

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

6:00 P.M.

**THURSDAY, FEBRUARY 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

None.

3.0 AGENDA REVIEW, CHANGES, AND APPROVAL

Motion by _____ Second by _____ to _____

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 January 28, 2016 Minutes of the Board of Directors & Friends of the Auburn Area Recreation & Parks, Inc. 501 c (3) Meeting**

Review and approval of minutes.

_____ **5.2 Review of Cash Requirements for January, 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 Review of Financials for January, 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.

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 report under item 6.0.

7.0 UNFINISHED BUSINESS

None.

8.0 NEW BUSINESS

8.1 Resolution Number 2016-01, A Resolution Directing Preparation of the Engineer's Report for Fiscal Year 2016-17 for the Continuation of the Atwood Ranch III Landscaping and Lighting Assessment District of the Auburn Area Recreation and Park District (Acquisition & Development Committee)

Shall the Auburn Area Recreation & Park District Board of Directors approve and adopt Resolution Number 2016-01 directing SCI Consulting Group to prepare the Engineer's Report for fiscal year 2016-17 for the proposed continuation of the assessments which provide important revenues to fund park and recreation improvements and services?

Motion by _____ second by _____ to _____

Ferris _____ Lynch _____ Ainsleigh _____ Gray _____ Holbrook _____

Roll Call Vote

8.2 2016 – 2017 Preliminary Budget (Standing Finance Committee)

Shall the Auburn Area Recreation and Park District Board of Directors approve the 2016 – 2017 Preliminary Budget?

Motion by _____ second by _____ to _____

Ferris _____ Lynch _____ Ainsleigh _____ Gray _____ Holbrook _____

Roll Call Vote

8.3 Reducing Fee Waivers for ARD Facilities During Peak Usage (Program, Personnel, Policy, Fee & Legal Review Committee)

Shall the Auburn Area Recreation and Park District (ARD) amend its Fee Waiver Policy by reducing the fees waived for facilities during peak usage times?

Motion by _____ second by _____ to _____

Ferris _____ Lynch _____ Ainsleigh _____ Gray _____ Holbrook _____

Roll Call Vote

_____ **8.4 Proposed Changes to Policy: ARD Minutes of the Board (Program, Personnel, Policy, Fee & Legal Review Committee)**

Shall the Auburn Area Recreation and Park District (ARD) make changes to the policy on minutes of the Board?

Motion by _____ second by _____ to _____

Ferris _____ Lynch _____ Ainsleigh _____ Gray _____ Holbrook _____

Roll Call Vote

_____ **8.5 Letter to Local Legislators Re: Video Monitoring**

Shall the Auburn Area Recreation and Park District ARD send a letter to our local legislators regarding the requirements of CA Government Code §53160 (length of storage time of data from surveillance cameras)? Directors Holbrook and Ainsleigh requested this item be considered.

Motion by _____ second by _____ to _____

Ferris _____ Lynch _____ Ainsleigh _____ Gray _____ Holbrook _____

Roll Call Vote

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

1. Fiscal Year 2016/2017 Project List (Acquisition & Development Committee)
2. Installation of Security Cameras at Regional Park (Acquisition & Development Committee)

_____ **10.0 BRIEF ANNOUNCEMENTS AND REPORTS FROM BOARD MEMBERS**

No action will be taken at this time on any item announced or reported by a Board Member. The Board or a member of the Board may provide a reference to staff or other resources for factual information, request staff to report back to the body at a subsequent meeting concerning any matter so reported, or take action to direct staff to place a matter of business on a future agenda.

_____ **11.0 CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL**

None.

_____ **12.0 PUBLIC COMMENT** This is the time wherein any person may comment on any item not on the agenda within the subject matter jurisdiction of the Board of Directors. 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:

2-19-16
Date

11:30 a.m.
Time

P. Larson
Clerk to the Board

SECTION: 5.0

ITEM: 5.1 REVIEW AND APPROVAL OF THE JANUARY 28, 2016 MINUTES OF THE BOARD OF DIRECTORS & FRIENDS OF THE AUBURN AREA RECREATION & PARKS, INC. 501 c (3) 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) Meeting
Thursday, January 28, 2016, 6:00 p.m.
Canyon View Community Center
471 Maidu Drive
Auburn, CA

Board Members

Present: Chairman Jim Ferris
Director Lynch
Director Ainsleigh
Director Jim Gray

Board Members

Absent: Director Holbrook

Staff Present:

Kahl Muscott, District Administrator
Joe Fecko, Administrative Services Manager
Larry Gray, Facilities & Grounds Manager
Debbie Thomas, Youth Services Manager
Sheryl Petersen, Recreation Services Manager
Pamela 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

None.

3.0 AGENDA REVIEW, CHANGES AND APPROVAL

A motion was made by Director Ainsleigh and seconded by Director Gray to approve the agenda as written.

Roll Call Vote

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

4 – 0 Motion carries.

4.0 PUBLIC COMMENT

None.

5.0 CONSENT ITEMS

- 5.1 Review and Approval of the December 19, 2015 Auburn Area Recreation & Park District Minutes of the Board of Directors**
- 5.2 Review of Cash Requirements for December, 2015 (Standing Finance Committee)**
- 5.3 Review of Financials for November, 2015 (Standing Finance Committee)**
- 5.4 Review of Financials for December, 2015 (Standing Finance Committee)**
- 5.5 Fee Waiver Request from the American Association of University Women (AAUW) for the Trivia Bee (Standing Finance Meeting)**
- 5.6 Amending ARD Surveillance Equipment Policy (Program, Personnel, Policy, Fee & Legal Review Committee)**
- 5.7 Rental Fees for Bocce Ball Courts (Program, Personnel, Policy, Fee & Legal Review Committee)**

A motion was made by Director Lynch and seconded by Director Ainsleigh to approve the consent calendar.

Roll Call Vote

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

4 – 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

None.

8.0 NEW BUSINESS

8.1 Concept Plans Review – Bell Road Property (Acquisition & development Committee)

Public Comment:

Rick Salaices, 12415 Leeds Drive, Auburn, California gave public comment that his first choice is to leave the land as is. If the land is acquired, he would prefer option B.

Ken Rubino, an Auburn, California resident gave public comment in support of what Rick Salaices said. If there is a choice, he prefers to leave the land as is. If the land is acquired, he would prefer option B.

Judd Muscatt, an Auburn resident gave public comment that he is happy about the park and would like to have it completed sooner than later.

William Wauters, a resident of Clipper Gap, California gave public comment that the park is a positive benefit to the neighborhood and he supports option A.

Dick Sandborn, a resident of Auburn, California gave public comment that the District needs more parks, parks increase property value.

Ed Elgren, an Auburn, California resident gave public comment that the Planning Commission and County Board of Supervisors can stop this project.

Annette Rich, an Auburn, California resident gave public comment against developing the park.

Carryn Perry, an Auburn, California resident gave public comment against developing the park.

Dan Twente, an Auburn, California resident gave public comment against developing the park.

Bill Tullias, an Auburn, California resident gave public comment that he is looking forward to the park and prefers option A.

Ellen Stephens, an Auburn, California resident gave public comment that her house backs up to the proposed park. She prefers option B.

Larry Soderman, an Auburn, California resident gave public comment that he is in favor of option B.

Tim Rich, an Auburn, California resident gave public comment that he is against the park, but if it does get developed he prefers option B.

Barbara Muscatt, an Auburn, California resident supports a park in the neighborhood and prefers option A.

Bud Rietjens, an Auburn, California resident gave public comment that the Bell Road park would be a benefit for the area.

Sherri Woldt, an Auburn, California resident gave public comment against option A.

A motion was made by Director Ferris and seconded by Director Lynch to approve the Conceptual Plan A for the Bell Road Property and authorize staff to move forward with the fee title transfer with PG&E.

Roll Call Vote

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

3 – 1 – 0 Motion carries.

The meeting recessed at 8:22 p.m. and reconvened at 8:30 p.m.

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

The Board reviewed the 501 c (3) balance sheet and profit & Loss statement.

8.3 Change in Policy on Late Payments (Program, Personnel, Policy, Fee & Legal Review Committee)

A motion was made by Director Lynch and seconded by Director Gray to approve imposing a late fee for funds received after due dates for District activities.

Roll Call Vote

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

3 – 0 – 1 Motion carries.

8.4 Policy on Salary Schedule/Ranges and Related Increases (Program, Personnel, Policy, Fee & Legal Review Committee)

A motion was made by Director Lynch and seconded by Director Ferris to amend the policy regarding salary schedules (ranges), allowing for increases in a salary schedule to all employees in that range when an increase is approved by the Board of Directors.

Roll Call Vote

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

4 – 0 Motion carries.

8.5 Youth Services Site Director Salary Schedule Increase (Program, Personnel, Policy, Fee & Legal Review Committee)

A motion was made by Director Gray and seconded by Director Ainsleigh to approve an increase to the salary schedule/salary range for Youth Services Site Directors.

Roll Call Vote

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

4 – 0 Motion carries.

8.6 Policy Regarding Property Found at District Parks and Facilities (Program, Personnel, Policy, Fee & Legal Review Committee)

A motion was made by Director Ainsleigh and seconded by Director Lynch to approve the proposed policy regarding property found at District Parks and Facilities.

Roll Call Vote

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

4 – 0 Motion carries.

9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

1. Discussion item: Installation of Security Cameras at Overlook Park (Acquisition & Development Committee). The Board reviewed the information provided.
2. 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

None.

12.0 PUBLIC COMMENT

None.

13.0 CLOSED SESSION – The Board went into closed session at 8:53 p.m.

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

Title: District Administrator

14.0 OPEN SESSION – Open session began at 9:02 p.m., there was no reportable action.

ADJOURNMENT - As there was no further business, the meeting was adjourned at 9:02 p.m. by Chairman Ferris.

Board Secretary

Date

SECTION: 5.0

**ITEM: 5.2 REVIEW OF CASH REQUIREMENTS FOR
JANUARY, 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: \$160,955.07

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

Sorted By: Check Date

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
013148	S0016	Sam's Club	1/1/2016	COMM 1ST	PMCHK00002280	\$481.74
013149	S1007	Stationary Engineers, Local 39	1/1/2016	COMM 1ST	PMCHK00002280	\$282.52
013150	S1010	State Disbursement Unit	1/1/2016	COMM 1ST	PMCHK00002280	\$87.50
13151	1099-252	Donna Lisa Otto	1/8/2016	COMM 1ST	PMCHK00002281	\$401.50
13152	1099-269	Deborah Lynn	1/8/2016	COMM 1ST	PMCHK00002281	\$136.50
13153	1099-291	Isaac Humber	1/8/2016	COMM 1ST	PMCHK00002281	\$136.50
13154	1099-313	Alison Lloyd	1/8/2016	COMM 1ST	PMCHK00002281	\$105.00
13155	1099-316	Rebecca Centatiempo	1/8/2016	COMM 1ST	PMCHK00002281	\$99.00
13156	1099-49	Paula Duffy	1/8/2016	COMM 1ST	PMCHK00002281	\$487.50
13157	1099-53	Patricia Waskowiak	1/8/2016	COMM 1ST	PMCHK00002281	\$404.67
13158	A0014	AT&T	1/8/2016	COMM 1ST	PMCHK00002281	\$884.14
13159	A0027	Recology Auburn Placer	1/8/2016	COMM 1ST	PMCHK00002281	\$1,221.63
13160	A0109	ABACUS	1/8/2016	COMM 1ST	PMCHK00002281	\$4,742.75
13161	C0004	CAPRI	1/8/2016	COMM 1ST	PMCHK00002281	\$19,807.00
13162	C0072	CIT Technology Fin. Serv., Inc	1/8/2016	COMM 1ST	PMCHK00002281	\$480.49
13163	C0111	Central Valley Broadband	1/8/2016	COMM 1ST	PMCHK00002281	\$189.90
13164	C0113	Cooks Portable Toilets & Septi	1/8/2016	COMM 1ST	PMCHK00002281	\$698.38
13165	D0077	Dudek	1/8/2016	COMM 1ST	PMCHK00002281	\$2,990.00
13166	F0040	Foothill Associates	1/8/2016	COMM 1ST	PMCHK00002281	\$3,681.93
13167	G0027	Giuliani & Kull, Inc.	1/8/2016	COMM 1ST	PMCHK00002281	\$2,975.00
13168	G0077	Gold Country Water	1/8/2016	COMM 1ST	PMCHK00002281	\$61.50
13169	G0092	Green Valley Security, Inc.	1/8/2016	COMM 1ST	PMCHK00002281	\$340.00
13170	K0011	Kaiser Foundation Health Plan,	1/8/2016	COMM 1ST	PMCHK00002281	\$10,825.91
13171	L0023	Vincent Garcia Lopez	1/8/2016	COMM 1ST	PMCHK00002281	\$25.00
13172	M0028	Maki Heating & A/C, Inc.	1/8/2016	COMM 1ST	PMCHK00002281	\$97.00
13173	M0048	Joanna McNutt	1/8/2016	COMM 1ST	PMCHK00002281	\$23.50
13174	M0071	Mission Protection Systems Inc	1/8/2016	COMM 1ST	PMCHK00002281	\$189.00
13175	M0098	Meadow Vista County Water Dist	1/8/2016	COMM 1ST	PMCHK00002281	\$412.68
13176	P0005	Placer County Water Agency	1/8/2016	COMM 1ST	PMCHK00002281	\$444.39
13177	P0007	Pacific Gas & Electric Company	1/8/2016	COMM 1ST	PMCHK00002281	\$68.68
13178	P0107	Parent's Resource Guide	1/8/2016	COMM 1ST	PMCHK00002281	\$675.00
13179	R0069	Recreation Science Inc	1/8/2016	COMM 1ST	PMCHK00002281	\$4,999.00
13180	S0067	Superfast Copy	1/8/2016	COMM 1ST	PMCHK00002281	\$25.67
13181	S0094	Manouch Shirvanioun	1/8/2016	COMM 1ST	PMCHK00002281	\$64.46
13182	T0058	TelePacific Communications	1/8/2016	COMM 1ST	PMCHK00002281	\$859.93
13183	T1000	Transamerica Life Insurance	1/8/2016	COMM 1ST	PMCHK00002281	\$380.00
13184	TEMPA	Valeska Armisen	1/8/2016	COMM 1ST	PMCHK00002281	\$125.00
13185	TEMPB	Justin Bezis	1/8/2016	COMM 1ST	PMCHK00002281	\$105.00
13186	TEMPK	Marcus Knutson	1/8/2016	COMM 1ST	PMCHK00002281	\$105.00
13187	V0007	Verizon Wireless	1/8/2016	COMM 1ST	PMCHK00002281	\$263.96
13188	S0086	Sac-Val Janitorial Supply, Inc	1/8/2016	COMM 1ST	PMCHK00002282	\$162.86
13189	W0001	Walker's Office Supplies, Inc.	1/8/2016	COMM 1ST	PMCHK00002282	\$138.38
13190	U0019	US Bank	1/14/2016	COMM 1ST	PMCHK00002283	\$25,245.14
13191	S1007	Stationary Engineers, Local 39	1/15/2016	COMM 1ST	PMCHK00002284	\$282.52
13192	S1010	State Disbursement Unit	1/15/2016	COMM 1ST	PMCHK00002284	\$87.50
13193	1099-104	Thomas Seibel	1/22/2016	COMM 1ST	PMCHK00002285	\$97.50
13194	1099-203	Susan Thomas	1/22/2016	COMM 1ST	PMCHK00002285	\$169.00
13195	1099-218	Auburn Gymnastics Center	1/22/2016	COMM 1ST	PMCHK00002285	\$344.50
13196	1099-239	Macintosh-Oddo	1/22/2016	COMM 1ST	PMCHK00002285	\$3,957.80
13197	1099-277	Foothill Karake Do	1/22/2016	COMM 1ST	PMCHK00002285	\$802.75
13198	1099-295	Juli Land-Marx, dba Image Net	1/22/2016	COMM 1ST	PMCHK00002285	\$900.00
13199	A0001	Recology Auburn Placer	1/22/2016	COMM 1ST	PMCHK00002285	\$386.14
13200	A0021	The Auburn Journal	1/22/2016	COMM 1ST	PMCHK00002285	\$157.00
13201	B0020	BSN Sports, Inc.	1/22/2016	COMM 1ST	PMCHK00002285	\$46.71
13202	C0004	CAPRI	1/22/2016	COMM 1ST	PMCHK00002285	\$34,744.00
13203	C0111	Central Valley Broadband	1/22/2016	COMM 1ST	PMCHK00002285	\$129

