

Board of Directors of the
Auburn Area Recreation & Park District
Auburn, California

In planning and performing our audit of the financial statements of the Auburn Area Recreation & Park District for the year ended March 31, 2014, we considered the District's internal control structure to determine our auditing procedures for the purpose of expressing an opinion on the financial statements and not to provide assurance on the internal control structure.

Our consideration of the internal control would not necessarily disclose all matters in the internal control that might be material weaknesses under standards established by the American Institute of Certified Public Accountants. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce, to a relatively low level, the risk that errors or irregularities in amounts that would be material in relation to the basic financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions.

We will review the status of the following comments during our next audit engagement. We will be pleased to discuss them in further detail at your convenience, to perform any additional study of these matters, or to assist you in implementing any control changes you consider implementing. We thank the District's staff for its cooperation on this audit.

Fechter & Company, CPAs

June 15, 2014
Sacramento, CA

**AUBURN AREA RECREATION & PARK DISTRICT
REQUIRED COMMUNICATIONS
FOR THE YEAR ENDED MARCH 31, 2014**

The Auditor's Responsibility under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated April 24, 2014, our responsibility, as described by professional standards, is to plan and perform our audit to obtain reasonable, but not absolute assurance that the financial statements are free of material misstatement and are fairly presented in accordance with U.S. generally accepted accounting principles. Because an audit is designed to provide reasonable, but not absolute assurance and because we did not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us.

In planning and performing our audit, we considered the District's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting.

As part of obtaining reasonable assurance about whether the District financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit.

Significant Accounting Policies

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by the District are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year. We noted no transactions entered into by the District during the year that were both significant and unusual, and of which, under professional standards, we are required to inform you, or transactions for which there is a lack of authoritative guidance or consensus.

Internal Control Related Matters

In any smaller entity, whether private enterprise or a governmental agency, the lack of segregation of duties can present potential issues in regards to the perpetuation and concealment of fraud. Even with a perfect segregation of duties frauds can be perpetuated and concealed. The District can perform some specific control procedures to help reduce the risk of fraud, however. Some of the controls would include:

- Having someone independent of the bank reconciliation function review the bank statements on a monthly basis.
- Examining financial statements on a monthly basis at the management and department levels.
- Examining a budget to actual report on a frequent basis.
- Comparing the financial statements on a detailed level to the prior year on a frequent basis.

**AUBURN AREA RECREATION & PARK DISTRICT
REQUIRED COMMUNICATIONS
FOR THE YEAR ENDED MARCH 31, 2014**

- Having someone independent of the payroll process review payroll on a bi-weekly basis, checking for accuracy of pay rates, paid time off recorded, etc.
- Verifying that a second person is approving all disbursement activity and that an individual independent of the accounting function is signing checks and asking questions about invoices presented for payment.
- Frequently displaying “professional skepticism” when considering staff responses on District finances.

There is no catch-all for finding all instances of fraud within any entity, whether public or private. One of the key factors in helping prevent fraud is to encourage ethical behavior at all levels of the organization, i.e., “tone at the top”. Another key would be to note instances of abnormal behavior of finance or accounting staff when questioned about District financial matters.

The District should remember that they have outside resources available in the case of fraud – they are able to contact District auditor, their attorney, or county auditor-controller should anyone feel there is a chance of fraud or abuse.

Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management’s knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate(s) affecting the financial statements were:

- Accrual and disclosure of compensated absences
- Capital asset lives and depreciation expense
- Actuarial study to estimate the annual retired contribution of the defined-benefit pension plan

Audit Adjustments

For purposes of this letter, professional standards define an audit adjustment as a proposed correction of the financial statements that, in our judgment, may not have been detected except through our auditing procedures. An audit adjustment may or may not indicate matters that could have a significant effect on the District’s financial reporting process (that is, cause future financial statements to be materially misstated). The following audit adjustments, in our judgment, indicate matters that could have a significant effect on the District’s financial reporting process:

- Posting of all GASB 34 entries on behalf of the district

In performing our audit we noted that the Bank of New York Mellon had inappropriately deposited funds into a District account. We declined to record this adjustment to the fact that the adjustment was immaterial to the District’s financial statements as a whole.

**AUBURN AREA RECREATION & PARK DISTRICT
REQUIRED COMMUNICATIONS
FOR THE YEAR ENDED MARCH 31, 2014**

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Consultations with Other Independent Auditors

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Issues Discussed Prior to Retention of Independent Auditors

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the District's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing our audit.

**AUBURN AREA
RECREATION & PARK DISTRICT
MANAGEMENT REPORT
FOR THE YEAR ENDED MARCH 31, 2014**

AUBURN AREA RECREATION & PARK DISTRICT

Management Report
For the Year Ended March 31, 2014

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Board of Directors of the
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Auburn, California

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Item 8.2 Cover sheet – New Pickle Ball Courts at Regional Park

Auburn Area Recreation and Park District Acquisition and Development meeting July, 2014; July, 2014 Board of Director's meeting

The Issue

Shall the Auburn Area Recreation and Park District construct new pickle ball courts at Regional Park or convert an existing Regional Park tennis court to permanent pickle ball courts?

Background

ARD converted the upper tennis court at Meadow Vista Park to four (4) pickle ball courts in the spring of 2008. Since that time, pickle ball had continued to grow in popularity, with lines for indoor pickle ball courts being added to the Recreation Park gymnasium floor in the fall of 2012 and on the Regional gym floor in the fall of 2013.

The 2014/2015 ARD Project List includes a project to convert one of the 6 Regional Park tennis courts into a permanent pickle ball court. ARD staff is also considering the option of building new pickle ball courts at Regional Park. Both options will be reviewed in this report.

ARD staff posted signs on each Regional Park tennis court the first week in March, 2014. This sign notified users that ARD was considering the conversion of a tennis court. ARD received numerous emails regarding this sign (see attached). A subsequent article in the Auburn Journal also brought some responses. ARD also posted new signs on each court in early July, 2014, letting users know of this agenda item on the July A&D, and possibly Board meeting.

One tennis court is 120 feet x 60 feet.

Converting a tennis court

This process would involve selecting 1 of the six existing tennis courts at Regional Park and converting it into 4 pickle ball courts, similar to what was done at Meadow Vista Park in 2008. To make this conversion happen, the following would occur:

- Fill the cracks on the existing court (note: these cracks will return)
- 2 coats base
- 3 coats color
- 4 sets net posts w/4 nets
- Striping
- Cut off exiting posts and fill with concrete
- Install a new, 120 foot, 12 foot high fence to separate the new pickle ball courts from the existing adjacent tennis court
- The estimated cost for this conversion is \$25,000

The existing Regional Park tennis courts are currently used by a wide variety of people, young and old. However, in the past few years ARD staff have anecdotally observed a drop in the usage of the courts. In an effort to provide data for this conclusion, ARD staff has been doing 4x daily counts of the usage at the Regional Park tennis courts since late January, 2014. Those counts are

attached. The first number represents the amount of tennis players at that time, the second number represents the number of courts being used. This data shows that, based on the counts done at the times they were done, all six courts were being used only twice in the past 5+ months.

Building new pickle ball courts

This process would first involve selecting a site for the new courts. An aerial photo with three possible locations is attached. It should be noted that all three locations will have impacts on the existing disc golf course. It should also be noted that the proposed location of the “green” court would impede into the area held in the easement by the Boys and Girls Club.

Once a site is selected a surveyor and engineer would design the courts, the project would go to bid and a contractor selected. Permits would be pulled and the work would begin.

The estimated cost to build a new court is highly dependent on the site selected and the amount of earthwork needed. As a rough estimate, the cost to build a new court, including engineering, permits and fees is \$100,000+.

Recommendation

Staff recommends converting an existing Regional Park tennis court to four pickle ball courts. The Regional Park tennis courts, while still used, do not see the same usage that they have in the past. When added to the costs to build a new set of courts, staff feels that the best option is to convert an existing Regional Park tennis court.

The Acquisition and Development Committee recommends converting a tennis court to four pickle ball courts.

Alternatives Available to the Board of Directors

- 1) Direct staff to begin the process to build new pickle ball
- 2) Request more information and further data from staff. Bring this information back to a subsequent A&D or Board of Director’s meeting.

Fiscal Impact

The estimated fiscal impact to convert an existing tennis court to four pickle ball courts is \$25,000.

Attachments

Regional Park tennis court usage counts: January 28 – July 14, 2014
Possible locations for a new set of pickle ball courts
Email comments from pickle ball and tennis court users
Petitions from pickle ball players

RAIN

Regional Tennis Courts

	28-Jan	29-Jan	30-Jan	31-Jan	1-Feb	2-Feb	3-Feb	4-Feb
8:30	2 / 1	0	0	0 / 0	0 / 0	0	0 / 0	0 / 0
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1:00pm	3 / 2	0	0	2 / 1	0 / 0	0	2 / 1	4 / 2
	5-Feb	6-Feb	7-Feb	8-Feb	9-Feb	10-Feb	11-Feb	12-Feb
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1:00	6 / 2	0	0	0	0	0 / 0	0 / 0	4 / 2
	13-Feb	14-Feb	15-Feb	16-Feb	17-Feb	18-Feb	19-Feb	20-Feb
8:30	1 / 1	6 / 1	0 / 0	0 / 0	0 / 0	0 / 0	1 / 1	0 / 0
9:30	18 / 5	14 / 4	5 / 1	0 / 0	10 / 4	10 / 2	10 / 3	20 / 5
10:30	18 / 5	12 / 3	2 / 1	2 / 1	10 / 4	9 / 2	8 / 2	8 / 1
1:00	2 / 1	1 / 1	4 / 2	7 / 4	2 / 1	0 / 0	2 / 1	1 / 1
	21-Feb	22-Feb	23-Feb	24-Feb	25-Feb	26-Feb	27-Feb	28-Feb
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9:30	2 / 1	1 / 0	0 / 0	8 / 2	16 / 5	0 / 0	0 / 0	0 / 0
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	9-Mar	10-Mar	11-Mar	12-Mar	13-Mar	14-Mar	15-Mar	16-Mar
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	17-Mar	18-Mar	19-Mar	20-Mar	21-Mar	22-Mar	23-Mar	24-Mar
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9:30	12 / 3	12 / 3	12 / 3	8 / 2	14 / 4	0 / 0	8 / 2	14 / 5
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1:00	1 / 1	2 / 1	2 /	4 / 2	1 / 1	4 / 2	0 / 0	0 / 0
	25-Mar	26-Mar	27-Mar	28-Mar	29-Mar	30-Mar	31-Mar	1-Apr
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10:30	10 / 3	0 / 0	4 / 1	4 / 1	0 / 0	2 / 1	8 / 2	0 / 0
1:00	0 / 0	0 / 0	4 / 1	2 / 1	0 / 0	5 / 3	0 / 0	0 / 0

RAIN

Regional Tennis Courts

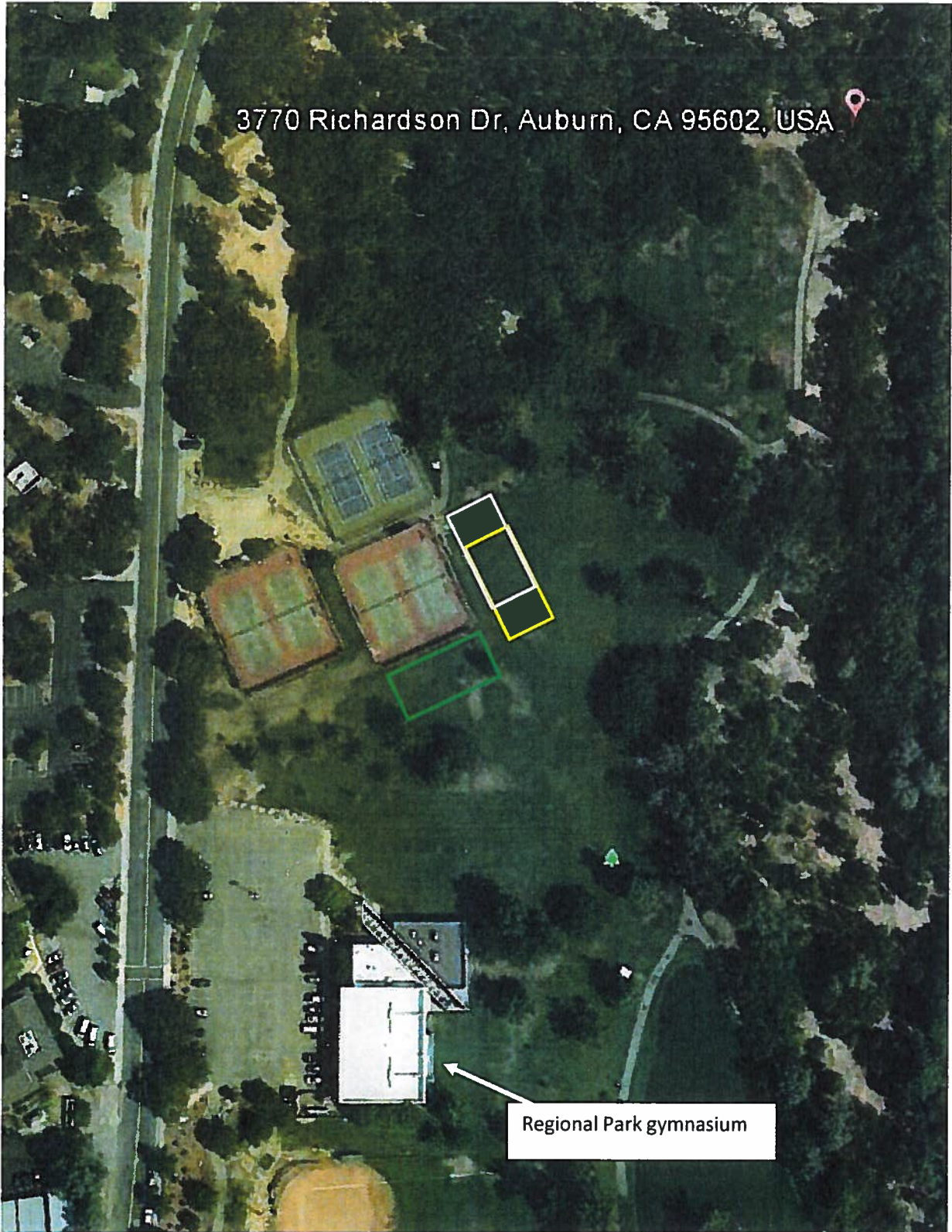
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	9-Apr	10-Apr	11-Apr	12-Apr	13-Apr	14-Apr	15-Apr	16-Apr
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9:30	2/2	2/2	16/4	0/0	0/0	8/2	0/0	4/1
10:30	14/4	8/2	18/6	0/0	2/1	8/2	0/0	4/1
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	17-Apr	18-Apr	19-Apr	20-Apr	21-Apr	22-Apr	23-Apr	24-Apr
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9:30	12/3	14/4	4/1	0/0	8/2	4/2	0/0	2/1
10:30	0/0	4/1	2/1	4/1	10/3	2/1	2/1	8/3
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	25-Apr	26-Apr	27-Apr	28-Apr	29-Apr	30-Apr	1-May	2-May
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10:30	0/0	2/1	0/0	10/3	6/2	3/2	14/4	16/4
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	5-May	6-May	7-May	8-May	9-May	10-May	11-May	12-May
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10:30	12/3	2/1	8/2	7/2	4/1	6/2	0/0	2/1
1:00	2/1	2/1	0/0	2/1	2/1	4/1	2/1	1/1
	13-May	14-May	15-May	16-May	17-May	18-May	19-May	20-May
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	21-May	22-May	23-May	24-May	25-May	26-May	27-May	28-May
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9:30	0/0	4/1	14/4	12/3	8/2	0/0	0/0	8/5
10:30	0/0	10/3	12/3	10/3	16/4	16/5	4/1	4/1
1:00	0/0	2/1	4/2	4/1	0/0	4/2	0/0	4/1
	29-May	30-May	31-May	1-Jun	2-Jun	3-Jun	4-Jun	5-Jun
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9:30	16/4	20/5	8/2	6/2	4/1	2/1		
10:30	12/3	12/3	16/4	0/0	10/3	5/3		
1:00	2/1	2/1	0/0	2/1	0/0	1/1		

