

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

**6:00 P.M.**

**THURSDAY, DECEMBER 17, 2015  
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**

Holbrook \_\_\_\_\_ Ferris \_\_\_\_\_ Gray \_\_\_\_\_ Ainsleigh \_\_\_\_\_ Lynch \_\_\_\_\_

**2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS**

Year-end presentation by District Administrator Kahl Muscott.

**3.0 AGENDA REVIEW, CHANGES, AND APPROVAL**

Motion by \_\_\_\_\_ Second by \_\_\_\_\_ to \_\_\_\_\_

\_\_\_\_\_

Holbrook \_\_\_\_\_ Ferris \_\_\_\_\_ Gray \_\_\_\_\_ Ainsleigh \_\_\_\_\_ Lynch \_\_\_\_\_

**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 November 19, 2015 Minutes of the Board of Directors**

Review and approval of minutes.

\_\_\_\_\_ **5.2 Review of Cash Requirements for November, 2015 (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 October, 2015 (Standing Finance Committee)**

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

\_\_\_\_\_ **5.4 Amended Minutes from March 26, 2015 Board of Directors Meeting**

Shall the ARD Board of Directors amend the minutes from the March, 2015 Board of Directors meeting to add an item that was inadvertently left off the original approval? (Item 7.2, highlighted).

\_\_\_\_\_ **5.5 Purchase of New F350 Ford Truck (Standing Finance Committee)**

Shall the District purchase a new Heavy Duty F350 Ford Truck?

\_\_\_\_\_ **5.6 Pay-Off of Lease for John Deere Mower (Standing Finance Committee)**

Shall the District pay off the existing lease of the John Deere mower?

\_\_\_\_\_ **5.7 Review and Acceptance of Bocce Ball Courts at Recreation Park (Acquisition & Development Committee)**

Shall the Board of Directors accept the recently completed Bocce Ball Courts at Recreation Park?

Motion by \_\_\_\_\_ second by \_\_\_\_\_ to \_\_\_\_\_

\_\_\_\_\_

Holbrook \_\_\_\_\_ Ferris \_\_\_\_\_ Gray \_\_\_\_\_ Ainsleigh \_\_\_\_\_ Lynch \_\_\_\_\_

**Roll Call Vote**

**6.0 ADMINISTRATOR’S AND DEPARTMENTAL REPORTS**

**7.0 UNFINISHED BUSINESS**

None.

**8.0 NEW BUSINESS**

**\_\_\_\_\_ 8.1 Election of Officers and Consider Committee Meeting Assignments**

**Recommendation:** Elect officers and consider committee meeting assignments. Each member has the right to nominate another member. No second is required for a nomination. Begin with the office of Chairperson. Please see attachment for correct procedural information.

Motion by \_\_\_\_\_ second by \_\_\_\_\_ to \_\_\_\_\_

\_\_\_\_\_

Holbrook \_\_\_\_\_ Ferris \_\_\_\_\_ Gray \_\_\_\_\_ Ainsleigh \_\_\_\_\_ Lynch \_\_\_\_\_

**\_\_\_\_\_ 8.2 Bike Park Site CEQA/NEPA Consultant Expanded Scope of Work and Fee (Acquisition & Development Committee)**

Shall the Auburn Area Recreation and Park District Board of Directors approve an expanded scope of work and subsequent fee increase from Dudek for professional services that are beyond the current contract for the proposed Auburn Bike Park?

Motion by \_\_\_\_\_ second by \_\_\_\_\_ to \_\_\_\_\_

\_\_\_\_\_

Holbrook \_\_\_\_\_ Ferris \_\_\_\_\_ Gray \_\_\_\_\_ Ainsleigh \_\_\_\_\_ Lynch \_\_\_\_\_

**Roll Call Vote**

**\_\_\_\_\_ 8.3 Resolution Number 2015-19; ARD Records Retention Policy and Schedule (Program, Personnel, Policy, Fee & Legal Review Committee)**

Shall the Auburn Area Recreation & Park District Board of Directors update its policy on records retention and adopt Resolution #2015-19, adopting a Records Retention Schedule?

Motion by \_\_\_\_\_ second by \_\_\_\_\_ to \_\_\_\_\_

\_\_\_\_\_

Holbrook \_\_\_\_\_ Ferris \_\_\_\_\_ Gray \_\_\_\_\_ Ainsleigh \_\_\_\_\_ Lynch \_\_\_\_\_

**Roll Call Vote**

\_\_\_\_\_ 8.4 **Letter to California State Parks Re: ASRA (Program, Personnel, Policy, Fee & Legal Review Committee)**

Shall the Auburn Area Recreation & Park District Board of Directors send a letter to California State Parks regarding comments and thoughts on the forthcoming Auburn State Recreation Area (ASRA) General Plan?

Motion by \_\_\_\_\_ second by \_\_\_\_\_ to \_\_\_\_\_

\_\_\_\_\_

Holbrook \_\_\_\_\_ Ferris \_\_\_\_\_ Gray \_\_\_\_\_ Ainsleigh \_\_\_\_\_ Lynch \_\_\_\_\_

**Roll Call Vote**

\_\_\_\_\_ 8.5 **Placer County Local Agency Formation Commission (LAFCO) Alternate Special District Representative Voting Ballot**

Shall the Auburn Area Recreation & Park District Board of Directors vote for a LAFCO Alternate Special District Representative?

Motion by \_\_\_\_\_ second by \_\_\_\_\_ to \_\_\_\_\_

\_\_\_\_\_

Holbrook \_\_\_\_\_ Ferris \_\_\_\_\_ Gray \_\_\_\_\_ Ainsleigh \_\_\_\_\_ Lynch \_\_\_\_\_

**Roll Call Vote**

\_\_\_\_\_ 9.0 **ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS**

1. Discussion item: Conceptual Plan for 24 acres at Regional Park (Acquisition & Development Committee)
2. County Mitigation Fund, current balance \$255,141. (Standing Finance 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

\_\_\_\_\_ 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:

12-10-15  
Date

1:35 P.M.  
Time

P. Larson  
Clerk to the Board

**SECTION: 5.0**

**ITEM: 5.1 REVIEW AND APPROVAL OF THE NOVEMBER  
19, 2015 AUBURN AREA RECREATION & PARK  
DISTRICT MINUTES OF THE BOARD OF  
DIRECTORS**

**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  
Thursday, November 19, 2015, 6:00 p.m.  
Canyon View Community Center  
471 Maidu Drive  
Auburn, CA**

**Board Members**

**Present:** Chairman Scott Holbrook  
Director Jim Ferris  
Director Jim Gray  
Director Ainsleigh  
Director Lynch

**Board Members**

**Absent:** None.

**Staff Present:**

Kahl Muscott, District Administrator  
Joe Fecko, Administrative Services Manager  
Larry Gray, Facilities & Grounds Manager  
Manouch Shirvanioun, Customer Service/Marketing Manager  
Sheryl Petersen, Recreation Services Manager  
Debbie Thomas, Youth Services Manager  
Pamela Vann, Landscape Architect  
Patricia Larson, Recording Secretary

**FLAG PRESENTATION BY BSA RROOP 19 FLAG SALUTE (Pledge to the Flag)**

**1.0 CALL TO ORDER**

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

**2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS**

A presentation was made by John Price and Olin Bycroft from the Auburn Moose Lodge of a \$1,000 check for the Youth Assistance Fund.

An update and power point presentation was given by Derek Labrecque, Paul Breckenridge, and Jim Holmes regarding the Multigenerational Community Center.

### **3.0 AGENDA REVIEW, CHANGES AND APPROVAL**

A motion was made by Director Ainsleigh and seconded by Director Gray to approve the agenda with item 8.1 being moved in front of 6.0.

#### **Roll Call Vote**

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

5 – 0 Motion carries.

### **4.0 PUBLIC COMMENT**

None.

### **5.0 CONSENT ITEMS**

**5.1 Review and Approval of the October 29, 2015 Auburn Area Recreation & Park District Minutes of the Board of Directors**

**5.2 Review of Cash Requirements for October, 2015 (Standing Finance Committee)**

**5.3 Resolution Number 2015-20, Resolution of the Governing Board of Directors of the Auburn Area Recreation and Park District Approving the Transfer of Funds in the Amount of \$18,000 from the City Mitigation Fund for the Completion of the Railhead Park Playground and the Amount of \$28,000 from the City Mitigation Fund for the Completion of the Railhead Park Shade & Hardscape Project Into the General Fund for a Total of \$46,000 (Standing Finance Committee)**

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

#### **Roll Call Vote**

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

5 – 0 Motion carries.



**6.0 Item 8.1 became 6.0, Amending 2015/2016 Project List: Meadow Vista Community Center (Acquisition & Development Committee)**

A motion was made by Director Holbrook and seconded by Director Ferris to approve \$44,000 of Area 5 Mitigation Funds for the completion of the north wing of the Meadow Vista Community Center.

A motion was made by Director Lynch to strike the previous motion and seconded by Director Holbrook to amend the project list as presented to approve the \$44,000 of Area 5 Mitigation Funding for the completion of the north wing of the Meadow Vista Community Center.

**Roll Call Vote**

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

5 – 0 Motion carries.

**6.1 Item 6.0 became 6.1, ADMINISTRATOR’S AND DEPARTMENTAL REPORTS**

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

**7.0 UNFINISHED BUSINESS**

None.

**8.0 NEW BUSINESS**

**8.1 Item 8.2 became 8.1, Scales Regarding Minimum Wage Change (Program, Personnel, Policy, Fee & Legal Review Committee)**

A motion was made by Director Lynch and seconded by Director Ferris to approve the scales regarding the minimum wage change.

**Roll Call Vote**

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

5 – 0 Motion carries.

**8.2 Item 8.3 became 8.2, Change in District Policy Regarding Purchase of Equipment (Program, Personnel, Policy, Fee & Legal Committee)**

A motion was made by Director Holbrook and seconded by Director Ferris to approve the change in District Policy regarding the purchase of equipment.

**Roll Call Vote**

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

4 – 1 Motion carries.

**8.3 Item 8.4 became 8.3, Call for Nomination-Special District Representative-Placer County Local Agency Formation Commission-(LAFCO)**

A motion was made by Director Ferris and seconded by Director Holbrook to nominate and support Director Lynch as a special district representative to LAFCO.

**Roll Call Vote**

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

3 – 1 – 1 Motion carries.

**9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS**

1. Discussion item: proposed letter to California State Parks.

**Public Comment:**

Eric Peach of Protect American River Canyons gave public comment regarding the construction of a multi-use bridge across the North Fork of the American River at China Bar to serve the trails users, hikers, runners, equestrians and mountain bikers of this area.

Diana Boyer of the Auburn Bike Park gave public comment regarding the need for a cost effective bridge.

The letter to California State Parks will be revised and reviewed at the December 9<sup>th</sup> Policy Committee Meeting. Board members were asked to give their input to District Administrator Kahl Muscott by December 3, 2015.

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**

1. Correspondence from Randy Hackbarth, President of the Action Coalition for Equestrians regarding the Auburn Bike Park and response from District Administrator Kahl Muscott.

**12.0 PUBLIC COMMENT**

None.