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
13204	C0113	Cooks Portable Toilets & Septi	1/22/2016	COMM 1ST	PMCHK00002285	\$1,442.60
13205	D0025	Dawson Oil Company	1/22/2016	COMM 1ST	PMCHK00002285	\$864.62
13206	D0066	De Lage Landen	1/22/2016	COMM 1ST	PMCHK00002285	\$623.95
13207	E0011	ECORP Consulting, Inc.	1/22/2016	COMM 1ST	PMCHK00002285	\$327.50
13208	G0006	Gold Country Media Publication	1/22/2016	COMM 1ST	PMCHK00002285	\$150.00
13209	G0022	Gold Country Printing	1/22/2016	COMM 1ST	PMCHK00002285	\$5,864.79
13210	G0077	Gold Country Water	1/22/2016	COMM 1ST	PMCHK00002285	\$66.75
13211	I0018	William Joseph La Flaur	1/22/2016	COMM 1ST	PMCHK00002285	\$675.00
13212	M0019	Kahl Muscott	1/22/2016	COMM 1ST	PMCHK00002285	\$67.74
13213	M0048	Joanna McNutt	1/22/2016	COMM 1ST	PMCHK00002285	\$14.98
13214	M0074	Miracle Playsystems Inc	1/22/2016	COMM 1ST	PMCHK00002285	\$83.26
13215	M0099	George Eric Menig DBA Menig We	1/22/2016	COMM 1ST	PMCHK00002285	\$4,800.00
13216	N0003	Norris Electric, Inc.	1/22/2016	COMM 1ST	PMCHK00002285	\$245.45
13217	N0044	Newcastle Door & Trim	1/22/2016	COMM 1ST	PMCHK00002285	\$920.54
13218	P0007	Pacific Gas & Electric Company	1/22/2016	COMM 1ST	PMCHK00002285	\$9,184.99
13219	P0058	Pitney Bowes Credit Corporatio	1/22/2016	COMM 1ST	PMCHK00002285	\$135.99
13220	S0022	Stonesifer's Auburn Safe and L	1/22/2016	COMM 1ST	PMCHK00002285	\$157.51
13221	S0145	SCP Pool Distributors LLC	1/22/2016	COMM 1ST	PMCHK00002285	\$315.63
13222	S0146	Scheller Engineering	1/22/2016	COMM 1ST	PMCHK00002285	\$4,590.00
13223	S1000	State Of California/DOJ	1/22/2016	COMM 1ST	PMCHK00002285	\$74.00
13224	T0027	Debbie Thomas	1/22/2016	COMM 1ST	PMCHK00002285	\$37.26
13225	TEMPC	Jessica Coggins	1/22/2016	COMM 1ST	PMCHK00002285	\$80.00
13226	TEMPK	Gary Koolhof	1/22/2016	COMM 1ST	PMCHK00002285	\$10.00
13227	TEMPS	Andria Souza	1/22/2016	COMM 1ST	PMCHK00002285	\$110.00
13228	U0028	U.S. Bank Equipment Finance	1/22/2016	COMM 1ST	PMCHK00002285	\$383.82
13229	W0001	Walker's Office Supplies, Inc.	1/22/2016	COMM 1ST	PMCHK00002285	\$264.42
13230	P0021	Petty Cash	1/28/2016	COMM 1ST	PMCHK00002286	\$333.46
13231	S0024	Sam's Club Memberships	1/28/2016	COMM 1ST	PMCHK00002286	\$1,007.23
13232	S1010	State Disbursement Unit	1/28/2016	COMM 1ST	PMCHK00002286	\$87.50
Total Checks: 85						Total Amount of Checks: \$160,955.07

SECTION: 5.0

ITEM: 5.3 REVIEW OF FINANCIALS FOR JANUARY, 2016

DESCRIPTION:

INFORMATION: SEE ATTACHED INFORMATION

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

PROFIT & LOSS									
15/16 Approved Budget									
	Approved Budget FY 15-16	% Of Total	Mid-Yr Revision FY 15-16	% Of Total	Jan ACTUALS	Last Yr Actuals	YTD ACTUALS	YTD BUDGET	Last Yr YTD ACTUALS
Operating Revenues									
Program Revenue	860,100	18%	865,810	18%	62,669	55,692	873,609	793,410	777,782
Facility Revenue	188,504	4%	159,850	3%	10,036	14,534	154,641	147,848	189,695
Misc. Revenue	56,500	1%	57,000	1%	4,930	9,653	53,808	49,000	28,289
Grants & Donations	382,450	8%	60,450	1%	616	9,307	62,131	59,450	77,473
Interest Income	34,900	1%	28,500	1%	54	2,374	35,910	27,000	26,982
Projects Revenue	395,100	8%	357,800	7%	-	-	123,500	178,500	2,994
Tax Revenue	2,673,774	56%	2,765,000	57%	-	56,483	2,777,692	2,765,000	2,602,700
In Kind	-	0%	-	0%	-	-	106,000	106,000	14,506
Transf in from Cap Const & City Trust	178,417		533,900		-	-	106,000	106,000	14,506
Total Operating Revenue	4,769,745	100.00	4,828,310		78,305	148,043	4,187,291	4,126,208	3,720,421
Expenditures									
Program Expense	236,675	5%	218,540	5%	9,355	5,984	200,257	195,990	193,436
Operating & Supplies	343,830	7%	325,400	7%	25,517	27,522	247,992	269,070	247,738
Utilities Expense	213,400	5%	177,383	4%	7,991	6,161	152,680	144,733	153,200
Professional Services	35,125	1%	37,500	1%	-	-	25,377	27,150	37,304
Building & Grounds Maintenance	247,600	5%	242,400	5%	28,196	16,991	174,754	199,650	153,407
Property Tax Admin.	56,091	1%	63,266	1%	-	32,050	63,630	63,266	87,647
Wages	1,739,431	38%	1,779,040	38%	173,791	158,623	1,370,894	1,443,558	1,277,765
Benefits & Payroll Costs	677,388	15%	696,884	15%	61,158	68,358	537,641	581,597	569,958
Fixed Asset Expense	47,500	1%	34,000	1%	11,379	-	105,533	36,000	40,818
Capital Improvement Projects	949,467	21%	946,150	20%	20,017	8,527	661,975	681,299	154,426
Debt Services	15,479	0%	15,488	0%	383	2,782	35,937	9,906	14,997
Special Dept Expenses (equip res.)	55,000	1%	55,000	1%	-	-	-	-	-
Project Expenditures	-	0%	117,599	2%	-	-	-	-	-
Misc Expense	-	0%	-	0%	-	-	-	-	-
Total Expenditures	4,616,986	100.00	4,708,650		337,787	326,998	3,576,670	3,652,219	2,930,696
Net Revenue Over Expenditures	\$ 152,759	3.20	\$ 119,660		\$ (259,482)	(178,955)	\$610,621	\$473,989	\$789,725
Annual Contingency Reserve (1-2%)	\$ 450,000		\$ 450,000		\$ 450,000		\$ 450,000	\$ 450,000	
Annual Equip Replacement Reserve	\$ 658,531		\$ 658,531		\$ 708,531		\$ 708,531	\$ 658,531	
Future Capital Construction Reserve	\$ 744,971		\$ 744,971		\$ 705,971		\$ 75,971	\$ 744,971	
ADA Reserve	\$ 55,032		\$ 55,032		\$ 60,032		\$ 60,032	\$ 55,032	
TOTAL RESERVES	\$ 1,908,534		\$ 1,908,534		\$ 1,924,534		\$ 1,294,534	\$ 1,908,534	

Profit & Loss

For 4/1/2015 To 1/31/2016

For Segment1 Recreation Services To Administration

For Segment2 000 To 999

For Segment3 1000 To 9900

For Segment4 General To 900

	Month 4 Aug	Month 6 Sept	Month 7 Oct	Month 8 Nov	Month 9 Dec	Current Month	Actual YTD	Budget YTD
OPERATING REVENUE								
Park & Recreation Services	57,016.05	124,050.03	82,582.55	51,732.00	53,533.50	62,668.80	873,609.35	793,410.00
Rents & Concessions	23,251.76	6,340.57	7,322.48	6,799.38	2,381.95	10,036.06	154,641.24	147,848.00
Miscellaneous Revenue	5,190.00	8,846.18	334.46	7,723.19	5,329.46	4,930.00	53,807.95	49,000.00
Grants & Donations	13,248.00	5,248.00	1,019.00	206.00	1,791.40	616.42	62,130.90	59,450.00
Interest Income	10,442.56	4,129.80	3,460.29	3,044.61	3,733.88	54.59	35,909.95	27,000.00
Project Revenue - Government	0.00	0.00	(60,000.00)	(20,000.00)	(46,000.00)	0.00	123,500.00	178,500.00
Taxes Revenue	921.56	54,877.70	0.00	(79.62)	1,527,562.37	0.00	2,777,691.77	2,765,000.00
TOTAL OPERATING REVENUE	\$110,069.93	\$203,492.28	\$34,718.78	\$49,425.56	\$1,548,332.56	\$78,305.87	\$4,081,291.16	\$4,020,208.00
OTHER FINANCING SOURCES								
Transfer Funds from other sour	0.00	0.00	60,000.00	0.00	46,000.00	0.00	106,000.00	106,000.00
TOTAL OTHER FINANCING SOUF	\$0.00	\$0.00	\$60,000.00	\$0.00	\$46,000.00	\$0.00	\$106,000.00	\$106,000.00
TOTAL REVENUES	110,069.93	203,492.28	94,718.78	49,425.56	1,594,332.56	78,305.87	4,187,291.16	4,126,208.00
EXPENDITURES								
Program Expenses	42,271.06	26,859.90	26,212.57	13,384.91	8,624.80	9,354.62	200,257.42	195,990.00
Operations & Supplies Expense	20,267.06	26,808.73	28,478.35	25,897.45	22,582.33	25,516.55	247,991.83	269,070.00
Utilities Expense	9,751.20	22,093.50	37,929.00	10,021.59	13,305.91	7,991.00	152,680.22	144,733.00
Legal Expenses	0.00	312.50	1,921.08	0.00	1,895.00	0.00	6,246.87	6,900.00
Professional Services	1,010.00	2,936.74	(4,831.72)	2,385.00	600.43	0.00	19,130.28	20,250.00
Bldg & Grounds Maintenance	23,814.00	24,837.56	23,958.32	16,323.37	14,245.49	28,195.76	174,754.44	199,650.00
Property Tax Administration/LAI	103.67	0.00	305.80	0.00	60,765.71	0.00	63,630.01	63,266.00
Salaries Expense	142,084.89	118,160.42	115,202.19	116,223.37	151,540.64	173,791.13	1,370,893.69	1,443,558.00
Benefits & Payroll Costs	45,499.57	43,849.62	58,858.75	23,065.90	56,216.55	61,158.33	537,640.87	581,597.00

Profit & Loss

For 4/1/2015 To 1/31/2016

For Segment1 Recreation Services To Administration

For Segment2 000 To 999

For Segment3 1000 To 9900

For Segment4 General To 900

	Month 4 Aug	Month 6 Sept	Month 7 Oct	Month 8 Nov	Month 9 Dec	Current Month	Actual YTD	Budget YTD
Fixed Asset Expense	1,641.26	554.95	0.00	3,467.89	86,940.36	11,379.14	105,533.10	36,000.00
Capital Improvement Projects	28,067.77	51,494.99	116,191.06	11,613.46	22,630.10	20,017.21	661,974.56	681,299.00
Debt Service	990.63	(10,107.63)	12,471.59	1,373.33	26,864.21	382.70	35,937.35	9,906.00
TOTAL EXPENDITURES	\$315,501.11	\$307,801.28	\$416,696.99	\$223,756.27	\$466,211.53	\$337,786.44	\$3,576,670.64	\$3,652,219.00
NET REVENUE OVER EXP	(\$205,431.18)	\$104,309.00)	(\$321,978.21)	(\$174,330.71)	\$1,128,121.03	(\$259,480.57)	\$610,620.52	\$473,989.00
ADJ. NET REV OVER EXP	(\$205,431.18)	\$104,309.00)	(\$321,978.21)	(\$174,330.71)	\$1,128,121.03	(\$259,480.57)	\$610,620.52	\$473,989.00

SECTION: 6.0

BOARD REPORTS, FEE WAIVER LOG, PROJECT LIST, AND VANDALISM REPORTS

INFORMATION:

SEE ATTACHMENTS

District Administrator
Report to the Board of Directors
February, 2016

- After initial problems with the heater, Sierra Pool was opened and is being used by ARD Master Swim, Placer High and Colfax High.
- Staff worked on their Certified Pool Operator (CPO) certifications and re-certifications. By months end we should have 4 CPOs on staff.
- The Auburn Chamber and CVCC hosted approximately 80 business and government leaders at the Roseville/Rocklin/Lincoln/Auburn joint Government Affairs meeting. I was able to make a nice pitch about the benefits of renting a room at CVCC.
- The trenching at the proposed Bike Park site is completed. In total approximately 20 trenches were dug, finding varying results. The report of these findings will be completed by the consultants at Holdrege and Kull. At that point, the results will be reviewed by the geologist retained by the Placer County Air Pollution Control District. After and/or during that period we will be discussing/negotiating possible mitigations with PCAPCD and USBR.
- Cameras at Overlook Park: after exploring several options, we have decided on using solar powered cameras. Going with this method means that we can get the work done right away as there is no further review needed from USBR. The solar option also allows us to easily add to the amount of cameras at the park (if needed).
- Arborist Nicole Harrison has completed most of her tree survey and inventory. She did a presentation to staff and showed us the DRAFT report. This report looks at every tree at Recreation, Regional, Meadow Vista and Ashford Park. Each tree is given a rating and a recommendation for needed future care, including removal (if necessary).

Meetings and events attended:

2/2: Rotary

2/3: Meeting with contractors at Overlook Park (security cameras)

2/9: Rotary

2/9: State of the Community Dinner committee

2/10: Chamber Joint Government Affairs meeting

2/12: Mike Holmes and Francisco Castillo, new representative for UP Railroad

2/16: Site walk with consultants at 24 acres

2/16: Rotary

2/16: Conference call with Stewardship Council re: Bell Rd. property

2/17: Chamber Board meeting

2/17: Finance Committee

2/17: Policy Committee

2/17: A&D Committee

2/18: Nicole Harrison re: tree survey and inventory

Upcoming meetings and events

2/23: Rotary

2/23: State of the Community Dinner committee

Administrative Services Manager
Report to the Board of Directors
February, 2016

Staff will be moving forward with installation of security cameras at Overlook Park after receiving approval from BOR to install a new pole. The original plan was to trench over 200' to a new pole and install electrical to the cameras. Due to the cost and time required to get BOR approval for such disturbance of land, staff has decided to install a solar panel to the top of the new pole and forgo the electrical connection. The system will now be completely wireless, allowing flexibility to add cameras at other locations within the park without any trenching.

Staff is now working with Capture Technologies to design and install security cameras at Regional Park (information is in the board packet under "discussion items).

Facilities & Grounds Manager
Report to the Board of Directors
February, 2016

Installing 100 yards of landscape bark to the front of Regional Park (Richardson Dr.).
Install Marlite board (plastic material used in shower stalls) to wall in Pool equipment room (to protect wall from chlorine damage).
Install used straw to muddy pathway at Regional Park Disc Golf Course (15th hole).
Install new fascia boards to the alley side of the Recreation Community Center roof (due to dry rot and woodpecker damage).
Install new low water cutoff switch on the Sierra Pool heater (switch tells heater there is sufficient water for heater startup).
Ball field preparation all fields (infields, base lines, transition lines, and warning tracks).
Daily trash pickup and restroom cleaning in all District parks and buildings.
Maintenance to Sierra Pool (chemical balance, deck and pool cleaning) Opened February 8th 2016).
Cleanup goose droppings at Regional Park.
Raking of all District playgrounds, sand volleyball court and fitness area.
Landscape maintenance at Railhead, Overlook and Ashford Parks (pull weeds in all planter areas).
Install traffic monitoring system at several different park locations.
Paint James Field dugouts.
Install 2 new picnic tables at Auburn Elementary (Day Camp Mod's).
Pressure wash restroom floors at Railhead Park (after remodel).
Replace damaged section of sewer line at Recreation Park (outside contractor).
Daily building maintenance.
Staining new Bocce ball shade structures.
Daily pool maintenance (cleaning, balance chemicals).
Repair broken fresh water line at Railhead Park (water for restrooms).
Mowing of all District turf areas.
Install 10 additional benches at Regional Park.
Install new cable and roller on James Field flag pole.