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	4-Jun	5-Jun	6-Jun	7-Jun	8-Jun	9-Jun	10-Jun	11-Jun
8:30	0/0	0/0	0/0	0/0	0/0	0/0	2/1	0/0
9:30	30/6	8/2	8/2	2/1	2/1	10/3	9/3	4/1
10:30	12/3	10/3	4/1	8/2	4/2	0/0	6/2	8/2
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	12-Jun	13-Jun	14-Jun	15-Jun	16-Jun	17-Jun	18-Jun	19-Jun
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9:30	4/1	6/2	6/2	0/0	4/1	8/2	4/1	4/1
10:30	8/2	4/1	4/1	2/1	0/0	5/2	4/1	10/3
1:00	2/1	0/0	0/0	1/1	0/0	0/0	0/0	0/0
	20-Jun	21-Jun	22-Jun	23-Jun	24-Jun	25-Jun	26-Jun	27-Jun
8:30	2/1	0/0	0/0	8/2	8/2	0/0	4/1	0/0
9:30	6/2	4/1	1/1	12/3	8/2	6/3	8/2	8/2
10:30	4/1	8/2	0/0	2/1	5/2	10/2	5/2	4/1
1:00	0/0	0/0	0/0	0/0	2/1	2/1	0/0	0/0
	28-Jun	29-Jun	30-Jun					
8:30	0/0	0/0	0/0					
9:30	2/1	0/0	4/1					
10:30	8/2	0/0	0/0					
1:00	2/1	0/0	0/0					

Possible locations for NEW pickle ball courts. Each rectangle (white, yellow and green) represent one possible location that would contain 4 pickle ball courts.



Dear ARD Board of Directors

My name is Florio Petuskey and I am 74 years old. I have been playing pickleball since July 2013 and I love it. It has given me a new lease on life. I have made new friends, lost a few pounds and I am in better shape than I was ten years ago.

I have arthritis in my right knee and since I have been playing PB my knee is in much better shape. This is a great game for seniors but it is wonderful for all ages. I have taught all my kids, all my grandkids and six of my friends + play as well. My 52 year old son and I partners to play in the indoor tournament in February.

It was a real thrill for me and lots of fun for Steve. We had outdoor courts so everyone can learn and enjoy this fun game. I am enclosing a check to ARD to be used for the PB program. Thank you for all you have done.

Florio

Alex Petuskey Photos



To: Auburn Recreation District Board of Directors

April 2014

According to an NBC news report by Brian Williams, Pickleball is the fastest growing sport in the United States. It is a game that provides good exercise, good fun and an opportunity for people in the community to interact. Pickleball can be enjoyed by families, kids, teens and most importantly the senior community. We support and encourage ARD to convert one of the tennis courts in the Auburn Regional Park into four Pickleball courts. This would be a great addition to the Auburn community. Thank you!

<u>NAME</u>	<u>PHONE NO.</u>	<u>EMAIL ADDRESS</u>
1. <i>Elina Petuskey</i>	916-663-4525	ejp@onemail.com
2. Demetri Petuskey	916 482 2355	djPO9@icloud.com
3. Patricia Burke	916 663 6663	huberburke@gmail.com
4. <i>Leslye Johnson</i>	530 889-9433	leslyej@icloud.com
5. Mildred Livingston	530-889-1775	milledlivingston@hotmail.com
6. Patricia Infeel	530-887-8873	pgrenfell@yahoo.com
7. Alek Petuskey	916-482-2355	
8. Kynia Petuskey	916.549.9607.	
9. Steve Petuskey	916.482-2355	
10. Eliaor Petuskey	916 455 1105	
11. <i>Therese Lotz</i>	530-365-2115	tae.et.al@gmail.com
12. Cecily McKay	530-878-1566	
13. Scott Johnson	530-878-1566	scottj@johnsonpianoservice.com
14. <i>Ear Cluey</i>	530-320-4784	earcluey@hotmail.com
15. Pasqual Barbat	530-889-1391	

To: Auburn Recreation District Board of Directors

April 2014

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NAME	PHONE NO.	EMAIL ADDRESS
1. Albert Franklin	530-889-0248	frankdu99@yahoo.com
2. Albert Franklin	497-8250	
3. Ku, K... ..	885-7152	
4. Gayle DeLuca	786-2760	
5. VERN McCANNELL	530-388-8275	
6. CLIFF SWESLEY	530-887-8508	diane.blackman@gmail.com
7. Diane Buckman	530-520-0194	
8. Marianne Algier	530-320-2909	
9. Diana Jey	(916) 300-2788	
10. H... ..	530-305-9235	
11. Charles Miles	110-221-2725
12. SIMON BINE	530-888-8819	
13. MARIAN HUBER	530-268-2667	
14. GREGORY PIKOSINCKI	497-1502	
15. L... ..		

To: Auburn Recreation District Board of Directors

April 2014


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NAME	PHONE NO.	EMAIL ADDRESS
1. Jandy Floyd	823-2307	SSdFloydAmur@wavecable.com
2. Jacie Hubbard	885-1637	hubbardcgarlic.com
3. Molly Engellenn	885-8585 x 600	menyelle@puhsd.k12.ca.u
4. Toni Jensen	845-3370	ToniJensen@yahoo.com
5. David Jackson	277-3689	DJHATROD62@yahoo.com
6. Joan Jackson	277-9463	joanucj@yahoo.com
7. Vickie Morgan	613-4376	misvickiem@gmail.com
8. John Morgan	613-2483	JohnM92483@gmail.com
9. Shayne Morgan	613-2828	ShayneRusby@gmail.com
10. Toni Jensen	845-3370	ToniJen745@yahoo.com
11. Stephanie Simanaz	530-906-7646	stgopao@hotmail.com
12. Paula	530-8875965	pablo_perez1967@yahoo.com
13. Alma Perez	(916) 289-5404	none
14. Maria Murguia		
15. Mariate Mesa	(530) 8851290	
16. Helen Woodbury	916 663-3639	

To: Auburn Recreation District Board of Directors

April 2014

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<u>NAME</u>	<u>PHONE NO.</u>	<u>EMAIL ADDRESS</u>
1. Roberta Mc Murin	885-3731	ROBERTA52@YHHCOR.EM
2. DEAN PEREZ	716-244-2078	DEAN_PEREZ@HOTMAIL.COM
3. GLENN SALING	8916-7044582	-MSALINGA2@GMAIL.COM
4. Patricia Llesolo	530 3682132	nanadearest@yahoo
5. Lacey Fenstra	530 906 1819	lacey-proctor@hottmail
6. Nicole Laligne	530-889-1021	
7. Carol ISAACSON	530-512-5050	
8. Michael 	530 888-7937	ottene@ssctv.NET
9. Jan Bullock	530-888-7837	<u>jbulllock@wavesalle.com</u>
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To: Auburn Recreation District Board of Directors

April 2014

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NAME	PHONE NO.	EMAIL ADDRESS
1. Dorothy Lovecchio	823-6700	bichen & mommy@gmail.com
2. LEONARDO LOVECCHIO	823-6700	LOVECCHIOD@YAHOO.COM
3. Alessandra McClain	368-9594	acs mcc@hotmail.com
4. Angelina McClain	368-9594	" "
5. Ashley Randall	"	" "
6. CLINT RANDALL	"	" "
7. Terry Musser	404-828 3192	terry musser@ymail.com
8. David Musser	510-604-0136	davemusser@emcori.com
9. Nancy McMath	909 379-4150	NANKAYMAC@gmail.com
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To: Auburn Recreation District Board of Directors

April 2014

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<u>NAME</u>	<u>PHONE NO.</u>	<u>EMAIL ADDRESS</u>
1. Kermit Carraway	530-588-1032	kcarrawa@aol.com
2. Coralie (Sunny) Carraway	"	@carrawa@netscape.net
3. Joe Polansky	530-305-2192	
4. Debra Polansky	530-613-2579	720polansky@att.net
5. Rosalie Wohlfromm	530.886.8199	RwohlFROMM@ATT.net
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To: Auburn Recreation District Board of Directors

April 2014

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<u>NAME</u>	<u>PHONE NO.</u>	<u>EMAIL ADDRESS</u>
1. Jorge Velasquez	916-416-7302	JorgeVelasq@gmail
2. Linda Norman	530-559-8514	normanpl@gmail.com
3. Patrick Norman	530- 559 ²⁷³ -9420	"
4. MARIE DAVIES	530-273-6360	mdavies7@hotmail.ca
5. TOSH CAMERON	530-274-3535	Tosh1@ATT.NET.
6. Rick Deberner	530-272-7556	Rick@warmthlast.com
7. GIDEON HAIMOVITZ	530-477-8081	Chirogid@hotmail.
8. Charles Harrison	530-270-9979	ckmharrison@yahoo.com
9. Heidi M Bush	569-581-5687	N/A
10. Bob	N/A	N/A
11. Sandy Pack	530-477-8278	SANDYPACK2@yahoo.com
12. THOMAS ISRAELIAN	530-274-2483	ISRAELIAN2612@gmail
13. David Costa	530-265-2325	N/A
14. Lupe Frazer	530-9137293	lupefraser@gmail.com
15. MIKE GAYNOR	530-263-9171	MIKEGAYNOR@ARD.COM

To: Auburn Recreation District Board of Directors

April 2014

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NAME	PHONE NO.	EMAIL ADDRESS
1. Sue Ralston	916-873-4232	Sueralston444@gmail.com
2. Ken Gover	(925) 303-0585	Ken Gover@yahoo.com
3. JAMIE Baldwin	530.320.2803	Jlynnwick@yahoo.com
4. ERIKA MALDONALD	530-745-0324	
5. Gayle Gullans	530-889-2948	ggullans@gmail.com
6. CAROLYN KELLAR	530-401-0419	kellar275@hotmail.com
7. Steve Kellar	530-401-0421	faj@fajkellar.com
8. Marilyn Gover	530-392-3704	fajkellar@gmail.com
9. Diane Timko	530-885-1944	dtimko@wavecable.com
10. Sarah Spears	530-888-8025	sgspsych@aol.com
11. Eileen Peckham	530 823-8225	hdpesp@wavecable.com
12. PATTY FLETCHER	530-887-9335	
13. ANDREA HINDSTROM	530-885-9962	ronandrea@wavecable.com
14. Beth Loy	714-272-9068	loyfam3@sbcglobal.net
15. Dianne Petrum	530-820-3997	dipetrini@gmail.com

To: Auburn Recreation District Board of Directors

April 2014

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<u>NAME</u>	<u>PHONE NO.</u>	<u>EMAIL ADDRESS</u>
1. Janice Polochko	889-1020	librarianjan@hotmail
2. Celena Polena	916-203-5336	celenapolena@gmail
3. Lynne Lyndon	269-3211	WAYLYN@ISP.COM Com
4. Ray McAfee	916-207-0777	_____
5. Barbara Fralich	530-889-8424	barbhf@hotmail.com
6. Dorothea Soderman	(530) 888-8656	dsod@wavecable.com
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March 23, 2014

To the ARD Board of Directors:

We would like outdoor pickleball courts in Auburn. Please convert one of the tennis courts at Regional Park into four pickleball courts.

Please!

Thank you,

Dorothy Lavocchia

Carl Rini

~~Cheri Petrosky~~

Robbin Nelson

~~Donald St. John~~

Janice Pollock

Honi Jensen

Ken McFee



A Special Note...

Hi Sheryl 4-9-14

Here are three more petitions for the outdoor pickleball courts in Regional Park. You can add these to the ones I gave you yesterday. It was nice talking to you

Thanks for your help

Take Care
Clever Petuskey

To: Auburn Recreation District Board of Directors

April 2014

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<u>NAME</u>	<u>PHONE NO.</u>	<u>EMAIL ADDRESS</u>
1. Rita Parish	530 885-4794	
2. Abigail Eichhorn	415-441-4341	
3. BOB MARINOWSKI	830-823-8902	
4. Rico Paccioni	530 885-2333	
5. MIKE MCKENZIE	530 878-2547	
6. Susan McKenzie	530 878-2547	
7. Gary Tessa	878-8313	
8. Bob Dyer	885-3031	
9. Judi Su Banta	305-1189	
10. John A. [unclear]	623-5561	
11. John [unclear]	(619) 757-5287	
12. Nancy Wilson	530 888 8996	
13. Clay Cowan	530 878 1093	
14. Chad Kaemp	530 878-1103	
15. Mary C. Schabaner	(530) 637-4937	

... [Handwritten marks]

To: Auburn Recreation District Board of Directors

April 2014

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NAME	PHONE NO.	EMAIL ADDRESS
1. Sc. [unclear]	(239) 637-4937	
2. JA Conci	530 823 1793	
3. Roy LUCHINI	530 878-7543	
4. Sam Mumford	530-878-2566	
5. Jimmy [unclear]	73-618-8252	
6. Carol [unclear]	530 637 542	
7. Kater [unclear]	530-906-4111	
8. R Paul	530-86-7400	
9. Beverly Roberts	530-368-1436	
10. Nancy [unclear]	970 543-810	
11. Kelly [unclear]	623-8503	
12. Megan [unclear]	759 2043	
13. Lynn Caldwell	530-305-0149	
14. X [unclear]	530-888-0517	
15. Jan [unclear]	(530) 613-7498	

To: Auburn Recreation District Board of Directors

April 2014

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NAME	PHONE NO.	EMAIL ADDRESS
1. Doug Koch	530-713-5395	dougkoch@comcast.net
2. [unclear] Dickson	916-441-0014	[unclear]@comcast.net
3. [unclear] Conroy	530-312-2742	macinmarty@gmail.com
4. Jim Anderson	916 8377361	JimTheNurse@hotmail.com
5. Clair Barton	916 791 2215	ClairLustns@surwest.net
6. ALAN CHRISTENSEN	916 796-3186	ALAN.CHRISTENSEN@SURWEST.NET
7. Gayle Barnes	916 704-1040	gayle-barnes@ymail.com
8. Debbie Fitzhugh	530-913-9942	debfitzu@gmail.com
9. [unclear]	916-791-3420	
10. MITCH FITZMUSIN	530-273-3038	mitschdrywallinc@gmail.com
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To: Auburn Recreation District Board of Directors

July 2014

According to an NBC news report by Brian Williams, Pickleball is the fastest growing sport in the United States. It is a game that provides good exercise, good fun, and an opportunity for people in the community to interact. Pickleball can be enjoyed by families, kids, teens and most importantly the senior community. We support and encourage ARD to convert two of the tennis courts in the Auburn Regional Park into ~~four~~ 8 Pickleball courts. This would be a great addition to the Auburn community and would accommodate up to 32 players at any given time.