**13.0 CLOSED SESSION – Closed session was cancelled.**

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

**Title: District Administrator**

**ADJOURNMENT** - As there was no further business, the meeting was adjourned at 7:49 p.m. by Chairman Holbrook.

\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Date

**SECTION: 5.0**

**ITEM: 5.2 REVIEW OF CASH REQUIREMENTS FOR  
NOVEMBER, 2015**

**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: \$79,171.05**

Auburn Rec & Park  
 VENDOR CHECK REGISTER REPORT  
 Payables Management

Ranges: From: To: From: To:  
 Check Number First Last Check Date 11/1/2015 11/30/2015  
 Vendor ID First Last Checkbook ID UMPQ UMPQ  
 Vendor Name First Last

Sorted By: Check Date

\* Voided Checks

| Check Number | Vendor ID | Vendor Check Name              | Check Date | Checkbook ID | Audit Trail Code | Amount      |
|--------------|-----------|--------------------------------|------------|--------------|------------------|-------------|
| 12800        | U0019     | US Bank                        | 11/6/2015  | UMPQ         | PMCHK00002268    | \$13,648.39 |
| 12802        | S1007     | Stationary Engineers, Local 39 | 11/6/2015  | UMPQ         | PMCHK00002269    | \$248.37    |
| 12803        | S1010     | State Disbursement Unit        | 11/6/2015  | UMPQ         | PMCHK00002269    | \$87.50     |
| 12804        | TEMPB     | Brandon Bell                   | 11/6/2015  | UMPQ         | PMCHK00002269    | \$15.00     |
| 12805        | TEMPM     | James Moore                    | 11/6/2015  | UMPQ         | PMCHK00002269    | \$25.00     |
| 12806        | TEMPW     | David Wage                     | 11/6/2015  | UMPQ         | PMCHK00002269    | \$40.00     |
| 12807        | 1099-193  | Celena Polena                  | 11/13/2015 | UMPQ         | PMCHK00002270    | \$312.00    |
| 12808        | 1099-203  | Susan Thomas                   | 11/13/2015 | UMPQ         | PMCHK00002270    | \$265.20    |
| 12809        | 1099-218  | Auburn Gymnastics Center       | 11/13/2015 | UMPQ         | PMCHK00002270    | \$481.00    |
| 12810        | 1099-230  | Karen Leese                    | 11/13/2015 | UMPQ         | PMCHK00002270    | \$24.00     |
| 12811        | 1099-239  | Macintosh-Oddo                 | 11/13/2015 | UMPQ         | PMCHK00002270    | \$2,725.80  |
| 12812        | 1099-243  | PhilIip Dallas                 | 11/13/2015 | UMPQ         | PMCHK00002270    | \$390.00    |
| 12813        | 1099-252  | Donna Lisa Otto                | 11/13/2015 | UMPQ         | PMCHK00002270    | \$227.50    |
| 12814        | 1099-269  | Deborah Lynn                   | 11/13/2015 | UMPQ         | PMCHK00002270    | \$97.50     |
| 12815        | 1099-277  | Foothill Karake Do             | 11/13/2015 | UMPQ         | PMCHK00002270    | \$68.25     |
| 12816        | 1099-291  | Isaac Humber                   | 11/13/2015 | UMPQ         | PMCHK00002270    | \$117.00    |
| 12817        | 1099-295  | Juli Land-Marx, dba Image Net  | 11/13/2015 | UMPQ         | PMCHK00002270    | \$900.00    |
| 12818        | 1099-304  | Christina Taylor               | 11/13/2015 | UMPQ         | PMCHK00002270    | \$252.00    |
| 12819        | 1099-314  | Pickleball Pimp, Inc.          | 11/13/2015 | UMPQ         | PMCHK00002270    | \$108.00    |
| 12820        | 1099-316  | Rebecca Centatiempo            | 11/13/2015 | UMPQ         | PMCHK00002270    | \$72.00     |
| 12821        | 1099-49   | Paula Duffy                    | 11/13/2015 | UMPQ         | PMCHK00002270    | \$139.75    |
| 12822        | A0001     | Recology Auburn Placer         | 11/13/2015 | UMPQ         | PMCHK00002270    | \$379.78    |
| 12823        | A0014     | AT&T                           | 11/13/2015 | UMPQ         | PMCHK00002270    | \$884.30    |
| 12824        | A0027     | Recology Auburn Placer         | 11/13/2015 | UMPQ         | PMCHK00002270    | \$1,217.37  |
| 12825        | C0044     | CSDA                           | 11/13/2015 | UMPQ         | PMCHK00002270    | \$5,288.00  |
| 12826        | C0061     | California Computer Services   | 11/13/2015 | UMPQ         | PMCHK00002270    | \$1,885.00  |
| 12827        | C0075     | Cintas Corporation             | 11/13/2015 | UMPQ         | PMCHK00002270    | \$170.47    |
| 12828        | C0111     | Central Valley Broadband       | 11/13/2015 | UMPQ         | PMCHK00002270    | \$189.90    |
| 12829        | C0113     | Cooks Portable Toilets & Septi | 11/13/2015 | UMPQ         | PMCHK00002270    | \$698.38    |
| 12830        | D0025     | Dawson Oil Company             | 11/13/2015 | UMPQ         | PMCHK00002270    | \$918.15    |
| 12831        | D0066     | De Lage Landen                 | 11/13/2015 | UMPQ         | PMCHK00002270    | \$623.95    |
| 12832        | E0011     | ECORP Consulting, Inc.         | 11/13/2015 | UMPQ         | PMCHK00002270    | \$634.20    |
| 12833        | E0012     | Eagle Fence Company, Inc       | 11/13/2015 | UMPQ         | PMCHK00002270    | \$4,796.00  |
| 12834        | G0045     | GSSA UMPIRES                   | 11/13/2015 | UMPQ         | PMCHK00002270    | \$921.80    |
| 12835        | G0077     | Gold Country Water             | 11/13/2015 | UMPQ         | PMCHK00002270    | \$77.25     |
| 12836        | J0012     | Deere Credit, Inc.             | 11/13/2015 | UMPQ         | PMCHK00002270    | \$990.63    |
| 12837        | L0027     | Pat Larson                     | 11/13/2015 | UMPQ         | PMCHK00002270    | \$48.06     |
| 12838        | M0019     | Kahl Muscott                   | 11/13/2015 | UMPQ         | PMCHK00002270    | \$108.81    |
| 12839        | M0098     | Meadow Vista County Water Dist | 11/13/2015 | UMPQ         | PMCHK00002270    | \$709.08    |
| 12840        | P0007     | Pacific Gas & Electric Company | 11/13/2015 | UMPQ         | PMCHK00002270    | \$204.35    |
| 12841        | S0094     | Manouch Shirvanioun            | 11/13/2015 | UMPQ         | PMCHK00002270    | \$81.11     |
| 12842        | S0131     | Kasey Strauss                  | 11/13/2015 | UMPQ         | PMCHK00002270    | \$16.65     |
| 12843        | S0145     | SCP Pool Distributors LLC      | 11/13/2015 | UMPQ         | PMCHK00002270    | \$521.89    |
| 12844        | S1000     | State Of California/DOJ        | 11/13/2015 | UMPQ         | PMCHK00002270    | \$32.00     |
| 12845        | T0055     | TimeClock Plus by Data Managem | 11/13/2015 | UMPQ         | PMCHK00002270    | \$2,144.56  |
| 12846        | TEMPB     | Michele Bonk                   | 11/13/2015 | UMPQ         | PMCHK00002270    | \$65.00     |
| 12847        | TEMPC     | Steven Clegg                   | 11/13/2015 | UMPQ         | PMCHK00002270    | \$35.00     |
| 12848        | U0028     | U.S. Bank Equipment Finance    | 11/13/2015 | UMPQ         | PMCHK00002270    | \$689.10    |
| 12849        | V0007     | Verizon Wireless               | 11/13/2015 | UMPQ         | PMCHK00002270    | \$239.57    |
| 12850        | V0013     | Pam Vann                       | 11/13/2015 | UMPQ         | PMCHK00002270    | \$36.63     |
| 12851        | Z0008     | Sean Zehm                      | 11/13/2015 | UMPQ         | PMCHK00002270    | \$14.50     |
| 12852        | S1007     | Stationary Engineers, Local 39 | 11/20/2015 | UMPQ         | PMCHK00002271    | \$266.08    |
| 12853        | S1010     | State Disbursement Unit        | 11/20/2015 | UMPQ         | PMCHK00002271    | \$87.50     |

System: 12/2/2015 3:32:00 PM  
User Date: 12/2/2015

Auburn Rec & Park  
VENDOR CHECK REGISTER REPORT  
Payables Management

Page: 2  
User ID: Veona

\* Voided Checks

| Check Number  | Vendor ID | Vendor Check Name | Check Date | Checkbook ID | Audit Trail Code        | Amount      |
|---------------|-----------|-------------------|------------|--------------|-------------------------|-------------|
| -----         |           |                   |            |              |                         | -----       |
| Total Checks: | 53        |                   |            |              | Total Amount of Checks: | \$45,219.33 |
|               |           |                   |            |              |                         | =====       |

Auburn Rec & Park  
 VENDOR CHECK REGISTER REPORT  
 Payables Management

|              |       |      |              |           |
|--------------|-------|------|--------------|-----------|
| Ranges:      | From: | To:  | From:        | To:       |
| Check Number | First | Last | Check Date   | 11/1/2015 |
| 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      |
|--------------|-----------|--------------------------------|------------|--------------|------------------|-------------|
| 13002        | 1099-104  | Thomas Seibel                  | 11/27/2015 | COMM 1ST     | PMCHK00002272    | \$113.75    |
| 13003        | 1099-247  | Clifford Johnson               | 11/27/2015 | COMM 1ST     | PMCHK00002272    | \$39.00     |
| 13004        | 1099-252  | Donna Lisa Otto                | 11/27/2015 | COMM 1ST     | PMCHK00002272    | \$52.00     |
| 13005        | 1099-256  | Healing Pastures, Inc.         | 11/27/2015 | COMM 1ST     | PMCHK00002272    | \$195.00    |
| 13006        | 1099-49   | Paula Duffy                    | 11/27/2015 | COMM 1ST     | PMCHK00002272    | \$312.00    |
| 13007        | B0020     | BSN Sports, Inc.               | 11/27/2015 | COMM 1ST     | PMCHK00002272    | \$471.50    |
| 13008        | C0061     | California Computer Services   | 11/27/2015 | COMM 1ST     | PMCHK00002272    | \$500.00    |
| 13009        | C0072     | CIT Technology Fin. Serv., Inc | 11/27/2015 | COMM 1ST     | PMCHK00002272    | \$480.49    |
| 13010        | C0111     | Central Valley Broadband       | 11/27/2015 | COMM 1ST     | PMCHK00002272    | \$129.95    |
| 13011        | C0113     | Cooks Portable Toilets & Septi | 11/27/2015 | COMM 1ST     | PMCHK00002272    | \$900.00    |
| 13012        | D0008     | The Davey Tree Expert          | 11/27/2015 | COMM 1ST     | PMCHK00002272    | \$6,300.00  |
| 13013        | D0015     | Department of Social Services  | 11/27/2015 | COMM 1ST     | PMCHK00002272    | \$968.00    |
| 13014        | D0080     | DCE                            | 11/27/2015 | COMM 1ST     | PMCHK00002272    | \$7.19      |
| 13015        | E0007     | Echo Valley Ranch              | 11/27/2015 | COMM 1ST     | PMCHK00002272    | \$1,423.13  |
| 13016        | G0006     | Gold Country Media Publication | 11/27/2015 | COMM 1ST     | PMCHK00002272    | \$378.60    |
| 13017        | H0056     | Humana Dental Ins. Co          | 11/27/2015 | COMM 1ST     | PMCHK00002272    | \$1,567.52  |
| 13018        | I0018     | William Joseph La Flaur        | 11/27/2015 | COMM 1ST     | PMCHK00002272    | \$675.00    |
| 13019        | J0021     | Jacobsen West                  | 11/27/2015 | COMM 1ST     | PMCHK00002272    | \$338.07    |
| 13020        | M0048     | Joanna McNutt                  | 11/27/2015 | COMM 1ST     | PMCHK00002272    | \$23.50     |
| 13021        | M0071     | Mission Protection Systems Inc | 11/27/2015 | COMM 1ST     | PMCHK00002272    | \$150.00    |
| 13022        | N0003     | Norris Electric, Inc.          | 11/27/2015 | COMM 1ST     | PMCHK00002272    | \$1,550.86  |
| 13023        | N0040     | Nevada City Community Broadcas | 11/27/2015 | COMM 1ST     | PMCHK00002272    | \$140.00    |
| 13024        | P0007     | Pacific Gas & Electric Company | 11/27/2015 | COMM 1ST     | PMCHK00002272    | \$10,588.16 |
| 13025        | P0021     | Petty Cash                     | 11/27/2015 | COMM 1ST     | PMCHK00002272    | \$81.00     |
| 13026        | P0023     | PG&E                           | 11/27/2015 | COMM 1ST     | PMCHK00002272    | \$119.02    |
| 13027        | S0133     | Shelly's Smart Shopper         | 11/27/2015 | COMM 1ST     | PMCHK00002272    | \$750.00    |
| 13028        | T0064     | TJR Resources                  | 11/27/2015 | COMM 1ST     | PMCHK00002272    | \$5,664.98  |
| 13029        | TEMPB     | Tom Boucree                    | 11/27/2015 | COMM 1ST     | PMCHK00002272    | \$10.00     |
| 13030        | TEMPP     | Diane Pozo                     | 11/27/2015 | COMM 1ST     | PMCHK00002272    | \$23.00     |

