

**AUBURN AREA RECREATION AND PARK DISTRICT
MEETING OF THE BOARD OF DIRECTORS & FRIENDS OF THE AUBURN AREA
RECREATION & PARKS, INC. 501 c (3) AGENDA**

6:00 P.M.

**THURSDAY, OCTOBER 29, 2015
CANYON VIEW COMMUNITY CENTER, BOARD ROOM
471 MAIDU DRIVE
AUBURN, CA**

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

1.0 CALL TO ORDER

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

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

Roll Call

Holbrook _____ Ferris _____ Gray _____ Ainsleigh _____ Lynch _____

2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS

None.

3.0 AGENDA REVIEW, CHANGES, AND APPROVAL

Motion by _____ Second by _____ to _____

Holbrook _____ Ferris _____ Gray _____ Ainsleigh _____ Lynch _____

Roll Call Vote

4.0 PUBLIC COMMENT – This is the time wherein any person may comment on any item not on the agenda within the subject matter jurisdiction of the Board of Directors. After you are recognized by the Board Chairperson, please come to the lectern and state your name, and address for the record (optional). There is a time limitation of three minutes.

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

_____ **5.1 Review and Approval of the September 24, 2015 Minutes of the Board of Directors**

Review and approval of minutes.

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

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

_____ **5.3 Review of Financials for September, 2015 (Standing Finance Committee)**

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

_____ **5.4 Resolution 2015-17 and Resolution 2015-18 for the Transfer of Funds to the General Fund (Standing Finance Committee)**

Shall the Auburn Area Recreation & Park District Board of Directors adopt Resolution Number 2015-17 to transfer funds from the Future Capital Construction Reserve to the General Fund and Resolution Number 2015-18 to transfer funds from the City Mitigation Reserve Fund to the General Fund?

Motion by _____ second by _____ to _____

Holbrook _____ Ferris _____ Gray _____ Ainsleigh _____ Lynch _____

Roll Call Vote

6.0 ADMINISTRATOR’S AND DEPARTMENTAL REPORTS

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

7.0 UNFINISHED BUSINESS

7.1 Amendments to ARD Ordinance #1; Penalties for Violations

Shall the Auburn Area Recreation and Park District hold a Public Hearing to amend ARD Ordinance #1, including changing the penalty for violation of an ARD Ordinance to a misdemeanor, unless the park ranger, Auburn City Police, Placer County Sheriff or duly authorized law enforcement officer issuing the citation specifies on the citation that the violation is an infraction?

PUBLIC HEARING

OPEN PUBLIC HEARING

STAFF PRESENTATION

PUBLIC COMMENT

BOARD DISCUSSION/ACTION

CLOSE PUBLIC HEARING

Motion by _____ second by _____ to _____

Holbrook _____ Ferris _____ Gray _____ Ainsleigh _____ Lynch _____

Roll Call Vote

8.0 NEW BUSINESS

8.1 Resolution Number 2015-16, Adoption of Mid-Year Revised Budget, General Fund (Standing Finance Committee)

Shall the Auburn Area Recreation & Park District Board of Directors adopt Resolution Number 2015-16, Adopting a Mid-Year Revised Budget?

Motion by _____ second by _____ to _____

Holbrook _____ Ferris _____ Gray _____ Ainsleigh _____ Lynch _____

Roll Call Vote

_____ **8.2 Amending 2015/2016 Project List (Acquisition & Development Committee)**

Shall the Auburn Area Recreation and Park District amend the existing 2015/2016 Project List to coincide with the Fiscal Year 2015/2016 budget revision?

Motion by _____ second by _____ to _____

Holbrook _____ Ferris _____ Gray _____ Ainsleigh _____ Lynch _____

Roll Call Vote

_____ **8.3 Resolution Number 2015-14 Authorizing the Transfer of Banking Relationship (Standing Finance Committee)**

Shall the Auburn Area Recreation & Park District Board of Directors adopt Resolution Number 2015-14, Authorizing the District Administrator to change ARD's banking relationship from Umpqua Bank to Community 1st Bank of Auburn?

Motion by _____ second by _____ to _____

Holbrook _____ Ferris _____ Gray _____ Ainsleigh _____ Lynch _____

Roll Call Vote

_____ **8.4 Resolution Number 2015-15, Authorizing the Transfer of Banking Relationship (Standing Finance Committee)**

Shall the Auburn Area Recreation & Park District adopt Resolution Number 2015-15, authorizing the President to change Friends of ARD banking relationship from Umpqua Bank to Community 1st Bank of Auburn?

Motion by _____ second by _____ to _____

Holbrook _____ Ferris _____ Gray _____ Ainsleigh _____ Lynch _____

Roll Call Vote

_____ **8.5 Amendment to Fiscal Year 2015/2016 Obsolescence List (Standing Finance Committee)**

Shall the Auburn Area Recreation & Park District approve an amendment to the approved Fiscal Year 2015/2016 obsolescence list in order to move up the purchase of a new tri-deck mower?

Motion by _____ second by _____ to _____

Holbrook _____ Ferris _____ Gray _____ Ainsleigh _____ Lynch _____

Roll Call Vote

_____ **8.6 Proposed Changes to ARD Personnel Policy: Background Checks (Program, Personnel, Policy, Fee & Legal Review Committee)**

Shall the Auburn Area Recreation and Park District amend its policy in regards to the background checks for potential employees?

Motion by _____ second by _____ to _____

Holbrook _____ Ferris _____ Gray _____ Ainsleigh _____ Lynch _____

Roll Call Vote

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

1. Schedule for November and December 2015 committee and board meetings.
2. County Mitigation Fund, current balance \$255,141.

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

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

_____ **11.0 CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL**

None.

_____ **12.0 PUBLIC COMMENT** This is the time wherein any person may comment on any item not on the agenda within the subject matter jurisdiction of the Board of Directors. After you are recognized by the Board Chairperson, please come to the lectern and state your name, and address for the record (optional). There is a time limitation of three minutes.

_____ 13.0 **CLOSED SESSION**

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

Title: District Administrator

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

ADJOURNMENT

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

10-22-15
Date

9:10 AM
Time

T. Larson
Clerk to the Board

SECTION: 5.0

ITEM: 5.1 REVIEW AND APPROVAL OF THE SEPTEMBER 24, 2015 AUBURN AREA RECREATION & PARK DISTRICT MINUTES OF THE BOARD OF DIRECTORS

DESCRIPTION:

INFORMATION: SEE ATTACHED MINUTES

STAFF RECOMMENDATION: BOARD OF DIRECTORS REVIEW & APPROVE MINUTES

FISCAL IMPACT:

**Auburn Area Recreation and Park District
Minutes of the Meeting of the Board of Directors Meeting**

Thursday, September 24, 2015, 6:00 p.m.

Canyon View Community Center

471 Maidu Drive

Auburn, CA

Board Members

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

Board Members

Absent: None.

Staff Present:

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

1.0 CALL TO ORDER

The Meeting of the Board of Directors was called to order at 6:01 p.m. by Chairman Holbrook.

2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS

Presentation from Brad Engeldinger, Sierra College Intern Program.

3.0 AGENDA REVIEW, CHANGES AND APPROVAL

A motion was made by Director Ferris and seconded by Director Holbrook to approve the agenda as written.

Roll Call Vote

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

5 – 0 Motion carries.

4.0 PUBLIC COMMENT

Tom Yunk, 2540 Sullivan Drive, Auburn, California gave public comment regarding the proposed park at Bell Road and presented information for the Board's review.

Jerry Havercamp, New Airport Road, Auburn, California gave public comment regarding safety concerns and issues about the proposed park at Bell Road.

Director Ainsleigh gave public comment that there will be less homeless people if we build the proposed park than if we don't build it.

5.0 CONSENT ITEMS

- 5.1 **Review and Approval of the August 27, 2015 Auburn Area Recreation & Park District Minutes of the Board of Directors**
- 5.2 **Review of Cash Requirements for August, 2015 (Standing Finance Committee)**
- 5.3 **Review of Financials for August, 2015 (Standing Finance Committee)**
- 5.4 **Review and Acceptance of Improvements at Railhead Park (Acquisition & Development Committee)**
- 5.5 **Adding CalPERS Medical Insurance Coverage to Personnel Policy Manual (Program, Personnel, Policy, Fee & Legal Review Committee)**
- 5.6 **County Mitigation Fund, Current Balance \$300,353 (Standing Finance Committee)**

A motion was made by Director Ferris and seconded by Director Gray to approve the consent calendar with item 5.6 being moved to after the consent calendar.

Roll Call Vote

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

4 – 0 – 1 Motion carries.

- 5.6 **County Mitigation Fund, Current Balance \$300,353 (Standing Finance Committee)**

There was Board discussion as to why this item was put on the consent calendar. It was discussed that this item would be more appropriately placed under informational items on future agendas.

No Board action was taken on this item.

6.1 ADMINISTRATOR’S AND DEPARTMENTAL REPORTS

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

7.0 UNFINISHED BUSINESS

None.

8.0 NEW BUSINESS

8.1 FIRST READING – Amendments to ARD Ordinance #1; Penalties for Violations (Program, Personnel, Policy, Fee & Legal Review Committee)

A motion was made by Director Lynch and seconded by Director Gray to amend the wording on the amendments to ARD Ordinance #1, Section 7., adding or duly authorized law enforcement after Placer County Sheriff and interchanging items A. and B.

There was no public comment.

Roll Call Vote

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

4 – 0 – 1 Motion carries.

A second motion was made by Director Ferris and seconded by Director Ainsleigh to set a date of November 29, 2015 for a public hearing of the final reading of the amended Ordinance #1.

Roll Call Vote

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

5 – 0 Motion carries.

8.2 Resolution Number 2015-13 Authorizing the District Administrator to Sign an Agreement and Encroachment Permit with PCWA Re: the Proposed Auburn Bike Park (Acquisition & Development Committee)

A motion was made by Director Lynch and seconded by Director Gray to adopt Resolution Number 2015-13 Authorizing the District Administrator to Sign the Agreement and Encroachment Permit between the Placer County Water Agency and the Auburn Area Recreation and Park District in regards to improvements related to the proposed Auburn Bike Park.