NAME	PHONE NO.	EMAIL ADDRESS
1. Elizabeth Johnson	530-559-9763	NA
2. Pamela K Draber	916 770 9114	NA
3. Kathy Owen	916-803-3035	N/A
4. William J. Fanning	916 899 4690	N/A
5. JEFF GREENHOE	916 847-8477	
6. John Miller	530 277-8741	N/A
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NAME	PHONE NO.	EMAIL ADDRESS
1. Staci Martinez	8854887	MARTINEZ717525@SBCGLOBAL.NET
2. JANET BARBOT	368-6883	pnjbarbot@yahoo.com
3. STUART DODGE	210-7483	dodgeball9@HOTMAIL.COM
4. Ron Martinez	885-4887	Martinez717525@SBCNET
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To: Auburn Recreation District Board of Directors

July 2014

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NAME	PHONE NO.	EMAIL ADDRESS
1. Trish Schreiber	530-878-7601	MUSchreiber@Sbcglobal n
2. VIKI COURSEY	416 6527119	
3. Kiki Simpson	530 368 7766	Kek-939@9ma Cu
4. JAW VAUGHN	520 875 0367	
5. Julie Barboot	530-218-5100	
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Item 8.3 Cover sheet – Resolution # 2014-19: Irrevocable Offer of Dedication to Placer County

Auburn Area Recreation and Park District Acquisition and Development Committee July, 2014; Board of Directors meeting July, 2014

The Issue

Shall the Auburn Area Recreation and Park District (ARD) approve Resolution # 2014-19, granting an Irrevocable Offer of Dedication to Placer County to satisfy a requirement of the Timberline development Conditions of Approval?

Background

In August, 2008, the ARD Board of Directors approved an agreement with Western Care Construction in regards to their Timberline at Auburn project. This agreement allowed Western Care to use part of the 24 acre property at Regional Park for use as wetlands mitigation. In return, Western Care Construction will build a +/- .75 mile D.G. trail through the property.

The Placer County Board of Supervisors approved the Timberline at Auburn project in August 2011. Conditions of approval set forth by the County require that the project connect Richardson Dr., through the Timberline Project, to Bell Rd. The conditions also require that the project provide highway and multi-purpose-easement dedications for the extension of Richardson Drive from Bell Road to Park Drive.

The portion of Richardson Drive between the northern Timberline Boundary and Park Drive is to provide a highway easement width of 62-feet plus 12.5-feet for a multi-purpose-easement. The existing highway easement width for Richardson Drive, through the ARD parcel, is insufficient to comply with the Timberline projects conditions of approval.

The text of the conditions of approval that require the dedications is in italics below. Condition of approval 75, paragraph A is included below for reference. Section (d) requires a 62 foot wide off site easement.

Prior to Improvement Plan approval for the initial phase of development, provide an Irrevocable Offer of Dedication to Placer County for the following minimum highway easements (Ref. Chapter 16, Article 16.08, Placer County Code) over Richardson Drive from Bell Road to the existing off site Richardson Drive/Park Drive for road and utility purposes as shown on the Vesting Phased Tentative Map. After completion of improvements, said roads may be accepted into the County's maintained mileage system.

- a) 64 foot wide highway easement between Bell Road and Education Street.*
- b) 51 foot wide highway easement between Education Street and Road "A" (main project driveway).*
- c) 44 foot wide highway easement between Road "A" (main project driveway) and the northern property boundary.*
- d) 62 foot wide off site highway easement between the northern property boundary and the existing Richardson Drive/Park Drive intersection.*

Condition of approval 75, paragraph P, as shown below, stipulates the requirement for the multi-purpose-easement:

Prior to Improvement Plan approval for the initial phase of development, provide an Irrevocable Offer of Dedication for a minimum 12.5 foot-wide multi-purpose easement adjacent to all highway easements.

Recommendation for the Board of Directors

Approve Resolution # 2014-19, granting an Irrevocable Offer of Dedication to Placer County to satisfy a requirement of the Timberline development Conditions of Approval

The Acquisition and Development Committee recommended approving Resolution #2014-19.

Alternatives Available to the Board

- 1) Do not approve the resolution
- 2) Request more information and bring back to a subsequent A&D meeting

Attachments

Resolution #2014-19

Irrevocable Offer of Dedication documents and exhibits

RESOLUTION NUMBER 2014-19

A RESOLUTION OF THE GOVERNING BOARD OF DIRECTORS OF THE AUBURN AREA RECREATION AND PARK DISTRICT AUTHORIZING THE DISTRICT ADMINISTRATOR TO SIGN ALL DOCUMENTS RELATED TO THE IRREVOCABLE OFFER OF DEDICATION TO PLACER COUNTY AS IT RELATES TO THE TIMBERLINE AT AUBURN CONDITIONS OF APPROVAL

WHEREAS, The Auburn Area Recreation and Park District owns and operates the +/- 62 acre Regional Park, located off of Hwy. 49 in north Auburn, between Bell Rd. and Dry Creek Rd.; and

WHEREAS, Richardson Dr. and Park Dr. border Regional Park on two sides; and

WHEREAS, Western Care Construction Company is building a multi-use development, referred to as Timberline at Auburn, on acreage adjacent to Regional Park,

WHEREAS, the Conditions of Approval set forth by the County of Placer require that the project provide highway and multi-purpose-easement dedications for the extension of Richardson Drive from Bell Road to Park Drive; and

WHEREAS, prior to Improvement Plan approval for the initial phase of the Timberline at Auburn development, Western Care Construction Company must provide an Irrevocable Offer of Dedication for a 62-foot wide highway dedication extending from the northern Timberline at Auburn boundary to Park Drive and a 12.5 foot-wide multi-purpose easement adjacent to all highway easement; and

WHEREAS, a 60 foot wide highway easement exists on park property from the northern Timberline at Auburn boundary to beyond Park Drive; and

WHEREAS, the Irrevocable Offer of Dedication for the highway easement consists of 2 feet of additional easement width plus varying width where Future Richardson Drive curves from the northern Timberline at Auburn boundary to Park Drive; and

WHEREAS, the Irrevocable Offer of Dedication for the 12.5 foot-wide multi-purpose easement parallels the additional highway easement; and

WHEREAS, the Auburn Area Recreation and Park District has no objections to providing Placer County an Irrevocable Offer of Dedication for the Timberline at Auburn project.

NOW, THEREFORE BE IT RESOLVED that the Auburn Area Recreation and Park District Board of Directors approves the Irrevocable Offer of Dedication to Placer County for the Timberline at Auburn Project and furthermore authorizes the Auburn Area Recreation and Park District Administrator to sign all documents necessary for the Irrevocable Offer of Dedication to Placer County.

APPROVED, PASSED, AND ADOPTED ON July 31, 2014 by the following roll call vote:

Ayes:

Noes:

Absent:




Abstain:

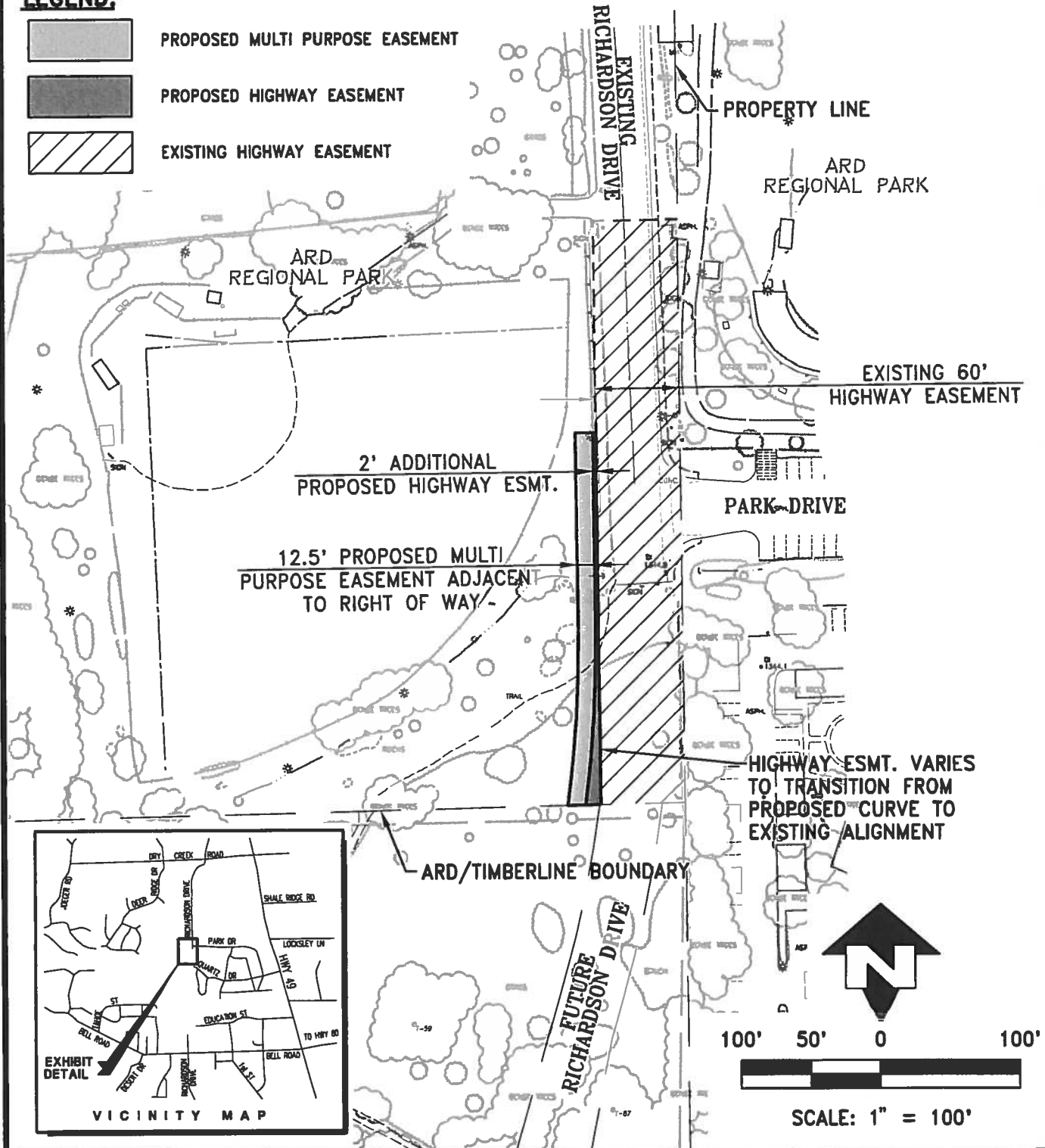
Curtis Smith
Chairman of the Governing Board

ATTEST:

Clerk to the Governing Board

LEGEND:

-  PROPOSED MULTI PURPOSE EASEMENT
-  PROPOSED HIGHWAY EASEMENT
-  EXISTING HIGHWAY EASEMENT



**ARD IRREVOCABLE OFFER OF DEDICATION TO PLACER COUNTY
 REQUIREMENT OF TIMBERLINE CONDITIONS OF APPROVAL
 FIGURE 1**

TIMBERLINE @ AUBURN - PHASE I
 WESTERN CARE CONSTRUCTION COMPANY
 PLACER COUNTY, CALIFORNIA

WOOD RODGERS
 developing innovative design solutions
 3301 C STREET, BLDG. 100-B, SACRAMENTO, CA 95816
 phone: (916) 341-7760 fax: (916) 341-7767

OCT. 30, 2013 | DRAWN: MPM | 2885.001

j:\2000-s\2885_Timberline\TIMBERLINE-OA\Civil\Exhibits\EXH-ARD-IOD.dwg 10/30/2013 4:37 PM Mike Motroni

PRELIMINARY

Project Name:

Recording requested by and Return to:
CDRA - Engineering and Surveying Department
3091 County Center Drive
Auburn, CA 95603-2614
Phone: 530.745.3110
Attention:

THIS SPACE IS RESERVED
FOR THE RECORDER'S USE

COUNTY OF PLACER
OFFER OF DEDICATION
HIGHWAY EASEMENT

For the receipt of one dollar (\$1.00) or other good and valuable consideration,

the undersigned GRANTOR(S), hereby irrevocably offers for dedication to the County of Placer, State of California, an easement for road purposes and incidentals thereto, including the utility rights over, on, under and across all that real property situated in the County of Placer, State of California, bounded and described as follows:

(Any and all interest in the property conveyed by grantor to the County of Placer pursuant to this instrument runs with the land and is binding on the heirs, assigns and successors of the grantor.)

(See Attached Exhibits "A" & "B")

GRANTOR(S)

Dated this ____ Day of _____, 20____,

Sign name

Trustee / Beneficiary

Print name and title

Recording Reference Number

Sign name

Print name and title

See following page for Acknowledgement

ACKNOWLEDGEMENT

<p>State of California } County of Placer }</p> <p>On _____ before me, _____ (name, title), personally appeared _____ who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.</p> <p>I certify under the PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.</p> <p>WITNESS my hand and official seal.</p> <p style="text-align: center;">(Seal) _____ Signature</p>	<p>CAPACITY CLAIMED BY SIGNER</p> <p><input type="checkbox"/> INDIVIDUAL(S) SIGNING FOR ONESELF/THEMSELVES</p> <p><input type="checkbox"/> CORPORATE OFFICER(S) _____ TITLE(S) _____ COMPANY</p> <p><input type="checkbox"/> PARTNER(S) _____ PARTNERSHIP</p> <p><input type="checkbox"/> ATTORNEY-IN-FACT _____ PRINCIPAL(S)</p> <p><input type="checkbox"/> TRUSTEE(S) _____ TRUST</p> <p><input type="checkbox"/> OTHER _____ TITLE(S) _____ ENTITY(IES) REPRESENTATIVE</p>
---	---

CONSENT TO RECORDATION:

The County of Placer hereby consents to the recordation of the Offer of Dedication attached hereto. The County does not accept said offer at this time, but reserves the right to do so in the future, pursuant to authority conferred by Ordinance 5152-B.