Total Checks: 29

Total Amount of Checks: \$33,951.72

**SECTION: 5.0**

**ITEM: 5.3 REVIEW OF FINANCIALS FOR OCTOBER, 2015**

**DESCRIPTION:**

**INFORMATION: SEE ATTACHED INFORMATION**

**STAFF  
RECOMMENDATION: REVIEW AND APPROVE FINANCIALS FOR  
OCTOBER, 2015**



| <b>PROFIT &amp; LOSS</b>              |                             |               |                                |               |                     |                           |                     |                     |                           |
|---------------------------------------|-----------------------------|---------------|--------------------------------|---------------|---------------------|---------------------------|---------------------|---------------------|---------------------------|
| <b>15/16 Approved Budget</b>          |                             |               |                                |               |                     |                           |                     |                     |                           |
|                                       | Approved Budget<br>FY 15-16 | %<br>Of Total | Mid-Yr<br>Revision<br>FY 15-16 | %<br>Of Total | Oct<br>ACTUALS      | Last Yr<br>OCT<br>Actuals | YTD<br>ACTUALS      | YTD<br>BUDGET       | Last Yr<br>YTD<br>ACTUALS |
| <b>Operating Revenues</b>             |                             |               |                                |               |                     |                           |                     |                     |                           |
| Program Revenue                       | 860,100                     | 18%           | 865,810                        | 18%           | 82,583              | 94,685                    | 705,675             | 686,860             | 630,038                   |
| Facility Revenue                      | 188,504                     | 4%            | 159,850                        | 3%            | 7,322               | 13,214                    | 135,424             | 129,871             | 154,675                   |
| Misc. Revenue                         | 56,500                      | 1%            | 57,000                         | 1%            | 334                 | 751                       | 35,825              | 34,500              | 14,670                    |
| Grants & Donations                    | 382,450                     | 8%            | 60,450                         | 1%            | 1,019               | 1,795                     | 59,517              | 58,450              | 62,022                    |
| Interest Income                       | 34,900                      | 1%            | 28,500                         | 1%            | 3,460               | 4,303                     | 29,077              | 21,800              | 20,696                    |
| Projects Revenue                      | 395,100                     | 8%            | 357,800                        | 7%            | (60,000)            | 17,500                    | 189,500             | 189,500             | 2,994                     |
| Tax Revenue<br>In Kind                | 2,673,774                   | 56%           | 2,765,000                      | 57%           | -                   | 53,657                    | 1,250,209           | 1,250,699           | 1,138,133                 |
| Transf in from Cap Const & City Trust | -                           | 0%            | -                              | 0%            | -                   | -                         | 60,000              | 60,000              | 14,506                    |
| <b>Total Operating Revenue</b>        | <b>4,769,745</b>            | <b>100.00</b> | <b>4,828,310</b>               | <b>100.00</b> | <b>94,718</b>       | <b>185,905</b>            | <b>2,465,227</b>    | <b>2,431,680</b>    | <b>2,037,734</b>          |
| <b>Expenditures</b>                   |                             |               |                                |               |                     |                           |                     |                     |                           |
| Program Expense                       | 236,675                     | 5%            | 218,540                        | 5%            | 26,213              | 30,680                    | 168,893             | 162,740             | 164,239                   |
| Operating & Supplies                  | 343,830                     | 7%            | 325,400                        | 7%            | 28,478              | 29,978                    | 173,996             | 180,250             | 170,494                   |
| Utilities Expense                     | 213,400                     | 5%            | 177,383                        | 4%            | 37,929              | 41,179                    | 121,362             | 112,283             | 122,830                   |
| Professional Services                 | 35,125                      | 1%            | 37,500                         | 1%            | (2,911)             | 6,217                     | 20,497              | 21,500              | 32,820                    |
| Building & Grounds Maintenance        | 247,600                     | 5%            | 242,400                        | 5%            | 23,958              | 28,257                    | 115,990             | 109,950             | 105,343                   |
| Property Tax Admin.                   | 56,091                      | 1%            | 63,266                         | 1%            | 306                 | 306                       | 2,864               | 2,700               | 2,532                     |
| Wages                                 | 1,739,431                   | 38%           | 1,779,040                      | 38%           | 115,202             | 109,187                   | 929,339             | 933,802             | 843,667                   |
| Benefits & Payroll Costs              | 677,388                     | 15%           | 696,884                        | 15%           | 58,859              | 53,055                    | 397,200             | 396,732             | 395,786                   |
| Fixed Asset Expense                   | 47,500                      | 1%            | 34,000                         | 1%            | -                   | -                         | 3,746               | 3,000               | 15,873                    |
| Capital Improvement Projects          | 949,467                     | 21%           | 946,150                        | 20%           | 116,191             | 23,607                    | 607,714             | 608,049             | 108,849                   |
| Debt Services                         | 15,479                      | 0%            | 15,488                         | 0%            | 12,472              | 991                       | 7,317               | 6,935               | 10,234                    |
| Special Dept Expenses (equip res.)    | 55,000                      | 1%            | 55,000                         | 1%            | -                   | -                         | -                   | -                   | -                         |
| Project Expenditures                  | -                           | 0%            | 117,599                        | 2%            | -                   | -                         | -                   | -                   | -                         |
| Misc Expense                          | -                           | 0%            | -                              | 0%            | -                   | -                         | -                   | -                   | -                         |
| <b>Total Expenditures</b>             | <b>4,616,986</b>            | <b>100.00</b> | <b>4,708,650</b>               | <b>100.00</b> | <b>416,697</b>      | <b>323,457</b>            | <b>2,548,918</b>    | <b>2,537,941</b>    | <b>1,972,667</b>          |
| <b>Net Revenue Over Expenditures</b>  | <b>\$ 152,759</b>           | <b>3.20</b>   | <b>\$ 119,660</b>              | <b>3.20</b>   | <b>\$ (321,979)</b> | <b>(137,552)</b>          | <b>(883,691)</b>    | <b>(\$106,261)</b>  | <b>\$65,067</b>           |
| Annual Contingency Reserve (1-2%)     | \$ 450,000                  |               | \$ 450,000                     |               | \$ 450,000          |                           | \$ 450,000          | \$ 450,000          |                           |
| Annual Equip Replacement Reserve      | \$ 658,531                  |               | \$ 708,531                     |               | \$ 708,531          |                           | \$ 658,531          | \$ 658,531          |                           |
| Future Capital Construction Reserve   | \$ 744,971                  |               | \$ 744,971                     |               | \$ 705,971          |                           | \$ 744,971          | \$ 744,971          |                           |
| ADA Reserve                           | \$ 55,032                   |               | \$ 55,032                      |               | \$ 60,032           |                           | \$ 55,032           | \$ 55,032           |                           |
| <b>TOTAL RESERVES</b>                 | <b>\$ 1,908,534</b>         |               | <b>\$ 1,924,534</b>            |               | <b>\$ 1,924,534</b> |                           | <b>\$ 1,908,534</b> | <b>\$ 1,908,534</b> |                           |

As Of 10/31/2015  
For All Segment1s  
For All Segment2s  
For Segment3 0000 To 9999  
For All Segment4s

|  | Current<br>YTD |
|--|----------------|
| ASSETS   |                |
| Current Assets                                 |                |
| Imprest Fund (Petty Cash)                      | \$580.00       |
| Umpqua Bank                                    | 65,002.37      |
| Placer County Treasure-General                 | 2,754,658.02   |
| ADA Reserve Account                            | 60,031.75      |
| Cell Tower Reserves                            | 122,459.24     |
| Placer County Treasurer - City Trust           | 304,692.35     |
| Youth Asst. Fund                               | 10,180.49      |
| Atwood Fund                                    | 7,407.92       |
| Atwood - Equip Replacement Fund                | 15,603.66      |
| Arboretum Grant Fund                           | 13,275.73      |
| Shockley Maint Fund                            | 8,792.57       |
| Accounts Receivable                            | 27,498.24      |
| CAPRI Receivable                               | 13,045.36      |
| A/R - 501C3 Group                              | 7,400.00       |
| Daycamp Receivables                            | 15,409.00      |
| Prepaid Liability Expense                      | 11,581.32      |
| Prepaid Workers Comp Insurance                 | 13,688.48      |
|  | <hr/>          |
| Total Current Assets                           | \$3,451,306.50 |
| Fixed Assets                                   |                |
| Fixed Assets: Land                             | \$1,156,603.12 |
| Fixed Assets: Structures                       | 11,339,325.34  |
| Fixed Assets: Equipment                        | 704,077.26     |
| Fixed Assets: Computer Equipment & Software    | 116,691.89     |
| Fixed Assets: Vehicles                         | 211,563.58     |
| Fixed Assets: Office Furniture & Rec Equipment | 48,123.75      |
| Construction In Progress                       | 847,087.28     |
| Less: Accumulated Depreciation                 | (8,386,287.35) |
|  | <hr/>          |
| Total Fixed Assets                             | \$6,037,184.87 |
|  | <hr/>          |
| Total Assets                                   | \$9,488,491.37 |
|  | <hr/> <hr/>    |

Auburn Rec & Park  
Balance Sheet  
As Of 10/31/2015  
For All Segment1s  
For All Segment2s  
For Segment3 0000 To 9999  
For All Segment4s

Current  
YTD

LIABILITIES and EQUITY

Current Liabilities

|                               |            |
|-------------------------------|------------|
| Prepaid Revenue               | \$42.00    |
| Gift Certificates             | 508.00     |
| Compensated Absences          | 111,842.70 |
| Sales Tax Payable             | 543.61     |
| Federal Withholding Payable   | (11.95)    |
| Social Security-FICA Payable  | (31.24)    |
| State Disability Ins.-SDI Pay | (1.83)     |

|                           |              |
|---------------------------|--------------|
| Total Current Liabilities | \$112,891.29 |
|---------------------------|--------------|

Long Term Liabilities

|                              |             |
|------------------------------|-------------|
| John Deere Financial Payable | \$30,658.35 |
| PG & E Loan Payable          | 10,715.56   |

|                             |             |
|-----------------------------|-------------|
| Total Long Term Liabilities | \$41,373.91 |
|-----------------------------|-------------|

|                   |              |
|-------------------|--------------|
| Total Liabilities | \$154,265.20 |
|-------------------|--------------|

Fund Balances

|   |              |
|---|--------------|
| GFB: Youth Assistance Fund                    | \$10,180.49  |
| GFB: General Fund Balance                     | 955,158.73   |
| Investments in Fixed Assets                   | 6,037,184.87 |
| Less: Net of Related Debt                     | (41,373.91)  |
| RFB: Reserved (City Mitigation)               | 304,692.35   |
| RFB: Annual Equip Replacement Reserv.         | 708,530.72   |
| RFB: Annual Contingency Reserve               | 450,000.00   |
| RFB: Reserved for Future Capital Construction | 705,971.28   |
| RFB: Arboretum Grant Fund                     | 13,275.73    |
| RFB: Reserved (Atwood)                        | 7,407.92     |
| RFB: Atwood III-Equip Repl Fund               | 15,603.66    |
| GFB- Cell Tower Reserves                      | 122,459.24   |
| RFB: General Fund (ADA Reserve)               | 60,031.75    |
| RFB: Shockley Maint Fund                      | 8,792.57     |

|                   |             |
|-------------------|-------------|
| Net Profit/(Loss) | (23,689.23) |
|-------------------|-------------|

|              |                |
|--------------|----------------|
| Total Assets | \$6,037,184.87 |
|--------------|----------------|

Auburn Rec & Park  
Balance Sheet  
As Of 10/31/2015  
For All Segment1s  
For All Segment2s  
For Segment3 0000 To 9999  
For All Segment4s

|                              | Current<br>YTD |
|------------------------------|----------------|
| Total Reserved Funds         | \$2,355,391.31 |
| Total Designated Funds       | \$0.00         |
| Total Unrestricted Funds     | \$941,649.99   |
|                              | <hr/>          |
| Total Liabilities and Equity | \$9,488,491.37 |
|                              | <hr/> <hr/>    |

## **Item 5.4 Cover Sheet: Amended Minutes from March, 2015**

**Auburn Area Recreation and Park District Board of Directors, December, 2015**

### **The Issue:**

Shall the Auburn Area Recreation and Parks District (ARD) amend the minutes from the March, 2015 Board of Directors meeting to add an item that was inadvertently left off the original approval?