Roll Call Vote

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

5 – 0 Motion carries.

8.3 Meeting of the Friends of Auburn Area Recreation & Parks, Inc. Appointment of Mike Lynch to the “Friends” of ARD 501 c 3 Board

A motion was made by Director Ainsleigh and seconded by Director Holbrook to appoint Mike Lynch to the Friends of ARD 501 c 3 Board of Directors.

Roll Call Vote

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

4 – 0 – 1 Motion carries.

8.4 Meeting of the Friends of Auburn Area Recreation and Parks, Inc. Appointment of a Chair for the Friends of ARD 501 c 3 Board

A motion was made by Director Holbrook and seconded by Director Ferris to appoint Mike Lynch as Chair for the Friends of ARD 501 c 3 Board of Directors.

Roll Call Vote

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

4 – 0 – 1 Motion carries.

9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

1. California Association of Recreation and Park Districts (CARPD) Board Vacancy – CARPD Representative – Informational.

10.0 BRIEF ANNOUNCEMENTS AND REPORTS FROM BOARD MEMBERS

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

11.0 CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL

Correspondence was attached in the packet.

12.0 PUBLIC COMMENT

Heidi Rietjens, an Auburn resident gave public comment asking why public employee performance evaluation is always listed on the board agendas under closed session. Director Holbrook answered her question.

13.0 CLOSED SESSION – Closed Session was cancelled.

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

Title: District Administrator

ADJOURNMENT - As there was no further business, the meeting was adjourned at 6:58 p.m. by Chairman Holbrook.

Board Secretary

Date

SECTION: 5.0

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

DESCRIPTION: ACCOUNTS PAYABLE

INFORMATION: SEE ATTACHED INFORMATION

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

FISCAL IMPACT: \$171,262.68

Auburn Rec & Park
 VENDOR CHECK REGISTER REPORT
 Payables Management

Ranges: From: To: From: To:
 Check Number First Last Check Date 9/1/2015 9/30/2015
 Vendor ID First Last Checkbook ID UMPQ UMPQ
 Vendor Name First Last

Sorted By: Check Date

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
012459	G0084	Green Acres Nursery & Supply	9/3/2015	UMPQ	PMCHK00002256	\$328.95
012460	C0058	City Of Auburn	9/3/2015	UMPQ	PMCHK00002256	\$154.95
12458	U0019	US Bank	9/4/2015	UMPQ	PMCHK00002255	\$31,890.92
12469	1099-216	Gerald Harris	9/4/2015	UMPQ	PMCHK00002257	\$312.00
12470	1099-252	Donna Lisa Otto	9/4/2015	UMPQ	PMCHK00002257	\$38.00
12471	1099-256	Healing Pastures, Inc.	9/4/2015	UMPQ	PMCHK00002257	\$195.00
12472	1099-262	Gwenn Jones	9/4/2015	UMPQ	PMCHK00002257	\$84.50
12473	1099-264	Philip Green	9/4/2015	UMPQ	PMCHK00002257	\$227.50
12474	1099-295	Juli Land-Marx, dba Image Net	9/4/2015	UMPQ	PMCHK00002257	\$1,600.00
12475	1099-310	Erin Mitchell	9/4/2015	UMPQ	PMCHK00002257	\$720.00
12476	1099-42	Guadalupe Cook	9/4/2015	UMPQ	PMCHK00002257	\$87.75
12477	1099-49	Paula Duffy	9/4/2015	UMPQ	PMCHK00002257	\$364.00
12478	1099-5	Daniel Crandall DBA:Current A	9/4/2015	UMPQ	PMCHK00002257	\$96.60
12479	A0014	AT&T	9/4/2015	UMPQ	PMCHK00002257	\$948.39
12480	A0123	Keith Deal DBA Astro Jump of S	9/4/2015	UMPQ	PMCHK00002257	\$125.00
12481	A0134	Advanced Intregrated Pest Mana	9/4/2015	UMPQ	PMCHK00002257	\$673.50
12482	A1010	Advantage: Print, Martketing a	9/4/2015	UMPQ	PMCHK00002257	\$510.51
12483	C0061	California Computer Services	9/4/2015	UMPQ	PMCHK00002257	\$360.00
12484	C0072	CIT Technology Fin. Serv., Inc	9/4/2015	UMPQ	PMCHK00002257	\$450.43
12485	C0111	Central Valley Broadband	9/4/2015	UMPQ	PMCHK00002257	\$189.90
12486	C0113	Cooks Portable Toilets & Septi	9/4/2015	UMPQ	PMCHK00002257	\$1,009.01
12487	F0040	Foothill Associates	9/4/2015	UMPQ	PMCHK00002257	\$4,069.79
12488	G0022	Gold Country Printing	9/4/2015	UMPQ	PMCHK00002257	\$5,850.00
12489	G0027	Giuliani & Kull, Inc.	9/4/2015	UMPQ	PMCHK00002257	\$3,210.00
12490	G0092	Green Valley Security, Inc.	9/4/2015	UMPQ	PMCHK00002257	\$340.00
12491	H0056	Humana Dental Ins. Co	9/4/2015	UMPQ	PMCHK00002257	\$1,567.52
12492	J0012	Deere Credit, Inc.	9/4/2015	UMPQ	PMCHK00002257	\$990.63
12493	K0019	Kronick, Moskovitz, Tiedemann	9/4/2015	UMPQ	PMCHK00002257	\$312.50
12494	L0023	Vincent Garcia Lopez	9/4/2015	UMPQ	PMCHK00002257	\$50.00
12495	L0027	Pat Larson	9/4/2015	UMPQ	PMCHK00002257	\$43.53
12496	M0019	Kahl Muscott	9/4/2015	UMPQ	PMCHK00002257	\$101.59
12497	N0044	Newcastle Door & Trim	9/4/2015	UMPQ	PMCHK00002257	\$1,788.84
12498	P0005	Placer County Water Agency	9/4/2015	UMPQ	PMCHK00002257	\$1,862.66
12499	P0007	Pacific Gas & Electric Company	9/4/2015	UMPQ	PMCHK00002257	\$9,593.87
12500	P0023	PG&E	9/4/2015	UMPQ	PMCHK00002257	\$119.49
12501	P0043	Placer County Sheriff's Office	9/4/2015	UMPQ	PMCHK00002257	\$1,905.20
12502	P0064	Pitney Bowes, Inc.	9/4/2015	UMPQ	PMCHK00002257	\$131.56
12503	S0034	Sierra Chemical Co.	9/4/2015	UMPQ	PMCHK00002257	\$1,120.05
12504	S0052	Sierra Custom Awards & More	9/4/2015	UMPQ	PMCHK00002257	\$10.75
12505	S0145	SCP Pool Distributors LLC	9/4/2015	UMPQ	PMCHK00002257	\$791.90
12506	T0058	TelePacific Communications	9/4/2015	UMPQ	PMCHK00002257	\$856.76
12507	T1000	Transamerica Life Insurance	9/4/2015	UMPQ	PMCHK00002257	\$380.00
12508	U0016	Uptown Signs & Graphics, Inc.	9/4/2015	UMPQ	PMCHK00002257	\$270.90
12509	V0013	Pam Vann	9/4/2015	UMPQ	PMCHK00002257	\$20.53
12510	W0042	Live Oak Waldorf School	9/4/2015	UMPQ	PMCHK00002257	\$437.50
12511	X0002	P&G	9/4/2015	UMPQ	PMCHK00002257	\$325.00
12463	P0029	Placer County Environmental He	9/14/2015	UMPQ	PMCHK00002258	\$175.00
12464	S1007	Stationary Engineers, Local 39	9/14/2015	UMPQ	PMCHK00002258	\$249.25
12465	S1010	State Disbursement Unit	9/14/2015	UMPQ	PMCHK00002258	\$87.50
12512	TEMPF	FATRAC	9/14/2015	UMPQ	PMCHK00002259	\$765.00
12513	1099-104	Thomas Seibel	9/16/2015	UMPQ	PMCHK00002260	\$65.00
12514	1099-147	Tom Isaac	9/16/2015	UMPQ	PMCHK00002260	\$169.00
12515	1099-203	Susan Thomas	9/16/2015	UMPQ	PMCHK00002260	\$200.20
12516	1099-218	Auburn Gymnastics Center	9/16/2015	UMPQ	PMCHK00002260	\$130.00
12517	1099-230	Karen Leese	9/16/2015	UMPQ	PMCHK00002260	\$144.00
12518	1099-239	Macintosh-Oddo	9/16/2015	UMPQ	PMCHK00002260	\$5,830.14