DATE	SIGN NAME
	PRINT NAME AND TITLE

ACCEPTANCE (1): BY AUTHORIZED AGENT:

This is to certify that the interest in real property conveyed by the deed or grant deed dated _____, 20____, from _____
 To the County of Placer, a government agency, is hereby accepted by the undersigned agent on behalf of the Board of Supervisors of the County of Placer pursuant to authority conferred by Ordinance 5152-B adopted on January 15, 2002, and the Grantee consents to the recordation thereof by it's duly authorized agent.

DATE	SIGN NAME
	PRINT NAME AND TITLE

EXHIBIT A

DESCRIPTION OF IRREVOCABLE OFFER OF DEDICATION HIGHWAY EASEMENT FOR RICHARDSON DRIVE

Being a portion of the deed to Auburn Area Recreation and Park District recorded as Document No. 2004-0116076 Official Records of Placer County, situate in the northwest one-quarter of Section 29, Township 13 North, Range 8 East, Mount Diablo Meridian, County of Placer, State of California, and being further described as the following:

Commencing at a found 3/4" rebar with tagged RCE 9093 marking the center one-quarter of said Section 29; thence coincident with the south line of the northwest one-quarter of said Section 29, South 88°39'12" West a distance of 60.01 feet to the southwest corner of that certain highway easement recorded in Book 3023 at Page 597, Official Records of Placer County being the True Point of Beginning; thence from **TRUE POINT OF BEGINNING**; thence continuing along said south line South 88°39'12" West a distance of 11.13 feet to a point on a 868 foot radius non-tangent curve; thence along said curve northeasterly, which radial line bears South 82°17'19" East, through a included angle of 8°19'02" an arc distance of 126.00 feet; thence North 00°36'21" West a distance of 139.36 feet; thence North 89°23'39" East a distance of 2.00 feet to a point on the westerly line of said highway easement, thence along said westerly line South 00°36'21" East a distance of 264.78 feet to the **TRUE POINT OF BEGINNING**.

Containing 0.021 acres of land, more or less.

See Exhibit "B" plat to accompany description, attached hereto and made a part hereof.

The **Basis of Bearings** for this description is the California State Plane Coordinate System, Zone 2, NAD'83, Epoch Date 2007.00, as measured between NGS Station "P.I.D. = DB4869", and NGS station "P.I.D. = DH6463". Said bearing is North 09°16'56" East. Distances shown are ground based.

This legal description was prepared by me or under my supervision pursuant to Section 8729 (2) of the Professional Land Surveyors Act.

PRELIMINARY

Michael E. Long P.L.S. 6815
Expires September 30, 2014

Date: _____

PREPARED BY WOOD RODGERS, INC.
SACRAMENTO, CALIFORNIA

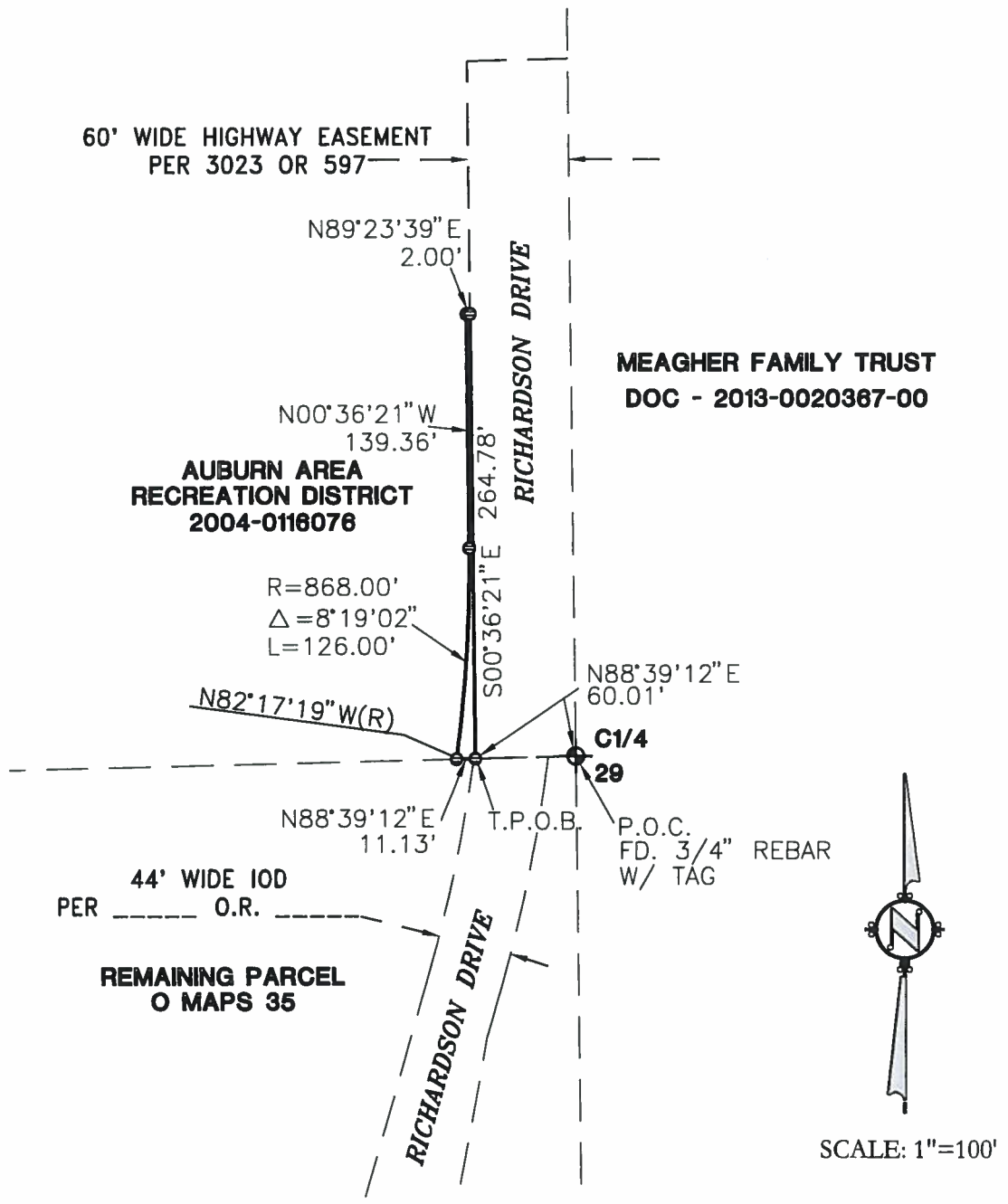
EXHIBIT B

PLAT TO ACCOMPANY
DESCRIPTION

**RICHARDSON DRIVE
IRREVOCABLE OFFER OF DEDICATION
HIGHWAY EASEMENT**

PRELIMINARY

COUNTY OF PLACER STATE OF CALIFORNIA



SCALE: 1"=100'

SEE DESCRIPTION FOR
COURSE INFORMATION
SHEET 1 OF 1

WOOD RODGERS
ENGINEERING • MAPPING • PLANNING • SURVEYING
3301 C St., Bldg. 100-B Tel 916.341.7760
Sacramento, CA 95816 Fax 916.341.7767

Project Name:

PRELIMINARY

Recording requested by and Return to:
CDRA - Engineering and Surveying Department
3091 County Center Drive
Auburn, CA 95603-2614
Phone: 530.745.3110
Attention:

THIS SPACE IS RESERVED
FOR THE RECORDER'S USE

COUNTY OF PLACER
OFFER OF DEDICATION
MULTI-PURPOSE EASEMENT

For the receipt of one dollar (\$1.00) or other good and valuable consideration,

the undersigned GRANTOR(S), hereby irrevocably offers for dedication to the County of Placer, State of California, a non-exclusive multi-purpose easement over, on, across and under the land described below consisting of non-exclusive easements for the following purposes:

1. Street lighting, poles, overhead and underground wires, anchors, conduit and appurtenances thereto for electric, television, lighting and communication services.
2. Water, sewer and gas lines, services and appurtenances thereto.
3. Drainage, earth slopes and erosion control, and all appurtenances thereto, and for clearing sight distances affecting the traveled way.
4. To trim and remove trees, limbs and brush.
5. For construction and maintaining centralized mail delivery boxes, pedestals and slabs. Together with any and all appurtenances thereto including pedestrian access for delivery and receipt of mail.

(Any and all interest in the property conveyed by grantor to the County of Placer pursuant to this instrument runs with the land and is binding on the heirs, assigns and successors of the grantor.)

(See Attached Exhibits "A" & "B")

GRANTOR(S)

Dated this ____ Day of _____, 20____,

Sign name

Trustee / Beneficiary

Print name and title

Recording Reference Number

Sign name

Print name and title

See following page for Acknowledgement

ACKNOWLEDGEMENT

<p>State of California } County of Placer } On _____ before me, _____ (name, title), personally appeared _____ who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.</p> <p>I certify under the PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.</p> <p>WITNESS my hand and official seal.</p> <p style="text-align: center;">(Seal) _____ Signature</p>	<p>CAPACITY CLAIMED BY SIGNER</p> <p><input type="checkbox"/> INDIVIDUAL(S) SIGNING FOR ONESELF/THEMSELVES</p> <p><input type="checkbox"/> CORPORATE OFFICER(S) _____ TITLE(S) _____ COMPANY</p> <p><input type="checkbox"/> PARTNER(S) _____ PARTNERSHIP</p> <p><input type="checkbox"/> ATTORNEY-IN-FACT _____ PRINCIPAL(S)</p> <p><input type="checkbox"/> TRUSTEE(S) _____ TRUST</p> <p><input type="checkbox"/> OTHER _____ TITLE(S) _____ ENTITY(IES) REPRESENTATIVE</p>
--	---

CONSENT TO RECORDATION:

The County of Placer hereby consents to the recordation of the Offer of Dedication attached hereto. The County does not accept said offer at this time, but reserves the right to do so in the future, pursuant to authority conferred by Ordinance 5152-B.

 DATE

 SIGN NAME

 PRINT NAME AND TITLE

ACCEPTANCE (1): BY AUTHORIZED AGENT:

This is to certify that the interest in real property conveyed by the deed or grant deed dated _____, 20____, from _____
 To the County of Placer, a government agency, is hereby accepted by the undersigned agent on behalf of the Board of Supervisors of the County of Placer pursuant to authority conferred by Ordinance 5152-B adopted on January 15, 2002, and the Grantee consents to the recordation thereof by it's duly authorized agent. Placer County does not accept maintenance responsibilities within this Multi-Purpose Easement.

 DATE

 SIGN NAME

 PRINT NAME AND TITLE

EXHIBIT A

DESCRIPTION OF MULTI-PURPOSE EASEMENT FOR RICHARDSON DRIVE

Being a portion of the deed to Auburn Area Recreation and Park District recorded as Document No. 2004-0116076 Official Records of Placer County, situate in the northwest one-quarter of Section 29, Township 13 North, Range 8 East, Mount Diablo Meridian, County of Placer, State of California, and being further described as the following:

Commencing at a found 3/4" rebar with tagged RCE 9093 marking the center one-quarter of said Section 29; thence coincident with the south line of the northwest one-quarter of said Section 29, South 88°39'12" West a distance of 74.14 feet to the True Point of Beginning; thence from **TRUE POINT OF BEGINNING**; thence continuing along said south line South 88°39'12" West a distance of 12.66 feet to a point on a 855.50 foot radius non-tangent curve; thence along said curve northeasterly, which radial line bears South 82°09'18" East, through a included angle of 8°27'02" an arc distance of 126.18 feet; thence North 00°36'21" West a distance of 139.36 feet; thence North 89°23'39" East a distance of 12.500 feet, thence South 00°36'21" East a distance of 139.36 feet to a point of a 868 foot radius tangent curve; thence along said curve to the right a included angle of 8°19'02" an arc distance of 126.00 feet to the **TRUE POINT OF BEGINNING**.

Containing 0.076 acres of land, more or less.

See Exhibit "B" plat to accompany description, attached hereto and made a part hereof.

The **Basis of Bearings** for this description is the California State Plane Coordinate System, Zone 2, NAD'83, Epoch Date 2007.00, as measured between NGS Station "P.I.D. = DB4869", and NGS station "P.I.D. = DH6463". Said bearing is North 09°16'56" East. Distances shown are ground based.

This legal description was prepared by me or under my supervision pursuant to Section 8729 (2) of the Professional Land Surveyors Act.

PRELIMINARY

Michael E. Long P.L.S. 6815
Expires September 30, 2014

Date: _____

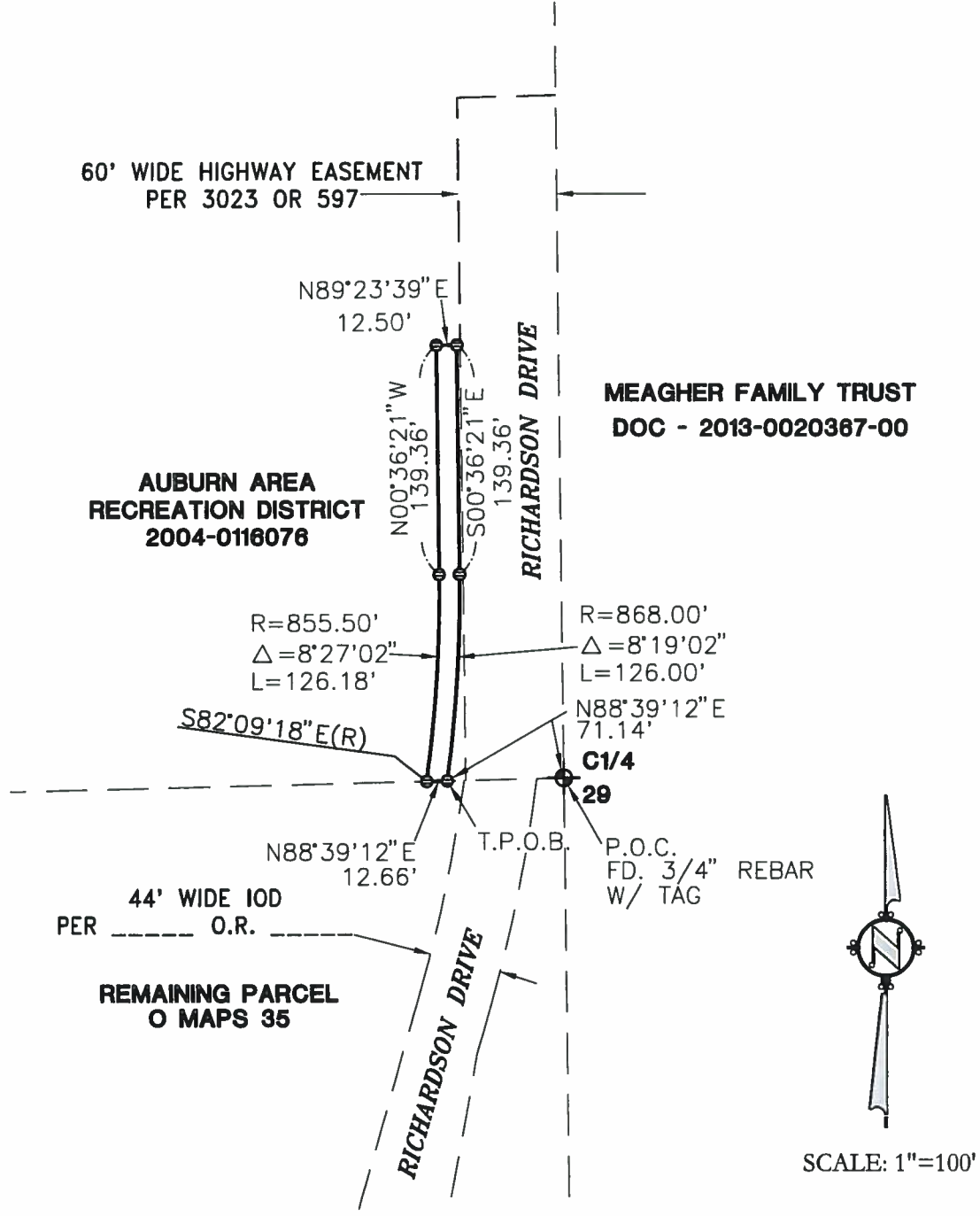
PREPARED BY WOOD RODGERS, INC.
SACRAMENTO, CALIFORNIA