### **Background:**

The ARD Board approved the minutes from the March 26, 2015 Board of Directors meeting at the April 30, 2015 Board of Directors meeting. Item 7.2 from the March Board meeting was inadvertently left off of the minutes that were approved.

### **Recommendation:**

Approve the amended minutes from the March, 2015 Board of Directors meeting.

### **Fiscal Impact**

N/A

### **Attachments**

Amended minutes from the March 26, 2015 Board of Directors meeting.

**Auburn Area Recreation and Park District**  
**Amended Minutes**  
**of the Meeting of the Board of Directors**  
Thursday, March 26, 2015, 6:00 p.m.  
Canyon View Community Center  
471 Maidu Drive  
Auburn, CA

**Board Members**

**Present:** Chairman Scott Holbrook  
Director Jim Ferris  
Director Jim Gray  
Director Gordon Ainsleigh

**Board Members**

**Absent:** Curt Smith

**Staff Present:**

Kahl Muscott, District Administrator  
Joe Fecko, Administrative Services Manager  
Larry Gray, Facilities & Grounds Manager  
Manouch Shirvanioun, Customer Service/Marketing Manager  
Pamela Vann, Landscape Architect  
Patricia Larson, Recording Secretary

**1.0 CALL TO ORDER**

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

**2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS**

A presentation was given by Sports Coordinator Jerry Fisher to Chris Packard, ARD/YDL Assistant Coach for March, 2015 volunteer of the month.

**3.0 AGENDA REVIEW, CHANGES AND APPROVAL**

A motion was made by Director Ainsleigh and seconded by Director Ferris to postpone item 8.2 of the agenda to the April 2015 board meeting.

4 – 0 Motion carries.

**4.0 PUBLIC COMMENT**

Cherry Dulaney, an Auburn resident gave public comment that the pickleball players made a commitment to ARD to raise \$8,000 for the pickleball courts conversion at Regional Park. Cherry presented \$8,250 to Kahl Muscott for the courts.

## 5.0 CONSENT ITEMS

- 5.1 **Review and Approval of the February 26, 2015 Auburn Area Recreation & Park District Minutes of the Board of Directors**
- 5.2 **Review of Cash Requirements for February, 2015 (Standing Finance Meeting)**
- 5.3 **Review of Financials for February, 2015 (Standing Finance Meeting)**
- 5.4 **Resolution Number 2015-03, A Resolution to Transfer Funds from the General Fund to the Contingency Reserve (Standing Finance Meeting)**

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

### **Roll Call Vote**

4 – 0 Motion carries.

## 6.0 ADMINISTRATOR’S AND DEPARTMENTAL REPORTS

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

## 7.0 UNFINISHED BUSINESS

- 7.1 **Resolution Number 2015-04 Before the Governing Board of the Auburn Area Recreation & Park District County of Placer, State of California Adoption of Final Budget, General Fund (Standing Finance Committee)**

A motion was made by Director Gray and seconded by Director Ferris to adopt Resolution Number 2015-04, Before the Governing Board of the Auburn Area Recreation & Park District County of Placer, State of California Adoption of Final Budget, General Fund.

### **Roll Call Vote**

4 – 0 Motion carries.

### **7.2 Amended Scope of Work for the Bike Park Environmental Review**

A motion was made by Director Ainsleigh and seconded by Director Gray to approve the amended scope of work and subsequent fee increase from Dudek for professional services that are beyond the original contract for the proposed Auburn Bike Park.

### **Roll Call Vote**

4 – 0 Motion carries.

**8.0 NEW BUSINESS**

**8.1 Atwood Pond Project from HOA (Acquisition & Development Committee Meeting)**

A motion was made by Director Ainsleigh and seconded by Director Gray to approve the project and funding as recommended by staff of 5%.

**Roll Call Vote**

4 – 0 Motion carries.

**8.2 Fiscal Year 2015/2016 Project List and Ten Year Plan Update – this item was postponed to the April 2015 Board of Directors meeting.**

**8.3 Project Notification Procedure (Program, Personnel, Policy, Fee & Legal Review Committee)**

A motion was made by Director Ainsleigh and seconded by Director Holbrook to approve the policy change to allow for further notification, if appropriate.

4 – 0 Motion carries.

**8.4 CSDA Call for Nominations – Board of Directors Seat A**

The Board took no action on this item.

**9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS**

None.

**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 7:09 p.m.**

**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**

No reportable action.

**ADJOURNMENT** - As there was no further business, the meeting was adjourned at 7:13 p.m. by Chairman Holbrook.

\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Date

## **Item 5.5 Cover Sheet for Purchase of New Truck**

Auburn Area Recreation and Park District December 2015 Finance Meeting and December 2015 Board meeting

**The Issue:** Shall the District purchase a new Heavy Duty F350 Ford truck?

**Background:** In October of 2015, the Board approved the expenditure for the purchase of a new Ford truck to replace the “mower” truck currently being used to transport the tri deck mower to various parks. The funds are to come from the general fund rather than the equipment reserve (balance \$708,531 as of October 31, 2015). The unit was originally scheduled to be replaced in 2012, but the District was able to achieve an additional three years of service life from the vehicle.

The District has obtained four quotes (attached) and the lowest price was received from Auburn Ford, at \$35,769. District Policy states that staff must obtain three quotes and submit the most responsive quote to the Board for approval.

**Recommendation:** Staff recommends approval of the contract to purchase the new F350 Ford truck. The finance committee forwarded this item to the board with a positive recommendation to approve the quote (contract) from Auburn Ford.

**Fiscal Impact:** The purchase will be made from general funds for a total of \$35,769.

**Attachments:** Four quotes from dealerships  
Excel spreadsheet comparing prices and equipment.

| Ford F350                 | Future Ford | Elk Grove Ford | Downtown Ford<br>CMAS | Auburn Ford |
|---------------------------|-------------|----------------|-----------------------|-------------|
| 4 x 2, crew cab           | x           | x              | x                     | x           |
| 6.7 L power Stroke Diesel | 8480        | 8480           | 8480                  | 8480        |
| 6 speed auto              | inc         | inc            | inc                   | inc         |
| am/fm/clock               | inc         | inc            | inc                   | inc         |
| Trailer tow               | inc         | inc            | inc                   | inc         |
| Trailer Brake             | 270         | 270            | 253                   | 270         |
| cloth seat 40/20/40       | 315         | inc            | 294                   | inc         |
| HD suspension             |             |                | 118                   |             |
| spray in bedliner         | 579         | 579            | 579                   | inc         |
| Longbed                   |             |                |                       |             |
| Power Eq group            | 1105        | 1105           | 1076                  | 1105        |
| Rear view camera          |             | 540            |                       | 540         |
| upfitter switches         | 125         | 118            | 118                   | 118         |
| HD alternator             |             |                |                       |             |
| block heater              |             |                |                       |             |
| trailer mirrors           |             |                | 118                   |             |
| Base Price                | 48720       | 48470          |                       | 48470       |
| Discount                  | 10044       |                |                       |             |
| Tax                       | 2631        | 2464           | 2610                  | 2495        |
| Net Price                 | 35866       | 35889          | 37286                 | 35769       |



# QUOTATION

GE 101620151045

DOWNTOWN FORD SALES  
525 N16th Street, Sacramento, CA. 95814  
916-442-6931 Fax 916-491-3138

## QUOTATION

### Customer

Name AUBURN AREA REC. AND PARK DISTRICT  
Address \_\_\_\_\_  
City \_\_\_\_\_ CA \_\_\_\_\_  
Phone \_\_\_\_\_

Date 10/16/2015  
REP G.ENOS  
Phone (916) 442-6931

| Qty                             | Description   | Unit Price  | TOTAL              |
|---------------------------------|---|-------------|--------------------|
| <b>MAJOR STANDARD EQUIPMENT</b> |   |             |                    |
| 1                               | NEW F-350 XL 4X2 CREWCAB P/U V8 GAS, 6 SPD AUTO<br>PER STATE OF CALIFORNIA CONTRACT 1-14-23-20A | \$25,080.00 | \$25,080.00        |
| <b>OPTIONS</b>                  |   |             |                    |
| 1                               | UPGRADE TO 6.7L DIESEL ENGINE   | \$7,952.00  | \$7,952.00         |
| 1                               | UPGRADE TO 20/40/20 CLOTH SEATS   | \$294.00    | \$294.00           |
| 1                               | TOW COMMAND--TRAILER BRAKE CONTROLLER   | \$253.00    | \$253.00           |
| 1                               | UPGRADE TO LONGBED  | \$208.00    | \$208.00           |
| 1                               | HD SERVICE SUSPENSION   | \$118.00    | \$118.00           |
| 1                               | TELESCOPING TRAILER MIRRORS   | \$118.00    | \$118.00           |
| 1                               | UPFITTER SWITCHES   | \$118.00    | \$118.00           |
| 1                               | SPRAY IN BEDLINER   | \$579.00    | \$579.00           |
| 1                               | DOCUMENTATION FEE (DOC FEE)   | \$80.00     | \$80.00            |
|                                 |   |             | \$34,800.00        |
| SALES TAX                       |   | 7.50%       | \$2,610.00         |
| SHIPPING                        |   |             | \$75.00            |
| TIRE FEE                        |   |             | \$8.75             |
| <b>TOTAL</b>                    |   |             | <b>\$37,493.75</b> |