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
12519	1099-247	Clifford Johnson	9/16/2015	UMPQ	PMCHK00002260	\$76.00
12520	1099-252	Donna Lisa Otto	9/16/2015	UMPQ	PMCHK00002260	\$422.50
12521	1099-254	Ralph Kendrick	9/16/2015	UMPQ	PMCHK00002260	\$231.00
12522	1099-262	Gwenn Jones	9/16/2015	UMPQ	PMCHK00002260	\$305.50
12523	1099-269	Deborah Lynn	9/16/2015	UMPQ	PMCHK00002260	\$156.00
12524	1099-277	Foothill Karake Do	9/16/2015	UMPQ	PMCHK00002260	\$604.50
12525	1099-291	Isaac Humber	9/16/2015	UMPQ	PMCHK00002260	\$136.50
12526	A0001	Recology Auburn Placer	9/16/2015	UMPQ	PMCHK00002260	\$759.56
12527	A0027	Recology Auburn Placer	9/16/2015	UMPQ	PMCHK00002260	\$1,217.37
12528	A0150	All Quality Graphics	9/16/2015	UMPQ	PMCHK00002260	\$968.00
12529	A0152	Auburn AleHouse LP	9/16/2015	UMPQ	PMCHK00002260	\$60.00
12530	B0042	Boberg Hardwood Floors	9/16/2015	UMPQ	PMCHK00002260	\$3,500.00
12531	C0061	California Computer Services	9/16/2015	UMPQ	PMCHK00002260	\$1,644.01
12532	C0075	Cintas Corporation	9/16/2015	UMPQ	PMCHK00002260	\$226.93
12533	C0111	Central Valley Broadband	9/16/2015	UMPQ	PMCHK00002260	\$129.95
12534	C0113	Cooks Portable Toilets & Septi	9/16/2015	UMPQ	PMCHK00002260	\$900.00
12535	D0025	Dawson Oil Company	9/16/2015	UMPQ	PMCHK00002260	\$1,232.61
12536	D0066	De Lage Landen	9/16/2015	UMPQ	PMCHK00002260	\$591.56
12537	F0023	Jerry Fisher	9/16/2015	UMPQ	PMCHK00002260	\$27.75
12538	G0045	GSSA UMPIRES	9/16/2015	UMPQ	PMCHK00002260	\$1,214.40
12539	G0077	Gold Country Water	9/16/2015	UMPQ	PMCHK00002260	\$281.00
12540	I0018	William Joseph La Flour	9/16/2015	UMPQ	PMCHK00002260	\$675.00
12542	K0010	Knorr Systems, Inc.	9/16/2015	UMPQ	PMCHK00002260	\$387.82
12543	K0011	Kaiser Foundation Health Plan,	9/16/2015	UMPQ	PMCHK00002260	\$19,537.66
12544	M0028	Maki Heating & A/C, Inc.	9/16/2015	UMPQ	PMCHK00002260	\$1,873.33
12545	M0098	Meadow Vista County Water Dist	9/16/2015	UMPQ	PMCHK00002260	\$1,004.18
12546	N0003	Norris Electric, Inc.	9/16/2015	UMPQ	PMCHK00002260	\$8,459.49
12547	N0041	Jim Northey	9/16/2015	UMPQ	PMCHK00002260	\$784.00
12548	P0007	Pacific Gas & Electric Company	9/16/2015	UMPQ	PMCHK00002260	\$10,959.48
12549	P0072	Sheryl Petersen	9/16/2015	UMPQ	PMCHK00002260	\$88.25
12550	R0070	Rees Enterprises, Inc.	9/16/2015	UMPQ	PMCHK00002260	\$19,973.50
12551	R0071	Ryan Construction Services, In	9/16/2015	UMPQ	PMCHK00002260	\$2,600.00
12552	S0034	Sierra Chemical Co.	9/16/2015	UMPQ	PMCHK00002260	\$1,108.28
12553	S0094	Manouch Shirvanioun	9/16/2015	UMPQ	PMCHK00002260	\$72.78
12554	S0103	SCI Consulting Group	9/16/2015	UMPQ	PMCHK00002260	\$642.73
12555	S0145	SCP Pool Distributors LLC	9/16/2015	UMPQ	PMCHK00002260	\$530.00
12556	S1000	State Of California/DOJ	9/16/2015	UMPQ	PMCHK00002260	\$360.00
12557	S1003	Sutter Medical Foundation	9/16/2015	UMPQ	PMCHK00002260	\$57.00
12558	TEMPC	Clear Capital	9/16/2015	UMPQ	PMCHK00002260	\$10.32
12559	TEMPO	Operating Engineers	9/16/2015	UMPQ	PMCHK00002260	\$400.00
12560	TEMPS	Molly Sullivan	9/16/2015	UMPQ	PMCHK00002260	\$10.00
12561	TEMPW	Elizabeth Williams	9/16/2015	UMPQ	PMCHK00002260	\$65.00
12562	U0028	U.S. Bank Equipment Finance	9/16/2015	UMPQ	PMCHK00002260	\$383.82
12563	V0004	Valley Truck & Tractor Co.	9/16/2015	UMPQ	PMCHK00002260	\$1,300.80
12564	V0007	Verizon Wireless	9/16/2015	UMPQ	PMCHK00002260	\$330.81
12565	Z0008	Sean Zehm	9/16/2015	UMPQ	PMCHK00002260	\$25.00
12566	A0048	Auburn Rotary Club	9/25/2015	UMPQ	PMCHK00002261	\$250.00
12567	S1007	Stationary Engineers, Local 39	9/25/2015	UMPQ	PMCHK00002261	\$265.66
12568	S1010	State Disbursement Unit	9/25/2015	UMPQ	PMCHK00002261	\$87.50

Total Checks: 105

Total Amount of Checks: \$171,262.68

SECTION: 5.0

ITEM: 5.3 REVIEW OF FINANCIALS FOR SEPTEMBER, 2015

DESCRIPTION:

INFORMATION: SEE ATTACHED INFORMATION

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

PROFIT & LOSS									
15/16 Approved Budget									
	Approved Budget FY 15-16	% Of Total	Mid-Yr Revision FY 15-16	% Of Total	Sept ACTUALS	Last Yr Sept Actuals	YTD ACTUALS	YTD BUDGET	Last Yr YTD ACTUALS
Operating Revenues									
Program Revenue	860,100	18%	-	#DIV/0!	124,050	82,957	623,093	565,250	535,353
Facility Revenue	188,504	4%	-	#DIV/0!	6,341	16,115	128,101	147,800	141,461
Misc. Revenue	56,500	1%	-	#DIV/0!	8,846	247	35,491	28,700	13,918
Grants & Donations	382,450	8%	-	#DIV/0!	5,248	3,647	58,498	2,000	60,227
Interest Income	34,900	1%	-	#DIV/0!	4,130	2,943	25,617	20,200	16,393
Projects Revenue	395,100	8%	-	#DIV/0!	-	(14,506)	249,500	121,800	(14,506)
Tax Revenue	2,673,774	56%	-	#DIV/0!	54,878	-	1,250,209	1,124,686	1,084,476
In Kind	-	0%	-	#DIV/0!	-	-	-	-	-
Transf in from Cap Const & City Trust	178,417		-		-	14,506	-	-	14,506
Total Operating Revenue	4,769,745	100.00	-		203,493	105,909	2,370,509	2,010,436	1,851,828
Expenditures									
Program Expense	236,675	5%	-	#DIV/0!	26,860	19,976	142,681	143,675	133,560
Operating & Supplies	343,830	7%	-	#DIV/0!	28,453	20,976	147,161	163,065	140,517
Utilities Expense	213,400	5%	-	#DIV/0!	22,094	31,232	83,433	117,200	81,651
Professional Services	35,125	1%	-	#DIV/0!	1,606	3,400	21,763	26,350	26,603
Building & Grounds Maintenance	247,600	5%	-	#DIV/0!	24,838	15,721	92,032	114,950	77,086
Property Tax Admin.	56,091	1%	-	#DIV/0!	-	-	2,559	2,600	2,227
Wages	1,739,431	38%	-	#DIV/0!	118,160	109,731	814,136	832,543	734,480
Benefits & Payroll Costs	677,388	15%	-	#DIV/0!	43,850	49,904	338,341	343,854	342,731
Fixed Asset Expense	47,500	1%	-	#DIV/0!	555	6,585	3,746	19,000	15,873
Capital Improvement Projects	949,467	21%	-	#DIV/0!	51,495	2,881	491,523	190,018	85,241
Debt Services	15,479	0%	-	#DIV/0!	(10,108)	991	(5,154)	5,944	9,244
Special Dept Expenses (equip res.)	55,000	1%	-	#DIV/0!	-	-	-	-	-
Project Expenditures	-	0%	-	#DIV/0!	-	-	-	-	-
Misc Expense	-	0%	-	#DIV/0!	-	-	-	-	-
Total Expenditures	4,616,986	100.00	-		307,803	261,397	2,132,221	1,959,199	1,649,213
Net Revenue Over Expenditures	\$ 152,759	3.20	\$ -		\$ (104,310)	(155,488)	\$238,288	\$51,237	\$202,615
Annual Contingency Reserve (1-2%)	\$ 450,000		\$ 450,000		\$ 450,000		\$ 450,000	\$ 450,000	
Annual Equip Replacement Reserve	\$ 658,531		\$ 658,531		\$ 658,531		\$ 658,531	\$ 658,531	
Future Capital Construction Reserve	\$ 744,971		\$ 744,971		\$ 744,971		\$ 744,971	\$ 744,971	
ADA Reserve	\$ 55,032		\$ 55,032		\$ 55,032		\$ 55,032	\$ 55,032	
TOTAL RESERVES	\$ 1,908,534		\$ 1,908,534		\$ 1,908,534		\$ 1,908,534	\$ 1,908,534	

As Of 9/30/2015
For All Segment1s
For All Segment2s
For Segment3 0000 To 9999
For All Segment4s

	Current YTD
ASSETS	
Current Assets	
Imprest Fund (Petty Cash)	\$580.00
Umpqua Bank	60,498.26
Placer County Treasure-General	2,943,333.80
ADA Reserve Account	60,031.75
Cell Tower Reserves	122,459.24
Placer County Treasurer - City Trust	364,547.66
Youth Asst. Fund	13,531.42
Atwood Fund	8,065.98
Atwood - Equip Replacement Fund	15,603.66
Arboretum Grant Fund	13,275.73
Bike Park Fund	5,398.38
Shockley Maint Fund	8,799.40
Accounts Receivable	32,949.90
CAPRI Receivable	13,045.36
A/R - 501C3 Group	7,400.00
Daycamp Receivables	15,497.00
Prepaid Liability Expense	17,371.99
Prepaid Workers Comp Insurance	(91.00)
Total Current Assets	<hr/> \$3,702,298.53
Fixed Assets	
Fixed Assets: Land	\$1,156,603.12
Fixed Assets: Structures	11,339,325.34
Fixed Assets: Equipment	704,077.26
Fixed Assets: Computer Equipment & Software	114,495.68
Fixed Assets: Vehicles	211,563.58
Fixed Assets: Office Furniture & Rec Equipment	48,123.75
Construction In Progress	730,349.17
Less: Accumulated Depreciation	(8,386,287.35)
Total Fixed Assets	<hr/> \$5,918,250.55
Total Assets	<hr/> <hr/> \$9,620,549.08

As Of 9/30/2015
For All Segment1s
For All Segment2s
For Segment3 0000 To 9999
For All Segment4s