EXHIBIT B

PLAT TO ACCOMPANY
DESCRIPTION

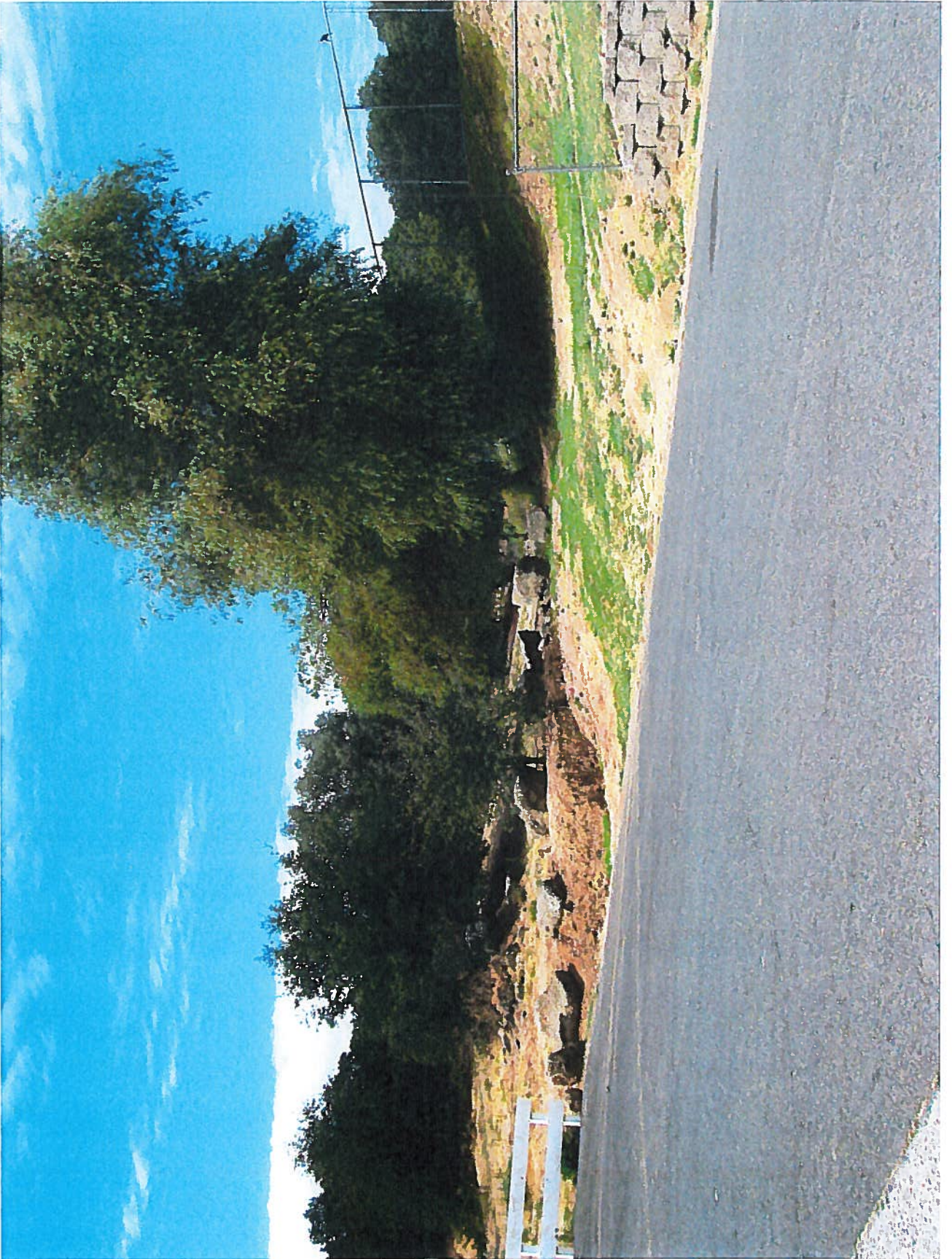
RICHARDSON DRIVE
MULTI-PURPOSE EASEMENT
COUNTY OF PLACER STATE OF CALIFORNIA

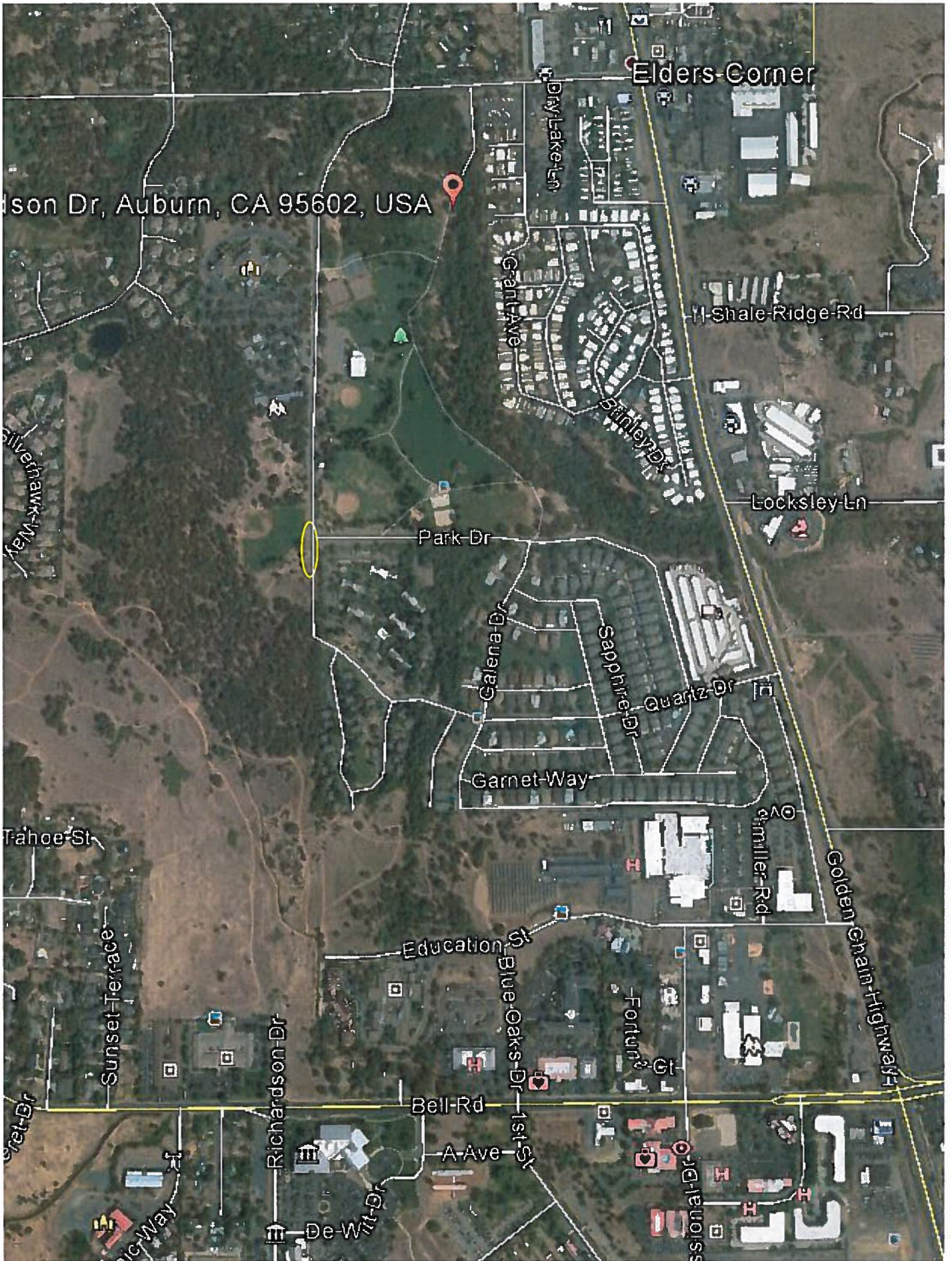
PRELIMINARY



SEE DESCRIPTION FOR
COURSE INFORMATION
SHEET 1 OF 1

WOOD RODGERS
ENGINEERING • MAPPING • PLANNING • SURVEYING
3301 C St., Bldg. 100-B Tel 916.341.7760
Sacramento, CA 95816 Fax 916.341.7767





son Dr, Auburn, CA 95602, USA

Elders Corner

Dry Lake Ln

Galena Ave

Shale Ridge Rd

Silverhawk Way

Sapphire Dr

Locksley Ln

Park-Dr

Galena Dr

Sapphire Dr

Quartz Dr

Garnet Way

Tahoe St

Miller Rd

Golden Grain Highway

Sunset Terrace

Education St

Blue Oaks Dr 1st St

Fortun St

et-Dr

ic Way

Richardson Dr

Bell Rd

A Ave

De Witt Dr

ssional Dr



Item 8.4 Cover sheet – Amending 2014/2015 Project List

July, 2014 Auburn Area Recreation and Park District A&D Committee meeting; July, 2014 ARD Board of Directors meeting

Subject: Amended 2014/2015 Project List

The Issue

Shall the Auburn Recreation District amend the existing 2014/2015 Project List?

Background

District Policy, Section H states:

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

On March 27, 2014 the ARD Board of Directors directed staff to begin preliminary work and provide appropriate environmental analysis of the projects on the proposed FY 14/15 Project List. In the interim time, staff has completed several projects and started work on several more.

As staff has done further research and gathered information, it has found that the estimated costs for several projects need to be adjusted, either up or down. Those adjustments, and reasons for the adjustments are as follows:

- 1) **Lower Restroom Replacement at Recreation Park:** the initial estimate to complete this project, mainly for ADA improvements, was \$105,000, based on the costs to install a new bathroom. Since that time, ARD has had great success with renovating (rather than replacing) the Ashford Park bathroom. A similar renovation is now planned for the Recreation Park bathroom. This renovation can be done at a substantially lower price (estimated \$45,000) than a replacement.
- 2) **Bocce Ball Courts at Recreation Park:** the initial estimate to install new courts was \$80,000. Since that time, ARD has worked with a group of bocce ball players from the community to further refine the design and the features. These meetings and discussions have partly focused on the fact that it is better to put more money into durable materials during construction and avoid long term maintenance costs. At this point, the project is expected to come in closer to \$120,000 for four (4) 12' x 76' courts. The estimated costs for four (4) 13' x 90' courts (the debatable "official" size) is \$140,000. Staff is still working on alternative construction durable methods and durable materials in an effort to reduce costs.
- 3) **Solar panels at the Recreation Park community center building:** The ARD Board previously reviewed and approved going with a larger solar array, raising the estimated cost from \$150,000 to \$225,000.
- 4) **Pickle ball court (converting a Regional Park tennis court):** The initial estimate was \$20,000. Cost estimates are coming in closer to \$25,000 to complete the conversion.
- 5) **Railhead Park improvements, including shade structure and playground:** The original estimate to make the improvements to Railhead Park was \$176,246. The new estimated cost is \$186,246. These extra costs (\$10,000) are found mainly in ADA upgrades that are needed in the bathrooms. Our new ADA bathroom consultant has pointed out a few deficiencies in our upgrade plans.

- 6) Bike Park: The initial estimated cost was \$80,000, including design, CEQA and planning. This original estimate was based largely on building a pump track and a limited skills course. The current conceptual plan (as is shared in the July A&D meeting) shows expanded skills course offerings, bike trails and other features (bridges, etc.). The new estimated cost is \$225,000. This higher cost estimate is based on higher than anticipated costs for CEQA and engineering, as well as an expanded scope for the project (from the initial scope), and updated cost estimates from IMBA.

It should be noted that the proposed amended FY 14/15 Project List only shows the costs for design and CEQA. The construction costs have been moved to the following fiscal year. Many aspects of the construction will rely on volunteers and in-kind donations (estimated \$96,000), and may also feature phasing of the project.

- 7) Operation and Development Plan CEQA/NEPA: the original estimated cost for this report was \$60,000, based on loose estimates after the initial discussions with USBR. Further review and tightening of the scope of the project have the costs for this report at \$25,000.

An updated 10 Year Project List is attached. This Project List demonstrates proposed funding for each project.

Recommendation

Review and approve the proposed amendments to the 2014/2015 Project List.

The Acquisition and Development Committee recommended the following:

- 1) Lower Restroom Replacement at Recreation Park: Agreed with staff's proposed amendment.
- 2) Bocce Ball courts at Recreation Park: The committee recommends that as a condition of the project moving forward that the bocce ball advocates have an investment (in-kind, material or cash donations) in the project. Move forward with the project when their contributions are in place.
- 3) Solar Panels at Recreation Park: Agreed with staff's proposed amendment.
- 4) Pickle ball court conversion: Agreed with staff's proposed amendment
- 5) Railhead Park improvements: Agreed with staff's proposed amendment
- 6) Bike Park: The committee felt that the concept plan (see later discussion item) was outstanding, however due to estimated costs growth, the committee recommends that the project be broken into increments (phases), starting with a pump track and limited skills course area. Additional increments of the project should be completed as donations of labor, money and materials becomes available. The committee recommends that ARD staff work with the Bike Park group to develop a fiscal plan of how the project can be done incrementally.
- 7) Operation and Development Plan CEQA/NEPA: Agreed with staff's proposed amendment.

Alternatives available to the Board of Directors

- 1) Do not make amendments to the
- 2) Request more information from staff.

