverdance” with Miranda Clark and Sarah Ranlett
Novice age 15-18: 1st place - “Moondance” with Jillian Dean and Aliza Taylor
Intermediate age 11-14: 3rd place - “Xanadu” with Ellie Azarcon, Peyton Swan
Intermediate age 15-18: 1st place - “Swing Dance” with Daphne Boulos and Lexi Eastman

- Team Routines**
Intermediate age 15-18: “Nerds Can Dance” with Mackenzie Arndt, Lindsey Berg, Abigail Griffin, Natasha Koranda, Julianna Eichenhofer, Ayla Frost, Sarah Griffin and Kennedy Skinner-Plunkett

- Combo Team Routines**
Intermediate: 4th place - “Dance With Me” with Ellie Azarcon, Daphne Boulos, Lexi Eastman, Julianna Eichenhofer, Ayla Frost, Abigail Griffin, Kennedy Skinner-Plunkett and Peyton Swan

Auburn Journal

7-27-16

UKULELE FEST

Ukulele concert and workshop this weekend

BY CAROL GUILD
OF THE AUBURN JOURNAL

Ukuleles will be strummed and hulas will be danced at the fifth annual Auburn Gold Pan Ukulele Festival this weekend.

The event begins tonight with a concert at the State Theatre.

First onstage will be a ukulele youth group

from the Strum Shop in Roseville.

Accompanying them will be the Keiki dancers from Halau Hula O Moana in Rocklin.

"The group will perform songs in English as well as in the Hawaiian language," said Stu Herreid, one of the event organizers and workshop leaders, and owner of the Strum Shop.

The next set will be Dani and the Boys, a quartet from Roseville. "Dani plays the ukulele and sings," Herreid said. "(The band) includes percussion, bass and a saxophone

Workshops are offered several times during Saturday, on the hour, and open mic is available much of the day. Outdoor spaces will be set aside for small groups to jam. Vendors will be present with the very latest in ukulele paraphernalia.

Lunch is provided with registration. The food vendor will also be present for breakfast, snacks and beverages.

player." The quartet's music is a sort of jazz styling in bossa nova rhythms. "Songs include 'Benny and the Jets,' and 'Girl from Ipanema,'" Herreid said.

Headlining the concert is Craig Chee and Sarah Maisel, a well-known duo from San Diego, who will also serve as instructors on Saturday.

Everybody play

On Saturday there will be several ukulele workshops throughout the day for beginning to advanced players.

Instructors include: Craig Chee and Sarah Maisel;

UKULELE FESTIVAL

CONCERT

When: 7 p.m. today
Where: State Theatre, 985 Lincoln Way in Auburn
Cost: \$25/\$30 at the door or pre-register for concert and workshop for \$45
Info: AuburnRec.com

WORKSHOP

When: Throughout the day, beginning at 9 a.m. Saturday
Where: Canyon View Community Center, 471 Maidu Drive in Auburn
Cost: \$25/\$30 at the door or pre-register for concert and workshop for \$45
Info: AuburnRec.com

CheeMaisel.com

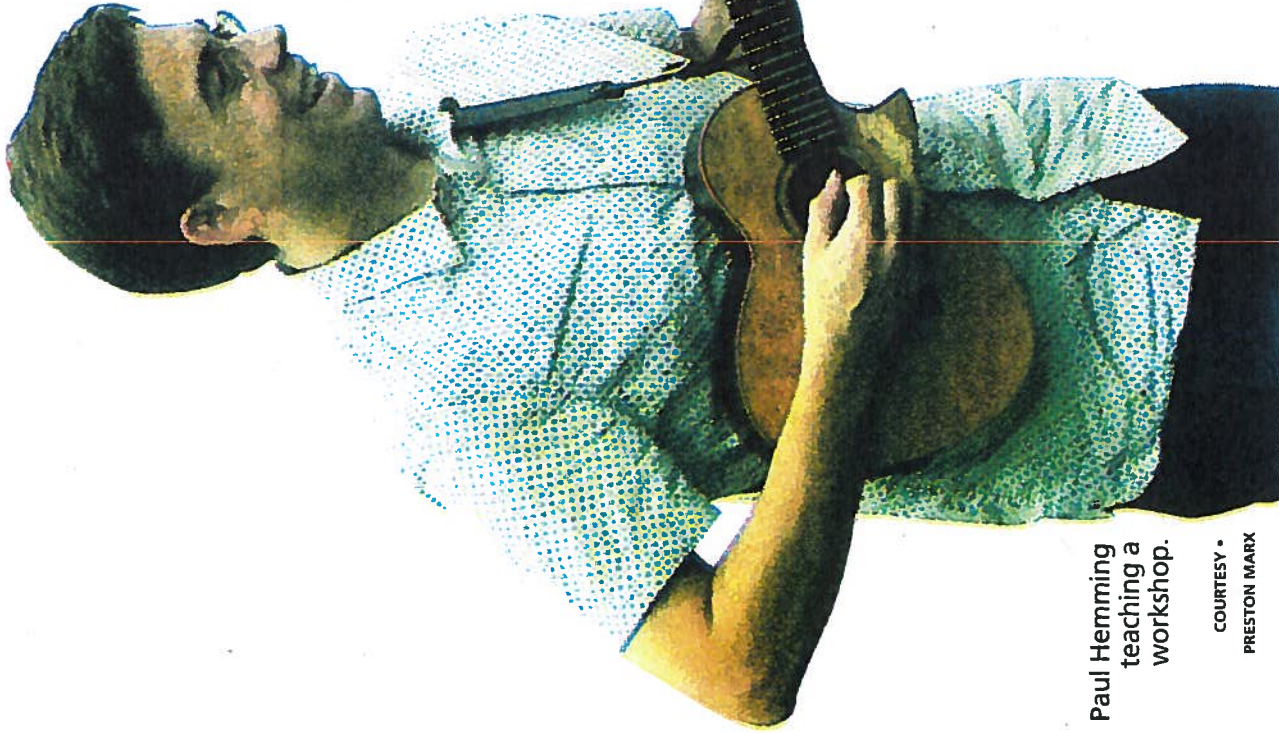
Stu Herreid: TheStrumShop.com/Stu-Herreid