Current
YTD

LIABILITIES and EQUITY

Current Liabilities

Prepaid Revenue	\$42.00
Gift Certificates	508.00
Compensated Absenses	111,842.70
Sales Tax Payable	494.06
Miscellaneous Deductions	116.61

Total Current Liabilities \$113,003.37

Long Term Liabilities

John Deere Financial Payable	\$31,548.18
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Total Long Term Liabilities \$31,548.18

Total Liabilities \$144,551.55

Fund Balances

GFB: Youth Assistance Fund	\$12,030.42
GFB: General Fund Balance	847,690.34
Investments in Fixed Assets	5,918,250.55
Less: Net of Related Debt	(31,548.18)
RFB: Reserved (City Mitigation)	364,547.66
RFB: Annual Equip Replacement Reserv.	658,530.72
RFB: Annual Contingency Reserve	450,000.00
RFB: Reserved for Future Capital Construction	744,971.28
RFB: Arboretum Grant Fund	13,275.73
RFB: Reserved (Atwood)	8,065.98
RFB: Atwood III-Equip Repl Fund	65,603.66
GFB- Cell Tower Reserves	122,459.24
RFB: General Fund (ADA Reserve)	55,031.75
RFB: Shockley Maint Fund	8,799.40

Net Profit/(Loss) 238,288.98

Total Assets	\$5,918,250.55
Total Reserved Funds	\$2,459,737.24
Total Designated Funds	\$0.00
Total Unrestricted Funds	\$1,098,009.74

Date: 10/15/2011:

Auburn Rec & Park

Page: 3

Balance Sheet

As Of 9/30/2015

For All Segment1s

For All Segment2s

For Segment3 0000 To 9999

For All Segment4s

Total Liabilities and Equity

Current

YTD

\$9,620,549.08

Item 5.4 Cover sheet for Resolution 2015-17 and Resolution 2015-18 for the Transfer of Funds to the General Fund

Auburn Area Recreation and Park District Finance Committee & Board of Directors meeting October, 2015

The Issue: Shall the Board approve Resolution 2015-17 to transfer funds from the Future Capital Construction Reserve to the General Fund and Resolution 2015-18 to transfer funds from the City Mitigation Reserve Fund to the General Fund?

Background: In March of 2015, the Board of Directors approved the project list for FY 2015/2016. One of the approved projects has been substantially completed with only minor finish work to be done and reserve funds need to be transferred:

Bocce Ball Courts:	Reserve Funding \$39,000
	City Mitigation Funding \$60,000

The total to be transferred from the Future Capital Construction Reserve is to be \$39,000

The total to be transferred from the City Mitigation Account is to be \$60,000

Recommendation: The Finance Committee sent this item to the Board with a positive recommendation to put this item on the Consent Calendar for the October ARD Board of Directors meeting to approve Resolution 2015-17 and Resolution 2015-18 for the transfer of Reserve funds for the above listed project.

Fiscal Impact: As stated above.

Attachments: Resolution 2015-17 and 2015-18

RESOLUTION NUMBER 2015- 17

A RESOLUTION OF THE GOVERNING BOARD OF DIRECTORS OF THE
AUBURN AREA RECREATION AND PARK DISTRICT APPROVING THE
TRANSFER OF FUNDS IN THE AMOUNT OF \$39,000 FROM THE FUTURE
CAPITAL CONSTRUCTION RESERVE TO THE GENERAL FUND

WHEREAS, in March of 2015, the Auburn Area Recreation & Park District Board of Directors approved the project list for Fiscal Year 2015/2016. One of the approved projects, the Bocce Ball Courts at Recreation Park has been completed and reserve funds need to be transferred.

WHEREAS, the Auburn Area Recreation & Park District Board of Directors does hereby resolve the following:

That the Auburn Area Recreation & Park District Board of Directors wishes to transfer \$39,000 from the Future Capital Construction Reserve Account to the General Fund for completion of the Bocce Ball Courts.

APPROVED, PASSED, AND ADOPTED ON October 29, 2015 by the following roll call vote:

Ayes:

Noes:

Absent:

Abstain:

Scott Holbrook
Chairman of the Governing Board

ATTEST:

Clerk to the Governing Board

RESOLUTION NUMBER 2015- 18

A RESOLUTION OF THE GOVERNING BOARD OF DIRECTORS OF THE
AUBURN AREA RECREATION AND PARK DISTRICT APPROVING THE
TRANSFER OF FUNDS IN THE AMOUNT OF \$60,000 FROM THE CITY
MITIGATION ACCOUNT TO THE GENERAL FUND

WHEREAS, in March of 2015, the Auburn Area Recreation & Park District Board of Directors approved the project list for Fiscal Year 2015/2016. One of the approved projects, the Bocce Ball Courts at Recreation Park has been completed and City Mitigation funds need to be transferred.

WHEREAS, the Auburn Area Recreation & Park District Board of Directors does hereby resolve the following:

That the Auburn Area Recreation & Park District Board of Directors wishes to transfer \$60,000 from the City Mitigation Account to the General Fund for completion of the Bocce Ball Courts.

APPROVED, PASSED, AND ADOPTED ON October 29, 2015 by the following roll call vote:

Ayes:

Noes:

Absent:

Abstain:

Scott Holbrook
Chairman of the Governing Board

ATTEST:

Clerk to the Governing Board

SECTION: 6.0

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

INFORMATION:

SEE ATTACHMENTS

District Administrator
Report to the Board of Directors
October, 2015

- ARD received the first ever Gold Standard Access Award from Placer Independent Resource Services (PIRS).
- ARD will be hosting a community meeting to discuss safety and security at Regional Park. The meeting will focus on what ARD and the Placer County Sheriff Office is doing and ask for responses and feedback from the community.
- The 19th annual Auburn Community Festival at Recreation Park went well, despite the on and off again rain.
- Water has been reduced to all ARD parks, in some cases significantly. This is due to cutbacks from PCWA and NID. The pond at Railhead Park was drawn down by about 50% due to this cutback and our need to irrigate.
- Bocce courts: The contractor who glued down the synthetic turf had to come back out to address several spots that were slightly “bubbling”. The glue did not adhere in these spots. Their repairs appear to have worked, and the installer will be giving us an extended warranty. Staff is still working on the landscaping around the courts. We should have the courts open for play, not including the shade structure, no later than November 16th.
- The Ms. October softball tourney went well. This tournament is a fundraiser for the ARD Youth Assistance Fund.
- The Senior Health Fair had another nice turnout at the Regional Park gym.
- Matt Spokely, with Wood Rogers Engineering, said that it looks like the Timberline Project (on Martin Harmon’s 92 acres adjacent to ARD’s 24 acres) is almost through its regulatory hurdles. Matt said they hope to get started spring 2016.

Meetings and events attended:

10/1: PCWA Board meeting re: Agreement for Bike Park
10/2: Multigenerational Community Center meeting re: updates and ARD facilities
10/5: Multigenerational Community Center Advisory Committee
10/6: Rotary
10/9: Ms. October set up
10/11: Ms. October – set up and score keep
10/13: Rotary
10/13: Award presentation from PIRS
10/16: Auburn Community Festival set up
10/17: Auburn Community Festival
10/19: A&D Committee
10/20: Rotary
10/21: Chamber Board of Directors meeting
10/21: ARD Managers meeting
10/21: Finance Committee
10/21: Policy Committee

Meetings and events scheduled to attend:

10/27: Rotary
10/27: Community meeting re: safety and security at Regional Park
10/28: Festival of Lights Committee
10/29: Boy Scout Troop 19 re: ARD Board meeting

Administrative Services Manager
Report to the Board of Directors
October, 2015

The Mid-Year budget revision has been completed and the resultant surplus is in line with the estimated surplus contained in the approved budget in March of 2015.

The new solar panel array is functioning as expected. The average PG&E September bills in previous years ranged between \$2000 and \$2500 per month. The September billing from PG&E for the Community Center at Recreation Park was \$33.01.

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

Cleanup from Obstacle Scramble (remove obstacles and store).
Scheduled mowing of all District turf areas.
Install new garage door opener at the Recreation Park maintenance shop.
Leaf cleanup in all parks.
Daily trash pickup & restroom cleaning in all parks and buildings.
Ball field Preparation all fields (bolt rip, screen, line, set bases, cleanup bleachers and dugouts).
Preparation for Ms. October tournament (raise fences to 12 feet, field work including base lines, warning tracks, bull pins, remove pitcher's mound).
Reinstall pitcher's mound on Beggs Field after tournament and remove fencing.
Setup for Auburn Community Festival (put out straw bales).
Take down for Community Festival (remove straw bales and clean straw from grass areas).
Install new irrigation system around Bocce Ball courts.
Caulk perimeter of artificial turf on Bocce Ball courts.
Repair railing on A field at Regional Park.
Daily raking of all District playgrounds, volley ball court and fitness area.
Daily pool maintenance (clean and check chemicals).

Landscape Architect
Report to the Board of Directors
October, 2015

- **Miscellaneous Items:** Miscellaneous project research, update of project lists, monthly Board report. Miscellaneous project coordination with Larry Gray. Meeting with various staff to discuss projects and processes. Update monthly project list and Board report. Provided assistance to maintenance supervisor on registering and updating project on the Department of Industrial Relations (DIR) website.
- **PGE Land Trust Donation Application:** Continued communication with PGE and Stewardship Council. Working on ingress/egress locations, sewer connection requirements with Placer County and Foothill Associates. Created diagram showing alternate Building Envelope. Conversations with PGE, Placer Land Trust, Stewardship Council regarding alternate Building Envelope location. Coordination with Kate Kirsch as Foothill Associates on various site and design items. Preparation of materials for A&D review.
- **Bike Park/Pump Track Project:** Staff meetings. Attended PWCA Board meeting for encroachment permit approval. Continued monitoring of BOR progress on NOA investigation approvals.