Landscape Architect
Report to the Board of Directors
February, 2016

- **Miscellaneous Items:** Miscellaneous project research, update of project lists, monthly Board report. Miscellaneous project coordination with Larry Gray. Meeting with various staff to discuss projects and processes. Update monthly project list and Board report. Meeting with staff on Project List for 2016/2017 and Strategic Plan update.
- **PGE Land Trust Donation Application:** Grant accounting for Stewardship Council. Emails and phone calls, preparation of excel spreadsheets to create accounting reports. Review of final cost estimate for Bell road property development. Staff meetings. Re-organized and updated files.
- **Bike Park/Pump Track Project:** Staff meetings. Continued monitoring of BOR progress on NOA investigation approvals. Site visit during NOA pit testing, follow-up with BOR, emails, staff meetings.
- **Regional Park Stage Project:** Meetings at Placer County with planning staff to research permitting, Conditional Use Permit amendment process, PCTPA review. Staff meetings and discussions on next steps.
- **Tree Management Plan:** Coordination with consultant.
- **O&D Plan:** Received BOR comments on draft document, edit document based on BOR comments, staff meetings.
- **Regional Park Path of Travel Project:** Review of engineer's documents and cost estimates. Meetings with staff to discuss next steps.
- **Railhead Park Field Renovation:** Phone call and miscellaneous coordination to get technical specifications completed with consultant. Review specs, coordination on consulting contract and follow up on SWPPP requirements. Phone conference with consultant.
- **24 Acre Project:** Site meeting with consultants for RFP. Follow up coordination.
- **Meadow Vista Pond Renovation:** Meeting with Dudek on site to discuss options for preserving/renovating pond. Waiting for proposal from Dudek.
- **Riparian Management Plan:** Staff meetings, coordination with Foothill to solicit proposal for agency requirements and follow-through.

Customer Service/Marketing Manager
Report to the Board of Directors
February, 2016

	1/20/16-2/17/16	1/22/15-2/20/15
Activity Registrations	\$21,000	\$17,000
Day Care/Discovery payments	\$38,000	\$28,000
Facility payments/reservations	\$8,000	\$6,000

Meeting with different user groups for field reservations.

I continue to be actively involved in the community to promote and raise awareness of ARD's facilities and programs.

Recreation Services Manager
Report to the Board of Directors
February, 2016

- Meetings attended: ASR (4), Guitar Fest, UKE, AAUW
- Rounding up the last of the instructors/classes for the summer activity guide.
- Preparing Vendor forms for the website Events page.
- Guitar Fest poster is coming together.
- Ukulele Festival Contacts have been confirmed, Craig Chee and Sarah Maisel.
- Prepared Camp Flyers for schools.
- Finished budget prep with Joe.
- Put sponsor packets together; continued distribution.
- Met with the new Superintendent of Auburn Union.
- Met with Janis of the State Theater to set up the Uke concert.
- .Attended Rotary Leadership Institute 2 in Nevada City.
- Met with Robalos Parent group.

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

March 21-28	Discovery Day Camp	Recreation Park
March 26	Summer Camp sign-ups begin	
March 31	Board Meeting	CVCC

Youth Services Manager
Report to the Board of Directors
February, 2016

- Auburn El. Discovery Club made homemade valentines which were delivered to children in Sacramento area hospitals by the KCRA news station.
- Skyridge Discovery began the Peace Ambassador Program workshops with Natalie Pohley who is on staff there.
- Skyridge Discovery made and filled valentine boxes for the other two sites and brought valentines for the Customer Service staff.
- The Newcastle school will be lengthening the school day for kindergarten beginning in September which will shorten the hours that Discovery Club will be in operation.
- Day camp was held February 16-19 for the school closure.
- The purchase of tennis equipment was made with the grant money from USTA. Auburn El. Discovery Club staff will be training and starting the program in April.
- The United Way food program is moving forward and hopefully will begin at Auburn El. Discovery Club in March after staff attends training. This will save our program the cost of afternoon snack and will provide more food than the students normally receive at snack time.
- Field trip scheduling and program planning for summer day camp is underway.

FEE WAIVER LOG

DATE	NAME	ORGANIZATION	RENTAL FEES	CUSTODIAL AND PERMIT FEES	WAIVED FEES	CO-SPONSORED EVENT	MONTHLY TOTAL	YTD TOTAL
Apr-15	James Moore	Auburn Host Lions-Recreation Park picnic site	\$50.00	\$30.00	\$50.00	No		
Apr-15	Cathy Sayre	Newfoundland Club-Large Gazebo-Recreation Park	\$90.00	\$30.00	\$90.00	No		
Apr-15	Norm Kendall	Gold Country Amputee Support Grp-Regional Park picnic site	\$75.00	\$30.00	\$75.00	No		
Apr-15	Judy Suter	Western States Trail Foundation-CVCC-Foothills Room for 4/11 and 6/11	\$380.00	\$60.00	\$380.00	No		
Apr-15	Sarah Gillmore	Pack 57 Cub Scouts-Railhead Field A	\$100.05	\$0.00	\$100.05	No		
Apr-15	DeDe Clark	Girl Scouts Heart of Central California-Recreation Park picnic sites	\$100.00	\$60.00	\$100.00	No		
Apr-15	Doug Marquand	ARD Shotokan Karate	\$50.00	\$110.00	\$80.00	Yes		
Apr-15	Jennifer Hensler	Placer High School 2015 Grad Night-Recreation Park building and pool	\$4,648.00	\$635.00	\$4,648.00	Yes		
							\$5,523.05	\$5,523.05
May-15	Chris Peikert	Freedom Church-Regional Park- Picnic # 1	\$50.00	\$30.00	\$50.00	Yes		
May-15	Karen Neal	Cub Scouts-pack 6- Regional Park Picnic sites and amphitheater	\$210.00	\$30.00	\$230.00	Yes		
May-15	Judy Suter	Western States Trail Foundation-CVCC-Foothills Room for 6/28	\$260.00	\$60.00	\$200.00	No		
May-15	DeDe Clark	Girl Scouts Heart of Central California-Recreation Park picnic sites	\$120.00	\$60.00	\$120.00	No		
May-15	Jordan Alvarado	Sierra Hills School- MV Softball Field	\$36.30	\$0.00	\$36.30	No		
May-15	Kim Reese	Fishing Derby-MV Pond and Front Lawn	\$75.00	\$30.00	\$105.00	Yes		
							\$741.30	\$6,264.35

FEE WAIVER LOG

DATE	NAME	ORGANIZATION	RENTAL FEES	CUSTODIAL AND PERMIT FEES	WAIVED FEES	CO-SPONSORED EVENT	MONTHLY TOTAL	YTD TOTAL
Jun-15	Jennifer Spendlove	Advocates for Mentally Ill Housing-Ashford Picnic Site	\$75.00	\$30.00	\$75.00	No		
Jun-15	Natalie Otis	Auburn Gymnastic /Fit for Life-Kickball fundraising for Fit for Life and Youth Assistant Prg-A&B	\$307.00	\$30.00	\$307.00	Yes		
Jun-15	Shannon Griffin	Girl Scouts Troop-Ashford Picnic Site	\$50.00	\$30.00	\$50.00	No		
							\$432.00	\$6,696.35
Jul-15	Barb Webb	Placer Hills Education Foundation-MV picnic sites	\$225.00	\$120.00	\$225.00	No		
Jul-15	Courtney Portlock	Out of Darkness Suicide Prevention Walk-Railhead fields	\$420.30	\$60.00	\$420.30	Yes		
Jul-15	Barbara Crowell	Multipurpose Senior Center-Regional Gym and Lakeside Room	\$2,120.00	\$680.00	\$1,440.00	Yes		
							\$2,765.30	\$9,461.65
		No Fee Waiver requests in August						
Sep-15	Judy Sutter	Western States Trail Foundation-Foothills Room	\$200.00	\$60.00	\$200.00	No		
Sep-15	Cyndi Roy	Weimar Hills School-MV Park walk path and grass area	\$150.00	\$30 custodial \$10.00 Out of District	\$150.00	No		
Sep-15	Linda Overy	Cancer Hope and Support Group-Recreation Picnic #2	\$50.00	\$30.00	\$50.00	No		
							\$400.00	\$9,861.65
Oct-15	Wade Wolff	Colfax High Leadership Class Homecoming Rally-Meadow Vista Picnic Sites	\$225.00	\$90.00	\$225.00	Yes		
Oct-15	Garth Brooks	Stand Up Placer-Picnic site at Recreation Park	\$75.00	\$30.00	\$75.00	No		
Oct-15	Vince Thompson	Cub Scouts Pack 13-Regional Amphitheater	\$60.00	\$0.00	\$60.00	No		
Oct-15	Rachel Linton	Auburn Outlaws Roller Derby- Section of Front Parking Lot	\$150.00	\$0.00	\$150.00	No		
							\$510.00	\$10,371.65

FEE WAIVER LOG

DATE	NAME	ORGANIZATION	RENTAL FEES	CUSTODIAL AND PERMIT FEES	WAIVED FEES	CO-SPONSORED EVENT	MONTHLY TOTAL	YTD TOTAL
Nov-15	Kathy Van Dam	Girl Scouts Heart of Central California-Foothills and Canyon View Rooms	\$575.00	\$60.00	\$575.00	No		
							\$575.00	\$10,871.65
Dec-15	Emma Lujan	Troy Country Gold Run-Regional Gym and Recreation Picnic Sites	\$490.00	\$30.00	\$490.00	Yes		
Dec-15	John DeMello	Placer Sportman-Buck Stew Fundraising for Fishing Derby-Recreation Gym	\$973.00	\$90.00	\$873.00	Yes		
Dec-15	Todd Siiski	Auburn Trails Alliance-Sunset Room	\$90.00	\$30.00	\$120.00	No		
Dec-15	Pat Little	Special Olympics-Regional Gym	\$760.50	\$195.00	\$760.50	No		
							\$2,243.50	\$13,115.15
Jan-16	Jean Hixon	Western States Trail Foundation-Foothills Room for board meeting	\$200.00	\$60.00	\$200.00	No		
Jan-16	Kevin Hanley	Auburn Chamber-Sierra Room for monthly Chamber Networking Lunch	\$810.00	\$840.00	\$810.00	Yes		
Jan-16	Todd Siiski	Auburn Trails Alliance-Sunset Room	\$60.00	\$30.00	\$90.00	No		
Jan-16	Barbara Weiss	AAUW-Trivia Bee-Regional Gym and Lakeside Room, 4/8 and 4/9	\$2,386.00	\$90.00	\$2,389.00	Yes		
							\$3,486.00	\$17,701.15
Feb-16	Dennis Koehn	Auburn Elks -Picnic site #1 and Bocce court #1 at Recreation Park	\$70.00	\$30.00	\$70.00	No		
Feb-16	Doug Marquand	Shotokan Karate-Regional Park GYM and Lakeside Room	\$870.00	\$60.00	\$870.00	Yes		
Feb-16	Cathy Sayre	Newfoundland Club-Large Gazebo and lawn at Recreation Park	\$90.00	\$30.00	\$90.00	Yes		
Feb-16	Michael Lane	Placer County Health & Human Services, Recovery Happens-Rec Park picnic sites	\$240.00	\$90.00	\$240.00	Yes		
Feb-16	Cindy Giove	EV Cain-Underwater Seaperch Robotic Enrichment Class- Small area of Sierra Pool	\$300.00	\$30 custodial fee and \$75 lifeguards	\$330.00	No		
Feb-16	Greg Gross	Meadow Vista Area Lions Car Show-Front lawn at MV Park	\$150.00	\$60.00	\$150.00	No		

FEE WAIVER LOG

DATE	NAME	ORGANIZATION	RENTAL FEES	CUSTODIAL AND PERMIT FEES	WAIVED FEES	CO-SPONSORED EVENT	MONTHLY TOTAL	YTD TOTAL
Feb-16	Kevin Hanley	Auburn Chamber Joint Quarterly Meeting-Foothills Room	\$120.00	\$30.00	\$150.00	Yes		
Feb-16	Veona Galbraith	Girl Scout Troop 1589-Sierra and Canyon View Rooms	\$400.00	\$60.00	\$460.00	Yes		
Feb-16	Payton Belli	Gold Country 4H-Fun Run at Regional Park	\$187.76	\$30.00	\$217.76	Yes		
							\$2,577.76	\$20,278.91

2015/2016 Project List

Updated 2/9/16

PROJECT	Est. Cost	Notes	Est. completion date
Bell Road			
Planning	337,000	Moving forward with fee title transfer and Plan A. Conference call Feb 16 scheduled with SC, PG&E and PLT to discuss next steps.	TBD
Recreation Park			
Lower RR replacement	45,000	Project Completed	Jun-15
Bocce Ball Courts	155,000	Project Completed	Nov-15
Solar at community center building	225,000	Project Completed	May-15
Regional Park			
24 Acres Walking Path - In Kind	235,000	DG pathway by Western Care; continued environmental approval issues	TBD
Dry Creek Picnic ADA improvements	15,000	Staff soliciting estimates	Mar-16
Regional Shop Path of Travel ADA	30,000	Received construction documents from engineer. Working on bid documents	May, 2016
Pickle Ball court (convert tennis court)	25,000	Project Completed	Nov-15
Stage Project	100,000	Exploring alternative options to permanent stage system.	Sept, 2016
24 Acres Concept Planning	35,000	RFP published, site walk scheduled for February 16	May, 2016
Canyon View Community Center			
Bike Park - incl Design and CEQA	80,000	Geologic excavations completed, waiting for report from engineers for next steps.	Spring 2016
Railhead Park			
Railhead bathroom ADA upgrades	25,000	Project Completed	Feb, 2016
Shade Structure and Hardscape	125,000	Project Completed	Jul-15
Playground Replacement	61,000	Project completed	Jun-15
Operation and Development Plan			
CEQA/NEPA costs	25,000	Waiting for comments from BOR on draft submittal	May, 2016
Total Projects Fiscal Year	1,518,000		

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	\$27.92
Total for year			\$512.00	\$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
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Item 8.1 Cover sheet – Resolution to prepare Atwood III Engineer’s Report for FY 2016/2017

**Auburn Area Recreation and Park District Acquisition and Development Meeting
February 2016; ARD Board of Directors meeting February, 2016**

The Issue

Consideration of resolution 2016-01 directing SCI Consulting Group to prepare the Engineer’s Report for Fiscal Year 2016-17 for the continuation of the annual assessments for the “Atwood Ranch III Landscaping and Lighting Assessment District.”

Background

ARD is the owner and Preserve Manager for 10.69 acres of land at the Atwood Ranch III development.

In the fall and winter of 2004, the District developed a proposed assessment for funding park improvements and other park and recreation maintenance services within the Atwood Ranch III subdivision. This proposed assessment, the “Atwood Ranch III Landscaping and Lighting Assessment District,” was approved by property owners in an assessment ballot proceeding conducted during November through December of 2004. In December 2004, the balloting period was closed, and since a weighted majority of ballots returned were in support of the proposed assessment, the Board approved and levied the assessments.

The assessments can continue to be levied annually and can be increased by the change in the San Francisco Bay Area Consumer Price Index, not to exceed 5% per year. Since 2005-06, the assessments have been levied annually and are providing important revenues needed to fund the park and recreation improvements and services. In Fiscal Year 2013-14, the assessments were increased for the first time since it was formed. The assessments were again increased in Fiscal Year 2014-15, by an amount less than the authorized CPI adjustment.

In order to continue to levy the assessments, the ARD Board will need to approve Resolution No 2016-01 directing SCI Consulting Group, the assessment engineer, to prepare the Engineer’s Report for fiscal year 2016-17. This Engineer’s Report will include the proposed budget for the continued assessments for fiscal year 2016-17, the updated proposed continued assessments for each parcel in the District, and the proposed continued assessments for fiscal year 2016-17 per single family equivalent benefit unit.

Recommendation for the Board of Directors

Staff recommends the following:

That the ARD Board of Directors approve and adopt Resolution 2016-01 directing SCI Consulting Group to prepare the Engineer’s Report for fiscal year 2016-17 for the proposed continuation of the assessments which provide important revenues to fund park and recreation improvements and services.

The A&D Committee sent this item to the Board with a positive recommendation.

Fiscal Impact

The fee for completion of the 2016/2017 Engineer's Report by SCI is approximately \$2,100. The cost for these fees is part of the annual assessment.

Attachments

Resolution 2016 -01

RESOLUTION NO. 2016-01

**A RESOLUTION DIRECTING PREPARATION OF THE ENGINEER'S REPORT
FOR FISCAL YEAR 2016-17**

**FOR THE CONTINUATION OF THE
ATWOOD RANCH III LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT**

**OF THE
AUBURN AREA RECREATION AND PARK DISTRICT**

RESOLVED, by the Governing Board (the "Board") of the Auburn Area Recreation and Park District (the "District"), County of Placer, State of California, that

1. On January 27th, 2005, by its Resolution No. 2005-01, this Board ordered the formation of and levied the first assessment within the Auburn Area Recreation and Park District, Atwood Ranch III District (the "Assessment District") pursuant to the provisions of Article XIID of the California Constitution, and the Landscaping and Lighting Act of 1972 (the "Act"), Part 2 of Division 15 of the California Streets and Highways Code (commencing with Section 22500 thereof).