Fiscal Impact

The overall fiscal impact for these proposed changes for FY 2014/2015 are as follows:

Total project costs: +\$38,972

ADA reserves:	+\$10,000
ARD Future Cap. Reserves:	+\$95,572
County Mitigation Fees:	+\$5,000
City Mitigation Fees:	-\$40,000
In Kind donations:	-\$31,600

Attachments

Amended FY 14/15 Project List (proposed)

Auburn Recreation District Ten Year Project List

Amended July, 2014

2014/2015

Estimated balance

50,031 968,329 172,058 227,435

PROJECT	Est. Cost	ADA	Reserve	Cnty. Mit.	City Mit.	Grants	In Kind
Recreation Park							
Lower RR replacement	45,000		0		45,000		
Bocce Ball	120,000		10,000	40,000	70,000		
Solar at community center building	225,000		225,000				
Regional Park							
Field C lights	12,000		12,000				
Pickle ball court (converting tennis ct.)	25,000		10,000	15,000			
Lakeside Room roof replacement	24,000		24,000				
Meadow Vista Park							
Entrance landscape/shade structure	20,000		20,000				
Railhead							
Playground (incl. USBR fee) ¹	61,218		5,218	38,000	18,000		
Shade Struct.;hardscape; incl. USBR ¹	125,000	10,000	3,200	83,800	28,000		
CVCC							
Bike Park - Design, CEQA	84,000		75,600				8,400
Operation & Development Plan							
CEQA/NEPA costs	25,000		25,000				
TOTAL	766,218	10,000	410,018	176,800	161,000	0	8,400
Estimated Balance Remaining		40,031	558,311	-4,742	66,435	0	

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

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

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

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

Note¹: Forwarded from FY 13/14 Project List

Note: Reserve fund includes \$346,000 from sale of cell tower lease

Auburn Recreation District Ten Year Project List

Amended July, 2014

2015/2016

Estimated balance

45,031

583,311

45,258

76,435

PROJECT	Est. Cost	ADA	Reserve	Cnty. Mit.	City Mit.	Grants	In Kind
Recreation Park							
level door knobs	5,000	5,000					
Sierra Pool replaster + updates	75,000						Equip.fund
Regional Park							
Picnic Tables	6,000		6,000				
Dry Creek Picnic	15,000		15,000				
Reg Shop POT	30,000	30,000					
Railhead Park							
Railhead B renovation	30,000		30,000				
Meadow Vista Park							
Parking lot reseal/restripe	10,000		10,000				
Drinking fountain	3,000		3,000				
Overlook Park							
Restroom upgrades	10,000		10,000				
Drinking fountain (1)	2,500		2,500				
Bell Rd²							
Design & Planning	125,000					125,000	
CEQA	100,000					100,000	
CVCC							
Bike Park construction	141,000			33,300	20,000		87,700
TOTAL	552,500	35,000	76,500	33,300	20,000	225,000	87,700

Estimated Balance Remaining

10,031

506,811

11,958

56,435

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

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

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

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

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

Auburn Recreation District Ten Year Project List

Amended July, 2014

2016/2017

Estimated balance

15,031 531,811 61,958 66,435

PROJECT	Est. Cost	ADA	Reserve	Cnty. Mit.	City Mit.	Grants	In Kind
Recreation Park							
Drinking fountain	2,500		2,500				
Parking domes	2,000	2,000					
Placer Hills Pool							
POT	10,000		10,000				
Concrete/restroom	2,400	2,400					
Canyon View Community Center							
Door knobs	3,000	3,000					
Bell Rd²							
Conditional use permit	50,000					50,000	
TOTAL	69,900	7,400	12,500	0	0	50,000	0
Estimated Balance Remaining		7,631	519,311	61,958	66,435		0

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

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

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

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

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

Auburn Recreation District Ten Year Project List

2017/2018

Estimated balance

12,631 544,311 111,958 76,435

PROJECT	Est. Cost	ADA	Reserve	Cnty. Mit.	City Mit.	Grants	In Kind
<i>Regional Park</i>							
Kiosks	10,000		10,000	0			
POT tennis courts	41,500		41,500	0			
Lakeside doors	5,000	5,000					
<i>Bell Rd²</i>							
ROW improvements	250,000			0		250,000	
Sitework	200,000			0		200,000	
Permits	30,000					30,000	
Tree mitig	40,000					40,000	
Fencing	50,000					50,000	
Parking Lot	120,000					120,000	
Int roadways	120,000					120,000	
Restroom	100,000					100,000	
Nature Playground	100,000					100,000	
Landscaping	75,000			33,333		41,667	
Irrigation	75,000			25,000		50,000	
Shade structures	60,000			40,000		20,000	
Walking path	205,000			63,500		141,500	
TOTAL	1,481,500	5,000	51,500	161,833	0	1,263,167	0
Estimated Balance Remaining		7,631	492,811	-49,875	76,435		0

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

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

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

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

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

Auburn Recreation District Ten Year Project List

2018/2019

Estimated balance 12,631 517,811 125 86,435

PROJECT	Est. Cost	ADA	Reserve	Cnty. Mit.	City Mit.	Grants	In Kind
Regional Park							
Parkwide signage	3,000	3,000					
Tennis courts surfaces	100,000		100,000				
Meadow Vista							
Pond & Island renov	70,000		70,000				
Recreation Park							
Splash pool replace	50,000		50,000				
Bell Road²							
Shade structure				60,000			
TOTAL	223,000	3,000	220,000	60,000	0	0	0
Estimated Balance Remaining		9,631	297,811	-59,875	86,435	0	0

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

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

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

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

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

Auburn Recreation District Ten Year Project List

2019/2020

Estimated balance 14,631 322,811 -9,875 1,022,260

PROJECT	Est. Cost	ADA	Reserve	Cnty. Mit.	City Mit.	Grants	In Kind
Recreation Park							
Comm. Center renov. Plan./CEQA	200,000				200,000		
Meadow Vista							
Tennis courts resurface	25,000		25,000				
Pickle ball resurface	25,000		25,000				
Overlook Park							
Bocce Ball	0				0		
Bell Road²							
Shade structure	60000			60000			
TOTAL	310,000	0	50,000	60,000	200,000	0	0
Estimated Balance Remaining		14,631	272,811	-69,875	822,260	0	0

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

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

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

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

Note: Assumes Baltimore Ravine Funding \$925,825/yr for 4 years

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

Auburn Recreation District Ten Year Project List

2020/2021

Estimated balance		19,631	297,811	-19,875	1,758,085	0	0
PROJECT	Est. Cost	ADA	Reserve	Cnty. Mit.	City Mit.	Grants	In Kind
<i>Recreation Park</i>							
Front playground	120,000				120,000		
Shade structure pool	50,000		50,000				
TOTAL	170,000	0	50,000	0	120,000	0	0
Estimated Balance Remaining		19,631	247,811	-19,875	1,638,085	0	0

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

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

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

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

Note: Assumes Baltimore Ravine Funding \$925,825/yr for 4 years

Auburn Recreation District Ten Year Project List

2021/2022

Estimated balance 24,631 272,811 30,125 2,573,910 0 75,000

PROJECT	Est. Cost	ADA	Reserve	Cnty. Mit.	City Mit.	Grants	In Kind
Recreation Park							
Comm. Center addition, renovation	2,300,000				2,300,000		
Regional Park							
M.P. Field impr. incl. plan/CEQA	250,000		90,000	85,000			75,000
TOTAL	2,550,000	0	90,000	85,000	2,300,000	0	75,000
Estimated Balance Remaining		24,631	182,811	-54,875	273,910	0	0

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

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

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

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

Note: Assumes Baltimore Ravine Funding \$925,825/yr for 4 years

Auburn Recreation District Ten Year Project List

2022/2023

Estimated balance 29,631 207,811 -4,875 1,209,735

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

Estimated Balance Remaining 28,431 112,811 -4,875 1,209,735

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

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

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

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

Note: Assumes Baltimore Ravine Funding \$925,825/yr for 4 years

Auburn Recreation District Ten Year Project List

2023/2024

Estimated balance 33,431 137,811 45,125 2,145,560

PROJECT	Est. Cost	ADA	Reserve	Cnty. Mit.	City Mit.	Grants	In Kind
<i>Regional Park</i>							
Upgrade water system	50,000		50,000				
Pond mucking	75,000		75,000				
TOTAL	125,000	0	125,000	0	0		

Estimated Balance Remaining 33,431 12,811 45,125 2,145,560

- Note: Assumes \$50,000/year in County Mitigation Fees
- Note: Assumes \$5000/year in ADA reserve funds
- Note: Assumes \$10,000/year in city mitigation
- Note: Assumes \$25,000 added to FCC per year
- Note: Assumes Baltimore Ravine Funding \$925,825/yr for 4 years

Item 8.5 Cover sheet – ARD Job Descriptions – modifications to pay

Auburn Area Recreation and Park District July, 2014 Policy committee; July, 2014 Board of Director's meeting

The Issue

Shall the Auburn Area Recreation and Park District update job descriptions to account for recent changes in pay?

Background

Two factors are at work in this need to modify the pay rates for ARD job descriptions:

- 1) Increase in the minimum wage. The State of California instituted a change in the minimum wage. Beginning July 1, 2014, the minimum wage in the state of California is \$9/hour. The minimum wage will increase to \$10/hour on January 1, 2016.
- 2) Approval of the new contract with the Stationary Engineers, Local 39 union. This effects the pay for different positions in different ways. For those employees paying into CalPERS, a 6% pay increase has been made, with a 3% increase in those employees contribution to CalPERS. For those employees not paying into CalPERS, a 3% pay increase has been made.

It should also be noted that the maximum pay for 6 positions have been adjusted up to account for a previous policy that allowed certain employees the opportunity to exceed their maximum pay, based on approval from the District Administrator. That policy is no longer in place, however the pay ranges were never modified to take into account this higher rate.

Recommendation

Staff recommends reviewing and providing a positive recommendation to the Board of Directors.

The Policy Committee forwarded this item to the Board for consideration.

Alternatives Available to the Board

- 1) Request more information.

Fiscal Impact

A spread sheet has been provided showing the changes in pay for each effected position.

The fiscal impact for these changes in FY 14/15 is \$63,900, including benefit costs. This impact was accounted for in the FY 14/15 budget, approved at the May 29, 2014 Board of Directors meeting.

Attachments

Spreadsheet showing each position, with old and new pay rates.

Account Clerk I

Current	\$ 12.95	to	\$ 17.35
New	13.73	to	18.39
Non Calpers	13.34	to	17.87

Account Clerk II

Current	\$ 14.98	to	\$ 20.07
New	15.88	to	24.18
Non Calpers	15.43	to	20.67

Administrative Assistant

Current	\$ 12.95	to	\$ 17.35
New	13.73	to	18.39
Non Calpers	13.34	to	17.87

Administrative Services Manager

Current	\$ 28.34	to	\$ 37.97
New	30.04	to	42.71

Aquatics Coordinator

Current	\$ 14.06	to	\$ 18.84
New	14.90	to	19.97
Non Calpers	14.48	to	19.41

Assistant Coach - Competitive Swimming

Current	\$ 8.24	to	\$ 11.04
New	9.00	to	11.37

Assistant Coach - Synchronized Swimming

Current	\$ 8.24	to	\$ 11.04
New	9.00	to	11.37

Cashier - Pool

Current	\$ 8.24	to	\$ 11.04
New	9.00	to	11.37

Customer Service Associate

Current	\$ 9.51	to	\$ 12.74
New	10.08	to	13.50
Non Calpers	9.80	to	13.12

Customer Service Representative

Current	\$ 11.42	to	\$ 15.31
New	12.11	to	16.23
Non Calpers	11.76	to	15.77

Executive Assistant

Current	\$ 14.97	to	\$ 20.06
New	15.87	to	23.21
Non Calpers	15.42	to	20.66

Customer Service/Marketing Manager

Current	\$ 22.13	to	\$ 29.66
New	23.46	to	31.44

Facilities Attendant

Current	\$ 10.53	to	\$ 14.11
New	11.16	to	14.96
Non Calpers	10.85	to	14.53

Facilities and Grounds Custodian

Current	\$ 11.94	to	\$ 16.00
New	12.66	to	16.96

Seasonal/temporary non-union position

Current	\$ 10.35	to	\$ 13.87
New	10.66	to	14.29

Facilities Coordinator

Current	\$ 14.51	to	\$ 19.45
New	15.38	to	20.62

Facilities and Grounds Crew Leader

Current \$ 15.23 to \$ 20.41
New 16.14 to 22.28

Facilities and Grounds Manager

Current \$ 27.23 to \$ 36.50
New 28.86 to 38.69

Facilities and Grounds Park Worker I

Current \$ 11.12 to \$ 14.91

New 11.79 to 15.80

Seasonal/temporary non-union position

Current \$ 9.80 to \$ 13.13

New 10.09 to 13.52

Facilities and Grounds Park Worker II

Current \$ 13.20 to \$ 17.70

New 13.99 to 18.76

Facilities and Grounds Supervisor

Current \$ 18.49 to \$ 24.78

New 19.60 to 26.27

Facilities and Grounds Turf & Landscape Coordinator

Current \$ 15.23 to \$ 20.41

New 16.14 to 22.28

Facilities and Grounds Turf Technician

Current \$14.51 to \$19.45

New 15.38 to 20.62

Head Coach - Competitive Swimming

Current \$ 13.39 to \$ 17.94

New 13.79 to 18.48

Head Coach - Synchronized Swimming

Current \$ 10.30 to \$ 13.80

New 10.61 to 14.21

Head Lifeguard

Current \$ 10.30 to \$ 13.80

New 10.61 to 14.21

Human Resources Clerk

Current \$ 10.94 to \$ 14.66

New 11.60 to 15.54

Non Calpers 11.27 to 15.10

Landscape Architect

Current \$ 28.07 to \$ 37.61

New 29.76 to 39.87

Lifeguard

Current \$ 9.01 to \$ 12.08

New 9.28 to 12.44

Master Teacher

Current \$ 21.63 to \$ 28.99

New 22.28 to 29.86

Recreation Aide I

Current \$ 8.24 to \$ 11.04

New 9.00 to 11.37

Recreation Aide II

Current \$ 9.27 to \$ 12.42
New 9.55 to 12.79

Recreation Aide III

Current \$ 12.36 to \$ 16.56
New 12.73 to 17.06

Recreation Services Manager

Current \$ 23.37 to \$ 31.32
New 24.77 to 35.91

Scorekeeper

Current \$ 8.43 to \$ 11.29
New 9.00 to 11.63

5 x 5 Basketball - Single scorekeeper

Current \$ 12.64 to \$ 16.94
New 13.02 to 17.45

Sports Coordinator

Current \$ 16.97 to \$ 22.75
New 17.99 to 24.12

Swim-Aide

Current \$ 8.24 to \$ 11.04
New 9.00 to 11.37

Swim Lesson Instructor (WSI)

Current \$ 9.42 to \$ 12.63
New 9.70 to 13.01

Youth Services Manager

Current \$ 19.71 to \$ 26.42
New 20.89 to 28.01

Youth Services Program Coordinator

Current \$ 15.08 to \$ 20.21
New 15.98 to 21.42
Non Calpers 15.53 to 20.82

Youth Services Program Leader I

Current \$ 8.24 to \$ 11.04
New 9.00 to 11.37

Youth Services Program Leader II

Current \$ 8.73 to \$ 11.70
New 9.00 to 12.40
Non Calpers 9.00 to 12.05
Seasonal/temporary non-union position
Current \$ 8.24 to \$ 11.04
New 9.00 to 11.37

Youth Services Program Leader III

Current \$ 10.11 to \$ 13.55
New 10.72 to 14.36
Non Calpers 10.41 to 13.96
Seasonal/temporary non-union position
Current \$ 9.17 to \$ 12.28
New 9.45 to 12.65

Youth Services Program Site Director

Current \$ 12.26 to \$ 16.43
New 13.00 to 17.42
P/T/Seasonal/temporary non-union position
Current \$ 11.15 to \$ 14.95
New 11.82 to 15.85
Non Calpers 11.48 to 15.40

Full-time only

Item 8.6 Cover sheet – District Administrator contract amendment - salary

Auburn Area Recreation and Park District (ARD) July 2014 Policy Committee; July, 2014 Board of Directors meeting

The Issue

Shall the Auburn Area Recreation and Park District (ARD) Board of Directors approve an amendment to the District Administrator's contract for an increase in salary?