- Regional Park Stage Project: Meetings with staff, research on airflight overlay zone concerns, conversation and emails with County planning staff, preliminary conversation with ARD attorney's, review drawings from consultant and processing invoice.
- Railhead Park Improvements: Wrapping up project completion, minor planting replacements.
- Tree Management Plan: Review submitted proposals, staff meetings, coordination with Abacus Arborists regarding their winning proposal.
- Bocce Ball: Project under construction and daily site visits to monitor construction and answer questions. Minor revised shade structure design, staff meetings. Continued daily project management. Design planting plan and ordered plants for landscaping. Working with maintenance staff on completion of ARD portion of the project including caulking turf edges, irrigation, landscaping and potential shade structure installation.
- Railhead Park Restroom Remodel: Solicited three estimates based on engineers drawings. Reviewed proposals and selected contractor. Working on project kick-off and coordinating with maintenance staff.
- O&D Plan: Continued effort on writing the draft document. Minor design revision on conceptual design for Overlook Park "overlook" area for O&D Plan. Changes in response to comments from the public. Staff meetings to discuss design.
- Regional Park Path of Travel Project: Updated scope of work based on new information. Met with engineer/surveyor to get proposal for needed design/bid documents to put project to public bid.
- Dry Creek ADA Picnic Table Area: Met with contractor and solicited estimate to create an ADA parking spot, sidewalk and pad for ADA picnic table at the Dry Creek picnic area at Regional Park.
- ADA Recognition: Met with members of the public and PIRS (Placer Independent Resource Services) who presented recognition plaque to ARD for outstanding work on ADA projects. Took attendees on tour of Recreation Park to show them all the ADA projects completed and underway.
- 24 Acre Project: Started research and conceptual design layout for 24 acre parcel. Staff meetings, gathering materials, review of existing documents and outlining site development program.

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

	9/16/15-10/20/15	9/18/14-10/21/14
Activity Registrations	\$26,000	\$31,000
Day Care/Discovery payments	\$39,000	\$41,000
Facility payments/reservations	\$ 5,000	\$ 8,000

I continue to actively promote and raise awareness of ARD's programs, events, and facilities.

Recreation Services Manager
Report to the Board of Directors
October, 2015

- Meetings attended: SHF, ASR (4), ACF, UKE, Guitar Fest.
- Hosted Senior Health Fair.
- Hosted Ms. October.
- Hosted Community Festival.
- Met on Lifestyle Expo, schedule for January 9, 2016.
- Met with new Guitar instructor.
- Met with instructors for Winter/Spring classes.
- Finished Activity Guide.
- Met with Interns for assignments for the next two weeks.
- Attended Rotary Leadership Workshop.
- Met with Skyhawks Sport Camp Representatives.
- Met with WAVE owner to discuss an agreement for 2016.
- Met with Juli to start 2016 calendar.

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

Coming up this Month

November 2	Discovery Day Camp	Recreation Park
November 11	Veteran's Day	Offices Closed
November 16	Discovery Day Camp	Recreation Park
November 23-25	Discovery Day Camp	Recreation Park
November 26-27	Thanksgiving Vacation	Offices Closed

Youth Services Manager
Report to the Board of Directors
October, 2015

- Skyridge and Newcastle Discovery Clubs each won a \$100 prize for their scarecrow entries at the Community Festival on Oct. 17th.
- About 100 children stopped by our craft booth at the Community Festival. Many of them said they attended schools out of the area rather than locally.
- Attended Finance and Manager's meetings
- Purchased food and supplies for Discovery Clubs and day camp
- Prepared for upcoming day camps on November 2, 16, and Thanksgiving week
- Distributed fliers with day camp information to the Auburn Union and Sierra Hills school districts, also added to Auburn El. and Skyridge's newsletters
- Replaced an old air hockey table with a newer one at Auburn El. Discovery Club by the generous donation from an ARD employee
- Replaced all window coverings at Auburn El. and Skyridge Discovery Clubs. Special thanks for F & G for the new blinds at day camp and their assistance with installations.
- Discovery Clubs are close to their max limits and continuing to add to their enrollments weekly.

FEE WAIVER LOG

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

FEE WAIVER LOG

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

2015/2016 Project List

PROJECT	Est. Cost	Notes	Est. completion date
Bell Road			
Planning	337,000	Research and discussion with County on ingress/egress issues	TBD
Recreation Park			
Lower RR replacement	45,000	Project Completed	Jun-15
Bocce Ball Courts	130,000	Project under construction.	Oct-15
Solar at community center building	225,000	Project Completed	May-15
Regional Park			
24 Acres Walking Path - In Kind	235,000	DG pathway by Western Care; continued environmental approval issues	TBD
Dry Creek Picnic ADA improvements	15,000	Staff soliciting estimates	Mar-16
Regional Shop Path of Travel ADA	30,000	Staff researching construction options and costs	Mar-16
Pickle Ball court (convert tennis court)	25,000	Project completed	Apr-15
Stage Project	100,000	Research on County review process	Apr-16
24 Acres Concept Planning	35,000	Working on scope and RFP for consultant	Nov-15
Canyon View Community Center			
Bike Park - incl Design and CEQA	80,000	Working with BOR and geologist on federal review of NOA site analysis	Spring 2016
Railhead Park			
Railhead bathroom ADA upgrades	25,000	Staff soliciting estimates	Mar-16
Shade Structure and Hardscape	125,000	Project Completed	Jul-15
Playground Replacement	61,000	Project completed	Jun-15
Operation and Development Plan			
CEQA/NEPA costs	25,000	Staff working on conceptual plans and details for O & D document	Oct-15
Total Projects Fiscal Year	1,493,000		

Oct-15

Vandalism Report

DATE	LOCATION	VANDALISM	LABOR COSTS	MATERIAL COSTS
10/1/2015	Regional Park	Four light fixtures broken in lower restrooms	\$50.00	\$36.00
10/4/2015	Regional Park	Bathrooms behind shop, dispensers broken/graffiti	\$30.00	\$50, new dispensers/graffiti remover
10/19/2015	Regional Park	Ripped electrical outlet out of ground at Dry Creek picnic area	\$40	\$21.44, concrete
10/22/2015	Ashford Park	Broken Toilet Fixture	\$20	\$25, toilet seat
		Total Labor	\$140.00	\$132.44
		Total for Year	\$2,745	\$4,807.29

Aug-15

Vandalism Report

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

Jul-15

Vandalism Report

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

Total Labor	\$330.00	Total materials	\$527.03
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Total for	Total for
Year	Year
\$2,505.00	\$4,026.85

Jun-15

Vandalism Report

DATE	LOCATION	VANDALISM	LABOR COSTS	MATERIAL COSTS
5/26/2015	Meadow Vista	Sod taken, cut out of lawn area	\$30.00	\$10, new roll of sod
6/1/2015	Regional Gym	Water fountain broken	\$40.00	\$7.00, new parts
6/1/2015	Meadow Vista	New sod cut out and taken	\$20.00	\$6.43, 8 square feet of sod
6/2/2015	Overlook	Broke into electrical box	\$20	\$23.70, replaced box & cover
6/10/2015	Recreation Park	Graffiti on James Field score board	\$20	\$10, graffiti remover
		Plants damaged below James Field Score board	\$40	Clean up and trim plants
6/17/2015	Overlook	Damaged privacy partition on men's restroom	\$60	\$10, paint to cover repair
6/17/2015	Regional Community Center	Graffiti on building and concrete surfaces between gym and lakeside room	\$40	\$0.00, soap and water to clean
			Total labor	Total materials
			Total for year	Total for year
			\$2,175.00	\$90.56
			\$2,175.00	\$3,499.82

May-15

Vandalism Report

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

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

Apr-15

Vandalism Report

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

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

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

Mar-15

Vandalism Report

DATE	LOCATION	VANDALISM	LABOR COSTS	MATERIAL COSTS
18-Feb-15	Skate Park	Graffiti	\$40.00	\$35, paint
2/19/2015	Skate Park	Graffiti	\$50.00	\$35, paint
2/21/2015	Regional Park	Broke into two irrigation boxes, locks destroyed	\$40	\$30, new cam locks
2/21/2015	Skate Park	Tore down part of shade canopy	\$40	\$20, new hardware to mount shade structure
3/1/2015	Regional Park	Broke toilet in women's bathroom behind shop, graffiti too. Case15-2004		
3/8/2015	Skate Park	Graffiti and post taken out of ground that blocked entry	\$60	\$60, paint, concrete, post
3/13/2015	Marsha Skinner Pool	Cut chain link fence near bleacher	\$40	Material in stock

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

Feb-15

Vandalism Report

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

Jan-15

Vandalism Report

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

Item 7.1 Cover sheet – Public Hearing: Amendments to ARD Ordinance #1; Penalties for Violations

Auburn Area Recreation and Park District (ARD) September, 2015 Policy Committee meeting; Board of Directors Meeting September 24, 2015; October 29, 2015

The Issue

Shall the Auburn Area Recreation and Park District (ARD) hold a Public Hearing to amend ARD Ordinance #1, including changing the penalty for violation of an ARD Ordinance to a misdemeanor, unless the park ranger, Auburn City Police, Placer County Sheriff or duly authorized law enforcement officer issuing the citation specifies on the citation that the violation is an infraction?

Background

California Public Resources Code (PRC) section 5786.1 empowers the Boards of a Special District to adopt and enforce ordinances necessary for the administration, government and protection of all property, improvements and facilities under its management or belonging to the District.

PRC Section 5786.1 (i) requires that Special Districts adopt ordinances following the procedures of Article 7 (commencing with Section 25120) of Chapter 1 of Part 2 of Division 2 of Title 3 of the Government Code. This section references County ordinances, hence the reference to “county” below.

Section 25132 of the PRC states the following in regards to violations:

25132. (a) Violation of a county ordinance is a misdemeanor unless by ordinance it is made an infraction. The violation of a county ordinance may be prosecuted by county authorities in the name of the people of the State of California, or redressed by civil action.

(b) Every violation determined to be an infraction is punishable by (1) a fine not exceeding one hundred dollars (\$100) for a first violation; (2) a fine not exceeding two hundred dollars (\$200) for a second violation of the same ordinance within one year; (3) a fine not exceeding five hundred dollars (\$500) for each additional violation of the same ordinance within one year.