Dani Joy: DaniJoyMusic.com
Mariann Smith: MariannMusic.com

sic.com

Rhan Wilson: RhanWilson.com
Clifford Johnson: CliffordJohnson.net

Reach Features Editor Carol Guild at carolg@goldcountrymedia.com.



Paul Hemming teaching a workshop.

COURTESY • PRESTON MARK

Auburn Journal

8-12-16

Auburn Journal

Sunday Aug 14 2016 | 0 comments

1

String fever in Auburn - Fifth Annual Gold Pan Ukulele Festival

By: Kim Palaferri / For the Auburn Journal



The Fifth Annual Gold Pan Ukulele Festival opened with a concert Friday night at the State Theatre in Auburn. The fun continued Saturday with workshops, vendors and jam sessions at Canyon View Community Center in Auburn.

Keywords:

Auburn Gold Pan Ukulele Festival

CONTRIBUTE TO THIS STORY



SEND LETTER TO THE EDITOR



SEND STORY IDEAS



SEND CORRECTIONS



SIGN UP FOR OUR EMAIL NEWSLETTER

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String fever in Auburn - Fifth Annual Gold Pan Ukulele Festival

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Auburn Gold Pan Ukulele Festival

**CONTRIBUTE
TO THIS STORY**



**SEND LETTER
TO THE EDITOR**



**SEND
STORY IDEAS**



**SEND
CORRECTIONS**



**SIGN UP FOR
OUR EMAIL
NEWSLETTER**

Auburn Journal

Tuesday Aug 16 2016 | 0 comments

0

Another View: Savory food, muddy obstacles and giant pumpkins coming to Auburn

By: Kahl Muscott



Your Auburn Area Recreation and Park District (ARD) had a great summer – record attendance at our camps, throngs of swimmers in the pools, near record picnic unit rentals and very successful events, especially Party in the Park and the Ain't Necessarily Dead Festival. As we get ready to roll into fall, I thought I would take a few minutes to share several highlights of activities and events in the months to come.

Food Truck Fiesta

Friday, August 19, from 5 – 10 p.m. at Recreation Park. If you have not had a chance to check out this extremely popular celebration of food, music, bikes and fun, make this your year. Over a dozen food trucks, ranging from succulent to savory (and of course, sweet) are just one of the attractions. We also feature beer, courtesy of the Auburn Ale House, bounce houses, a mini bike course for the kids and several non-food vendors.

Perhaps the most exciting feature this year, at least for me, is the musical entertainment. Our headliners are the "Talking Dreads," a reggae band that plays cover versions of Talking Heads songs. Their YouTube videos have got me really revved up. This is a FREE to attend event, with proceeds from the food trucks and beer sales going towards the Auburn Bike Park.

Great Auburn Obstacle Race

Sunday, September 25 at Regional Park. Now in its 5th year, this race is really taking on an aura of fun, competition and community. If you have never ran an obstacle course race before, this is a great place to start. If you are a seasoned obstacle race veteran, the 5k course will give you more than enough of a challenge. We feature over 20 obstacles, including a maze, pond crossing, the gooey "pumpkin pipes" and of course a really muddy mud pit. Check out some of the pictures from the event page on auburnrec.com. And don't forget - there is a nice discount when you sign up as a team of ten, a favorite for some of our local youth sports teams.

Auburn Community Festival

Saturday, October 15, from 10 a.m. - 4 p.m. at Recreation Park. ARD has lots of wonderful events (yes, I am a bit biased), but this is my favorite. Now in our 20th year, I think the best endorsement I can give is that my kids have been to this event every year of their lives and look forward to it again this year. Giant pumpkins, crazy, delightful scarecrows, live music, over 60 food, craft and information vendors are just some of the reasons to attend this FREE event. Perhaps the best reason is to soak up the overwhelming feel of community spirit in one of Auburn's true jewels, Recreation Park.