Background

ARD will be implementing a 6% pay increase for employees per the agreement with Local 39 and ARD policy. At that same time, ARD employees will be picking up 3% of the CalPERS benefit (for a net pay increase of 3%).

Per the existing ARD District Administrator's contract:

3. Salary

- a. District Administrator's annual salary shall be Ninety-one thousand five hundred and twenty dollars (\$91,520.00) per year for the term of this contract for performance of the duties of the District Administrator. Said salary shall be payable in twenty-six (26) equal by-weekly payments. When only a portion of any year or month is served, the District Administrator's salary shall be prorated to reflect such service. (amended Sept. 2013)
- b. In lieu of annual step increases, on September 1st of each year, the District Administrator's salary shall be increased by the percentage increase found in CPU-Urban with the consent of the District Administrator, provided the District Administrator's most recent performance evaluation, as required by Section 7, is "satisfactory" or better for the preceding year. Should the District Administrator's evaluation not be "satisfactory" or better, his salary shall not be adjusted.
- c. Further, the Board reserves the right to increase the annual salary of the District Administrator at any time by any amount, with the consent of the District Administrator. Any adjustment in salary made during the life of this contract shall be in the form of a written amendment, and shall become a part of this contract. It is provided, however, that by so amending this contract it shall not be considered that the District has entered into a new contract with the District Administrator.

Amendment #2 to the October 30, 2012 contract is attached.

Recommendation for the Board of Directors

The Policy Committee recommended sending the District Administrator's contract amendment to the Board of Directors for approval.

Alternatives Available to the Board of Directors

1. Do not amend to the District Administrator's contract.
2. Request more information and bring back to a subsequent meeting.

Fiscal Impact

The Fiscal Impact of a 6% increase in the District Administrator's annual salary is \$5,491.20 per year. There is also approximately \$1,694.04 in "roll-up" costs, broken out as such:

FICA	6.2%
Med	1.45%
W. Comp	1.73% (*148% exp mod)
457 match	2.5%
CalPERS	18.97%

The total fiscal impact is as follows:

Salary	\$5,491.20
Roll-ups	\$1,739.65
<u>3% PERs pick up by Dist. Administrator</u>	<u>(2,910.34)</u>
Total fiscal impact	\$4,320.51

Attachments

Amendment #2 to the October 30, 2012 contract between the ARD Board of Directors and District Administrator Kahl Muscott

Amendment #2 to the contract signed August 30, 2012, between the Auburn Area Recreation and Park District Board of Directors and District Administrator Kahl Muscott per contractual and policy obligated District-wide COLA increases

Section 3a will be deleted in its entirety and replaced with the following:

3. Salary

- a. District Administrator's annual salary shall be Ninety-seven thousand, eleven dollars and 20 cents (\$97,011.20) per year for the term of this contract for performance of the duties of the District Administrator. Said salary shall be payable in twenty-six (26) equal by-weekly payments. When only a portion of any year or month is served, the District Administrator's salary shall be prorated to reflect such service.

Discussion Item 9.1 Cover sheet – Auburn Bike Park Update - Concept Plan

July, 2014 Acquisition and Development Committee (A&D);

The Issue

A review and discussion of the Auburn Bike Park concept plan.

Background

The concept plan for the Auburn Bike Park has been completed. This concept plan features a pump track, strider track (for very young riders), a dirt jump area, an estimated 5,810 linear feet of trails, ADA parking and a storage shed.

Absent from this plan is the location of fences and possible bench/picnic table areas (all still to be determined).

Please see the attached concept plan for details.

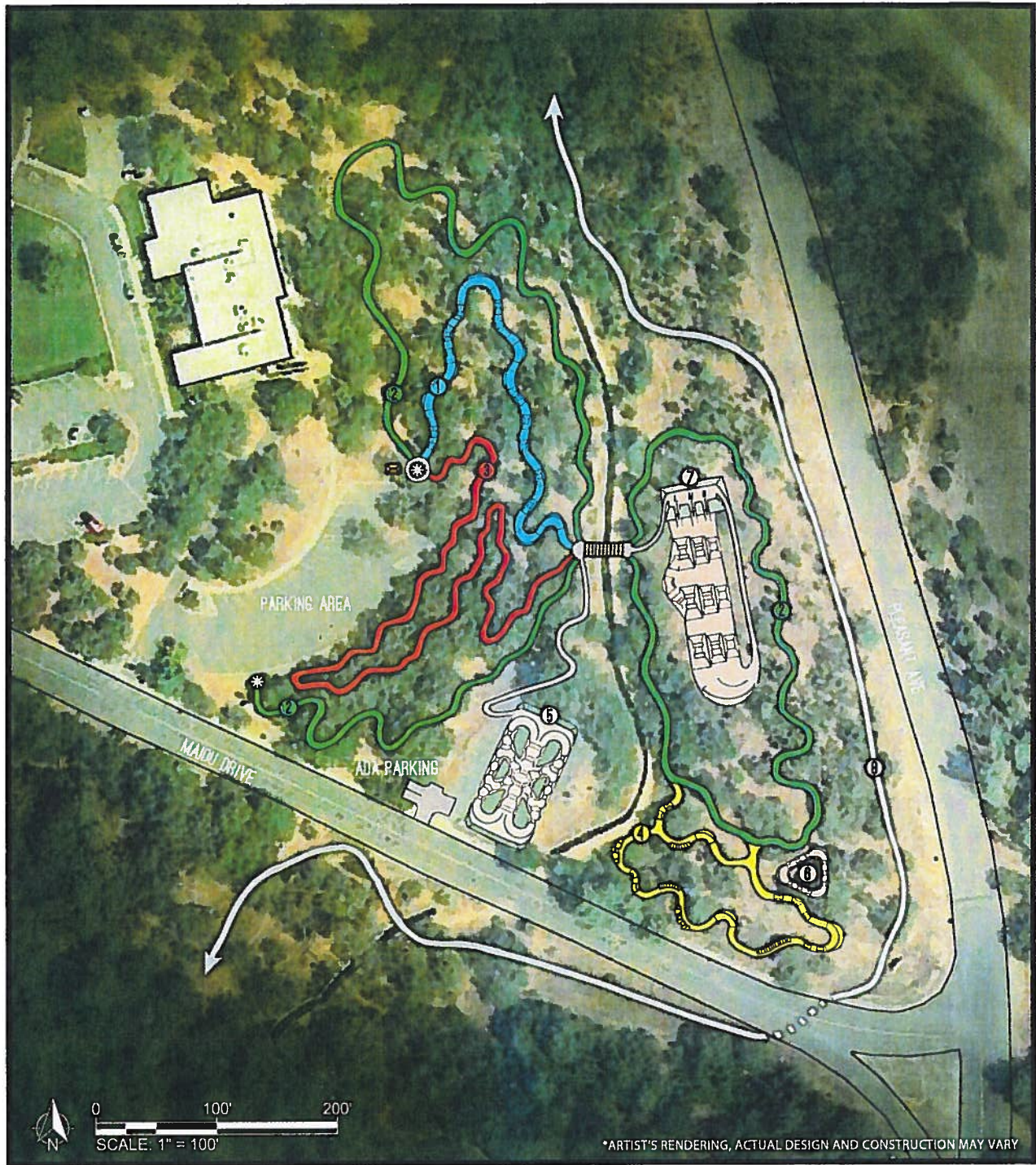
Recommendation for the Board of Directors

Review the information and concept plan as presented.

The A&D Committee reviewed the concept plan and forwarded it to the Board of Directors for review and discussion.

Attachments:

Auburn Bike Park concept plan.



① DIRECTIONAL FLOW TRAIL	④ SKILLS LOOP
② ALL MOUNTAIN TRAIL	⑤ PUMP TRACK
③ NATURALIZED TECHNICAL TRAIL	⑥ STRIDER TRACK
☼ TRAILHEAD W/SIGNAGE	⑦ DIRT JUMP AREA W/RETURN TRAIL
☑ STORAGE SHED	⑧ CONNECTOR TRAIL

AUBURN BIKE PARK

CONCEPT PLAN - 6.19.14



Discussion Item 9.2 Cover sheet – Bell Rd. Project Overview Letter

Auburn Area Recreation and Park District Acquisition and Development Committee July, 2014; Board of Directors meeting July, 2014

The Issue

A discussion of a letter describing ARD's vision for the Bell Rd. property

Background

The Stewardship Council's is a private, nonprofit foundation responsible for developing and implementing a land conservation plan for 140,000 + acres of land owned by PG&E. As part of this plan, PG&E made portions of the 140,000 acres available for fee title donation to organizations interested in preserving and enhancing the lands consistent with six Beneficial Public Values (BPV). Those six BPV are:

- Habitat protection
- Preservation of open space
- Outdoor public recreation
- Sustainable forestry
- Agricultural uses
- Cultural and historical resources

Part of the 140,000 acres includes a 22 +/- site off of Bell Rd. and New Airport Rd. in north Auburn. ARD staff have been working with staff from the Stewardship Council, PG&E and the Placer Land Trust to finalize, for Board approval, a Conservation Easement for this property.

One of the suggested methods of providing clarity on ARD's intent for the Bell Rd. property was to share a document that briefly explains ARD's vision for possible improvements and the processes needed to complete those improvements. This document would be shared with the Stewardship Council and any other interested agency. This document would also help to provide preliminary information when seeking funding from the Stewardship Council and other agencies. This document, entitled "AUBURN RECREATION DISTRICT BELL ROAD PROJECT PG&E Fee Title Transfer" is attached.

Recommendation for the Board of Directors

Review the attached document and provide any comments.

The Acquisition and Development Committee recommended forwarding the letter to the Board of Directors for review.

Fiscal Impact

N/A

Attachments

AUBURN RECREATION DISTRICT BELL ROAD PROJECT PG&E Fee Title Transfer

**AUBURN RECREATION DISTRICT
BELL ROAD PROJECT
PG&E Fee Title Transfer**

Background:

The Auburn Recreation District (ARD) is a public agency founded in 1948, operating 12 parks within a 100-square mile area. ARD is the primary provider of parks and recreation services in the greater Auburn area. ARD has over 60 years of experience developing and operating a public park system, including open space and natural habitat preserves, that offers a wide variety of passive and active recreational facilities and programs.

ARD, PG&E, the Stewardship Council (SC) and Placer Land Trust (PLT) have been working together on the fee title transfer to ARD of approximately 22 acres of property, located at the corner of Bell Road and New Airport Way in Auburn, CA. This is a truly unique property that includes low rolling open space, grassland, oak woodland, riparian and shrub wetlands. The site is surrounded on three sides by residential and commercial development and is a natural drainage way for Rock Creek Reservoir. Bell Road borders the northern edge and divides the site from the reservoir. New Airport Way serves as the east and southerly boundary and medium density residential is found at the western site boundary. There is significant residential development in the area with new subdivisions in the planning phase with Placer County. The site is well suited for preservation of open space and a new community park to serve the growing residential density that surrounds the area. Bell Road connects to Highway 49 approximately ¼ mile to the east where significant commercial and residential development occurs. A major PG&E transmission power line bisects the property along the western edge of the property and runs approximately north-south.

The process for fee title transfer has included site studies, a topographic survey and wetland delineation to better understand the physical character, opportunities and constraints of the land for future inclusion of recreation opportunities and habitat enhancements.

ARD's vision for the property would support and enhance many of the Beneficial Public Values (BPVs) as identified by the SC. These include protection of the natural habitat of fish, wildlife, and plants; preservation of open space; providing outdoor recreation for the general public; and preservation of historic values. The BPVs will help guide ARD's vision for future conservation and enhancement activities on the site. Recreational and habitat enhancements that might be proposed on the property would promote both the BPV's and further ARD's mission statement which says:

"The mission of the Auburn Area Recreation and Park District is to provide an excellent system of parks, recreation facilities, programs and services that enrich the lives, health and happiness of our citizens."

Vision for the Bell Road Site

ARD's vision for the site is rooted in the site's natural features, its surroundings, and its relationship to the greater Auburn community. The site is sufficiently large enough to meet many varied needs, providing an opportunity to create spaces to play which will sustain and enhance the high quality of life valued by Auburn residents. ARD believes a unique opportunity exists to transform the site into a new open space that incorporates both active/passive recreation, while at the same time preserving a significant open space and enhancing existing habitat and wildlife values. ARD's mission, coupled with the BPVs, provides a solid framework from which to identify and implement an enhancement program on the site. Planning and design will consider site constraints and opportunities such as elevation, slope, geology, soils, hydrology, vegetation,

wetlands, riparian areas, cultural elements, overhead power lines, existing road systems, airport overflight zone, traffic, visual impacts, and noise.

The Park District's vision combines and balances the protection of habitat and open space with the development of recreational opportunities for the general public. ARD's goals include preserving existing wetlands and habitat on the site, while developing a rich experience of passive and/or active recreational amenities which might include the following:

- Interpretive kiosks and signage
- Restoration/enhancement of woodland, riparian, and wetland habitat
- Shade shelters and picnic areas
- Natural surface walking/hiking trails
- Restroom facilities
- Parking
- Playground
- Sports field
- Dog park
- Outdoor education for school children
- Enhancement landscaping

A site program that includes components from the above list would enrich the lives of the surrounding neighborhood and Auburn residents in general, and the youth specifically. Program elements would be selected based on consistency with the terms of the conservation easement, perceived need, public demand and suitability to the physical character of the site and existing natural systems.

During the design and programming stages, ARD envisions opportunities for youth to be involved in planning and design. As the project enters the construction phase there will be opportunities for youth to be involved in the construction and monitoring of habitat restoration projects and development of recreational amenities.

Upon completion ARD envisions ongoing outdoor classroom partnerships with local schools and agencies to bring programs and activities that deepen the outdoor experience and education for youth of all ages. This is consistent with ARD's mission to enrich the lives of the District's citizen's.