The District Administrator has reviewed this project for compliance with the California Environmental Quality Act (CEQA) and determined it to be exempt from CEQA under CEQA Guidelines section 15323, Normal Operations of Facilities for Public Gatherings.

The ARD Board of Directors did a first reading of the proposed amendments to ARD Ordinance #1 at the September 24, 2015 Board of Directors meeting. The Board set a date of October 29, 2015 for a public hearing. Notice of these amendments was posted on the ARD website, at the ARD Administrative offices and in the Auburn Journal.

Recommendation for the Board of Directors

Staff recommends holding a Public Hearing and amending ARD Ordinance #1 as per the changes noted in the attached document. The main and primary changes being proposed relate to penalties for violations of ordinances.

Alternatives available to the Board of Directors

- 1) Do not amend ARD Ordinance #1
- 2) Request further information and send back to the November Board of Directors meeting

Fiscal Impact

The proposed changes should not have a material fiscal impact to the District.

Attachments

ARD Ordinance #1 with proposed changes
Ordinance Adoption codes

Proposed amendments to ARD Ordinance #1; Proposed for a first reading on 9/24/15; Final reading on 10/29/15

ORDINANCE NO. 1

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE AUBURN AREA RECREATION AND PARK DISTRICT PERTAINING TO CONDUCT IN PARKS

The Board of Directors of the Auburn Area Recreation and Park District ordains as follows:

That Ordinance Number 1 of the Auburn Area Recreation and Park District is adopted as follows:

SECTION 1. Authority and purpose. California Public Resources Code section 5786.1 empowers the District's Board to adopt and enforce ordinances necessary for the administration, government and protection of all property, improvements and facilities under its management or belonging to the District. The purpose of this ordinance is to establish a body of law denoting prohibited and required conduct on District property and provide for the enforcement and punishment for violations.

SECTION 2. Definitions. For purposes of this ordinance, the following words and phrases shall have the meanings respectively ascribed to them by this section:

"District Administrator" means the person appointed by the District Board to serve in such position, or his or her designee.

"Park" means all grounds, roadways, avenues, parks, buildings, and school facilities when they are owned or in use as recreational facilities, and including all areas under the control, management or direction of the District Board and its designees.

"Person" means a person or persons, association, partnership, joint venture, entity, firm and/or corporation.

"Special Use Permit" refers to a permit approved by the District for a specific purpose. This permit must be present at the permitted event or activity, and, upon request, must be presented to a District employee, City of Auburn or Placer County code or law enforcement official.

SECTION 3. Rules and policies to be obeyed. It shall be unlawful for any person to disobey or violate any of the rules, policies or regulations of the District Board governing the use and enjoyment of any park or governing the use and enjoyment of any building, structure, equipment, apparatus or appliances thereon, or any roadway, avenue, grounds or recreation center, or in or near the building, structure, equipment, apparatus or appliances to which the rule or regulation applies.

SECTION 4. Signs and notices to be obeyed. It shall be unlawful for any person to disobey any instruction, sign or notice properly posted by the District Administrator, or his or her designee, in accordance with District Ordinance or policy, in any park, or in any building, structure, construction and/or erection thereon for the control, management, or direction of such park roadway, avenue, grounds, recreation center, building, structure, construction or erection.

SECTION 5. Conduct-General. It shall be unlawful for any person, within the limits of any park, or within any property or facility which is owned, leased, under the control of, or maintained or operated by the Auburn Area Recreation and Park District, to do any of the following:

A. Fires. No person shall make or kindle a fire within any park except in stoves or other facilities specifically provided by the District or in a container commercially manufactured for such purposes, and used only in areas designated for such use. No fire shall be lit or maintained within a park between the hours of 10 p.m. and 7 a.m. of the next succeeding day, except by Special Use Permit.

B. Closed to public. No person shall enter any park or area of any park which is closed to the public. Closed areas shall be designated by signs posted at all entrances thereto and at least every 500 feet along unfenced boundaries.

C. Firearms, weapons, and fireworks. No person shall carry or discharge any firearm, rifle, pistol, air rifle, including paint ball and air-soft versions, sling shot, bow and arrow or other similar device or weapon within or into a park or carry or discharge any fireworks, firecracker, rocket, torpedo or other type of explosive without a Special Use Permit, nor shall any person carry into or use any other object within a park with the intent of disturbing the peace of any person by means of noise or otherwise. This prohibition shall not apply to persons engaging in or traveling to target practice or competition conducted in accordance with appropriate standards of safety at an archery, skeet, target range or competition area authorized and provided by the District for such purpose; nor within the scope of official duties, nor as allowed by concealed carry weapon permit issued by a law enforcement agency. Any device carried into or used within a park in violation of this provision is subject to confiscation by any empowered law enforcement officer or duly authorized District employee, and, in the event thereof, shall be thereafter disposed of in accordance with the law, including without limitation any applicable District regulation. ~~Violation of this subsection shall be punished as a misdemeanor or infraction.~~

D. Explosives, inflammable materials. No person shall use, carry, possess or ignite, explosives or highly flammable materials of any kind, including containers of gas, oil, or other fuel, except as necessary for vehicle or equipment use or to throw such materials into a park area from beyond park boundaries, without obtaining a Special Use Permit. ~~Violation of this subsection shall be punished as a misdemeanor or infraction.~~

E. Intoxicants and opened alcoholic beverage containers. No person shall provide or consume intoxicants, nor shall any person possess any can, bottle or other receptacle containing any alcoholic beverage that has been opened or a seal broken, in any park, or in any building or structure, thereon, not expressly designated as permitting such without first obtaining a Special Use Permit. Such permit shall be obtained and the fee therefore paid, regardless of the size of the gathering or assembly which desires the privilege of using a park area to provide and/or consume intoxicating beverages or materials. (Amended January 29, 2015.)

F. Noise. No person shall willfully make or continue a loud, unnecessary, deliberately annoying or disagreeable noise, or indulge in riotous, boisterous, threatening, or indecent conduct, or abusive, threatening, profane, or indecent language within a park in such a manner as to disturb the public peace or to materially disrupt the quiet enjoyment of reasonable persons of normal sensitivity who are lawfully present in the park or on nearby properties.

G. Amplified sound in parks. No person shall cause the amplification of sound within a park if the noise level caused thereby causes discomfort or annoyance to any considerable number of reasonable persons of normal sensitivity lawfully present in the park or residing nearby, disturbs the public peace or materially disturbs the quiet of such persons, except pursuant to a Special Use Permit. The Special Use Permit may impose reasonable conditions, in writing, in any permit including designating the location of each bandstand and gathering, and the position and volume capability of each loudspeaker so as to cause the least amount of disturbance to other persons, both within and outside the park.

H. Public use roads. The provisions of the California Vehicle Code shall be applicable in all parks upon any roadway, avenue or place which is publicly maintained and open to the use of the public for vehicular travel. Violations of all Government vehicle codes within a park shall be enforced and prosecuted in accordance with the provisions thereof. Appropriate signs shall be posted advising of any additional vehicular travel restrictions in force and shall be enforced in accordance with governing law.

I. Non-public roads. No person shall drive or otherwise operate a vehicle in a park upon any surface other than those maintained and open to the public for purposes of vehicular travel. This provision does not apply to any wheelchair or electrically-driven vehicle, other than automobiles carrying a physically incapacitated person, or to vehicular use specifically authorized by a Special Use Permit.

J. Skateboards, skates and in-line skates. No person shall use a skateboard, skates or in-line skates in any park in an unsafe or hazardous manner so as to endanger the person, or others or in an area specifically prohibiting same. Any person using a skateboard, skates or inline skates in the park or in a skateboard facility must wear a helmet, elbow pads, and knee pads, and any person failing to do so will be subject to citation.

K. Bicycles. No person shall ride a bicycle within a park except in areas authorized for vehicular travel, or at a place especially authorized and provided for bicycle riding. While elsewhere within a park, bicycles shall be dismounted and pushed when moving from place to place or ridden at a jogging pace on pedestrian pathways when such use does not interfere with pedestrian use or annoy or startle pedestrians of reasonable sensitivity.

L. Prohibition of animals in parks, with exceptions. No person shall cause, permit or allow any animal owned or possessed by him, or any animal in the custody or control of such person, to be present in any park except:

1. Equine animals being led or ridden under reasonable control upon a bridle path, trail or center authorized and provided for such purpose; or upon a vehicular roadway.
2. Dogs may be permitted on all non-athletic fields while under the control of a competent person and restrained by a substantial chain or leash not exceeding six feet in length. Dogs may be allowed without a leash in areas specifically designated which are posted as such. Specially trained service animals which are being used by totally or partially blind, deaf, hearing impaired or physically or emotionally handicapped persons to aid and/or guide them in their movements shall be permitted in all areas, provided they remain with and are restrained by the people they serve, to include a leash or chain as described above.
3. Fowl or other animals turned loose upon permission of a Special Permit.
4. In connection with specific activities authorized by Special Permit, and while acting in accordance with all conditions attached to such authorization.
5. Animals confined in a designated area for vegetation control, as authorized by the District Administrator.

M. Responsibilities of animal owner. Each person who owns or has custody, possession, or control of an animal within a park shall not permit such animal to:

1. Annoy, harass, threaten, nip, maul or bite any person or persons;
2. Damage or destroy any property or thing of value, including vegetation;
3. Disturb the peace and quiet of others by loud barking or making of other annoying or alarming noises; and
4. Defecate without promptly collecting, removing and properly disposing of all such fecal matter.

N. Protection of animals in park. No person shall hunt, frighten, chase, set a snare for, catch, injure, or maltreat any domestic or other animal within a park, nor shall any person fish with hook and line, seine, trap, spear or net, or by any other means, in any pond, lake, stream, or water within a park, except at a place specifically designated and provided for such purpose. Law enforcement personnel, animal control officers, District employees and contractors acting within the scope of their official duties or District contract obligations are excepted from this prohibition. ~~A violation of this subsection shall be a misdemeanor or an infraction.~~

O. Damaging property prohibited. No person shall cut, break, injure, deface, or disturb any tree, shrub, plant, rock, building, cage, pen, monument, fence, bench or other structure, apparatus, or property, or pluck, pull up, cut, take, or remove any shrub, bush, plant, or flower, or mark or write upon, paint, or deface in any manner any building, monument, fence, bench, or other structure within a park; District employees, contractors for the District acting within the scope of a contract with the District, and other people authorized by Special Permit are excepted. ~~Violation of this subsection shall be a misdemeanor or an infraction.~~

P. Damaging, disturbing land prohibited. No person shall cut or remove any wood, turf, grass, soil, rock, sand, gravel, or fertilizer from a park or from any place within a park; District employees, and contractors for the District acting within the scope of a contract with the District and other people authorized by Special Permit are excepted.