*Delete*

*- 205*  

---

*37,286*

TERMS: \$500.00 DISCOUNT FOR PAYMENT IN 20 DAYS

STATE OF CALIFORNIA CONTRACT 1-14-23-20A *Competitively Bid*  
*Contract*

3/27/15

# NEW FORD 1 TON **PICKUP F350 4X2 CREW CAB**

PRICING BASED UPON F250 COST +/- 10% FOR OPTIONS/CHANGES

STATE OF CALIFORNIA CONTRACT #1-14-23-20A

|  |                    |          |
|--|--------------------|----------|
| MAJOR STANDARD EQUIPMENT<br>2WD 6.2L V8 FLEX FUEL, 6-SPEED AUTOMATIC TRANSMISSION, 6-1/2 FT BED, XL TRIM, TRAILER TOW PACKAGE,<br>AIR CONDITIONING, AM/FM, TILT WHEEL. VINYL SEATS, RUBBER FLOORING  | <b>\$25,080.00</b> |          |
| <b>AVAILABLE OPTIONS</b>   | <b>PRICE</b>       | <b>\</b> |
| CHANGE TO DUAL REAR WHEEL  | 1222.00            |          |
| LONGBED  | 208.00             | x        |
| 6.7L DIESEL ENGINE   | 7952.00            | x        |
| 40/20/40 CLOTH SEAT  | 294.00             | x        |
| BLUETOOTH - DEALER INSTALLED   | 495.00             |          |
| BLUETOOTH - FACTORY SYNC   | 601.00             |          |
| BUCKET SEATS, HIGH BACK, CLOTH   | 576.00             |          |
| CAB STEPS (RUNNING BOARDS)   | 348.00             |          |
| CAMPER SHELL, LEER LEGEND  | 1660.00            |          |
| CRUISE CONTROL   | 220.00             |          |
| DAYTIME RUNNING LIGHTS   | 42.00              |          |
| EXTRA KEY (NO POWER GROUP)   | 178.00             |          |
| EXTRA KEY W/KEY FOB (REQUIRES POWER GROUP)   | 276.00             |          |
| HD SERVICE SUSPENSION  | 118.00             | x        |
| LIMITED SLIP REAR AXLE   | 366.00             |          |
| MANUAL PARTS (CD ROM)  | 279.00             |          |
| MANUAL SHOP (CD ROM)   | 294.00             |          |
| MATERIAL RACK  | 1395.00            |          |
| POWER GROUP - POWER WINDOWS, POWER LOCKS, POWER HEATED MIRRORS   | 1076.00            |          |
| PRIVACY GLASS  | 375.00             |          |
| PUSH BUMPER, SETINA OR GO RHINO  | 597.00             |          |
| REVERSE AID SENSOR   | 229.00             |          |
| REVERSE CAMERA   | 506.00             |          |
| SLIDING REAR WINDOW  | 118.00             |          |
| SPOT LAMP (EACH) - PILLAR(S) OR ROOF MOUNT   | 484.00             |          |
| SPRAY-IN BEDLINER  | 579.00             | x        |
| TAILGATE STEP  | 352.00             |          |
| TELESCOPING TRAILER MIRRORS  | 118.00             | x        |
| TOMMYGATE 1000# LIFTGATE   | 3150.00            |          |
| TOOLBOX - DIAMONDPLATE - CROSS BOX   | 795.00             |          |
| TOW COMMAND - ELECTRIC BRAKE CONTROLLER  | 253.00             | x        |
| TUTONE PAINT (PD OR SHERIFF BLACK/WHITE OR FIRE RED/WHITE)   | 1550.00            |          |
| UNDERSEAL CHASSIS  | 390.00             |          |
| UPFITTER SWITCHES  | 118.00             | x        |
| VEHICLE ALARM WITH GLASS BREAKAGE  | 395.00             |          |
| XL VALUE PKG - AM/FM/CD/MP3, CHROME BUMPERS, CHROME HUB COVERS   | 558.00             |          |
| XLT TRIM - CHROME BUMPERS/GRILL, POWER WINDOWS/LOCKS, TELESCOPING TRAILER TOW MIRRORS W/<br>POWER HEATED GLASS, ALUM WHEELS, PRIVACY REAR GLASS, SYNC VOICE ACTIVATED COMMUNICATIONS,<br>AM/FM/CD/MP3, CARPET (CAN BE DELETED), 40/20/40 CLOTH BENCH SEAT, TRAILER BRAKE CONTROLLER,<br>REMOTE KEYLESS ENTRY, PERIMETER ANTI-THEFT ALARM | 4906.00            |          |
| <b>SERVICE BODIES</b>  |                    |          |
| ROYAL 40-VO-98 UTILITY BODY - DRW ADD \$1589   | 5812.00            |          |
| PACIFIC 96401549 - DRW ADD \$1444  | 5720.00            |          |
| KNAPHEIDE 696J40 CLOSED TOP (ADD \$425 FOR OPEN TOPS) - DRW ADD \$1557   | 5740.00            |          |
| DIAMOND 16-38-96-CT B49 CLOSED TOP (ADD \$150 FOR OPEN TOPS) - DRW ADD \$1510  | 5307.00            |          |
| HARBOR - DRW ADD \$1580  | 5740.00            |          |
| SCELZI CROWN-SBCR-98-79-49-38V CLOSED TOP (ADD \$160 FOR OPEN TOPS) - DRW ADD \$1513   | 5388.00            |          |
| CTEC - DRW ADD \$1565  | 7011.00            |          |
| ANIMAL CONTROL BODY AB-5AC-96-DIAMOND  | 13,282.00          |          |
| RECEIVER HITCH   | 595.00             |          |
| WARRANTY EXTRA CARE, 5YR/100,000 MILE/\$100 DEDUCTIBLE (FORD ESP)  | 2142.00            |          |

# ELK GROVE FORD

9645 Auto Center Drive  
 Elk Grove CA 95757  
 916 478-7000 FAX 916 585-7370  
 BRYAN CLARK, FLEET SALES

3001 D

## QUOTATION

### Customer

Name **AUBURN REC DIST**  
 Address  
 City  
 Phone

Date 10/2/2015  
 REP Bryan Clark  
 Phone 916-201-4683  
 FOB Elk Grove

| Qty | Description  | Unit Price  | TOTAL       |
|-----|--|-------------|-------------|
| 1   | 2016 FORD F350 CREW CAB 2WD XL<br>EQUIPMENT SEE ATTACHED | \$30,804.00 | \$30,804.00 |
|     |  | Subtotal    | \$30,804.00 |

### Payment Details

- Cash
- Check
- Credit Card

Name \_\_\_\_\_  
 CC # \_\_\_\_\_  
 Expires \_\_\_\_\_

Taxes 7.50% \$2,464.32  
 CA Tire Tax \$8.75  
**TOTAL \$33,277.07** ←

+ TRAILER BRACE 270  
 Office Use Only Power-Grays 1105  
 34617

GOVT PRICE CONCESSION  
 FROM FORD BE THE TAN CMAA

*Calvin Elk Grove*

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

CNCP530 VEHICLE ORDER CONFIRMATION 10/02/15 16:29:01  
 ==> Dealer: F72208  
 Page: 1 of 1

2016 F-SERIES SD  
 Order No: 1111 Priority: LB Ord FIN: QS124 Order Type: SE Price Level: 620  
 Ord PRP: 610A Cust/Flt Name: AUBURN REC FO Number:

|      |                        |                          |                        |
|------|------------------------|--------------------------|------------------------|
|      | RETAIL                 |                          | RETAIL                 |
| W3A  | F350 4X2CREW/CS S36880 |                          | 10800# GVWR PKG        |
|      | 156" WHEELBASE         | 425                      | 50 STATE EMISS NC      |
| Z1   | OXFORD WHITE           | 512                      | SPARE TIRE/WHL2 NC     |
| A    | VEYL 40/20/40          | 59H                      | HI MM STOP LMP NC      |
| S    | STEEL                  |                          | JACK                   |
| 610A | PREF EQUIP PKG         |                          | SP DLR ACCT ADJ        |
|      | .XL TRIM               |                          | SP FLT ACCT CR         |
|      | .TRAILER TOW PKG       |                          | FUEL CHARGE            |
| 572  | .AIR CONDITIONER NC    | B4A                      | NET INV FLT CPT NC     |
|      | .AM/FM STER/CLK        |                          | DEST AND DELIV 1195    |
| 991  | 6.7L V8 DIESEL 2480    | TOTAL                    | BASE AND OPTIONS 46555 |
| 44W  | 6-SPEED AUTO NC        | TOTAL                    | 46555                  |
| TBK  | .LT245 BSW AS 17       | *THIS IS NOT AN INVOICE* |                        |
| X31  | 3.31 REG AXLE NC       |                          |                        |
|      | JOB #1 BUILD           |                          |                        |

F1=Help F2=Return to Order F3/F12=Veh Ord Menu  
 F4=Submit F5=Add to Library  
 S099 - PRESS F4 TO SUBMIT 0009666  
 fmcdealr@fleetsales  
 Oct 2, 2015 1:29:07 PM

TRAILER BRAKE CONTROLLER \$ 270  
 Power Eq. Group \$ 1100  
 1100 GVWR Pkg  
 Reviewer = 40  
 -----  
 32,192

CNGP530  
10/19/15 14:28:20  
Dealer: F72459  
Page: 1 of 2

VEHICLE ORDER CONFIRMATION

Order No: 0001 Priority: L4 Ord FIN: QK953 Order Type: 5B Price Level: 635  
Cld PEP: 610A Cust/Plt Name: AUBURN AERA F PC Number: RETAIL

2016 F-SERIES SD  
W3A F350 4X2CREW/CS \$36890 JOB #1 BUILD  
156" WHEELBASE 10800# GVWR PKG  
OXFORD WHITE 50 STATE EMISS NC  
VINYL 40/20/40 512 SPARE TIRE/WHL2 NC  
STEEL 52B BRAKE CONTROLLER 270  
610A PREF EQUIP PKG TELE TT MIR-PWR NC  
.XL TRIM HI MNT STOP LMP NC  
.TRAILER TOW PKG  
572 .AIR CONDITIONER MC TOTAL BASE AND OPTIONS 48470  
.AM/FM STER/CLK TOTAL 48470  
6.7L V8 DIESEL 8J40 +THIS IS NOT AN INVOICE\*  
44W 6-SPEED AUTO MC -TOTAL PRICE EXCLUDES COMP PR  
TRK .LT245 BSW AS 17 \* MORE ORDER INFO NEXT PAGE \*  
3.31 REG AXLE MC F8=Next  
PWR EQUIP GROUP 1105 F3/F12=Veh Ord Menu  
F1=Help F5=Return to Order F9=View Trailers Q007674  
F4=Submit F5=Add to Library  
S006 - MORE DATA IS AVAILABLE.  
fmcdealer@SALES-PC

Oct 19, 2015 11:28:21 AM

*W/o UPKIT SWITCHES  
° SPRAY IN ANGLE  
° TIE DOWNS*



CNGP530  
10/19/15 14:28:32  
Dealer: F72454  
Page: 8 of 11  
Order Type: 5B Price Level: 535  
PO Number: RETAIL

VEHICLE ORDER CONFIRMATION

2016 F-SERIES SD

Order No: 0001 Priority: 14 Ord FIN: QK853 Order Type: 5B Price Level: 535  
Ord REP: 610A Cust/FLE Name: AUBURN AERA F

PO Number: RETAIL

JACK

700V RR VIEW CAMERA 540

7004 PRICE CONCESSN

REMARKS TRAILER

SP FLT ACCT CR

FURT. CHARGE

DEST AND DELIV 1195

TOTAL BASE AND OPTIONS 48470

TOTAL 48470

\*THIS IS NOT AN INVOICE\*

\*TOTAL PRICE EXCLUDES COMP PR.

F7=Prev

F3/F12=Veh Ord Menu

F9=View Trailers

QC07874

F1=Help F2=Return to Order

F4=Submit F5=Add to Library

8000 = PRESS F4 TO SUBMIT

fmedealr09SALES-PC

Oct 19, 2015 11:28:22 AM

CNGP530 10/19/15 14:28:20  
Dealer: F72459  
Page: 1 of 3

VEHICLE ORDER CONFIRMATION

2016 F-SERIES SD  
Order No: 0001 Priority: L4 Ord FIN: QK853 Order Type: 5B Price Level: 635  
Ord REP: 610A Cust/FIN Name: AUSURN AERA R PO Number: RETAIL

W5A F350 4X2CREW/CS \$36880 JOB #1 BUILD  
256" WHEELBASE 172" 10800# GVWR PKG  
OXFORD WHITE 425 50 STATE EMISS NC  
VNYL 40/20/40 512 SPARE TIRE/WHL2 NC  
STEEL 525 BRAKE CONTRLLR 27C  
610A PREF EQUIP PKG 55H HI MNT STOP LMP NC  
.XL TRIM  
.TRAILER TOW PKG  
.AIR CONDITIONER NC  
.AM/FM STER/CLK  
99T 6.7L V8 DIESEL 8480  
44W 6-SPEED AUTO NC  
TBK .LT245 BSW AS 17  
321 3.31 REG AXLE NC  
90L PWR EQUIP GROUP 1105  
F1=Help F2=Return to Order  
F4=Submit F5=Add to Library  
F8=Next F9=View Trailers  
5000 - MORE DATA IS AVAILABLE. QC07874  
Emcdealr@SALES-PC

\* THIS IS NOT AN INVOICE -  
\* TOTAL PRICE EXCLUDES COMP PP  
\* MORE ORDER INFO NEXT PAGE -  
TOTAL BASE AND OPTIONS 48470  
TOTAL 48470

SPARE  
Bed liner -HC  
Push down locks  
Down F3107  
MC  
Sides  
MC up

STEVE C  
AUSURN FORD  
830 am

JNGP530

VEHICLE ORDER CONFIRMATION

10/19/15 14:28:32

Dealer: F72154

Page: 2 of 2

Order No: 0001 Priority: L4 Ord FIM: QK853 Order Type: SB Price Level: 631  
Ord REP: 610A Cust/PRT Name: AUBURN AREA S PO Number:

RETAIL

JACK  
787 RR VIEW CAMERA 540

794 PRICE CONCESSN  
REMARKS TRAILER  
SP FLT ACCT CR

FUEL CHARGE 1195  
DEST AND DELIV 49470  
TOTAL 48470

\*THIS IS NOT AN INVOICE\*  
\*TOTAL PRICE EXCLUDES COMP PR

F1=Help F2=Return to Order  
F4=Submit F5=Add to Library

8000 - PRESS F4 TO SUBMIT  
timed17@SALES-PC  
Oct 19, 2015 11:28:32 AM

F7=Prev  
F3/F12=Veh Ord Menu  
F9=View Trailers QCC07974

FI9C01

Purchase Information Screen

DON-FI

|                          |              |                        |              |
|--------------------------|--------------|------------------------|--------------|
| Deal No:                 | 67748        | 16) ESP:               |              |
| 1) Contract Date:        | 10/19/15     | 17) MAINT AGREEMENT:   |              |
| 2) Stock Number:         |              | 18) Total We Owe:      |              |
|                          |              | 19) GAP:               |              |
| 3) Fin Inst:             | OPTION       | 20) Cont. Cancel:      | \$ 2,494.88  |
| 4) Cash Price:           | \$ 33,265.00 | 21) Total Tax:         | %            |
| 5) Total Trade Allow:    |              | 22) APR:               |              |
| 6) Less Payoff:          |              | 23) Term:              |              |
| 7) Cash Down:            |              | 24) Odd Days:          |              |
| 8) Phantom Footprint:    |              | 25) DaysTo/1stPmtDate: | 10/19/15     |
| 9) MFG. REBATE:          |              | 26) PAYMENT:           | \$ 35,768.63 |
| 10) Tot Pick Pmts w/Int: |              | Sale Subtotal:         | \$ 33,265.00 |
|                          |              | Total Financed:        | \$ 35,768.63 |
| 11) DOCUMENTATION SERV:  |              | Finance Charge:        |              |
| 12) SMOG WINDOW:         |              | Total Other Charges:   | \$ 35,768.63 |
| 13) LICENSE FEES:        |              | Total of Payments:     | \$           |
| 14) SMOG SELLER:         |              | Deferred Price:        |              |
| 15) Callf. Tire Fee*:    | \$ 8.75      | Unpaid Balance:        | \$ 35,768.63 |

Command:

F1=Help F2=Home F3=Save F4=Cancel SF8=Fee/Tax

*Calvin Nelson  
916 331 7610  
Future Ford*

Print window sticker



Disclaimer: This window sticker is only representative of the information contained on an actual window sticker, and may or may not match the actual window sticker on the vehicle itself. Please see your retailer for further information.

**Vehicle Description**

**F-SERIES** 2016 F350 4X2CREW/CS  
**SD** 6.7L POWER STROKE V8 DIESEL  
6-SPEED AUTO TRANS

VIN 1FT8W3AT4GE A91959

- Exterior**  
✓ OXFORD WHITE  
**Interior**  
✓ STEELCLOTH 40/20/40 SEAT

**Standard Equipment INCLUDED AT NO EXTRA CHARGE**

**EXTERIOR**

- . LOCKING REMOVABLE TAILGATE
- . PICKUP BOX, TIE DOWN HOOKS
- . SPARE TIRE AND WHEEL LOCK
- . TOW HOOKS

**INTERIOR**

- SEAT
- . AM/FM STEREO W/CLOCK
- . DAY/NIGHT REARVIEW MIRROR
- . VINYL SUN VISORS

**FUNCTIONAL**

- . HILL START ASSIST
- MIRRORS, MANUAL GLASS
- . TRAILER SWAY CONTROL
- . TWIN I-BEAM INDEPENDENT

**SAFETY/SECURITY**

- . AIRBAGS - SAFETY CANOPY
- . MYKEY
- . SOS POST CRASH ALERT SYS
- . 3YR/36,000 BUMPER / BUMPER
- . 5YR/60,000 ROADSIDE ASSIST

- . GRILLE - BLACK
- W/LIFT ASST-NA W/BOX DLT
- NA W/BOX DLT
- NA W/BOX DLT
- . 60/40 FOLD-UP REAR BENCH
- . AIR COND, MANUAL FRONT
- . BLACK VINYL FLOOR COVERING
- . TILT/TELESCOPE STR COLUMN
- . FIXED INTERVAL WIPERS
- . MANUAL TELESCOPING TT
- . MANUAL WINDOWS / LOCKS
- . TRAILER TOW PKG
- FRT SUSPENSION W/STAB BAR
- . 4-WHEEL ABS
- . DRIVER/PASSENGER AIR BAGS
- . SECURILOCK PASS ANTI THEFT

**WARRANTY**

- . 5YR/60,000 POWERTRAIN

**Price Information**  
**STANDARD VEHICLE**  
**PRICE**

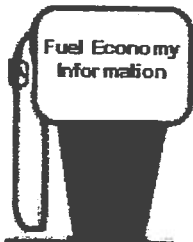
**MSRP**  
**\$37,080**

**Optional Equipment**

|                                |                 |
|--------------------------------|-----------------|
| 2016 MODEL YEAR                |                 |
| OXFORD WHITE                   |                 |
| STEEL CLOTH                    |                 |
| PREFERRED EQUIPMENT            |                 |
| ✓ PKG.610A                     |                 |
| ✓ .XL TRIM                     |                 |
| ✓ .TRAILER TOWING PACKAGE      |                 |
| ✓ .AIR CONDITIONING - CFC FREE |                 |
| ✓ .AM/FM STEREO W/ CLOCK       |                 |
| ✓ 6.7L POWER STROKE V8 DIESEL  | 8,480           |
| ✓ 6-SPEED AUTO TRANS           |                 |
| ✓ .LT245/75R17E BSW ALL SEASON |                 |
| ✓ 3.31 RATIO REGULAR AXLE      |                 |
| POWER EQUIPMENT GROUP          | 1,105           |
| ✓ JOB #1 ORDER                 |                 |
| 11100# GVWR PACKAGE            |                 |
| ENGINE BLOCK HEATER            | 75              |
| ✓ 50 STATE EMISSIONS           |                 |
| SPARE TIRE AND WHEEL           |                 |
| ✓ TRAILER BRAKE CONTROLLER     | 270             |
| TELESCPNG TT MIRR-POWR/HTD     |                 |
| CENTER HIGH MOUNT STOP LAMP    |                 |
| JACK                           |                 |
| UPFITTER SWITCHES              | 125             |
| EXTRA HEAVY DUTY               | 75              |
| ALTERNATOR                     |                 |
| CLOTH 40/20/40 SEAT            | 315             |
| TOTAL VEHICLE & OPTIONS        | 47,525          |
| DESTINATION & DELIVERY         | 1,195           |
| <b>TOTAL MSRP</b>              | <b>\$48,720</b> |

Disclaimer: Option pricing will be blank for any item that is priced as 0 or "No Charge".

*412*  
*45,310.58*  
*<10044.00>* *GOVERNMENT*  
*DISCOUNT*  
*35086.58*  
*200.00* *DAWEN*  
*35,286.58* \*



**CITY MPG**  
**0**  
**HIGHWAY**  
**MPG**  
**0**

Estimated Annual Fuel Cost: \$

**Vehicle Engine Information**

Actual mileage will vary with options, driving conditions, driving habits and vehicle's condition. Results reported to EPA indicate that the majority of vehicles with these estimates will achieve between \_ and \_ mpg in the city and between \_ and \_ mpg on the highway. For Comparison Shopping all vehicles classified as have been issued mileage ratings from \_ to \_ mpg city and \_ to \_ mpg highway.



Ford Extended Service Plan is the ONLY service contract backed by Ford and honored by the Ford and Lincoln dealers. Ask your dealer for prices and additional details or see our website at [www.Ford-ESP.com](http://www.Ford-ESP.com).

*Subject to AVAILABLE*

## **Item 5.6 Cover Sheet for Pay-Off of Lease for John Deere Mower**

Auburn Area Recreation and Park District December 2015 Finance Meeting and December 2015 Board meeting

**The Issue:** Shall the District pay off the existing lease of the John Deere mower?

**Background:** In March of 2013, the Board approved the lease of a John Deere mower in lieu of an outright purchase. At the time, staff recommend that the new unit be put on a lease as dwindling cash reserves due to lower property tax revenue made it advantageous to preserve both cash and reserves. Now that tax revenues have returned to almost the levels seen in 2008, it is fiscally prudent to pay off the lease. The lease carries interest at 4.3% and the District's return on investment cash at the County has declined to 1.02%. The District is in a positive cash position, allowing us to pay of the lease. There is no pay-off penalty and the amount of the pay-off is \$25,450.

**Recommendation:** Staff recommends that the lease be paid off. The finance committee sent this item to the board with a positive recommendation.

**Fiscal Impact:** Savings of approximately \$2500 of lease finance charges over the balance of the term of the lease.

## **Item 5.7 Cover sheet – Review and acceptance of New Bocce Ball Courts at Recreation Park**

**Auburn Area Recreation and Park District Acquisition and Development Committee  
December, 2015; Board of Directors December, 2015**

### **The Issue**

Shall the Auburn Area Recreation and Park District (ARD) Board of Directors give final acceptance to the recently completed new bocce ball courts at Recreation Park?

### **Background**

The ARD Board Procedures and Responsibilities manual states the following:

#### **Section II – Responsibilities and Duties of the Board**

##### Board Responsibilities

7. Review, evaluate and approve the following:

- K. Inspect Capital Improvement Facilities over \$25,000 prior to final acceptance.

The new bocce ball courts have been completed. The shade structures, a project associated with the bocce court project (but separate), are currently being built.

### **Recommendation for the Board of Directors**

Review, inspect and accept the new bocce ball courts at Recreation Park.

The A&D Committee sent this item to the December Consent Calendar with a positive recommendation.

### **Fiscal Impact**

The total cost for the new bocce ball courts was \$141,421 + \$8,483 in wages. These numbers do not include the shade structures, a separate project. The estimated budget for this project was \$139,000.

### **Attachments**

None.

**SECTION: 6.0**

**BOARD REPORTS, FEE WAIVER LOG, PROJECT LIST, VANDALISM REPORTS AND REGIONAL PARK INCIDENT REPORT**

**INFORMATION:**

**SEE ATTACHMENTS**



**District Administrator**  
**Report to the Board of Directors**  
**December, 2015**

- Despite cooler temperatures, the grand opening celebration for the new bocce ball courts was a success, and fun was had by all. All three shade structures have been erected. They still need to have a finish put on, to be completed pending dry weather.
- ARD once again had a nice float in the Festival of Lights Parade.
- The score booth on the Regional C field was damaged when someone tried to break in. They were unsuccessful, but did cause some minor damage.
- Staff is continuing working on replacing worn out and damaged wood accessories around Regional Park. The next step is replacing the majority of the wood picnic table benches with metal.
- As reported in the paper, the Regional Park gymnasium was vandalized before Thanksgiving. The new backboard should be in place by 12/11.
- Both the MV and North Auburn MACs unanimously approved our funding request for \$15,000 towards the ADA improvements in the Railhead Park bathroom.

**Meetings and events attended**

12/1: Rotary  
12/2: Webinar: Trends in Liability Claims  
12/2: Auburn Chamber Power lunch  
12/2: Meadow Vista MAC meeting  
12/4: Diana Boyer re: Bike Park update  
12/5: Bocce Ball Courts Grand Opening  
12/5: Festival of Lights Parade – volunteer  
12/7: A&D Committee  
12/8: Anthony Urbanic re: locking Regional Park bathrooms at night  
12/8: Rotary  
12/8: North Auburn MAC meeting  
12/9: Finance Committee  
12/9: Policy Committee  
12/10: Children’s Christmas Faire at Fairgrounds  
12/11: ARD employee end of year holiday party

**Meetings and events scheduled to attend**

12/15: ARD Safety Committee meeting  
12/15: Rotary  
12/16: Auburn Chamber of Commerce Board meeting  
12/29: Rotary

**Administrative Services Manager**  
**Report to the Board of Directors**  
**December, 2015**

I attended a “multi-generational community center” meeting last week to listen to their presentation of the financial aspects of the project. This is a work in progress as several issues still need to be worked out with their financial model. We also took a tour of the facility. It is quite impressive and very well laid out, with a huge unfinished auditorium in the center of the facility.

The solar panels at Recreation Community Center continue to impress. The PGE bill in November was just under \$20. As we approach winter and many less sunlit days, the bills will of course rise to their normal pre-solar panel days. By April we'll be back on track.