For more information on these and other events, programs and leagues, please visit auburnrec.com

Calendar of upcoming programs, meetings and events

August 19: Food Truck Fiesta at Recreation Park

August 25: ARD Board of Directors meeting

September 5: Labor Day - offices closed

September 10 - 11: Pickleball tournament at Regional Park

September 25: Great Auburn Obstacle Scramble at Regional Park

September 29: ARD Board of Directors meeting

Kahl Muscott is administrator of the Auburn Area Recreation and Park District.



PHOTOS BY IKE DODSON • AUBURN JOURNAL

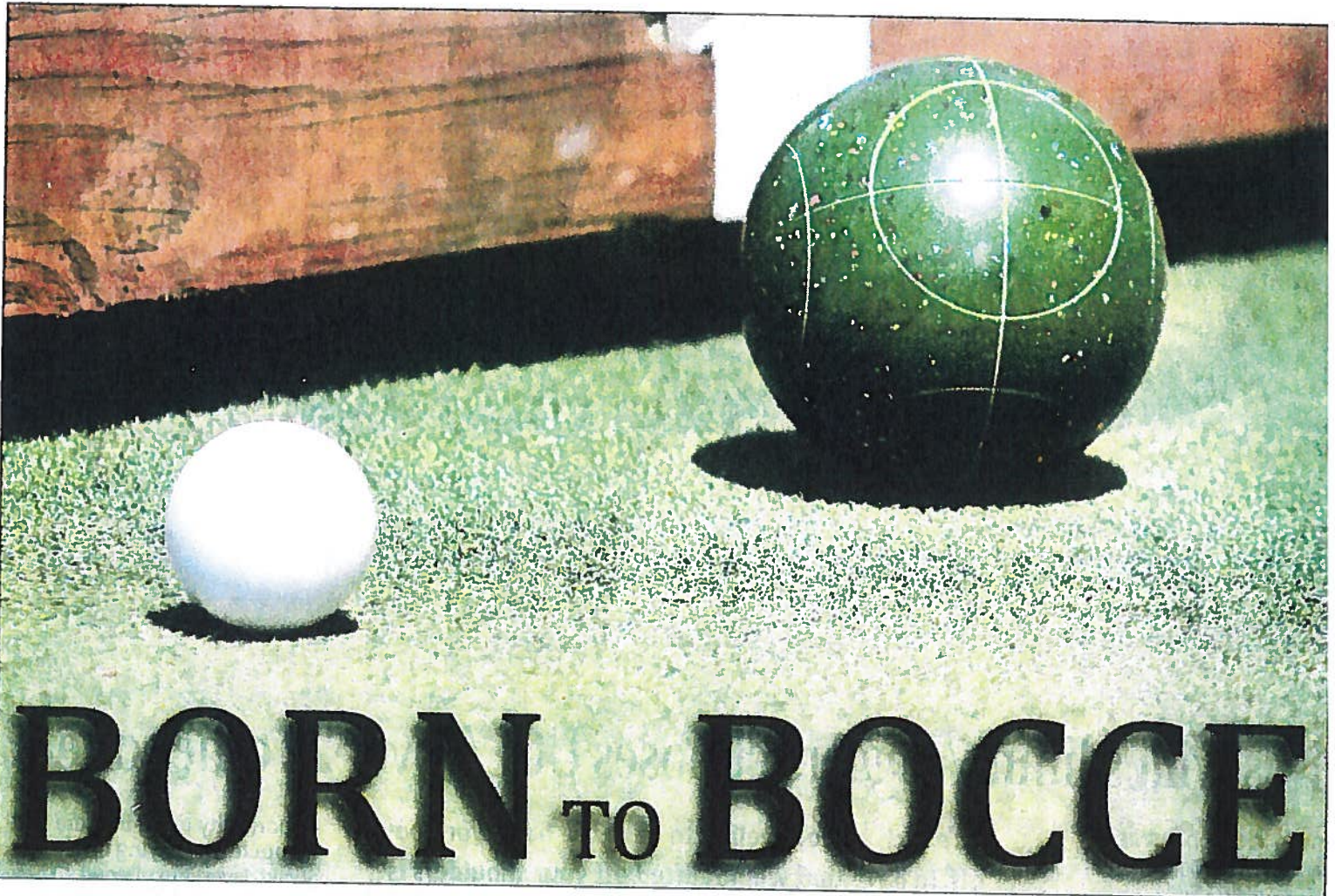
Lake of the Pines foursome capture SIR Region 9 bocce tourney victory

New bocce ball courts at Auburn Recreation Park surrounded by a grove of trees beyond James Field made for a picturesque setting for the Sons In Retirement Region 9 Bocce Tournament Tuesday. Thirty-five area residents entered in the round robin tournament, making up four- and five-person teams, playing multiple games after an 8 a.m. start.

Participants said the Lake of the Pines Bocce Ball League sports over 400 members and estimated Auburn's SIR branches (37 and 79) at around 50 members.

Branch 170 of Lake of the Pines was well represented by tournament champions Philip Jones, Dan Barbee, Don Klausenitzer and Andres Ameigeiras. The four are pictured above in action and grouped together after their victory.

Auburn Journal
8-17-16



BORN TO BOCCE