Q. Water activities. No person shall swim, fish in, bathe, wade, row, sail, or operate any boat, craft or other device, on or in any pond, lake, stream or water within or into a park, except at such place or places ~~designed~~ designated and provided by the District for such use or when persons are engaged in preventing harm to a person or creature; nor shall any person pollute the water of any fountain, pond, lake, stream, or reservoir within a park or cause the pollution to the water of a fountain, pond, lake, stream, or reservoir within a park.

R. Prohibited presence. No person shall tent, camp, lodge, or otherwise be present in any park after dusk or before dawn or at times otherwise posted, except when lawfully in attendance at an event permitting such.

S. Picnicking. No person shall cook any meal within a park except in an area authorized and provided for such use.

T. Waste liquids and refuse. No person shall dispose of dishwater or other waste liquids or dispose of any garbage, empty container, or other solid waste material within a park, other than in receptacles or other facilities provided for such disposal.

U. Gambling. No person shall play or bet at or against any game in a park at which games are played, conducted, dealt, or carried on with cards, dice, or other device, for money, chips, shells, credit, or any other thing of or redeemable for value, nor

maintain or exhibit any gambling table or other instrument of gambling or gaming with a park. This prohibition shall not apply to simulated gambling games when conducted pursuant to a Special Use Permit.

V. Hazardous activities. No person shall engage in model airplane flying, propelling a rocket or missile of any type, driving of golf balls, archery or any game of a hazardous nature within a park, except at such places as shall be specifically designated and authorized by the District for such purpose, or in an otherwise unoccupied open area, in a manner that does not cause hazard to anyone, or conflict with another use, and as authorized by a Special Use Permit.

W. Posting of handbills, advertising. It is unlawful for any person to distribute, cause to be distributed, or suffer, allow or permit the distribution of any handbill, dodger, circular, booklet, card, pamphlet, sheet or written or printed notice advertising any commodity, article, merchandise, business activity, person or thing in or upon any park, grounds or recreation center, or to post or affix, cause to be posted or affixed or permit to be posted or affixed to any tree, shrub, plant, fence, building, structure, monument, wall, tablet, apparatus, bridge, post, hole, bench, gate or other physical object with any park, grounds or recreation center any handbill, dodger, circular, booklet, card, pamphlet, sheet or written or printed notice advertising any commodity, article, merchandise, business, person, thing or activity unless written permission is obtained from the District Administrator.

X. Meetings. No person shall hold any meeting, services, concert, exercise, parade, or exhibition in any park unless authorized by Special Permit, except that this subsection shall not be construed to deprive any person of a right protected by state or federal law or Constitution.

Y. Concessions and profiteering. No person or commercial enterprise may use a park for financial gain unless authorized by Special Permit.

Z. Restroom use. No person, excepting children six years of age or younger accompanied in such facility by an adult, or persons requiring handicapped assistance, shall use any occupied restroom, washroom, or dressing facility within a park when the same has been designated for persons of the opposite sex. An opposite sex adult may accompany a child into a restroom if the restroom is not occupied.

AA. Glass containers. No person shall transport into or dispose of within any park, a food or drink container made wholly or partially of glass, whether or not such container is empty, partially filled, or full; excepting baby bottles, medicine containers, or as otherwise authorized by Special Use Permit.

BB. Smoking; chewing tobacco, snuff; spitting. No person shall smoke, chew, dip, expectorate, partake or indulge in tobacco in any form in any District building or facility or in any area signed as prohibiting such. It shall be unlawful for any person to

litter, extinguish, dispose of or expectorate tobacco in any form, except into an article retained on the person in a manner that does not create odor and is not visually obtrusive.

CC. Lights. No person utilizing an illuminated playing area shall continue to do so after 10:45 p.m. of each day. The persons using such an area shall ensure that all lights for the area are turned off no later than 10:45 p.m. unless authorized by Special Use Permit.

DD. Acts prohibited. No person shall deposit, by means of urination or defecation, any human waste material in any park other than in a public toilet or restroom designed to receive waste material. (Added January 29, 2015)

SECTION 6. Delegation of authority. The District Administrator may delegate authority to grant any permission required under this ordinance for a particular activity to an employee or employees of the District.

~~SECTION 7. Violations; penalties. Violation of a District ordinance is a misdemeanor unless by ordinance it is made an infraction. Except where a specific provision relating to enforcement and penalty is otherwise expressly provided in this ordinance, whenever any act is prohibited, or is made or declared to be unlawful, or an offense, or the doing of any act is required, or the failure to do any act is declared to be unlawful, where no specific penalty is provided, any violation of this ordinance, or any other ordinance of the District, is an infraction punishable by a fine not to exceed \$100 dollars for a first violation, a fine not to exceed \$200 for a second violation of the same ordinance within one year or a fine not to exceed \$500 for each additional violation of the same ordinance within one year. Each incident in which a violation occurs shall be considered a separate offense.~~

SECTION 7. Violations; penalties. Violation of a District ordinance is a misdemeanor unless the park ranger, Auburn City Police, Placer County Sheriff or duly authorized law enforcement officer issuing the citation specifies on the citation that the violation is an infraction.

- A. Every violation determined to be a misdemeanor is punishable by a fine not to exceed \$1,000 and or six months in the County Jail. Each incident in which a violation occurs is a separate offense.
- B. Every violation determined to be an infraction is punishable by a fine not to exceed \$100 dollars for a first violation, a fine not to exceed \$200 for a second violation of the same ordinance within one year or a fine not to exceed \$500 for each additional violation of the same ordinance within one year. Each incident in which a violation occurs shall be considered a separate offense.
- C. Notwithstanding this section, any violation may be enforceable under any other law that exists at the discretion of the enforcing officer.
- D. Any judge or commissioner of a judicial District laying wholly or in part within the District shall have jurisdiction over all prosecutions under this article for violations adopted by the Board of Directors

E. Expulsion. In addition to any other penalty for a violation of this ordinance, the District Administrator, or his or her designees, including contractors, referees, umpires and other sports officials empowered to do so, may require the violator to immediately leave the park or facility and to remain out of the park or facility for the remainder of the day on which the violation occurred. It shall be a misdemeanor or infraction for any person so expelled to return to the park or facility the same day after having been lawfully ordered to leave, or for a person so ordered to not promptly leave.

SECTION 8. Enforcement. The Board of Directors of the District may, by resolution, designate that class of District employees as park rangers, who shall be empowered to exercise such arrest and citation authority in accordance with state law for infraction and misdemeanor violations of District or county ordinances, or state law, committed within a District park or facility. The District Administrator shall cause to be administered a special enforcement training program designated to instruct each employee who will exercise such arrest and citation authority regarding the provisions of the statutes and ordinances to be enforced, the evidentiary prerequisites to proper procedures for making arrest, or otherwise prudently exercising such arrest and citation authority and the legal and practical ramifications and limitations attendant thereto.

The District Administrator shall have the primary responsibility for the enforcement of this ordinance and other ordinances of the District unless otherwise specifically stated therein. Each District park ranger, Auburn City Police, **and** Placer County Sheriff **or duly authorized law enforcement officer** is hereby granted permission to enter upon both public and restricted areas of all park and park facilities within their respective jurisdictions to maintain public order or to prevent, remedy, or take other appropriate action with respect to violations of the provisions of this ordinance or of other applicable laws or regulations.

SECTION 9. Effective date. This ordinance shall become effective thirty (30) days after its adoption.

INTRODUCED and first read at a regular meeting of the Board of Directors of the Auburn Area Recreation and Park District on the 24th day of September, 2015.

FINAL PASSAGE AND ADOPTION by the Board of Directors of the Auburn Area Recreation and Park District was at a meeting thereof held on the ___ day of _____, 2015, by the following vote:

Ayes:

Scott Holbrook, Chairperson

Noes:

Absent:

Attest:

Abstaining:

Patricia B. Larson, Clerk

CALIFORNIA CODES
PUBLIC **RESOURCES CODE**
SECTION **5786-5786.31**

5786.1. A district shall have and may exercise all rights and powers, expressed or implied, necessary to carry out the purposes and intent of this chapter, including, but not limited to, the following powers:

(i) To adopt ordinances following the procedures of Article 7 (commencing with Section 25120) of Chapter 1 of Part 2 of Division 2 of Title 3 of the Government **Code**.

CALIFORNIA CODES
GOVERNMENT CODE
SECTION **25120-25132**

25120. The enacting clause of all ordinances of the board of supervisors shall be as follows: "The Board of Supervisors of the County of ____ ordains as follows."

25121. Every ordinance shall be signed by the chairman of the board and attested by the clerk.

25122. On the passage of all ordinances the votes of the several members of the board shall be entered on the minutes, and all ordinances shall be entered at length in the ordinance book.

25123. All ordinances shall become effective 30 days from the date of final passage, except the following ordinances, which shall take effect immediately:

- (a) Those calling or otherwise relating to an election.
- (b) Those specifically required by this **code** or by any other law to take immediate effect.
- (c) Those fixing the amount of money to be raised by taxation, or the rate of taxes to be levied.
- (d) Those for the immediate preservation of the public peace, health, or safety, which shall contain a declaration of the facts constituting the urgency, and shall be passed by a four-fifths vote of the board of supervisors.
- (e) Those specifically relating to the adoption or implementation of a memorandum of understanding with an employee organization.
- (f) Those relating to salaries and other compensation of officers, other than elected officers, and employees.

25123.5. Notwithstanding the provisions of Section 25123, that portion of any ordinance which changes supervisorial salaries shall become effective 60 days after its adoption.