**Facilities & Grounds Manager**  
**Report to the Board of Directors**  
**December, 2015**

Blackberry removal in Preserve Area of Atwood Park.  
Leaf cleanup and removal in all park areas.  
Construct 3 shade structures around Bocce Ball courts.  
Install used artificial turf at batting cage at Recreation Park.  
Trim Mulberry trees at Regional Park.  
Construct float for the Festival of Lights Parade.  
Trim roses in front of Recreation Park.  
Trash pickup and restroom cleaning at all park areas.  
Scheduled Pool maintenance (check chemicals, clean decking and remove leaves).  
Daily building maintenance.  
Cleaning of BBQ and Picnic areas.  
Raking of all playgrounds, sand volleyball court and fitness area.

**Landscape Architect**  
**Report to the Board of Directors**  
**December, 2015**

- **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. Provided assistance to maintenance supervisor on registering and updating project on the Department of Industrial Relations (DIR) website. Meeting with PARC regarding improvements at Overlook.
- **PGE Land Trust Donation Application:** Coordination with Kate Kirsch as Foothill Associates on various site and design items. Coordination and staff meetings on Plan A and Plan B. Prepare A&D Cover Sheet, miscellaneous project management.
- **Bike Park/Pump Track Project:** Staff meetings. Continued monitoring of BOR progress on NOA investigation approvals.
- **Regional Park Stage Project:** Follow up with consultant regarding construction drawings and contract.
- **Tree Management Plan:** Coordination with consultant.
- **Bocce Ball:** Coordination with maintenance staff for construction of shade structures. Site visits and oversight of construction.
- **Railhead Park Restroom Remodel:** Coordination with contractor.
- **O&D Plan:** Completed draft and submitted to District Administrator for review/comments.
- **Regional Park Path of Travel Project:** Coordination with surveyor.
- **Railhead Park Field Renovation:** Phone call and miscellaneous coordination to get technical specifications completed with consultant.
- **Overlook Park Conceptual Plan:** Meeting with PARC members regarding conceptual design.

**Customer Service/Marketing Manager**  
**Report to the Board of Directors**  
**December, 2015**

11/12/15-12/08/15      11/13/14 -12/10/14

|                                 |          |          |
|---------------------------------|----------|----------|
| Activity Registrations          | \$17,000 | \$15,000 |
| Day Care/Discovery payments     | \$27,000 | \$18,000 |
| 5Facility payments/reservations | \$ 2,500 | \$ 5,000 |

Staff is working on getting the new Winter/Spring 2016 activities in the system. I continue to be active in the community to promote ARD and our programs.

**Recreation Services Manager**  
**Report to the Board of Directors**  
**December, 2015**

- Meetings attended: ASR (3), Guitar Fest, Lifestyles (2).
- Met with Juli on activity guide.
- Met with AIM reps to review schedule and procedures.
- Met with Gary Bowman, new guitar teacher/committee member for String Fling Guitar Festival.
- **Update:** Set Guitar Festival date May 14, 2016.
- Met with Bocce guys Jack and Pete to discuss setting up spring leagues.
- Attended Bocce dedication.
- Met with Mad Science camp.
- Drafted YDL brackets: 66 Auburn teams (37 boys, 29 girls), 19 Bear River teams, and 13 teams from Georgetown/Cool.
- Prepared Event To Do Lists for 2016.
- Attended Children's Christmas Fair.
- Sent Thank you letters and Christmas Cards to sponsors.

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**

|                       |                                  |                        |
|-----------------------|----------------------------------|------------------------|
| <b>December 21-23</b> | <b>Discovery Club</b>            | <b>Recreation Park</b> |
| <b>December 24-25</b> | <b>Christmas Eve/Day</b>         | <b>Offices Closed</b>  |
| <b>December 28</b>    | <b>Winter Activity Guide Out</b> | <b>Mail</b>            |
| <b>December 28-31</b> | <b>Discovery Club</b>            | <b>Recreation Park</b> |
| <b>January 1</b>      | <b>New Year's Day</b>            | <b>Offices Closed</b>  |
| <b>January 4</b>      | <b>Discovery Club</b>            | <b>Recreation Park</b> |
| <b>January 9</b>      | <b>Lifestyle Expo</b>            | <b>Recreation Park</b> |
| <b>January 18</b>     | <b>MLK Jr Birthday</b>           | <b>Offices Closed</b>  |
| <b>January 28</b>     | <b>ARD Board Meeting</b>         | <b>CVCC</b>            |

**Youth Services Manager**  
**Report to the Board of Directors**  
**December, 2015**

- Provided information to staff regarding responding in active shooter situations and being alert to possible danger in the workplace.
- Winter break day camp prep and purchasing.
- Met with Katelyn Niel from the United Way in regard to Healthy Meals program, possibly to enroll Auburn El. Discovery Club and summer day camp.
- Finance Meeting on December 9.
- Worked ARD's booth at the Children's Christmas Fair at the fairgrounds Dec. 10
- Staff holiday party December 11.
- Safety meeting December 15.
- Purchasing for sites, snacks, holiday activities at the sites.
- Two staff gave their notice. Both had opportunities for more work hours than we could offer, and at least one received a much higher wage.

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 Grip-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 Gilmore    | 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 amphiteater         | \$210.00    | \$30.00                   | \$230.00    | Yes                |               |            |
| May-15 | Judy Sutter      | 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 Oils       | Auburn Gymnastic /Fit for Life-Kickball fundraising for Fit for Life and Youth Assistant Prg-Reg 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 |



2015/2016 Project List

Updated 12/03/15

| PROJECT                                  | Est. Cost | Notes  | Est. completion date |
|--|-----------|--|----------------------|
| <i>Bell Road</i>                         |           |  |                      |
| Planning                                 | 337,000   | Conceptual plans to be reviewed at Dec. A&D meeting                              | TBD                  |
| <i>Recreation Park</i>                   |           |  |                      |
| Lower RR replacement                     | 45,000    | Project Completed  | Jun-15               |
| Bocce Ball Courts                        | 130,000   | Courts and landscape completed   | Oct-15               |
| Bocce Ball Court shade structures        | 25,000    | Project approximately 90% complete   | Dec-15               |
| Solar at community center building       | 225,000   | Project Completed  | May-15               |
| <i>Regional Park</i>                     |           |  |                      |
| 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    | Giuliani and Kull have provided site survey and design document                  | Mar-16               |
| Pickle Ball court (convert tennis court) | 25,000    | Project completed  | Apr-15               |
| Stage Project                            | 100,000   | Hired structural engineer and working with staff on design                       | Apr-16               |
| 24 Acres Concept Planning                | 35,000    | Basic bubble concept plan to be presented at Dec. A&D meeting                    | Mar-16               |
| <i>Canyon View Community Center</i>      |           |  |                      |
| Bike Park - incl Design and CEQA         | 80,000    | Reclamation has submitted Cultural Studies to SHPO                               | Spring 2016          |
| <i>Railhead Park</i>                     |           |  |                      |
| Railhead bathroom ADA upgrades           | 25,000    | Contract signed with DKMC Corp for construction. Work scheduled to begin Dec/Jan | Mar-16               |
| Shade Structure and Hardscape            | 125,000   | Project Completed  | Jul-15               |
| Playground Replacement                   | 61,000    | Project completed  | Jun-15               |
| <i>Operation and Development Plan</i>    |           |  |                      |
| CEQA/NEPA costs                          | 25,000    | Staff working on conceptual plans and details for O & D document                 | Mar-16               |
| Total Projects Fiscal Year               | 1,518,000 |  |                      |



Dec-15

Vandalism Report

| DATE       | LOCATION      | VANDALISM   | LABOR COSTS | MATERIAL COSTS                                  |
|------------|---------------|---|-------------|---|
| 11/23/2015 | Regional Park | Graffiti, restrooms behind maintenance shop   | \$20.00     | \$20, graffiti remover                          |
| 11/24/2015 | Regional Park | Gym, broke back board, doors, fan debris all over floor   | \$400.00    | \$3200, back board, fan, double doors           |
| 11/26/2015 | Ashford Park  | Tree broken, park signs torn down, garbage cans dumped over   | \$20        | No costs, signs retrieved and tree not replaced |
| 11/30/2015 | Regional Park | C-Field score booth, tried to gain entry, structural damage   | \$40        | \$60, wood & paint                              |
| 12/4/2015  | Regional Park | Fire started in Mens bathroom behind shop, someone slept there  | \$20        | \$15, cleaning agents                           |
| 12/4/2015  | Reg Comm Ctr  | Electrical plug covers broken   | \$40        | \$37.52, replacement covers                     |
| 12/6/2015  | Regional Park | Womens bathroom behind maintenance shop, syringes/ personal belongings/toilet plugged/bathroom a mess | \$20        | \$0.00  |
| 12/6/2015  | Regional Park | Lower bathrooms, mens toilet seat broken  | \$30        | \$30, new toilet seat                           |

|                |          |                 |            |
|----------------|----------|-----------------|------------|
| Total Labor    | \$590.00 | Total Materials | \$3,362.52 |
| Total for Year | \$4,785  | Total for Year  | \$8,254.81 |

Nov-15

**Vandalism Report**

| DATE      | LOCATION        | VANDALISM   | LABOR COSTS | MATERIAL COSTS  |
|-----------|-----------------|---|-------------|---|
| 11/6/2015 | Recreation Park | Metal storage building and Tuff Shed in storage yard broken into,   | \$40.00     | \$15, new lock, repaired doors/repaired fence that was cut to gain access to storage yard |
| 11/6/2015 | Recreation Park | Power to Rec Field and Beggs Field Off, wires in Christiy Boxes on Rec Field accessed and wire cuts, Two light poles on Beggs Field wires were cut inside poles | \$1,000.00  | Norris Electric did repairs   |
| 11/6/2015 | Skate Park      | Graffiti inside of skate park one of the messages, you won't defeat us  | \$40        | Paint over graffiti, scheduled  |
|           |                 | Section of shade canopy taken down  | \$50        | Repair/put back in place  |
| 11/9/2015 | Regional Park   | Portable Toilets at Dry Creek Picnic Area covered with Graffiti   | \$120       | \$30, graffiti remover  |

|                |         |                 |            |
|----------------|---------|-----------------|------------|
| Total Labor    | \$1,250 | Total Materials | \$45.00    |
| Total for Year | \$4,195 | Total for Year  | \$4,892.29 |

Oct-15

**Vandalism Report**

| DATE       | LOCATION      | VANDALISM   | LABOR COSTS | MATERIAL COSTS                        |
|------------|---------------|---|-------------|---------------------------------------|
| 10/1/2015  | Regional Park | Four light fixtures broken in lower restrooms                   | \$50.00     | \$36.00                               |
| 10/4/2015  | Regional Park | Bathrooms behind shop, dispensers broken/graffitti              | \$30.00     | \$50, new dispensers/graffiti remover |
| 10/19/2015 | Regional Park | Ripped electrical outlet out of ground at Dry Creek picnic area | \$40        | \$21.44, concrete                     |
| 10/22/2015 | Ashford Park  | Broken Toilet Fixture   | \$20        | \$25, toilet seat                     |
| 10/25/2015 | Skate Park    | Graffiti  | \$40        | \$25, paint                           |
| 10/25/2015 | Regional Park | Graffiti in bathrooms next to shop                              | \$20        | \$15, grafitti remover                |

|                |          |                 |          |
|----------------|----------|-----------------|----------|
| Total Labor    | \$200.00 | Total Materials | \$172.44 |
| Total for Year | \$2,945  | Total for Year  | 4,847.29 |

Aug-15

**Vandalism Report**

| DATE      | LOCATION         | VANDALISM                             | LABOR COSTS | MATERIAL COSTS            |
|-----------|------------------|---------------------------------------|-------------|---------------------------|
| 7/24/2015 | Regional Park    | Broke railing on landing next to pond | \$60.00     | \$58.00                   |
| 7/27/2015 | Regional Com Ctr | Vandalized door locks on buildings    | \$0.00      | \$550.00 Yuba Safe & Lock |
| 8/3/2015  | Railhead Park    | Graffiti on restroom building         | \$40        | \$40, paint               |
|           |                  | Total Labor                           | \$100       | \$648.00                  |
|           |                  | Total for Year                        | \$2,605     | \$4,674.85                |