Habitat Enhancement Analysis:

ARD is currently working with the Stewardship Council to identify opportunities for habitat preservation and enhancement. This effort will support the BPVs by enriching current habitat values found on the site. Both parties believe engaging youth in the development and implementation of a habitat enhancement program brings a highly desirable and beneficial component to the project. To this end, the Stewardship Council is providing grant funding which allows ARD to engage the professional services of an environmental consulting firm to conduct a site assessment/needs analysis that will identify appropriate habitat enhancement opportunities. A habitat enhancement program would be developed based on this assessment. This enhancement program document would serve as the "blueprint" for implementing physical habitat enhancements and/or programs on the site, as well as be an invaluable tool in the overall site planning process.

Process and Timeline:

Once the fee title transfer process is complete, the planning, design, and construction of improvements and enhancements at the Bell Road property will involve further studies, extensive community outreach, and a public and regulatory review and approval process. As the project moves towards implementation, ARD will

work closely with Placer Land Trust through the planning and design process to ensure all proposals are consistent with the terms of the Conservation Easement.

ARD will undertake all necessary regulatory processes and obtain applicable approvals prior to moving forward with site development, and all proposed development will comply with all applicable laws and regulations of local, State and Federal jurisdictions. These processes include the following:

- Design and Planning
- Conditional Use Permit with Placer County
- CEQA Environmental Review
- Completion of Construction Documents
- 401 Permit(s) as required
- State Water Quality Board Permit(s)
- Public Bid for Construction of Enhancement Amenities
- Post construction monitoring as may be required

This effort will be a multiple year effort and will require ARD to seek and receive grant funding to assist the District in implementing their vision.

SECTION 11.0

**ITEM: CORRESPONDENCE/COMMUNICATIONS AND
INFORMATIONAL**

1. Thank you letter from the Charles Jergo family.

to our friends at ARD,

Thank you for helping us
honor our father and
supporting our Shoot Out
the Stroke Event!

Sincerely,

The Prop Team

THE JERGO FAMILY THANKS YOU FOR YOUR SUPPORT!



SHOOT OUT THE STROKE

BRINGING STROKE AWARENESS TO OUR COMMUNITY

IN MEMORY OF CHARLES JERGO

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Auburn Journal

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Thursday Jul 03 2014 | 0 comments

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Recreation Ramblings

Saving money with a little help from Apollo

By: Kahl Muscott, Special to the Auburn Journal



Running a park can be an expensive proposition. Outside of labor costs (65 percent of our operational costs), parks need to buy things like special dirt for infields, copious amounts of fertilizer for lawns and pallets of toilet paper for our many bathrooms. Add to that the costs for commercial-grade equipment (one lawnmower can cost \$50,000-plus) and the costs to maintain a wonderful community asset like Recreation Park add up quickly. The Auburn Area Recreation and Park District (ARD) is always looking for ways to save money, both short and long term. Short term we may buy a year's worth of fertilizer or toilet paper to recognize bulk pricing. Long term we look at ways to finance or lease purchased equipment for maximum value.

One long term investment that will be coming to Recreation Park this year is the installation of solar panels. These panels will be mounted to the roof of the gym and the lifeguard building and will provide power for the building, including the gym, offices and the Stella Irving Dance Studio. Over the lifetime of these panels, ARD will save an estimated \$831,000. ARD is currently working with an engineer to draw up the specifications,

and we hope to go bid on the project starting in August. For those unfamiliar with public agency bidding, it is multi-step process that seeks to find the best price for a stated scope of work. The first step is to advertise the project. One requirement is to advertise in the local newspaper — we will put a notice in the Auburn Journal. ARD will also send out bid specifications to qualified bidders on our bid list, and send the same information to local builder's exchanges. A date and time will be set that specifies when the sealed bids must be received by ARD. On that stipulated date and time, ARD staff will open each sealed bid and record the results. As a public agency, ARD is bound to accept the lowest priced responsive and responsible bidder. ARD staff will review the bids for responsiveness (did the contractor reply with all of the information requested) and responsibility (does the contractor hold a license for the specific trade). Once the lowest priced responsive, responsible bidder is determined, the ARD Board of Directors will then approve the contract. This entire process can take two to three months, depending on the scope of the project. Construction of the project will be finished approximately three months after board approval, at which point we will immediately start recognizing the savings from our long

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term investment.

ARD is always looking for different ways to save money. We are very open to suggestions, and especially like to hear from our frequent park users. Please feel free to give us a call or shoot over an email. Our contact information can be found at auburnrec.com

Keywords:

Kahl Muscott Auburn Area Recreation and Park District Recreation Ramblings

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This Saturday, Recreation Park is going to the dogs

BY KAYLA LARDNER
JOURNAL STAFF WRITER

Next Saturday, the folks at Auburn Recreation District (ARD) are calling all dogs and encouraging them to bring their owners to an event for both man and mutt. Not to worry; there will be plenty of water and food available for your human companions as well as activities to keep them occupied throughout the day. Also, make sure you keep your human on a leash so they don't run off and cause trouble.

Many of you canines may remember last year's first ever Happy Tails, and thankfully, the park's big dog event will return again this Saturday.

"Happy Tails came into creation last year and was really well received," said Sheryl Peterson, recreation services manager for ARD. "It's a day in the park with your dog. You bring your dog on a leash and we have activities for your dog that you can either watch or participate in."

This year there will be a "Rally Dog" obstacle course to test your handling and coordination while your humans watch and cheer you on. Returning favorites include "Speed Trap," where you can safely test your top speed under the watchful eye of human police officers and their radar guns, "Paw Painting" with safe and edible paints for the more creative canines, and "Musical Sit," much like the human game of musical chairs where your owners will ask you to sit whenever the music stops.

"We're going to have a costume contest called 'strut your mutt,' where everybody comes out and walks their dog around and there'll be prizes," Peterson said, "We'll have a look-a-like contest.

HAPPY TAILS

When: 9 a.m. to 1 p.m.
Saturday, July 12
Where: Recreation Park,
123 Recreation Dr.,
Auburn
Cost: Free
Info: (530) 885-8461,
auburnrec.com

We're encouraging people to come that day in costume with their dog or just their dog in costume, either way, and participate in any number of these things."

All in all, it should be a fun event to watch and laugh as your owners dress themselves up in silly costumes and prance around the park. Beware, your humans might try to get you to participate as well, but if you appease them they might reward you with a treat. At Happy Tails, there will be plenty of treats for both you and your humans.

"Old Town Pizza will be selling pizza, unfortunately not for dogs, but for human consumption," Peterson said. "We have a wonderful little show that D and D Dogs puts on. They set up a rink and they have dogs that climb ladders and move balls and do all kinds of things. It's really fun."

But D and D Dogs is about more than just dog tricks, says the ringleader, Diana Ross

"We have dogs that were once in pounds and on death row that we saved to prove to the public that dogs are intelligent," said Ross.

Ross and her team take these dogs off the streets or out of the pounds, and turn them into performers.

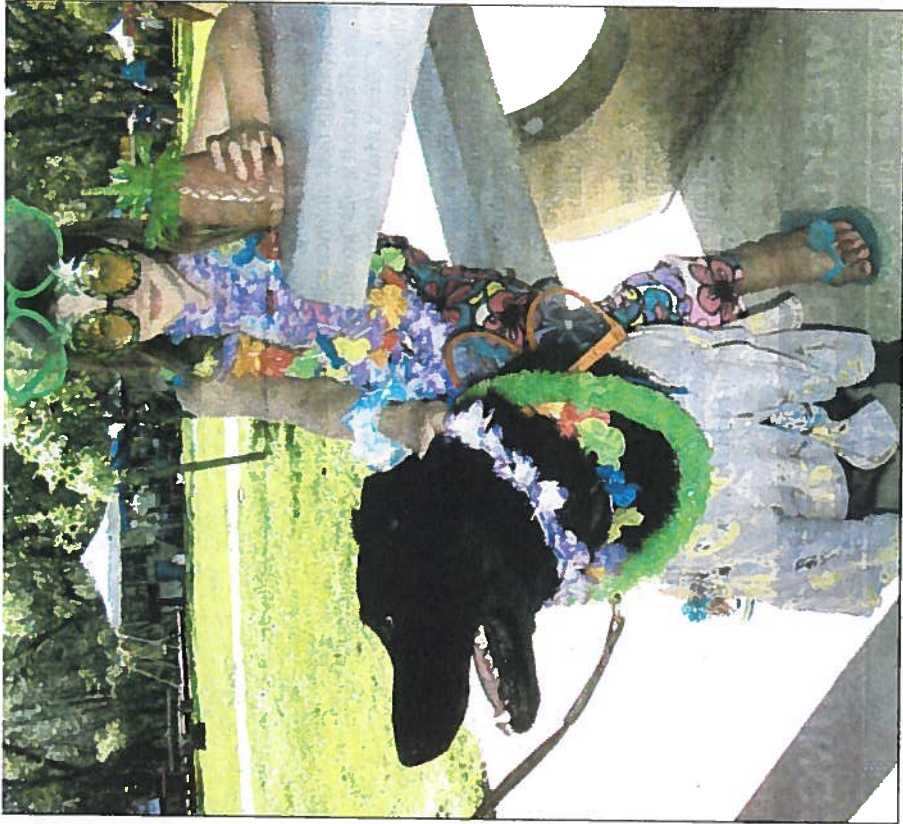
"The dogs love it," Ross said, "I have people come up to me after the show and say 'your dogs look like they really love it,' and I say 'well yeah, it was kind of their idea.'"

This year will also mark the first "Bark for Life" event with Happy Tails, sponsored by the American Cancer Society. For a \$20 fee, your owners will get a "Bark for Life" scarf and the knowledge that their money is going to a

great cause.

"We're going to have a 'Bark for Life' lap around the park," Peterson said, "People can come and participate at that level or they can come and just be there and be part of the fun."

So all of you canines out there, Happy Tails is the event of the summer season and a must for anyone four-legged or less. So bring your leashed human and get ready to have some feline-free fun.



Activities at "Happy Tails" include paw painting (above) and a costume contest (right), where dog owners are encouraged to dress up along with their pets. Four four-legged friends might also want to participate in the "Rally Dog" obstacle course, see how fast they can run at the "Speed trap" or play a game of "Musical Sit."



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Auburn Mermaids make a splash

Synchronized swim team to put on water spectacular Sunday at Recreation Park

By: Kayla Lardner, Journal Staff Writer



Imagine jumping into a pool. Imagine jumping into a pool and swimming to music. Now imagine having to swim together perfectly with a number of other swimmers all while smiling underwater. That's synchronized swimming, and to some local Mermaids, it's the best part of the summer.

The Mermaids as a team have been around since 1968 and they have been a summer staple to girls in Auburn ever since then. Dr. April Skinner fell in love with the sport when she joined the team on a friend's recommendation.

"We joined when I was like 8," Skinner said. "That was 1971, so pretty soon after it started. It was great. I looked forward to it every year. Swimming was what summer was all about. It was very formative. At the time, there weren't a lot of all girls' sports, especially in Auburn."

Skinner adds that her favorite part was hanging out with friends and performing, but that, as a returner year after year, being able to see improvement was important as well.

"Every year you see yourself get better and better, and you get a sense of accomplishment," she said. "You see yourself improve every year. It's good for your confidence and self-esteem."

The Mermaids have a good track record when it comes to returners, including the newest head coach, Krista Greenlee.

"I swam for the Mermaids for 13 years," Greenlee said. "Then I coached for them for a couple, went away to school, and came back and became the head coach last year."

Greenlee came at the perfect time for the Mermaids and was able to take them from a low point in terms of enrolment to a strong team.

"She has done a marvelous job recruiting new

"Once Upon a Time" Mermaid Water Spectacular

When: 7 p.m. Sunday, July 13.

Barbecue, silent auction and awards at 5 p.m.

Where: Recreation Park Pool, 123 Recreation Dr., Auburn

Cost: Dinner \$10 adults, \$7 children; water show is free

Info: (530) 885-8461,

theauburnmermaids.com

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girls," said Sheryl Petersen, Recreation Services Manager for ARD. "We now have 50, including mini-mermaids. In two years, she's really pumped up the program. Greenlee took to heart the challenge of gaining new members, and spent all of her free time during the off season with her mind in Mermaid mode.

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"I spent the last nine months leading up to this season writing to every home school network, private school, all the public schools, swim teams, gymnastics centers, dance centers, Greenlee said. "I did a lot of personal recruitment for the team in order to build it back up."

And she didn't stop there.

"We also did a couple of free clinics during April that anybody could come out and just try and see if they liked what it was," she said, "We had probably about 50 girls come try those free clinics who had never tried syncro before. I would say about 75 percent of them ended up signing up for the team after trying out the clinic."

Now, thanks to Greenlee and her dedication to the team, the numbers have bounced back and bode well for the next couple of years.

"This year we got to 45 competitive team members and we started a new program called the mini-mermaids," she said. "They are ages 5 to 8 and aren't quite ready for our competitive team. We've got 16 of them on that as well. Big number boost.

Greenlee said they are becoming more competitive in the league but still have a couple of age gaps, mainly 13-18 years.

"We can't win meets until those aren't filled because we give all those points away," she said.

Despite the shortage of older girls, the younger swimmers are taking over the local syncro scene.

"Last night (Wednesday) we had a meet, and we took first in every category we entered a swimmer," she said. "It was very impressive. Our young girls especially are kind of dominating the league, so in a couple of years we'll have built back up to the point where we'll be competitive in championships."

This year, Auburn is hosting the championships, which is an honor, but also a burden on the team's wallets. Thus, the Water Spectacular will come after a dinner and silent auction to raise some funds for the finals.

"The dinner is \$10 and \$7 for kids; the show is free if people just want to come for that," Petersen said.

The Spectacular sounds like it should be a spectacle, showcasing all of 2014's Mermaid routines, says Greenlee.

"Our theme this year was 'Once Upon a Time,'" Greenlee said. "All of the routines have a story element behind them; a lot of fairy tales and we've got a Star Wars one. We'll see our mini-mermaids doing a kickboard routine all the way up through our oldest girls doing much more advanced routines."

With the championships looming just a week away, tonight's event will be the perfect dress rehearsal for the big day. Greenlee hopes that the girls can move up to third place this year.

"That's within our grasp if they do their best," Greenlee said, "Last year we took fourth out of five teams. This year we're really pushing to try to move up the ranks. We're making gains on third place. That's where we're shooting."

For those who are interested in syncro, but aren't quite sure if it's right for them, take some advice from Dr. Skinner.

"I would say don't hesitate, just join," she said. Very few who join and complete a full season will turn around and say they didn't enjoy it. The girls love it. Obviously, I loved it. I still help out, and I don't even have kids on the team."

Greenlee welcomes all interested, especially those who have a background in dance or music.

"Somebody who is already a competent swimmer in freestyle and breaststroke," Greenlee said, "Anyone who has musical training, dance training, gymnastics training, they are ideal. Cheerleading, because they've learned to move to music and move to beats which is essential in synchronized swimming.

"Gymnasts usually make some of the best synchronized swimmers, because they already have the flexibility and strength and the ability to move to music. As long as they can swim a little when, we can work them in."

Keywords:

Auburn Mermaids synchronized swimming Dr. April Skinner Krista Greenlee "Once Upon a Time" Mermaid Water Spectacular

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