2. The purpose of the Assessment District is for the installation, maintenance and servicing of improvements, as described in Section 3 below.

3. Within the Assessment District, the existing and proposed improvements to be undertaken by the Assessment District are generally described as the installation, maintenance and servicing of public facilities, including but not limited to, playground equipment, irrigation and sprinkler systems, landscaping, turf, park grounds, park facilities, landscape corridors, trails, ponds, wetlands preserve areas, fencing, piers, signage, benches, tables, and all necessary appurtenances, and labor, materials, supplies, utilities and equipment, as applicable, for property owned or maintained by the Auburn Area Recreation and Park District. Installation means the construction of recreational improvements, including, but not limited to, land preparation, such as grading, leveling, cutting and filling, sod, landscaping, irrigation systems, playground equipment, recreational facilities and trails. Maintenance means the furnishing of services and materials for the ordinary and usual maintenance, operation and servicing of said improvements, including repair, removal, or replacement of all or part of any improvement; providing for the life, growth, health and beauty of landscaping; and cleaning, sandblasting and painting of walls and other improvements to remove or

cover graffiti, and monitoring of wetlands preserve areas. Servicing means the furnishing of electric current or energy for the operation or lighting of any improvements, and water for irrigation of any landscaping or the maintenance of any other improvements.

4. SCI Consulting Group is hereby designated as Engineer of Work for purposes of these proceedings and is hereby ordered to prepare an Engineer's Report in accordance with Article 4 of Chapter 1 of the Act and Article XIID of the California Constitution. Upon completion, the Engineer shall file the Engineer's Report with the Clerk of the Governing Board for submission to the Board.

PASSED AND ADOPTED this 25th day of February, 2016 by the following vote, to wit:

AYES :

NOES:

ABSENT:

ABSTAIN:

JIM FERRIS
CHAIRMAN, BOARD OF DIRECTORS

ATTEST:

PAT LARSON
SECRETARY TO THE BOARD OF DIRECTORS

Item 8.2 Cover Sheet for Preliminary Budget for Fiscal Year 2016/2017

Auburn Area Recreation and Park District February Board meeting

The Issue: Shall the Auburn Recreation District approve a preliminary budget for 2016/2017?

Background: Staff has met with departmental managers over the past several weeks to finalize budget requests and basic departmental needs for the next fiscal year: 2016/2017.

The attached budget summary sheet outlines the results of these meetings. Overall for the District, the salaries and benefits budget reflects the negotiated 4% COLA increase as well as the (up to) 5% merit increase to any eligible employees.

Administration:

Staff projects an increase in property tax revenue of 5%, or approximately \$158,000 based on data obtained from Placer County. We feel that this is a fairly accurate estimate barring any detrimental event occurring over the next twelve months.

An additional \$30,000 has been budgeted for the November 2016 election.

Aquatics

No major changes.

Customer Service

No major changes.

Facilities and Grounds

1. Staff has reduced facility rental revenues as weather related cancellations for field use are expected. Further, room rentals are on the decline as several long term renters have moved on. A reduction of \$20,000 from the mid-year budget revision is reflected in the new budget.
2. Water usage is expected to return to normal given the current weather patterns. There is also an additional cost of approximately \$4000 for water at Chana field. Thus approximately \$10,000 has been added to

- the utility budget. Additionally, F&G plans to have all septic systems cleaned and maintained in 2016 at a cost of approximately \$2500.
3. Ball fields throughout the District will require infield dirt this coming year at a cost of approximately \$5000.
 4. James and Beggs field lights will require new bulbs and ballasts. In addition Regional fields A,B and C will also require the same. Cost is expected to be about \$6000.
 5. The tree survey report is expected to show the need for major tree removal/trimming at most of our parks, but specifically at Regional and Recreation parks. The budget has been increased by \$23,000 from the 2015/2016 FY, from \$40,000 to \$63,000.
 6. \$25,000 has been added to the Regional Park budget for surveillance cameras.
 7. \$5000 has been budgeted to refinish the gym floor at Recreation community center. This is an annual refinish/coating project.

Recreation

Revenues in our programs have improved since the mid-year revision, from an estimate of \$311,000 to \$340,000. Staff projects that new programs and improvements to existing ones will see an increase of roughly \$10,000 in the next fiscal year. Any increase in program revenue will be accompanied by an increase in program expenses.

Youth Services

Youth Services has seen a significant increase in program usage resulting in a 19% increase in revenue from projected numbers at the beginning of the fiscal year and an increase of 6 ½% from the mid-year revision in October of 2015. Staff believes that there will be continued growth in this department albeit not as large due to the constraints of capacity. Despite this, we feel that there will be a 4+% increase in revenues in FY 2016/2017.

Overall, 2016/2017 looks to be a good year with expenses under control and increasing revenues. Property tax revenues are projected to exceed the high water mark of \$2,711,000 in 2008 by almost \$154,000 to a new high of \$2,865,000. Considering where the District was just four years ago, this is a very positive turn of events.

Furthermore, the projected surplus for FY 2016/2017 is approximately \$4000 after a staff recommended transfer of \$325,000 to the Future Capital Construction Reserve.

Recommendation: The Finance Committee forwarded this item to the board with a positive recommendation.

Attachments: Summary 2016/2017 budget
Departmental Budgets

**AUBURN AREA RECREATION AND PARK DISTRICT
BUDGET SUMMARY**

2016/2017 Preliminary Budget

	mid-year 2015/2016	% of total	2016/2017 Preliminary Budget	% of revenue	% of mid yr. revenue
Operating Revenues					
Program Revenue	\$ 865,810	17.8	968,310	18.2	111.8
Facility Revenue	\$ 159,850	3.3	145,697	2.7	91.1
Misc. Revenue	\$ 57,000	1.2	57,856	1.09	101.5
Donations, Grant Revenue and In Kind	\$ 60,450	1.2	427,380	8.02	707.0
Interest Income	\$ 28,500	0.6	45,627	0.9	160.1
Projects Revenue	\$ 357,800	7.4	192,300	3.6	53.7
Tax Revenue	\$ 2,765,000	57.0	2,910,231	54.6	105.3
Transfer in from Cap Construction Fund	\$ 533,900	11.0	555,000	10.4	104.0
Misc (atwood etc)	\$ 25,000	0.5	25,500	0.5	102.0
Total Operating Revenue	\$ 4,853,310	100.00	5,327,901	100.0	109.8
Expenditures					
Program Expense	\$ 218,540	4.6%	259,333	5.2	118.7
Operating & Supplies	\$ 325,400	6.9%	313,560	6.3	96.4
Utilities Expense	\$ 177,383	3.8%	197,400	3.9	111.3
Professional Services	\$ 37,500	0.8%	42,961	0.9	114.6
Building & Grounds Maintenance	\$ 242,400	5.1%	281,260	5.6	116.0
Property Tax Admin.	\$ 63,266	1.3%	100,806	2.0	159.3
Wages	\$ 1,779,040	37.8%	1,833,461	36.7	103.1
Benefits & Payroll Costs	\$ 696,884	14.8%	677,039	13.5	97.2
Fixed Asset Expense	\$ 34,000	0.7%	74,676	1.5	219.6
Capital Improvement Projects Mitigation	\$ 946,150	20.1%	1,160,000	23.2	122.6
Capital Improvement Projects General Fund	\$ 117,599	2.5%	-	0.0	0.0
Debt Services	\$ 15,488	0.3%	3,600	0.1	23.2
Special Departmental Expenses		0.0%		0.0	0.0
Project Expenditures		0.0%		0.0	0.0
Misc Expense		0.0%		0.0	0.0
Equipment Reserve & ADA		0.0%		0.0	0.0
Total Expenditures	\$ 55,000	1.2%	55,000	1.1	106.2
Net Revenue Over Expenditures	\$ 4,708,650	100	4,999,096	100.0	106.2
	144660		328,805		
Proposed Transfer to Future Capital Construction Reserve	\$ 115,000		325,000		
Net Revenue	29,660		3,805		
Annual Equip Replacement Fund	708531	(current)	708531		
Future Capital Construction Fund	705971	(current)	705971		
Contingency Reserve	450000	(current)	450000		
ADA reserve	60032	(current)	60032		
TOTAL RESERVES	\$ 1,924,534	(current)	\$ 1,924,534		

Administration 15-16 Budget

Prelim

Revenues	FY 15-16 Actual	FY 15-16 Budget	Mid Year	16/17
Miscellaneous Revenues				
			Budget Revision	
Misc. Income -w/c div and other	21,907	6,000	15,000	21,500
Misc Income - Liability Ins dividend	-	7,400	4,000	0
Verizon cell lease	26,466	26,400	26,400	26,466
501c3 receivable	-	-	-	0
TOTAL	48,373	39,800	45,400	47,966
Interest Income				
Interest Revenue - County	35,717	33,000	25,000	40,500
Interest Revenue other	1,947	500	1,500	2,277
TOTAL	37,664	33,500	26,500	42,777
Taxes & Gov't Revenues				
Current Sec Prop Tax General	2,459,091	2,367,855	2,457,200	2,609,417
Homeowner's Prop. Tax Reduction	22,839	23,819	24,000	24,645
Current Unsec Prop Tax General	59,115	66,064	66,000	60,719
Suppl. Prop Tax Current	64,978	45,226	45,000	66,330
Unitary & Op Non-unitary Tax	98,543	95,854	98,000	102,053
Prior Unsec Prop Tax	616	-	-	634
Timber Tax Guarantee	2	-	-	2
Prior Supplemental Tax Rev	98	-	-	101
Prior Secured Prop Taxes	-	1,027	-	0
Railroad Unitary Prop Taxes	2,015	744	800	1,329
RDA Pass - Throughs	44,821	49,184	50,000	45,000
Redemptions Gen Taxes	(315)	-	-	0
TOTAL	2,751,803	2,649,773	2,741,000	2,910,231
Total Revenues	2,837,840	2,723,073	2,812,900	3,000,974

Expenditures				
Operations & Supplies	FY 15-16 Actual			
Discounts Taken	(1,213)	-	-	-1,213
Finance Charges	-	-	-	0
CalCard Incentive	(3,103)	(800)	(1,500)	-1,000
Penalties	-	-	-	0
Donations Expense	-	-	-	0
Telephone (CVCC) - Admin	4,538	4,350	4,500	4,800
Postage - Admin	2,018	2,550	2,500	1,938
Bank Service Charges	1,848	1,200	1,000	1,229
Office Supplies	5,682	3,650	3,500	4,600
Duplication Costs- Admin	395	800	500	762
Office Equip. Rental- Admin	7,880	7,800	8,000	8,510
Office Equip Maint - Admin	-	-	-	0
Dining Expense	841	550	500	840
Gas/Mileage Expense	1,215	950	1,000	1,000
General Admin Exp	755	200	200	931
Liability Insurance	69,844	71,400	72,000	71,164
Board Expense	1,450	1,850	1,000	1,546
Dues & Subscriptions	9,040	8,500	8,400	9,605
Staff Appreciation	4	100	100	100
Staff Development	431	2,100	2,000	700
Safety Supplies - Administration	365	-	500	300
Small Office Equipment	1,281	-	1,000	1,137
TOTAL	103,271	105,200	105,200	106,949
Legal Fees	9,061	8,750	7,500	7,750

Professional Services

Professional Services	8,610	4,500	7,500	8,500
Accounting/Auditor Fees	9,571	9,500	9,500	9,561
Environmental Services	-	-	-	0
TOTAL	18,181	14,000	17,000	18,061

Property Tax/Election Expense

Property Tax Administration	61,436	53,991	60,766	62,806
Election Expense	-	-	-	35,000
LAFCO Fees	2,455	2,100	2,500	3,000
TOTAL	63,891	56,091	63,266	100,806

Salaries/Wages Expenses

Wages - Admin - Full Time	151,337	160,000	160,000	0
Wages - Admin - Part Time	59,774	67,029	67,000	0
Wages- Admin - Board Pay	29,250	30,000	30,000	0
				364,261
Wages - District Administrator	109,870	118,634	115,700	0
TOTAL	350,231	375,663	372,700	364,261

Benefits & Payroll Costs

ER -Taxes - Admin (7.65%)	27,062	28,663	28,500	0
Employment Expense - Admin	-	-	-	0
Fingerprinting	-	-	-	0
Benefits Expense - Admin	43,796	45,393	47,100	46,291
Employer Retirement Exp	41,023	44,402	48,924	0
Worker's Compensation	4,726	1,695	1,200	0
Worker's Compensation	608	3,650	3,000	73,759
TOTAL	117,215	123,803	128,724	120,050

add 2300 calpers medical
(done) 5024 for Admin

Fixed Assets- Equipment

Fixed Assets	11,481	-	-	0
Computer Purchases - Admin.	2,121	6,000	2,000	12,676
TOTAL	13,602	6,000	2,000	12,676

computer purchase and 4800 in great plains updates, plus 1200 in C

501 C3 donation	-	-	-	0
TOTAL	-	-	-	0

Reserve for future capital construct		-		0
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Total Expenditures	675,452	689,507	696,390	730,553
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Total Revenues	2,837,840	2,723,073	2,812,900	3,000,974
Total Expenditures	675,452	689,507	696,390	730,553
Contingency Fund 1% of total exp.	6,755	6,895	6,964	7,306
Net Gain (Loss)	2,155,633	2,026,671	2,109,546	2,263,115

Aquatics 15-16 Budget Revenues

Park & Services Revenue

	FY 15-16 Actual	FY 15-16 Budget	Budget Revised	Prelim 16/17
Adult Aquatic Activities	7,895	7,750	6,600	7,750
Adult Aquatic Activities Placer Hills	1,160	2,450	1,160	1,200
Master Swim	3,960	5,050	2,700	4,000
Stroke & Turn	520	1,000	400	500
Public Swim	31,318	30,250	30,000	30,800
Public Swim - Placer Hills Pool	3,967	3,500	4,000	3,700
Swim Lessons	28,820	26,800	28,000	27,400
Swim Lessons - Placer Hills Pool	10,423	9,250	10,000	10,150
Swim Team	20,485	22,150	20,000	21,150
Synchro Team	8,381	9,500	9,500	8,700
Misc Income PH pool	0	0	0	0
Misc Income	0	0	0	0
Totals	116,929	117,700	112,360	115,350

Rents & Concessions

Sierra/Splash Pool Rental	8,387	10,000	7,500	7,500
Placer Hills Pool rental	966	2,000	1,000	750
Totals	9,353	12,000	8,500	8,250

Total Revenues

	126,282	129,700	120,860	123,600
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Expenditures

Program Expenditures

Instructors - Aquatics	1,617	3,500	1,500	2,000
Adult Aquatic Activities Exp.	1,350	2,350	1,500	1,250
Public Swim Expenses	2,077	2,200	2,200	2,500
Public Swim Expenses PH	415	400	500	500
Swim Lessons Expenses	0	0	0	0
Swim Team Expenses	1,333	2,500	1,500	1,250
Synchro Team Expenses	324	0	350	0
Totals	7,116	10,950	7,550	7,500

Operations & Supplies

Telephone - Placer Hills Pool	194	180	100	206
Gas Milleage - Aquatics	6	150	0	6
Staff Appreciation- Aquatics	0	0	0	0
Small Equipment	0	1,000	1,000	500
Small Equipment - PH Pool	0	250	250	0
Staff Development- Aquatics	405	100	0	500

Uniform Exp	0	0	0	0
Totals	605	1,680	1,350	1,212

Utilities

Gas/Electric - Sierra Pool	28,142	21,000	20,000	28,000
Gas/Electric - Placer Hills	6,107	5,000	5,000	6,500
Reimbursement - Gas/Electric	-9,317	-9,000	-9,317	-9,000
Water - Sierra Pool	3,704	6,350	2,000	4,250
Water - Placer Hills	408	350	250	550
Reimbursement - Water	-524	-1,000	-500	-500
Totals	28,520	22,700	17,433	29,800

Maintenance

Maintenance - Sierra Pool	27,787	29,500	33,000	26,500
Reimbursement - Maintenance	-4,469	-5,500	-5,000	-4,000
Maintenance - Placer Hills pool	8,224	6,600	6,500	4,258
Totals	31,542	30,600	34,500	26,758