Jul-15

**Vandalism Report**

| DATE      | LOCATION         | VANDALISM   | LABOR COSTS | MATERIAL COSTS                         |
|-----------|------------------|---|-------------|--|
| 6/19/2015 | Regional Park    | Portable Toilet turned over                           | \$20.00     | \$0.00                                 |
| 6/22/2015 | Regional Park    | Mens bathrooms behind shop                            | \$30.00     | \$10, disinfectant to clean up fecal r |
| 7/6/2015  | Recreation Park  | BBQ grate taken infront of small playground           | \$20.00     | \$143.24, new grate                    |
| 7/6/2015  | Regional Park    | Fecal matter/paper mess in men's restroom behind shop | \$20        | \$5.00 disinfectnt material used       |
| 7/6/2015  | Regional Park    | Community Center Bldgs Graffiti                       | \$40        | \$25.00, grafitti remover              |
| 7/7/2015  | Regional Park    | Break in: Metal shed and one of the wood sheds        | \$40        | \$125, rescore buildings               |
| 7/12/2015 | Overlook Park    | Cable Fence torn down plus protective insulation      | \$40        | \$25.55, protective insulation         |
| 7/13/2015 | Ashford Dog Park | Broke all white plastic chairs some thrown into pond  | \$20        | ARD does not fund chairs               |
| 7/13/2015 | Regional C Field | Graffiti on Score Booth                               | \$60        | \$30, paint to cover grafitti          |
| 7/13/2015 | Skate Park       | Graffiti on wall                                      | \$40        | \$20, paint to cover grafitti          |

|             |          |                 |          |
|-------------|----------|-----------------|----------|
| Total Labor | \$330.00 | Total materials | \$527.03 |
|-------------|----------|-----------------|----------|

|            |            |
|------------|------------|
| Total for  | Total for  |
| Year       | Year       |
| \$2,505.00 | \$4,026.85 |

Jun-15

**Vandalism Report**

| DATE      | LOCATION                  | VANDALISM   | LABOR COSTS  | MATERIAL COSTS                                     |
|-----------|---------------------------|---|--------------|--|
| 5/26/2015 | Meadow Vista              | Sod taken, cut out of lawn area   | \$30.00      | \$10, new roll of sod                              |
| 6/1/2015  | Regional Gym              | Water fountain broken   | \$40.00      | \$7.00, new parts                                  |
| 6/1/2015  | Meadow Vista              | New sod cut out and taken   | \$20.00      | \$6.43, 8 square feet of sod                       |
| 6/2/2015  | Overlook                  | Broke into electrical box   | \$20         | \$23.70, replaced box & cover                      |
| 6/10/2015 | Recreation Park           | Graffiti on James Field score board<br>Plants damaged below James Field Score board | \$20<br>\$40 | \$10, graffiti remover<br>Clean up and trim plants |
| 6/17/2015 | Overlook                  | Damaged privacy partition on men's restroom   | \$60         | \$10, paint to cover repair                        |
| 6/17/2015 | Regional Community Center | Graffiti on building and concrete surfaces between gym and lakeside room            | \$40         | \$0.00, soap and water to clean                    |

|                |            |                 |            |
|----------------|------------|-----------------|------------|
| Total labor    | \$270.00   | Total materials | \$90.56    |
| Total for year | \$2,175.00 | Total for year  | \$3,490.82 |

May-15

**Vandalism Report**

| DATE      | LOCATION        | VANDALISM   | LABOR COSTS | MATERIAL COSTS  |
|-----------|-----------------|---|-------------|---|
| 4/21/2015 | Rec Park        | Portable toilets/trash cans/<br>ash cans for BBQ's                                | \$65.00     | \$75, new ash cans and repair<br>to portable toilets      |
| 4/21/2015 | Overlook Park   | Trash cans/broken bottles   | \$40.00     | Replacement cans in inventory                             |
| 4/29/2015 | Regional Park   | Gang Graffiti, all over the park  | \$120.00    | \$50, graffiti remover                                    |
| 4/29/2015 | Overlook Park   | Cable fence repair  | \$40        | \$97, new parts   |
| 5/1/2015  | Ashford Park    | Drinking fountain faucet broke  | \$30        | \$25  |
| 5/8/2015  | Regional        | Tree cut down/bathroom<br>fixtures broken/trash cans<br>dumped over and 2 in pond | \$80        | \$400 per sheriffs department,<br>how do you value a tree |
| 5/9/2015  | Recreation Park | 4 fuel containers taken   | \$20        | \$240, new containers + fuel                              |
| 5/9/2015  | Regional Park   | Graffiti in restrooms   | \$20        | \$15, graffiti remover                                    |
| 5/13/2015 | Regional        | Graffiti in restrooms   | \$40        | \$25, graffiti remover                                    |

|                |            |                 |            |
|----------------|------------|-----------------|------------|
| Total labor    | \$455      | Total Materials | \$927.00   |
| Total for year | \$1,905.00 | Total for year  | \$3,409.26 |



Apr-15

Vandalism Report

| DATE      | LOCATION      | VANDALISM  | LABOR COSTS | MATERIAL COSTS   |
|-----------|---------------|--|-------------|--|
| 3/28/2014 | Regional Park | Lower Bathrooms, part ions damaged, all paper goods taken or stuffed in toilets graffiti on walls  | \$60.00     | \$50, paint, graffiti remover  |
|           |               | Bathrooms behind shop they tore all dispensers off the wall, crammed paper products in toilet, wrote obscenities on floor with bloodied tampon | \$60.00     | \$60, dispensers and paper products  |
| 3/30/2015 | Regional Park | Bathrooms behind shop they tore all dispensers off the wall, crammed paper products in toilet, wrote obscenities on floor with bloodied tampon | \$60        | \$60, dispensers and paper products, we did not put toilet seat liners back in the bathrooms, these are what they have been stuffing in the toilets and then defecating on top of the stuffed paper products |
|           |               | Turned over portable toilet in front of tennis courts  | \$50        | Had to uprate toilet, clean up spilled waste and thoroughly pressure wash portable toilet  |
| 4/2/2015  | Skate Park    | Light pole in parking lot destroyed  | \$0         | PG&E Issue   |
| 4/2/2015  | P. Hills Pool | Outside (large) Clock  | \$20        | \$40, new clock  |

|               |  |      |                                      |
|---------------|--|------|--------------------------------------|
| Rec Park      | Picnic Table damaged at covered picnic structure | \$40 | \$670, if new table purchased        |
| Overlook Park | Cable fence cut/graffitti in skate park          | \$80 | \$150, paint, repair parts for fence |

|                |          |                 |            |
|----------------|----------|-----------------|------------|
| Total labor    | \$370.00 | Total materials | \$ 1,030   |
| Total for year | \$1,450  | Total for Year  | \$2,482.26 |

Mar-15

**Vandalism Report**

| DATE      | LOCATION            | VANDALISM  | LABOR COSTS | MATERIAL COSTS                              |
|-----------|---------------------|--|-------------|---|
| 18-Feb-15 | Skate Park          | Graffiti   | \$40.00     | \$35, paint                                 |
| 2/19/2015 | Skate Park          | Graffiti   | \$50.00     | \$35, paint                                 |
| 2/21/2015 | Regional Park       | Broke into two irrigation boxes, locks destroyed                         | \$40        | \$30, new cam locks                         |
| 2/21/2015 | Skate Park          | Tore down part of shade canopy   | \$40        | \$20, new hardware to mount shade structure |
| 3/1/2015  | Regional Park       | Broke toilet in women's bathroom behind shop, graffiti too. Case 15-2004 |             |   |
| 3/8/2015  | Skate Park          | Graffiti and post taken out of ground that blocked entry                 | \$60        | \$60, paint, concrete, post                 |
| 3/13/2015 | Marsha Skinner Pool | Cut chain link fence near bleacher                                       | \$40        | Material in stock                           |

|                |            |                 |            |
|----------------|------------|-----------------|------------|
| Total labor    | \$270      | Total materials | \$180.00   |
| Total for year | \$1,080.00 | Total for year  | \$1,452.26 |

Feb-15

Vandalism Report

| DATE      | LOCATION                | VANDALISM  | LABOR COSTS | MATERIAL COSTS                |
|-----------|-------------------------|--|-------------|-------------------------------|
| 1/24/2015 | Regional Shop Restroom  | Took paper dispensers spread feces in bathroom           | \$40        | \$30, new dispensers          |
| 1/25/2015 | Regional Shop Restrooms | Took handicap signage on exterior of bathrooms           | \$20        | \$70, new signage             |
| 2/1/2015  | Centennial Park         | Graffiti on bridge structure                             | \$40        | \$20, paint to cover graffiti |
| 2/10/2015 | Meadow Vista            | Fire started and interior light broken in men's bathroom | \$320       | \$125, paint/light fixture    |
| 2/12/2015 | Skate Park              | Shade screens torn down                                  | \$80        | \$50, repair parts            |
|           |                         | Total Labor  | \$500       | \$295                         |
|           |                         | Total for Year   | \$810       | \$1,272.26                    |

Jan-15

### Vandalism Report

| DATE               | LOCATION                      | VANDALISM   | LABOR COSTS     | MATERIAL COSTS                            |
|--------------------|-------------------------------|---|-----------------|---|
| 12/31/2015         | Regional gym women's bathroom | Shower faucet taken   | \$20            | \$123.63                                  |
| 1/3/2015           | Regional Park                 | Stole ball field screen   | \$0             | \$375.00, new screen                      |
| 1/11/2015          | Regional Park                 | Broke posts on picnic landing next to pond, Chana Students  | \$80            | \$56.63, posts and concrete               |
| 1/16/2015          | Regional Park                 | Park pranks, TPed C Field, turned over tables, garbage cans into pond, doggie bags all over park paper dispensers in bathrooms ripped off walls | \$40            | \$12, anchors for dispensers in bathrooms |
| 1/19/2015          | Regional Park                 | Graffiti on tables in picnic area at Dry Creek  | \$30            | \$25, paint to repaint tables             |
| 1/20/2015          | Regional Park                 | Graffiti (tagging) in shop bathroom and irrigation pump house   | \$60            | \$70, paint to cover tagging              |
| 1/21/2015          | Recreation Park               | Cut locks to maintenance gates and Beggs Snack Bar  | \$20            | \$180, new locks                          |
| 1/21/2015          | Meadow Vista                  | Cut locks to storage areas and cut fencing enclosing storage areas  | \$40            | \$75, new locks and fencing repair        |
| 1/21/2015          | Placer Hills                  | Cut locks to storage areas  | \$20            | \$60, new locks                           |
| <b>Total Labor</b> |                               |   | <b>\$310.00</b> | <b>\$977.26</b>                           |

REGIONAL PARK INCIDENT REPORT

| <u>DATE</u> | <u>TIME</u> | <u>INCIDENT</u>  | <u>OUTCOME</u>   |
|-------------|-------------|--|--|
| 12/1/2015   |             |  |  |
| 12/2/2015   | Unknown     | Homeless male attacking other homeless individuals                             | Lady called 911, attacker arrested and taken to jail     |
| 12/3/2015   |             |  |  |
| 12/4/2015   |             |  |  |
| 12/5/2015   |             |  |  |
| 12/6/2015   |             |  |  |
| 12/7/2015   | 11:30am     | Park patron call sheriff on homeless & trash, called cust serv filed complaint | Staff pickedp trash, did not see Sheriff respond to call |
| 12/8/2015   |             |  |  |
| 12/9/2015   |             |  |  |
| 12/10/2015  |             |  |  |
| 12/11/2015  |             |  |  |
| 12/12/2015  |             |  |  |
| 12/13/2015  |             |  |  |
| 12/14/2015  |             |  |  |
| 12/15/2015  |             |  |  |
| 12/16/2015  |             |  |  |
| 12/17/2015  |             |  |  |
| 12/18/2015  |             |  |  |
| 12/19/2015  |             |  |  |
| 12/20/2015  |             |  |  |
| 12/21/2015  |             |  |  |
| 12/22/2015  |             |  |  |
| 12/23/2015  |             |  |  |
| 12/24/2015  |             |  |  |
| 12/25/2015  |             |  |  |
| 12/26/2015  |             |  |  |
| 12/27/2015  |             |  |  |
| 12/28/2015  |             |  |  |
| 12/29/2015  |             |  |  |
| 12/30/2015  |             |  |  |
| 12/31/2015  |             |  |  |