Salaries/Wages Expenses

	FY 15-16 Actual	FY 15-16 Budget	Budget Revised	Prelim 16/17
Wages - Aquatics Coordinator	17,263	18,389	18,700	0
Wages - Aqua Coord - Placer Hills	1,201	163	1,000	0
Wages - Adult aquatics	3,359	2,406	3,900	0
Wages - Public Swim	50,357	47,164	49,890	0
Wages - Public Swim - PH Pool	7,581	9,064	7,600	0
Wages - Stroke & Turn	0	450	450	0
Wages - Swim Lessons	8,497	8,162	8,600	0
Wages - Swim Lessons - PH Pool	2,836	2,058	2,900	0
Master Swim	3,014	2,304	3,100	0
Wages - Coaches (Swim Team)	9,492	7,174	9,800	0
Wages - Coaches (Synchro)	8,515	6,717	8,700	115,135
Totals	112,115	104,051	114,640	115,135

Benefits & Payroll Costs

ER -Taxes -(12.65%)	9,252	12,107	14,400	0
Employment Exp- Aquatics	1,369	1,288	1,800	1,400
Fingerprinting Exp- Aquatics	442	500	600	500
Calpers Exp. 16.444%	1,513	2,666	3,139	0
Worker's Comp (2.15% x 1.09%)	1,336	2,635	2,400	17,898
Totals	13,912	19,196	22,339	19,798

Equipment & Fixed Assets

Fixed Assets - Aquatics	0	0	0	0
Totals	0	0	0	0

Total Expenditures	193,810	189,177	197,812	200,203
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Total Revenues	126,282	129,700	120,860	123,600
Total Expenditures	193,810	189,177	197,812	200,203
Contingency 2% of expenses	1,938	1,892	1,978	2,002
Net Gain (Loss)	-69,466	-61,369	-78,930	-78,605

Customer Service 15-16 Budget Revenues

Prelim

	FY 15-16 Actual	FY 15-16 Budget	Revised Mid Year Budget	16/17
Revenue				
Out of Dist Fees	9,853	9,350	7,500	9,650
			0	
Return Check Fees	240	150	150	110
Total	10,056	9,500	7,650	9,760
Rents & Concessions				
	0	0	0	0
Total	0	0	0	0
Miscellaneous Revenue				
	0	0	0	0
Total	0	0	0	
Grant Revenue				
	0	0	0	0
Total	0	0	0	0
Total Revenues	10,056	9,500	7,650	9,760

Expenditures

Expenditures				
Cash short/over	-212	0	-150	-50
Merchant fees	6,477	6,250	5,000	7,050
Telephone expense	11,545	12,150	11,000	11,800
Gift certificates Given Out	967	1,650	950	1,250
Postage	1,504	1,500	1,500	1,750
Office Supplies	2,947	1,700	2,000	3,500
Duplication costs	2,246	5,900	2,500	2,400
Office Equipment rental	9,769	9,500	9,700	9,800
Office equipment Maintenance	3,500	3,800	3,800	50
Gas/Mileage Expense	555	700	500	657
Public Relations/Marketing	15,164	15,500	12,500	17,000
Dues and Subscriptions	0	0	0	0
Staff Appreciation	0	50	50	0
Staff Development	0	250	200	0
Theft Expense	0	0	0	0
Bad Debt	114	550	500	200

Facilities & Grounds

15-16 Budget

		Orig Budget	Mid Year Revised	Prelim
Revenues	FY 15-16 Actual	15/16	Budget 15/16	16/17
Rents and Concessions				
<i>Fee Waivers- Public</i>	(11,249)	(11,000)	(8,000)	(12,740)
<i>Fee Waivers-CVCC Public</i>	(3,135)	(2,500)	(2,500)	(5,750)
<i>Fee Waiver Offset</i>	14,384	5,500	10,500	15,490
Blue Bird Room - CVCC	0	0	0	0
Stella Irving - Rec	0	200	0	0
Lakeside - Reg	4,637	10,900	7,150	4,150
<i>Sierra Room Rental- CVCC</i>	7,160	10,000	7,500	7,500
<i>Sunset Room Rental- CVCC</i>	685	700	1,000	750
<i>Canyon View Room Rental-CVCC</i>	995	1,750	1,000	1,000
<i>Foothills Room Rental- CVCC</i>	3,388	4,500	2,500	2,750
<i>Oak Room Rental-CVCC</i>	0	0	0	0
American River Room	0	2,750	550	0
Conference Room Rentals	0	500	0	0
Board Room Rental - CVCC	100	0	100	100
Conference Modular - Overlook	8,658	9,000	9,000	8,850
Gazebo - Rec	690	250	550	590
Gym - Rec	215	2,600	500	200
Gym - Reg	22,732	17,550	17,500	19,000
Tutor Totter Lease Agreement	4,339	5,004	5,000	4,878
Kitchen - Rec	0	0	0	0
Kitchen - Reg	100	0	250	250
Kitchen-CVCC	100	450	250	100
Picnic Area - Rec	7,175	6,200	5,000	6,350
Picnic Area - Reg	1,515	2,200	1,500	1,350
Picnic Area - Ashford	965	1,150	750	825
Picnic Area - Meadow Vista	2,768	3,050	2,500	2,850
Field - Recreation	2,553	6,450	4,000	2,564
Field A - Reg	717	450	500	980
Field - Softball MV	3,048	4,000	2,000	2,000
Field - Christian Valley	2,677	2,750	0	2,000
Field Soccer/Baseball-Winchester	2,854	3,500	3,000	1,750
Field "Beggs" - Rec	5,060	7,600	7,500	6,300
Field B - Reg	275	3,250	250	450
Field "James" - Rec	16,365	15,750	18,000	15,000
Field "Chana" - Reg	4,364	8,000	6,500	4,500
Field Soccer - Reg	2,576	2,500	2,000	3,000
Field Soccer A- MV	0	0	0	0
Field Soccer A- Railhead	13,868	13,200	13,000	11,750

Field Placer Hills	0	500	0	0
Field Soccer B- MV	0	0	0	0
Field Soccer B- Railhead	10,498	13,000	13,000	9,250
Field "Pee Wee Soccer" Rental - M	0	0	0	0
Field Lining Revenue - Rec	40	0	0	0
Field Lining Revenue - Reg	0	1,250	0	120
Misc Rents & Concessions	3,234	4,085	2,500	3,500
Misc Rents & Concessions - Burea	983	65	0	1,100
Custodial Fees	16,205	15,000	15,000	11,770
Set up and Take Down Fees	3,150	1,400	1,500	2,920
TOTAL RENTS & CONCESSIO	154,689	173,504	151,350	137,447

Miscellaneous Revenues

Recycling Revenue	94	0	0	50
Alcohol permit	1,440	2,500	1,500	1,190
Misc Income - F & G	2,447	5,500	2,000	1,550
Total Misc Revenue	3,981	8,000	3,500	2,790

Budget

Prelim

FY 15-16

Grants & Donations

	FY 15-16 Actual	15/16		16/17
In-Kind Donations	551	92,700	0	0
Donations F&G	26,783	8,250	8,250	0
Pump trac donations	1,779	275,000	21,680	46,896
Pickle Ball Donations			0	
Stewardship council	24,520	0	24,520	246,947
TOTAL GRANTS & DONATION	53,423	375,950	54,450	293,843

Interest Revenue - City Trust	2,763	1,400	2,000	2,850
TOTAL Interest Income	2,763	1,400	2,000	2,850

Project Revenue - Government

County Mitigation	121,800	259,100	241,800	162,300
City Mitigation Revenue	21,700	(76,000)	11,700	20,000
Total Project Revenue - Gov	143,500	183,100	253,500	182,300

Other Financing Sources

Transfers from Future Capital Cons	0	123,418	453,900	325,033
Transfers from Equipment Reserv	0	0	25,000	120,000
Transfers from ADA Reserv	0	55,000	55,000	53,350
City Mitigation Apportionment	106,000	136,000	116,000	30,000
Total Other Financing Sources	106,000	314,418	649,900	528,383

Taxes & Government Revenue

Atwood III Tax Revenue	26,043	24,000	24,000	25,500
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Total Taxes & Gov't Revenue	26,043	24,000	24,000	25,500
TOTAL REVENUES	490,399	765,954	488,800	1,173,113

Expenditures

Operations & Supplies	FY 15-16	Budget	Mid Year	Prelim
	Actual	15/16	Revised	16/17
Telephone - F & G	6,339	6,000	6,000	6,450
Office Supplies - F & G	744	850	850	700
Duplication Cost - F & G	0	50	0	0
Gas/Mileage Expense - Fac & Gr..	14,983	6,000	20,000	16,500
Membership & Dues - F & G	72	100	100	0
Staff Appreciation - F & G	0	0	0	200
Staff Development - F & G	600	150	900	1,500
Small Tools and Equipment-Rec P	2,695	5,000	5,000	3,750
Small Tools and Equipment-Reg P	2,812	4,500	5,000	4,300
Small Tools and Equipment-MV Pa	1,000	4,000	4,300	3,250
Small Tools and Equipment-CVCC	1,270	4,100	2,500	1,950
Field Marking Expense	552	1,600	1,500	850
Safety Supplies - F & G	3,110	2,450	2,500	3,100
Restroom Supplies - Rec Park	1,207	1,450	1,500	1,250
Restroom Supplies - Reg. Park	1,166	1,450	1,500	1,250
Restroom Supplies - Ashford	887	1,350	1,500	1,100
Restroom Supplies - M.V. Park	934	1,450	1,500	1,100
Restroom Supplies - Railhead Park	904	1,350	1,500	1,100
Restroom Supplies - Overlook Park	904	1,350	1,500	1,100
Restroom Supplies - Winchester P	347	850	1,000	800
Restroom Supplies - Rec. Comm C	1,196	1,450	1,500	1,150
Restroom Supplies - Reg. Comm. C	1,095	1,450	1,500	1,150
Restroom Supplies - CVCC	1,213	2,100	1,500	1,200
Sanitation - Rec Toilet	799	4,900	5,000	750
Sanitation- Regional Park- Port. To	5,050	5,800	6,000	5,850
Sanitation- CV - Port. Toilet	0	0	0	0
Sanitation- Winchester Park- Port.	4,550	4,800	5,000	4,450
Sanitation- Rec Park ADA Portab	3,342	600	3,000	3,500
Sanitation - Reg ADA Toilets	3,691	4,300	4,000	4,500
Rec Park - Debris Box	6,179	9,150	8,000	7,900
Sanitation- Regional Park - Debris	6,207	6,600	7,000	6,525
Sanitation- MV Park- Debris	4,336	5,200	5,000	5,300
Sanitation- CVCC - Debris	4,506	3,900	4,000	5,309
TOTAL OPERATIONS & SUPPLI	82,690	94,300	110,150	97,834
		Budget		Prelim

	FY 15-16 Actual	15/16	Mid Year Revised	16/17
Lights- Rec Pk Beggs Field (LL)	2,481	2,550	2,500	2,450
Lighting Reimbursements - Beggs	(2,995)	(2,500)	(2,500)	(2,850)
Lights- Rec Park James Field (LL)	4,601	4,200	4,000	4,200
Lighting Reimbursements - James	(8,938)	(3,550)	(6,500)	(5,900)
Lights- Recreation Field (LL)	1,772	1,100	1,500	1,650
Lighting Reimbursements - Rec Fld	(887)	(1,050)	(1,000)	(2,050)
Gas/Electric - Rec Comm Ctr	11,997	24,000	15,000	6,500
Gas/Electric - Reg Comm Ctr	11,880	12,500	12,000	12,200
Gas/Elec. - Chr Vly Comm Ctr	1,198	1,200	1,000	1,250
Electric Reimbursements - Chr Vly	(855)	(150)	(250)	(800)
Gas/Electric - CVCC	20,154	21,500	22,000	20,500
Gas/Electric - Recreation Park	8,930	8,750	9,000	9,350
Lighting Reimb - Rec Park	(15)	0	0	(150)
Gas/Electric - Reg Park	20,345	18,500	15,000	20,000
Lighting Reimbursements - Reg Pa	(6,043)	(4,350)	(5,000)	(5,300)
Gas/Electric - Ashford Park	2,505	2,450	2,500	2,500
Gas/Elec. - MV Park	3,821	4,950	4,000	4,000
Electric - Railhead	3,254	3,050	2,500	3,050
Lighting Reimbursements - Railhea	(1,759)	(1,200)	(500)	(1,600)
Gas/Electric - Overlook Park	0	0	0	0
Gas/Electric- Winchester Park	1,140	1,550	1,500	1,800
Water - Rec Comm Ctr	3,882	2,500	2,500	4,450
Water - Reg Comm Ctr	1,023	1,800	750	1,250
Water - Chr Vly Comm Ctr	820	1,550	1,500	1,400
Water - CVCC	2,816	2,350	2,150	4,250
Water - Recreation Park	3,901	4,650	3,350	4,400
Water - Regional Park	3,745	5,600	5,000	4,000
Water - Ashford Park	3,283	3,800	3,500	3,000
Water - MV Park	7,025	7,550	6,500	7,450
Water - Chr Vly Park	1,411	2,350	1,500	1,450
Water - Railhead Park	3,161	3,750	3,500	3,600
Water - CVCC (Park)	1,494	2,950	2,000	2,650
Water - Overlook	4,827	5,100	4,000	5,850
Water - Placer Hills Park	2,710	4,050	2,500	3,650
Water - Winchester Park	0	0	0	0
Water - Atwood	2,365	3,550	3,500	3,600
Water - Chana Field	7,397	10,700	6,000	10,800
Sanitation - Rec Park (Sewer)	8,391	8,000	8,000	8,400
Sanitation - Railhead (Sewer)	154	250	250	150
Sanitation - Regional Park - (Sewe	15,103	15,000	15,000	15,000
Sanitation - Ashford Park (Sewer)	1,642	1,700	1,700	1,700
Sanitation - Overlook (Sewer)	653	1,000	1,000	750

Sanitation - CVCC (Sewer)	9,047	9,000	9,000	9,000
TOTAL UTILITIES	157,436	190,700	159,950	167,600

Professional Services

Professional Services - Atwood III	11,676	7,000	7,000	11,700
Professional Services	0	7,000	6,750	0
Atwood - County Admin Coll Fee	0	0	0	0
Total Professional Services	11,676	14,000	13,750	11,700

Building & Grounds Maintenance

District Vehicles Maint - F & G	4,425	11,500	5,000	6,250
Equipment Rental - F & G	721	1,500	1,000	1,250
Maint & Repairs - Equipment	23,920	19,000	17,000	16,000
Maint - Recreation Field	572	1,450	1,500	800
Maint - James Field	6,339	10,000	7,500	11,750
Maint - Beggs Field	2,855	5,100	3,500	4,300
Maint- Rec Park - Irrigation Pump	390	0	0	500
Maint- Reg Park - Irrigation Pump	0	0	0	500
Maint- Ashford Park - Irrigation Pump	0	0	0	500
Maint- MV Park - Irrigation Pump	0	0	0	500
Maint - M.V. Soccer Field	0	0	0	0
Maint- Winchester Field	0	250	0	1,500
Maint - M.V. Tennis Courts	7,025	500	4,000	3,525
Maint - Recreation Park	23,465	21,750	20,000	24,000
Maint - Regional Park	18,070	14,000	18,000	19,750
Maint - Ashford Park	4,311	5,950	4,000	5,050
Maint - Meadow Vista Park	13,917	20,750	14,000	13,000
Maint - Christian Valley Park	2,050	2,750	1,500	2,250
Maint - Railhead Park	2,017	3,050	3,000	3,300
Maint- CVCC Park	4,578	2,500	2,000	4,100
Maint - Overlook Park	5,787	2,600	3,450	5,450
Maint - Placer Hills Park	1,366	3,250	1,500	2,400
Maint - Pocket Parks	115	400	500	500
Maint - Mt. Vernon Park	1,000	900	500	1,200
Maint - Winchester Park	350	3,250	1,000	500
Maint - Atwood III	1,251	1,300	1,000	1,800
Maint-Shockley	0	2,000	1,000	350
Maint-Ashley dog park	500	2,100	1,500	850
Maint - Recreation Comm Ctr	11,263	20,000	12,000	13,500
Maint - Regional Comm Ctr	3,914	7,100	5,000	5,750
Maint - Christian Valley Comm Ctr	388	750	500	1,100
Maint - CVCC	6,074	15,250	10,000	5,900
Maint - Overlook Modular	401	800	500	450
Maint - Regional Tennis Courts	2,771	8,000	5,000	3,250

Maint - Regional Field Soccer	1,500	2,500	2,500	2,500
Maint - Regional Field A	1,140	2,500	5,500	5,500
Maint - Regional Field B	500	2,500	1,500	2,000
Maint - Regional Field C	5,946	3,600	6,500	2,500
Tree Maint Rec Park	3,357	4,000	13,000	28,500
Tree Maint Reg	9,507	4,000	13,000	28,500
Tree Maint Ashford	1,069	2,000	5,000	6,000
Tree Maint MV park	1,760	3,000	4,000	7,500
Tree Maint PH Park	0	0	2,000	0
Tree Maint Railhead Park	0	0	2,000	0
Tree Maint Pocket Parks	0	0	1,000	0
Vandalism Repairs Exp.	7,230	3,250	3,500	7,234
TOTAL MAINTENANCE	181,844	215,100	204,950	252,059

Salaries/Wages Expenses

Wages - Fac Attend - Rec Park	38,262	34,156	36,685	0
Wages - Fac Attend - CVCC	27,358	24,001	26,400	0
Wages - Fac Attend - Reg Park	14,496	14,696	14,399	0
Wages - Management	123,304	143,780	132,900	0
Wages - Rec Park	201,608	215,138	219,138	0
Wages - Reg Park	138,439	134,815	146,915	0
Wages - Ashford Park	17,440	26,192	23,576	0
Wages - Meadow Vista Park	30,633	34,720	32,339	0
Wages - CV Comm Ctr	5,259	6,049	4,820	0
Wages - Railhead Park	13,695	14,069	14,357	0
Wages - CVCC	14,987	14,743	14,292	0
Wages - Overlook Park	13,253	12,131	13,630	0
Wages - Placer Hills Park	10,353	6,437	10,414	0
Wages - Pocket Parks	6,806	779	6,478	0
Wages - Mt. Vernon Park	470	5,300	854	0
Wages - Winchester Park	3,633	8,178	4,414	0
Wages - Atwood	7,767	2,239	8,767	0
Wages - Shockley	1,580	7,000	2,824	0
Wages - Other Projects	1,588	1,193	0	0
Wages - Uniform Allowance	3,570	6,451	4,024	0
Wages - Lighting Project	0	0	450	0
Wages - RH Playground	0	50	50	0
Wages - RH Shade/Hardscape	5,613	7,275	8,775	0
Wages - MV Entrance Landscape	629	0	700	0
Wages - Rec Bocce Ball	8,716	3,000	5,300	0
Wages - Rec Lower Restroom	689	0	700	0
	0	0	0	0
	0	0	0	0
	0	0	0	790,708

690,148 722,391 733,200 790,708

	FY 15-16 Actual	Budget 15/16	Mid Year Revised	Prelim 16/17
ER -Taxes - F & G (7.65%)	56,269	59,691	60,101	0
Employment Expense - F & G	845	407	525	400
Fingerprinting Exp. - F & G	105	87	108	100
Benefits Expense - F & G	117,819	118,923	121,100	119,241
Employer Retirement Exp. (14.9%)	88,633	90,546	99,900	0
Worker's Comp. (7.91% x 148%)	66,130	72,701	67,500	0
Worker's Comp. Volunteers	165	2,527	2,527	225,668
TOTAL BENEFITS & PAYROLL C	329,966	344,882	351,761	345,409
TOTAL SALARIES, BENEFITS	1,020,114	1,067,273	1,084,961	1,136,117

Fixed Assets

Fixed Asset Purchases - F&G	98,998	25,000	25,000	50,000
Computer Purchases	669	4,000	4,000	3,500
TOTAL FIXED ASSETS	99,667	29,000	29,000	53,500

Lease Purchase Princ/Interest

Principal/COP - Regional Gym	0	0	0	0
Interest - COP Regional Gym	0	0	0	0
Lease Principal - Deere Mower	8,874	10,660	10,660	0
Interest - Deere Mower	1,033	1,228	1,228	0
TOTAL LEASE COSTS	9,907	11,888	11,888	0

Rent

Bureau of Reclamation Lease	0	0	0	0
Rec Park Lease UPPR	0	1,791	1,800	1,800
Christian Valley Lease	1,800	1,800	1,800	1,800
TOTAL RENT	1,800	3,591	3,600	3,600

Capital improv projects

Rec - Lower RR Replacement	26,468	0	27,000	0
MV - Tennis Courts Resurfacing	7,000	0	10,500	0
Overlook Park Security Enhancem	5,837	0	5,800	0
CVCC - Lighting Project	19,473	(11,200)	19,400	0
	0	0	0	0
Total Cap Improvements (Genera	58,778	(11,200)	62,700	0

Bell Road Park - CEQA	(5)	100,000	0	246,947
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Bell Road Park - Conditional Use P	0	50,000	0	0
Bell Road Park - Design & Planning	23,370	108,800	100,000	0
Rec - Bocce Ball & Shade Structure	144,341	110,500	154,000	0
Bike Park - Design, CEQA	38,252	64,500	53,500	11,434
Bike Park Construction	0	175,000	0	175,000
Railhead Restroom Renovations	0	0	0	0
Railhead Shade Structure	103,821	131,500	120,499	0
Rec - Solar	212,250	0	206,250	0
MV - Entrance Landscape/Shade	3,094	0	3,100	0
Railhead Bathroom ADA compliance	1,679	24,900	25,000	0
Pickleball Court Conversion	18,644	23,250	24,000	0
Reg - Dry Creek Picnic Area	6	15,000	15,000	0
Reg - Shop POT	0	30,000	40,000	38,350
Railhead B Renovation	0	50,000	0	0
CEQA/NEPA Costs	300	11,800	119,700	0
Reg - Permanent Stage	2,600	0	50,000	0
Reg - Security Cameras	0	0	25,000	0
24 Acres - Preliminary Planning	0	0	35,000	35,000
Reg - Spillway Bridge Project	6,897	6,000	6,000	0
Sierra Pool Replaster + Upgrades	0	0	0	120,000
MV - Pond Island Renovation	0	0	0	70,000
Overlook Park - Planning & CeQA	0	0	0	90,000
PH Pool - POT	0	0	0	10,000
Railhead - Field B Renovation	0	0	0	60,000
Reg - Dry Creek Picnic Area	0	0	0	15,000
Reg - Permanent Stage	6,897	6,000	6,000	112,795
Total Capital Improvements (Fun	562,146	907,250	983,049	984,526
TOTAL CAP IMPROVEMENT	620,924	896,050	1,045,749	984,526
TOTAL EXPENDITURES	2,186,058	2,521,902	2,663,998	2,706,936
Total Revenues	490,399	765,954	488,800	1,173,113
Total Expenditures	2,186,058	2,521,902	2,663,998	2,706,936
Contingency Fund 1% of tot	21,861	25,219	26,640	27,069
Restricted reserve for equip	0	0	0	0
Net Gain (Loss)	(1,717,520)	(1,781,167)	-2201838.3	(1,560,892)

Recreation				
2015-2016 Budget				
Revenues	Budget			Prelim
Program Revenue	FY 15-16 Actual	15/16	Budget Revised	16/17
Adult Softball	22,781	25,000	20,000	23,000
Adult Basketball	8,778	10,000	10,000	9,400
Sr. Sports	2,410	1,900	1,000	2,150
Adult Volleyball	2,796	3,350	3,350	1,300
Pickle Ball	10,762	8,500	8,500	10,450
Adult Classes	44,536	42,000	35,000	42,500
Adult Classes - Bureau	9,647	8,600	8,600	9,250
Youth Basketball	69,051	65,000	65,000	66,250
Pee Wee/Short Shots	1,530	350	350	1,650
T-Ball	0	2,000	0	0
Youth Classes	29,796	39,000	30,000	29,500
Youth Classes - Bureau	2,505	0	3,000	2,500
Pre School	39,005	31,000	31,000	39,000
Youth Camps	25,593	25,000	27,000	26,500
Youth Camps - Bureau	11,783	8,500	12,000	11,000
Youth Sports Camp	630	8,000	0	1,000
Youth Sports Camp - Bureau	12,057	12,000	12,000	12,000
Rec Equipment Rental	0	0	0	0
Special Events	20,425	33,000	8,100	4,200
Party in the Park	5,843	10,000	10,000	7,000
Lifestyle Expo	0	0	0	5,000
Envision Expo	5,355	0	5,000	5,000
Ukulele Festival	5,604	0	5,600	5,000
Food Truck Fiesta	0	0	0	14,000
Great Obstacle Scramble	11,729	0	11,500	13,000
Dead Festival	0	0	0	13,000
Guitar Festival	0	0	0	0
Auburn Community Festival	10,921	13,000	7,800	7,000
Total Program Revenues	353,537	346,200	314,800	360,650
Misc. Revenue				
Activity Guide-Advertising Rev.	4,500	5,100	3,500	3,500
Corporate Sponsorship	0	0	0	0
TOTAL MISC REVENUE	4,500	5,100	3,500	3,500
Grants & Donations				
Youth Assistance Fund - In Dist	8,641	5,500	5,000	12,000
Donations - Recreation	68	1,000	1,000	0
TOTAL GRANTS & DONATN	8,709	6,500	6,000	12,180
Total Revenues	366,746	357,800	324,300	376,330
Expenditures				
Program Expenditures				
Instructors - Adult Classes	17,772	19,750	22,750	23,700
Inst - A Classes - Bureau	5,994	7,600	5,590	7,650
Instructors - Youth Classes	15,310	24,250	19,500	19,000
Inst - Y Classes - Bureau	0	0	1,950	0
Instructors pre school	28,955	17,500	18,000	30,000
Officials - Adult Softball	6,045	6,300	6,000	6,000
Officials - Adult Basketball	3,454	3,100	3,000	4,250
Officials - Adult Volleyball	130	100	0	100
Officials - Youth Basketball	14,094	16,000	0	15,100
Instructors- Youth Camp	17,782	18,500	19,000	17,000
Inst - Y Camp - Bureau	12,824	7,000	7,000	13,000

Instructors- Youth Sports Camp	5,465	4,500	5,500	10,000	
Inst - Y Sports Camp - Bureau	0	8,000	4,500	0	
Adult Softball Expense	1,947	1,850	2,000	1,250	
Adult Basketball Expense	0	450	500	250	
Adult Volleyball Expense	47	0	0	300	
Pickle Ball/Tennis	2,827	600	500	3,700	
Adult Class Expense	281	600	500	650	
Youth Basketball Expense	11,101	16,000	16,000	17,300	
Pee Wee/Short Shots	0	0	0	0	
T-Ball	0	500	500	0	
Youth Class Expense	94	200	200	0	
Youth Camp Expense	320	0	500	300	
Youth Sports Camps	0	2,500	0	0	
Special Events	22,355	11,000	14,400	4,500	
Party in the Park	7,803	7,800	7,500	7,000	
Bike Park fundraising expense	3,833	4,000	4,000	2,500	
Lifestyle Expo	0	0	0	1,500	
Envision Expo Expense	1,550	0	1,500	1,500	
Ukulele Festival Expense	5,779	0	5,600	6,000	
Food Truck Fiesta	0	0	0	4,500	
Great Obstacle Scramble	5,760	0	5,300	6,000	
Dead Festival	0	0	0	16,000	
Guitar Festival	0	0	0	0	
Auburn Community Festival Exp	13,747	14,200	14,200	10,000	
TOTAL PROGRAM EXP.	205,269	192,300	185,990	224,550	
Operating Expenditures					
Advertising	0	0	0	0	
Telephone	280	375	400	350	
Office Supplies	1,426	950	1,000	1,550	
Duplication Costs	50	50	50	50	
Gas/Mileage	375	350	350	825	
Dues & Subscriptions	241	500	500	250	
Staff Appreciation	0	50	50	0	
Company Celebrations	1,050	1,000	1,000	1,100	
Staff Development	182	500	500	600	
Safety Supplies	92	150	150	125	
Activity Guide	31,254	28,500	30,500	26,000	
Youth Assistance Expense	12,866	2,000	2,750	13,500	
Small Rec Equipment	371	1,250	1,500	371	
TOTAL OPERATING EXP	48,187	35,675	38,750	44,721	
Professional Services					
Professional Services- Web page	230	575	1,000	2,250	calendar 2
Total Professional Services	230	575	1,000	2,250	
Salaries/Wages Expenditures					
Wages - Full Time	135,635	145,277	145,593	0	
Wages - Part Time	408	1,650	1,080	0	
Wages - Seasonal	104	100	0	0	
Wages - Adult Softball	4,209	4,192	4,332	0	
Wages - Uniform	0	0	50	0	
Wages - Adult Basketball	1,792	1,465	1,745	0	
Wages - Adult Volleyball	0	0	0	153,820	P/T employe
Totals	142,148	152,684	152,800	153,820	
Benefits & Payroll Expenditures					
ER -Taxes - (13.65%)	11,713	11,980	12,400	0	
Employment Expense	57	0	0	60	
Fingerprinting Expense	(32)	205	255	200	
Benefits Expense	22,672	21,692	20,800	19,911	
Calpers Exp. 16.399%	19,729	19,487	21,590	0	
Worker's Comp	3,760	3,685	3,100	0	

Work Comp volunteers	208	288	80	33,908	
Totals	58,107	57,336	58,225	54,079	
Equipment & Fixed Assets					
Fixed Assets - Recreation	4,050	7,500	0	1,500	lighting for
Computer Purchases - Rec	0	0	0	2,600	
Totals	4,050	7,500	0	4,100	
Total Expenditures	457,991	446,070	436,765	483,520	
		0		0	
Total Revenues	366,746	357,800	324,300	376,330	
Total Expenditures	457,991	446,070	436,765	483,520	
Contingency (1% of expenses)	4,580	4,461	4,368	4,835	
Net Gain (Loss)	(95,825)	(92,731)	(116,832)	(112,025)	

Youth Services				
15-16 Budget				
Revenues				Prelim
	FY 15-16 Actual	FY 15-16 Budget	Revised Mid Year Budget	16/17
Auburn Elem DSC Revenue	94,364	71,000	80,000	104,500
Skyridge DSC Revenue	111,619	100,000	110,000	115,000
Rec Day Camp Rev (School & Summer)	155,116	137,200	155,000	160,200
Newcastle DSC Revenue	102,837	82,500	90,000	103,000
TOTAL	463,936	390,700	435,000	482,700
Rents & Concessions				
Rock Creek Modular Rent	3,600	3,600	3,600	3,600
Miscellaneous Revenue				
	793	0	1,000	0
Total Revenues	468,329	394,300	439,600	486,300
Program Expenditures				Prelim
	FY 15-16 Actual	FY 15-16 Budget	Revised Mid Year Budget	16/17
Auburn Elem - Program Expense	2,555	2,625	2,500	2,850
Skyridge - Program Expense	3,093	2,950	3,000	3,167
Rec Day Camp - Program Exp (Sch. & Summer)	17,616	15,050	16,000	18,558
Newcastle - Program Expense	2,738	2,750	3,500	2,836
	26,002	23,375	25,000	27,411
Operations & Supplies				
Telephone - Youth Services (Cell phones)	123	150	150	156
Telephone - Rec Day Camp Modular	2,411	3,200	3,000	2,492
Telephone - Newcastle	340	425	500	438
Telephone- Auburn Elem	1,249	1,100	1,000	1,348
Telephone- Skyridge	944	1,050	1,000	1,034
Office Supplies - Youth Services	428	200	200	510
Duplication Costs - Youth Services	75	100	100	75
Gas/Mileage Reimbursement Expense	25	0	0	58
Staff Appreciation - Youth Services	0	150	150	0
Staff Development - Youth Services	0	250	250	0
Small Equipment	86	300	300	100
Electric - Day Camp	877	0	964	964
Snack Bar expenses	0	0	0	0

Professional Services	32	300	300	50
TOTAL	6,590	7,225	6,950	7,225
				Prelim
	FY 15-16 Actual	FY 15-16 Budget	Revised Mid Year Budget	16/17
Rep/Maint - Auburn Elem	492	750	750	609
Rep/Maint - Rock Creek	244	200	200	300
Rep/Maint - Skyridge	411	550	550	625
Rep/Maint - Rec Day Camp	797	400	400	1,000
Rep/Maint - Newcastle	19	0	0	0
	1,963	1,900	1,900	2,534
				Prelim
	FY 15-16 Actual	FY 15-16 Budget	Revised Mid Year Budget	16/17
Salaries/Wages Expenses				
Wages - (Y.Serv) - Manager - Salary	64,108	67,117	66,900	0
Wages - (Y.Serv) - Aub Elem - PT	46,504	49,996	51,957	0
Wages - (Y.Serv) - Aub Elem Maint	645	501	788	0
Wages - (Y.Serv) - Skyridge - PT	42,901	42,204	43,865	0
Wages - (Y.Serv) - Skyridge Maint	247	457	557	0
Wages - (Y.Serv) - Rec Day Camp - PT	63,886	59,990	65,990	0
Wages - (Y.Serv) - Day Camp Maintenanc	846	1,559	1,747	0
Wages- (Y.Serv) - Newcastle - PT	50,980	40,484	54,071	0
Wages - (Y.Serv) - Newcastle Maint	17	0	25	288,369
TOTAL WAGES	270,134	262,309	285,900	288,369
Benefits & Payroll Costs				
ER Taxes (SS/MC/SUTA/ETT)	26,561	24,728	27,800	0
Employment Exp- Y.S.	702	869	929	700
Fingerprinting Exp - Y.S.	916	586	606	850
Benefits Expense - Y.S.	23,368	21,847	27,000	31,403
Employer Retirement Exp. YS	20,703	24,179	23,150	0
Worker's Compensation - Y.S.	6,236	6,384	5,700	58,430
TOTAL BENEFITS	78,486	78,593	85,185	91,383
Total Salaries & Benefits	348,620	340,902	371,086	379,752
				Prelim
	FY 15-16 Actual	FY 15-16 Budget	Revised Mid Year Budget	16/17
Fixed Assets- Equipment				
Fixed Asset Purchases	0	0	0	0
Fixed Asset Purchases (computer)	2,196	3,000	3,000	3,100
	2,196	3,000	3,000	3,100

Capital Improvement				
			0	
Total Expenditures	385,371	376,402	407,936	420,022
Total Revenues	468,329	394,300	439,600	486,300
Total Expenditures	385,371	376,402	407,936	420,022
Contingency Reserve (1% of expense)	0	0	0	0
Net Gain (Loss)	82,958	17,898	31,664	66,278

Item 8.3 Cover sheet – Reducing Fee Waivers for ARD Facilities During Peak Usage

Auburn Area Recreation and Park District Program, Policy, Personnel and Fee Committee
February, 2016

The Issue

Shall the Auburn Area Recreation and Park District (ARD) amend its Fee Waiver Policy by reducing the fees waived for facilities during peak usage times?

Background

Several ARD facilities have what would be considered “peak usage times”. As an example, ARD picnic sites are highly sought after between April-October. Frequently people make paid reservations a year in advance. During the same period, many non-profit organizations plan to hold community or fundraising events. These groups request to have 100% of their fees waived. In 2015 we had 22 requests totaling \$2,500 in waived fees, and in 2014, 18 requests resulting in \$2,300.00 in waived fees.

Staff is proposing to reduce the fees waived for facilities from 100% to 50% during peak usage periods. Staff is also proposing that all groups pay the custodial fee, including fee waiver eligible groups.

Staff is proposing the following **changes** to the Fee Waiver Policy:

XXIX. Policy & Procedures for Fee Waivers

Fee waivers may be granted to non-profit organizations, schools, other public agencies and ARD co-sponsored events. **During peak usage times, fee waivers will normally not exceed 50% of the current fees. Custodial and alcohol fees will normally not be waived during these peak periods.** ARD staff can approve fee waivers up to a dollar amount of \$1,500. Fee waivers 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.

Peak usage times for facilities:

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

Recommendation for the Board of Directors

Review and approve the proposed changes to the Fee Waiver policy.

The Policy Committee recommends approving the changes listed above.

Alternatives Available to the Board of Directors

- 1) Do not make changes to the fee waiver policy
- 2) Direct staff to provide further research and information; send back to the policy committee.

Fiscal Impact

Unknown at this time. The estimate on picnic unit rentals is \$1,250/year.

Attachments

None.

Item 8.4 Cover sheet – Proposed Changes to Policy: ARD Minutes of the Board

Auburn Recreation District Policy Committee meeting January, 2016; Policy Committee February, 2016; Board of Directors meeting February, 2016

The Issue

Shall the Auburn Area Recreation and Park District (ARD) make changes to the policy on minutes of the Board?

Background

The question of how minutes are taken and recorded at ARD came up at a recent Board of Directors meeting. Through discussions at the Policy Committee, it was determined that there were amendments needed to ARD policy. These amendments are based on recent changes to the ARD Records Retention Schedule. The changes are highlighted below:

MINUTES OF BOARD. The official minutes of the District Board shall be kept by the Clerk to the Board with the record of each particular type of business transacted set off under the proper headings. All matters brought to the attention of the Board shall be duly noted in the minutes for each matter taken up and considered by the Board and shall include sufficient description to fully acquaint any uninformed reader of the minutes at a later date of the subject matter under consideration. Acronyms and initials shall not be used unless, on first reference, the matter for which the acronyms or initials stand has been set forth in full. The minutes need not reflect the verbatim remarks of any member of the Board or any other person. Board Members or members of the public wanting to have their comments maintained verbatim must provide the Clerk a written transcript of the comments at the time of the meeting which will be kept on file at the District. All regular and special meetings of the Board ~~shall~~ may be recorded for preparation of Board meeting minutes. ~~Tape~~ Recordings may be destroyed 60 days after the meeting so recorded provided that the minutes of the meeting at which the tape was made have been first approved by the Board after those minutes have been approved by the Board of Directors. The provisions of this section shall be directory and not mandatory.

Recommendation for the Board of Directors

Review and approve the changes as noted above.

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

Fiscal Impact

N/A

Attachments

None

Item 8.5 Cover sheet – Letter to Local Legislators Re: Video Monitoring

Auburn Area Recreation and Park District Board of Directors meeting February, 2016

The Issue

Shall the Auburn Area Recreation and Park District (ARD) send a letter to our local legislators regarding the requirements of CA Government Code §53160 (length of storage time of data from surveillance cameras)? Directors Holbrook and Ainsleigh requested this item be considered.

Background

Staff has been conducting research into the installation of security cameras at various parks and facilities. As the Board is aware, the District has experienced many incidents of vandalism and crime at several facilities.

The biggest hurdle we face is the requirement of one (1) year of storage capacity for each camera installed at any ARD facility:

GOVERNMENT CODE SECTION 53160-53162

53160. (a) The head of a special district, after one year, may destroy recordings of routine video monitoring, and after 100 days may destroy recordings of telephone and radio communications maintained by the special district. This destruction shall be approved by the legislative body and the written consent of the agency attorney shall be obtained. In the event that the recordings are evidence in any claim filed or any pending litigation, they shall be preserved until pending litigation is resolved.

(b) For purposes of this article, "recordings of telephone and radio communications" means the routine daily recording of telephone communications to and from a special district, and all radio communications relating to the operations of the special district.

(c) For purposes of this article, "routine video monitoring" means video recording by a video or electronic imaging system designed to record the regular and ongoing operations of the special district, including mobile in-car video systems, jail observation and monitoring systems, and building security recording systems.

(d) For purposes of this article, "special district" shall have the same meaning as "public agency," as that term is defined in Section 53050.

It has been suggested that the District send a letter to our local legislators (State Senator Ted Gaines and Assembly Member Frank Bigelow). This letter would make them aware of the requirements, the difficulty in meeting the requirements, and the consideration of supporting modification.

Recommendation for the Board of Directors

Review and approve the letters to Senator Gaines and Assembly Member Bigelow.

Alternatives available to the Board of Directors

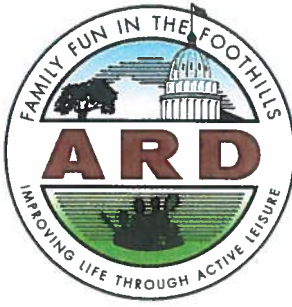
- 1) Do not approve the letters.
- 2) Amend the proposed letters and approve.

Fiscal Impact

There is no fiscal impact to send the letter.

Attachments

- Proposed letter to Senator Gaines.
- Proposed letter to Assembly Member Bigelow.



AUBURN AREA RECREATION AND PARK DISTRICT

February 19, 2016

The Honorable Senator Ted Gaines
State Capitol Building, Room 3070
Sacramento, CA 95814

Re: Video Monitoring and California Government Code 53160 – 53162

Dear Senator Gaines,

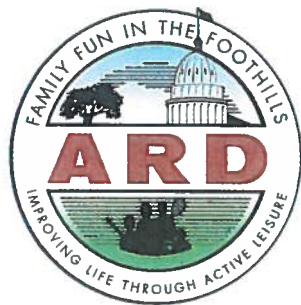
The Auburn Area Recreation and Park District (ARD) has recently been researching and getting cost estimates for the installation of security cameras at various locations in our parks. While ARD is conscious about providing parks and facilities that are not under constant surveillance, we have found that a few of our facilities require monitoring on a more regular basis. These are facilities and areas in our parks that are most often associated with various forms of criminal activity.

During our research, we were astonished to find that as a Special District, ARD is required to store video data for one year (CA Government Code §53160 – 53162). The cost for this amount of data storage is considerable, to the point that ARD has been forced to reduce the amount of cameras and our ability to safely monitor problem areas.

ARD would appreciate any assistance that you and your office can provide in an effort to make the video storage data requirements more reasonable. We understand the need to store data for a certain amount of time, however one year seems to be excessive. This requirement further inhibits our ability to monitor and help increase safety at our parks, as the only other option is to do without.

Sincerely,

Jim Ferris, Board Chairman
Auburn Area Recreation and Park District



AUBURN AREA RECREATION AND PARK DISTRICT

February 19, 2016

Assembly Member Frank Bigelow
CAPITOL OFFICE
State Capitol, Suite #6027
Sacramento, CA 94249-0005

Re: Video Monitoring and California Government Code 53160 – 53162

Dear Assembly Member Bigelow,

The Auburn Area Recreation and Park District (ARD) has recently been researching and getting cost estimates for the installation of security cameras at various locations in our parks. While ARD is conscious about providing parks and facilities that are not under constant surveillance, we have found that a few of our facilities require monitoring on a more regular basis. These are facilities and areas in our parks that are most often associated with various forms of criminal activity.

During our research, we were astonished to find that as a Special District, ARD is required to store video data for one year (CA Government Code §53160 – 53162). The cost for this amount of data storage is considerable, to the point that ARD has been forced to reduce the amount of cameras and our ability to safely monitor problem areas.

ARD would appreciate any assistance that you and your office can provide in an effort to make the video storage data requirements more reasonable. We understand the need to store data for a certain amount of time, however one year seems to be excessive. This requirement further inhibits our ability to monitor and help increase safety at our parks, as the only other option is to do without.

Sincerely,

Jim Ferris, Board Chairman
Auburn Area Recreation and Park District

Discussion Item #9.1 Cover sheet – FY 2016/2017 Project List and Ten Year Plan Update

Auburn Area Recreation and Park District Acquisition and Development Committee Meeting January, 2016; February, 2016; Board of Directors meeting February, 2016

The Issue

Review and discuss: Shall the Auburn Area Recreation and Park District (ARD) Board of Directors direct staff to begin preliminary work and provide appropriate environmental analysis of the projects on the proposed FY 16/17 Project List, and approve the Ten Year Plan Update?

Background

ARD staff provides a proposed Project List for each Fiscal Year. This Project List is based off of projects incorporated in the Ten Year Project List as well as any new needs proposed by the community, staff and Board.

The Ten Year Project List is comprised of those projects deemed to be of the highest priority and reflects the District's goal to address needed existing infrastructure upgrades, bring new features into the existing park system and complete potential land acquisition and new park development.

A description of each project is attached.

Recommendation for the Board of Directors

Review the list and provide comment for staff and the Acquisition and Development Committee. The A&D Committee will review comments and suggestions at the March Committee meeting.

The A&D Committee recommended removing the Regional Park ADA Path of Travel project from the 16/17 list. The cost of the project had ballooned to \$60,000. Staff and the Committee feel that this money could go to more pressing ADA improvements, most likely the Meadow Vista Park bathroom. Staff will be bringing an estimate and conceptual design for the MV Park bathroom to the March committee meeting.

The A&D Committee also recommended removing the Regional Park stage project from the list due to the high likely-hood that the project will not get approved due to airport overflight issues. A separate report on this project is attached.

Fiscal Impact

The fiscal impact of the FY 16/17 Project List is indicated on that document.
The fiscal impact of the Ten Year Project List is indicated on those documents.

Attachments

FY 16/17 Project Descriptions
Information on the Regional Park stage project
Ten Year Project List, including FY 16/17 Project List

FY 2016/2017 Project List: proposed amendments

The following is a brief discussion of the proposed projects on the FY 16/17 Project List

Recreation Park

Sierra Pool re-plaster + updates: This project is off of the Obsolescence List and will be paid for with Equipment Reserve money. This project includes removing the bulkhead (via crane), replastering the pool and making any necessary code changes to items such as ladders, railing and steps.

Placer Hills Pool

Path of Travel (POT): This project involves fixing the path of travel from the parking lot to the pool edge to ensure ADA compliance. Most of the changes are relatively minor.

Regional Park

Dry Creek Picnic ADA improvements: CARRIED OVER FROM FY 15/16 - This project involves the creation of an ADA pathway from a new ADA parking stall to an ADA compliant picnic table.

~~Regional Shop Path of Travel (POT): CARRIED OVER FROM FY 15/16 – The new estimate of \$60,000 (previous estimate = \$35,000) reflects new information and review by the engineer working on the project. **REMOVED**~~

Permanent Stage: CARRIED OVER FROM FY 15/16 - The \$120,000 estimate reflects an engineer's estimate to install a permanent stage at the Party in the Park location. This stage will be available for ARD use and for use by the public (via rental). **See separate information document on this project.**

24 Acres

Preliminary Planning: CARRIED OVER FROM FY 15/16 – This involves the creation of a conceptual plan and associated estimated costs. The plan will be crafted after public input is received and basic studies, including a tree inventory and topographic mapping, are completed.

Railhead Park

Railhead B Renovation: CARRIED OVER FROM FY 15/16 - This project has been carried over for the third year (due to drought conditions the past two years). This project entails scraping off the top 2" of the fields, adding soil amendments and sand and then either seeding, sprigging or sodding. The updated cost number reflects the cost to install Bermuda sod (the recommended method).

Meadow Vista Park

Pond island renovation: This project entails making renovations to the shrinking island in the pond. Staff is waiting to hear back from a consultant regarding necessary permits and possible designs.

CVCC

Bike Park Design, CEQA and construction: CARRIED OVER FROM PREVIOUS YEARS – Staff expects to have the environmental document available for public and Board review in the spring of 2016.

Bell Rd.

Design, planning, CEQA and Conditional Use Permit work: CARRIED OVER FROM PREVIOUS YEARS – Pending Board direction to move forward and funding approval from the Stewardship Council, staff will begin the process of the formal design, planning, CEQA and CUP work.

Overlook Park

Overlook area planning/CEQA: This project will entail developing a formal plan and completing the necessary CEQA and NEPA reviews and approvals.

Regional Park Stage Project – additional information

Background

In May of 2015 the ARD Board of Directors approved a Project List amendment that included the construction of a permanent stage at Regional Park. A budget of \$100,000.00 was allocated for the project. Specific site design and survey work was needed to conduct the necessary planning and design. Upon the Board approval, staff moved forward with hiring a local structural engineer, Scheller Engineering, to provide a conceptual design for the project. Giuliani and Kull were hired to conduct the site survey needed for the engineer's work. Upon completion of a conceptual design that was reviewed by staff and a Board member, ARD moved into a contract with Scheller Engineering to fine tune the design and complete the needed construction documents and calculations required for permitting the project through Placer County. A total of \$7510.00 has been spent on survey, design, construction documents and calculations to date.

The project site is in the area where the temporary stage used for Party In The Park is located. This is the natural "amphitheater" at the bottom of the large slope between the Lakeside Room and Tennis Courts. Regional Park, and the specific area where the stage is proposed, is also in the airport overflight zone and is designated on the Auburn Municipal Airport Specific Compatibility Policies and Maps in the ALUCP (Airport Land Use Compatibility Plan) plan as "incompatible". Staff presented the drawings and project description to planning staff at Placer County and was advised that it will require the following land use entitlements:

- Review and approval by PCTPA (Placer County Transportation Planning Agency) which functions as the ALUC (Placer County Airport Land Use Commission).
- Amendment to the existing Conditional Use Permit for this area of Regional Park.

Because the use is considered an Outdoor Large Assembly Facility amphitheater where large groups of people congregate, the stage project is designated as incompatible with the ALUCP (Airport Land Use Compatibility Plan). It is likely that the project will be initially denied by the commission and need to file an appeal of the decision. Chances for approval on appeal are less than good. However, in the past, projects seen as incompatible have received approval so there is some precedent to assume that given a good case, the project might receive approval. The next steps, should ARD choose to pursue the project, is to submit a formal application with Placer County for an amendment to the CUP and airport approvals. The County would forward the project to the PCTPA for review. The CUP would be put on hold until results from the PCTPA review is completed. If ARD is not successful with PCTPA, then the County would refund deposits held for the CUP amendment to ARD and the project would not continue.

Recommendation

The project is worthwhile and would be a positive amenity for Regional Park and the public. However, due to the controversial nature of the airport overflight zone approval process, staff feels there is limited opportunity to receive approvals.

Alternatives Available:

- Direct staff to move forward with the project;
- Direct staff to vacate the project and not pursue entitlements;
- Forward the project to the full Board for discussion and direction.

Fiscal Impact

Funds spend to date include survey and engineering costs totaling \$7,510.00. Costs to pursue the CUP amendment and air-flight overlay approval start at \$3,609.00 to start as a deposit with the County. The costs will increase to cover CEQA and additional County staff time to complete the CUP. These costs cannot be determined at this time.

The original project budget of \$100,000.00 will not cover the ultimate costs of the project. The engineer's estimate for construction is \$99,128.95.

Auburn Recreation District Ten Year Project List

2016/2017

Estimated balance

60,031 978,430 268,442 198,984

PROJECT	Est. Cost	Gen. Fund	ADA	Reserve	Cnty. Mit.	City Mit.	Grants	In Kind
Recreation Park								
Sierra Pool replaster + updates	150,000							Equip.fund
Placer Hills Pool								
POT	10,000			10,000				
Regional Park								
Dry Creek Picnic ADA improvements	15,000		15,000					
Permanent Stage	120,000			45,000	75,000			
24 Acres								
Preliminary planning	35,000			35,000				
Railhead Park								
Railhead B renovation	60,000			60,000				
Meadow Vista Park								
Pond island renovation	70,000			70,000				
CVCC								
Bike Park construction	175,000				87,300			87,700
Bike Park - Design, CEQA (continued)	100,000			90,000				10,000
Bell Rd.								
Planning/CEQA/Const. documents	517,000						517,000	
Overlook Park								
Overlook area planning/CEQA	90,000			60,000		30,000		
TOTAL	1,342,000	0	15,000	370,000	162,300	30,000	517,000	97,700

Estimated Balance Remaining

45,031 608,430 106,142 168,984

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

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

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

Note: Assumes \$150,000 added to FCC this Fiscal Year

Note: Reserve amount includes Future Capital Const. Reserve + Cell Tower Reserve

Auburn Recreation District Ten Year Project List

2017/2018

Estimated balance

50,031 633,430 156,142 178,984

PROJECT	Est. Cost	Gen. Fund	ADA	Reserve	Cnty. Mit.	City Mit.	Grants	In Kind
Recreation Park								
Bocce picnic area	60,000				40,000	20,000		
Pool bleachers shade structure	100,000			100,000				
Regional Park								
Kiosks	10,000			10,000				
POT tennis courts	41,500			41,500				
Meadow Vista Park								
Parking lot reseal/restripe	10,000			10,000				
Bell Rd²								
ROW improvements								
Sitework								
Permits								
Tree mitig								
Fencing								
Parking Lot	2,600,000			150,000			2,450,000	
Int roadways								
Restroom								
Nature Playground								
Landscaping								
Irrigation								
Shade structures								
Walking path								
Overlook Park								
Overlook area development	300,000			100,000	100,000	100,000		
Restroom ADA upgrades	10,000			10,000				
TOTAL	2,961,500	0	0	411,500	140,000	120,000	2,450,000	0

Estimated Balance Remaining

50,031 221,930 16,142 58,984

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

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

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

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

Note: Reserve amount includes Future Capital Const. Reserve + Cell Tower Reserve

Note²: assumes money being available from the Stewardship Council and other grant sources

Auburn Recreation District Ten Year Project List

2018/2019

Estimated balance

55,031 246,930 66,142 68,984

PROJECT	Est. Cost	Gen. Fund	ADA	Reserve	Cnty. Mit.	City Mit.	Grants	In Kind
<i>Regional Park</i>								
Tennis courts surfaces	100,000			100,000				
<i>Bell Road²</i>								
Shade structure	60,000				60,000			
TOTAL	160,000		0	100,000	60,000	0	0	0
Estimated Balance Remaining			55,031	146,930	6,142	68,984	0	0

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

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

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

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

Note: Reserve amount includes Future Capital Const. Reserve + Cell Tower Reserve

Note²: assumes money being available from the Stewardship Council and other grant sources

Auburn Recreation District Ten Year Project List

2019/2020

Estimated balance

60,031 171,930 56,142 36,435

PROJECT	Est. Cost	Gen. Fund	ADA	Reserve	Cnty. Mit.	City Mit.	Grants	In Kind
<i>Meadow Vista</i>								
Tennis courts resurface	25,000			25,000				
Pickle ball resurface	25,000			25,000				
<i>Bell Road²</i>								
Shade structure	60000				60000			
TOTAL	110,000		0	50,000	60,000	0	0	0
Estimated Balance Remaining			60,031	121,930	-3,858	36,435	0	0

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

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

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

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

Note: Reserve amount includes Future Capital Const. Reserve + Cell Tower Reserve

Note²: assumes money being available from the Stewardship Council and other grant sources

Auburn Recreation District Ten Year Project List

2020/2021

Estimated balance			65,031	146,930	46,142	46,435	0	0
PROJECT	Est. Cost	Gen. Fund	ADA	Reserve	Cnty. Mit.	City Mit.	Grants	In Kind
<i>Recreation Park</i>								
Front playground	120,000			20,000	50,000	50,000		
TOTAL	120,000		0	20,000	50,000	50,000	0	0
Estimated Balance Remaining			65,031	126,930	-3,858	-3,565	0	0

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

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

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

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

Note: Reserve amount includes Future Capital Const. Reserve + Cell Tower Reserve

Auburn Recreation District Ten Year Project List

2021/2022

Estimated balance 70,031 151,930 46,142 6,435 0 75,000

PROJECT	Est. Cost	Gen. Fund	ADA	Reserve	Cnty. Mit.	City Mit.	Grants	In Kind
<i>Regional Park</i>								
M.P. Field impr. incl. plan/CEQA	250,000			90,000	85,000			75,000
TOTAL	250,000		0	90,000	85,000	0	0	75,000
Estimated Balance Remaining			70,031	61,930	-38,858	6,435	0	0

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

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

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

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

Note: Reserve amount includes Future Capital Const. Reserve + Cell Tower Reserve

Auburn Recreation District Ten Year Project List

2022/2023

Estimated balance 75,031 86,930 11,142 16,435

PROJECT	Est. Cost	Gen. Fund	ADA	Reserve	Cnty. Mit.	City Mit.	Grants	In Kind
<i>Meadow Vista</i>								
Signage	1,200		1,200					
<i>Regional Park</i>								
Pond leak Repair	95,000			95,000				
TOTAL	96,200		1,200	95,000	0	0		

Estimated Balance Remaining 73,831 -8,070 11,142 16,435

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

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

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

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

Note: Reserve amount includes Future Capital Const. Reserve + Cell Tower Reserve

Auburn Recreation District Ten Year Project List

2023/2024

Estimated balance 78,831 16,930 61,142 26,435

PROJECT	Est. Cost	Gen. Fund	ADA	Reserve	Cnty. Mit.	City Mit.	Grants	In Kind
<i>Regional Park</i>								
Upgrade water system	50,000			50,000				
Pond mucking	75,000			75,000				
TOTAL	125,000		0	125,000	0	0		
Estimated Balance Remaining			78,831	-108,070	61,142	26,435		

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

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

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

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

Note: Reserve amount includes Future Capital Const. Reserve + Cell Tower Reserve

Discussion Item #9.2 Cover Sheet for Installation of Security Cameras At Regional Park

Auburn Area Recreation and Park District February 2016 Board Meeting

The Issue: A discussion regarding installation of security cameras at Regional Park Picnic Area

Background: Staff has been conducting research into the installation of security cameras at Regional Park for the past several months. After meeting with several security companies, three quotes have been obtained and staff has chosen Capture Technologies Inc. for the project.

As the Board is aware, the District has experienced many incidents of vandalism and crime at Regional Park. Due to the remoteness of the North End of the park (the picnic areas at Dry Creek), staff has determined that the first phase of the security camera project should occur there. The biggest hurdle we face is the requirement of one (1) year of storage capacity for each camera installed at any ARD facility:

GOVERNMENT CODE SECTION 53160-53162

53160. (a) The head of a special district, after one year, may destroy recordings of routine video monitoring, and after 100 days may destroy recordings of telephone and radio communications maintained by the special district. This destruction shall be approved by the legislative body and the written consent of the agency attorney shall be obtained. In the event that the recordings are evidence in any claim filed or any pending litigation, they shall be preserved until pending litigation is resolved.

(b) For purposes of this article, "recordings of telephone and radio communications" means the routine daily recording of telephone communications to and from a special district, and all radio communications relating to the operations of the special district.

(c) For purposes of this article, "routine video monitoring" means video recording by a video or electronic imaging system designed to record the regular and ongoing operations of the special district, including mobile in-car video systems, jail observation and monitoring systems, and building security recording systems.

(d) For purposes of this article, "special district" shall have the same meaning as "public agency," as that term is defined in Section 53050.

Recommendation: After review of the three quotes received from vendors, staff will be utilizing Capture Technologies for the North End Regional Park project. Capture Technologies has been the most responsive of all three companies and has strived to find the best and most economical solution to the surveillance issue facing ARD. Capture Technologies also won the bid for the City of Auburn's security camera project at the airport and comes highly recommended by them. As well, they will use the same camera manufacturer and technology that is in use at Disneyland, U.C. Davis and the Santa Cruz Boardwalk, amongst many others.

Fiscal Impact: \$12,984, plus electrical by a licensed contractor and some site work to be done by ARD. There will also need to be an internet connection made at the North End of the Park. That cost is unknown currently.

Attachments: Capture Technology quote



An Employee-Owned Company

Capture Technologies, Inc.

3575 Alameda Ave, Oakland, CA 94601

QUOTE

Number CAPQ2156-01

Date Feb 8, 2016

Sold To	Ship To	Account Executive
Auburn Area Parks and Recreation D Joe Fecko 471 Maidu Dr #200 Auburn, CA 95603	Auburn Area Parks and Recreation D Joe Fecko 471 Maidu Dr #200 Auburn, CA 95603	Martin Van Enoo 2617 K Street Suite 125 Sacramento, CA 95816 mvanenoo@capturet.com

Phone (530) 885-0611 Ext 1
Fax

Phone (530) 885-0611 Ext 1
Fax

Phone 510.500.1489
Fax 510.485.5489

This proposal is for a video surveillance system for the Dry Creek Picnic area and playground. A 3 MP dome camera will be mounted on the light pole next to the playground. Another 3MP dome camera will be mounted on another pole next to the parking area. A 3MP PTZ camera will be mounted on the same pole next to the parking area but it will be overlooking the picnic area.

Others are to supply a weatherproof and lockable NEMA enclosure mounted on the existing light pole next to the playground. In the enclosure is to be mounted a single gang 110V outlet. Capture Technologies will mount the wireless bridge and the camera.

Others are to supply a weatherproof and lockable NEMA enclosure big enough to house the NVR, internet router, and switch. A double gang 110v outlet is to be mounted inside the enclosure. The enclosure is to be mounted to the top of the pole which is also to be supplied by others. Capture Technologies will mount the wireless bridge, cameras and install and configure the NVR.

The NVR will be web enabled allowing for the management of the video surveillance system through any web browser.

Terms	Down Payment	Valid Till
Net 10	\$6,491.76	2/6/2016

Part #	Description	Qty	Unit Price	Ext. Price
Cameras & Lens				
404100289	In/Outdoor, 3MP IP, Dome, 3~9mm Autofocus, 3-axis, D-WDR, IR, POE/12vDC/24vAC, IP66, 12ips@3MP/30ips@1080p, ONVIF, H.264/MJPEG, CMOS, Quad Streaming, True D/N, Motion Detection, Micro SD, Heater, Sensor, Audio Input, White	2	\$757.00	\$1,514.00
404200xxx	Outdoor, 3MP IP, Dome, 4.7~94mm, D-WDR, 20x PTZ, 24vAC, IP66, 30ips@3MP, ONVIF, H.264/MJPEG, CMOS, Quad Streaming, True D/N, Motion Detection, Micro SD, Heater, Sensor, Audio Input, White	1	\$2,619.00	\$2,619.00
Mounts				
404200xxx	Pole Mount Kit with 7.25" arm, pole bracket w/ straps & pendant housing for CM-716, OE-C7163 & CM-730 models.	2	\$202.00	\$404.00
404200427	Pole Mount Kit with 13.5" Arm & pole bracket w/ straps for CM-512, CM-M806, CM-L812 & CM-816 models	1	\$149.00	\$149.00
Wireless Bridges & Switches				
	Ubiquiti NanoStation M Ethernet Bridge	2	\$142.00	\$284.00

Part #	Description	Qty	Unit Price	Ext. Price
	Ubiquiti ERPOE5 Edgerouter POE 24V/48V, 5-Port Router	2	\$280.00	\$560.00
	Recorder			
404200xxx	4CH NVR w/ Apex Traverse, Linux OS, and 8TB (Includes 5yr OWS Prime Subscription and Apex Software Updates)	1	\$3,078.00	\$3,078.00
	Supplies			
MSS	Miscellaneous Materials	1	\$100.00	\$100.00
	Professional Services			
Inst-VS	Installation, configuration, and training	1	\$2,240.00	\$2,240.00
CNVS-8x5FF	SILVER--VS LOCAL Support Services and system monitoring Monday through Friday 8x5 Including 800# Phone Support, Full Hardware Warranty and Local Onsite Technicians.	1	\$1,200.00	\$1,200.00
			SubTotal	\$12,148.00
			Tax	\$707.53
			S&H	\$127.99
			Total	\$12,983.52

To accept this quotation and purchasing T&C's, sign here and return

Signature

Date

Thank You For Your Business!

Did you know that Secure deposits & payments can now be made online at www.capturet.com

Wednesday Feb 03 2016 | 0 comments

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Recreation Ramblings

Another View: The great sport of swimming is just around the corner

By: Kahl Muscott / Guest Columnist



It's raining, cold and foggy — a perfect time to talk about swimming. My guess is that one of the last things on people's minds right now is pools and swimming. Auburn has been blessed with a wet January this year, and the cold temperatures have most people thinking about skiing, snow chains and snow shovels. For my family, and a few others like us, we are beginning the ramp up to another season of competitive swimming. Swim team meetings have started and the buzz around my house is how the new practice schedule will work in to our hectic lives. My family has always been aquatic oriented. My dad grew up lifeguarding at a reservoir. My brother and I both learned how to swim at the local beach on Houghton Lake, the largest inland lake in Michigan.

I remember standing in the very cold lake while the instructor taught us the basics. I would like to say that my goal was to keep progressing up the levels associated with swim lessons: beginner, advanced beginner, intermediate. In reality, my only goal was to get out of the frigid lake before the second stage of hypothermia set in.

When we moved to Colorado, I found something to my liking — indoor pools. My brother, sister and myself all swam competitively, and we swam all of our practices and meets indoors. This was nice.

However, there were many times when I left the pool building with a damp head and was able to crunch my hair as it froze while walking to a waiting car.

Fast forward to my current life. Both of my children swim on a recreation level swim team. They swim all of their practices and meets in a heated outdoor pool. However it is often chilly when they get out in the early season. I guess my swimming genes got passed down, including the propensity to not always associate swimming with sun, heat and “cooling off.”

I share my swimming tales because registration has started for ARD’s swim teams, the Robalos competitive swim team and the Mermaid synchronized swim team.

To clarify, when I say “competitive,” I am referring to the fact that these teams participate in meets that feature races or competitions against other teams. Both the Robalos and Mermaids are considered “recreation” level swim teams, meaning they swim for approximately three months in the summer.

Both of these programs have a long, storied history, going back decades. Thousands of local children have participated on these teams.

Despite my bellyaching about cold temperatures, I am a major proponent of getting kids involved in the world of competitive swimming. Heck, I would even advocate joining another local swim team if that meant getting kids to the pool.

Swimming is great exercise, a wonderful way to meet new friends and teaches life-long lessons about competition. Swimming is also a practical, functional skill that could save a life (that said, life jackets save lives).

The Auburn Robalos and Auburn Mermaids both swim at Sierra Pool at Recreation Park. The season begins May 2. Both teams have pre-season clinics that begin in March. For more information, please visit www.auburnrec.com or call (530) 863-4615.

For swimming enthusiasts over the age of 18, ARD offers Masters Swimming. This long-running program started Feb.1. The group meets three times per week at 5:45 a.m. More information is available on the ARD website.

I look forward to seeing you at the pool or local swimming hole this year!

Calendar of upcoming programs, meetings and events

Feb. 15: Offices Closed – Presidents Day

Feb. 25: ARD board of director’s meeting

March 1: Signups start for the Auburn Endurance Challenge

March 5: Giant Pumpkin Forum

Kahl Muscott is district administrator for the Auburn Area Recreation and Parks District

Keywords:

Kahl Muscott Auburn Recreation and Parks District Swimming

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