25124. (a) Except as provided in subdivision (c), before the expiration of 15 days after the passage of an ordinance it shall be

published once, with the names of the members voting for and against the ordinance, in a newspaper published in the county if there is one, and if there is no newspaper published in the county, the ordinance shall be posted in a prominent location at the board of supervisors' chambers within the 15-day period and remain posted thereafter for at least one week. The local agency, at its option, may include in an ordinance reclassifying land either a brief description accompanied by a map of the boundaries of the property, as recited in the notice of hearing, or a complete metes and bounds description accompanied by a map depicting the reclassified property and adjacent properties. Except for maps, any exhibit attached to and incorporated by reference in an ordinance need not be published in its entirety if the publication lists all those exhibits by title or description and includes a notation that a complete copy of each exhibit is on file with the clerk of the board of supervisors and is available for public inspection and copying in that office in accordance with the California Public Records Act, Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1. A certificate of the clerk of the board of supervisors or order entered in the minutes of the board that the ordinance has been duly published or posted is prima facie proof of the publication or posting.

(b) The publication or posting of ordinances, as required by subdivision (a), may be satisfied by either of the following actions:

(1) The county board of supervisors may publish a summary of a **proposed ordinance or proposed amendment to an existing ordinance.** The summary shall be prepared by an official designated by the board of supervisors. A summary shall be **published** and a certified copy of the full text of the proposed ordinance or proposed amendment shall be posted in the office of the clerk of the board of supervisors at least five days prior to the board of supervisors meeting at which the proposed ordinance or amendment or alteration thereto is to be **adopted.** Within 15 days after adoption of the ordinance or amendment, the board of supervisors shall publish a summary of the ordinance or amendment with the names of those supervisors voting for and against the ordinance or amendment and the clerk shall post in the office of the clerk of the board of supervisors a certified copy of the full text of the adopted ordinance or amendment along with the names of those supervisors voting for and against the ordinance or amendment.

(2) If the county official designated by the board of supervisors determines that it is not feasible to prepare a fair and adequate summary of the proposed or adopted ordinance or amendment, and if the board of supervisors so orders, a display advertisement of at least one-quarter of a page in a newspaper of general circulation in the county shall be published at least five days prior to the board of supervisors meeting at which the proposed ordinance or amendment or alteration thereto is to be adopted. Within 15 days after adoption of the ordinance or amendment, a display advertisement of at least one-quarter of a page shall be published. The advertisement shall indicate the general nature of, and provide information about, the proposed or adopted ordinance or amendment, including information

sufficient to enable the public to obtain copies of the complete text of such ordinance or amendment, and the names of those supervisors voting for and against the ordinance or amendment.

(c) If the clerk of the board of supervisors fails to publish an ordinance within 15 days after the date of adoption, the ordinance shall not take effect until 30 days after the date of publication.

25125. No county ordinance passed prior to September 13, 1941, is void solely by reason of the fact that it was not published for a full week within 15 days after its passage, if the first actual publication of the ordinance was within the 15-day period, and thereafter actual publication was made for a full week.

25126. Any or all ordinances of any county which have been enacted and published in accordance with the provisions of its charter or this article, and which have not been repealed, may be compiled, consolidated, revised, indexed, including such restatement and substantive change as is necessary in the interest of clarity, and arranged as a comprehensive ordinance **code**.

25127. The ordinance **code** may be adopted by reference by the passage of an ordinance for the purpose, which shall be adopted and approved in the manner provided by charter or this article for the passage of ordinances for the county.

25128. The ordinance **code** itself need not be published in the manner required for other ordinances, but not less than three copies of the **code** shall be filed for use and examination by the public in the office of the clerk of the county prior to the adoption thereof.

25129. After the **code** has been adopted all ordinances thereafter adopted pertaining to the subjects in the **code** shall be amendatory or revisory of the **code**. No section or subsection of the **code** shall be revised or amended by reference. The ordinance section or subsection revised or amended shall be adopted and published in the manner prescribed in Section 25124. Nothing in this section shall preclude repealing or rendering inoperative by reference any section or subsection if language in the ordinance fairly identifies the subject matter of the sections or subsections which would be repealed or rendered inoperative by the ordinance.

25130. An ordinance **code** adopted and fully published, or adopted by reference as provided in this article, may be subsequently recompiled, recodified and indexed, including such restatement and substantive change as is necessary in the interest of clarity, in the same manner as prescribed by this article for the original adoption by reference of an ordinance **code**.

25131. Ordinances shall not be passed within five days of their introduction, nor at other than a regular meeting or at an adjourned regular meeting. However, an urgency ordinance may be passed

immediately upon introduction and either at a regular or special meeting. Except when, after reading the title, further reading is waived by regular motion adopted by majority vote, all ordinances shall be read in full either at the time of introduction or passage. When ordinances, other than urgency ordinances, are altered after introduction, they shall be passed only at a regular or at an adjourned regular meeting held at least five days after alteration. Corrections of typographical or clerical errors are not alterations within the meaning of this section. This section shall not apply to ordinances which by statute can be passed only after notice and a public hearing.

25132. (a) Violation of a county ordinance is a misdemeanor unless by ordinance it is made an infraction. The violation of a county ordinance may be prosecuted by county authorities in the name of the people of the State of California, or redressed by civil action.

(b) Every violation determined to be an infraction is punishable by (1) a fine not exceeding one hundred dollars (\$100) for a first violation; (2) a fine not exceeding two hundred dollars (\$200) for a second violation of the same ordinance within one year; (3) a fine not exceeding five hundred dollars (\$500) for each additional violation of the same ordinance within one year.

(c) Notwithstanding any other provision of law, a violation of local building and safety codes determined to be an infraction is punishable by (1) a fine not exceeding one hundred dollars (\$100) for a first violation; (2) a fine not exceeding five hundred dollars (\$500) for a second violation of the same ordinance within one year; (3) a fine not exceeding one thousand dollars (\$1,000) for each additional violation of the same ordinance within one year of the first violation.

Item 8.1 Cover Sheet for 2015/2016 Mid-Year Budget Revision

Auburn Area Recreation and Park District Finance Committee & Board of Directors meeting
October, 2015

The Issue: Shall the Auburn Area Recreation and Park District adopt Resolution # 2015-16 approving a mid-year revised budget?

Background: On an annual basis, the District is required to prepare and submit for approval a mid-year adjusting budget for the balance of the fiscal year. Such adjustments are made when circumstances change between the time the Board approves the final budget in March of each year, and the ensuing six months of actual revenues and expenditures.

The attached budget summary sheet contains the final approved budget, by department, and the proposed mid-year adjustments recommended by staff.

Some of the highlights of the revision:

1. Recreation program revenues are down by \$36,000, but offset by an increase in Youth Services program revenues of \$49,000.
2. Facility revenues show a decline of \$25,000, mostly in room rentals (downstairs bridge card group at CVCC and karate at the Lakeside room were lost during the year). The District has seen a general decline in interest in room rentals.
3. Property tax revenues increased by a little over 3.3% or approximately \$91,000. There will be an additional increase of approximately \$100,000 on the next fiscal year budget as well.
4. Program expenses declined \$18,000 as a result of the decrease in program revenue.
5. Operation and supplies expenses declined by \$20,000, mostly due to a \$12,000 reduction in fuel purchases due to lower gas costs.
6. Utility costs declined substantially by \$36,000. Several factors contributed to this reduction. The solar project at Recreation Park is expected to save approximately \$15,000 in electricity costs for the partial year it will have been operating (10 months) for the fiscal year. Additionally, due to drought cutbacks on water usage, the District will save approximately \$14,000.
7. Overall maintenance costs for all the parks also will decline by about \$5,000. Some of this savings is directly related to the drought conditions as the District made no purchases of fertilizer and other turf related items. Other maintenance items of note are:
 - Due to the updating of vehicles over the past two years, the maintenance costs associated with vehicle upkeep has dropped by about \$5000. While we suspected that this would be the case, staff budgeted conservatively in the event that problems arose.
 - Staff will be contracting with a certified consulting arborist to provide a survey and inventory of trees at Recreation, Regional and MV Parks and

potentially others. This inventory will identify and prioritize tree care needs for these parks. The cost for this survey and inventory is \$20,000 and is included in the maintenance budget

- The project list also includes the installation of security cameras at Regional Park at a cost of approximately \$25,000 to be paid from the general fund.
 - Included in the budget is \$10,000 for rehabilitation of park turf areas should the drought come to an end in this fiscal year.
 - Two other maintenance items have been added to the Facilities and Grounds budget consisting of new railings at the Regional Park spillway bridge as well as the railing at A Field. The approximate cost is \$10,000.
 - Finally, staff is proposing to build a shade structure at the Bocce Ball courts at a cost of approximately \$20,000, which is to be added to the project list as a general fund item.
8. Wages increased by \$40,000 partly due to adding a staff member to the Facilities and Grounds budget. The position had been budgeted for over the past two years, but dropped for the fiscal 2015/2016 year. Management asked that the position be re-instated. While the individual has been offered the position and has accepted, he has not, as of this revision, been hired.

Further, due to the increase in revenues in the Youth Services department of \$50,000, additional staffing was necessary. The increase in wages in that department was approximately \$23,000.

9. There was an increase in CalPERS retirement costs due to the District's portion of the unfunded liability in the State retirement account. In the past, the liability was carried on CalPERS balance sheet as a liability. In 2015, the State started to include a payment for the liability to each CalPERS member in order to eliminate the unfunded liability over the next ten years.

Overall, the District's financial performance improved since the original budget was approved. Property tax revenue was the biggest contributor to the improvement, by almost \$100,000. As such, staff projects a surplus of \$4660 after a transfer of funds to the Future Capital Construction Reserve is made at the end of the current fiscal year.

Recommendation: At the October Finance Committee meeting the committee sent this item to the Board of Directors with a positive recommendation to adopt Resolution # 2015-16.

Fiscal Impact: The proposed Mid-Year Budget Revision will result in approximately the same projected surplus as was assumed in the approved original budget.

Attachments:

1. 2015/2016 Mid-Year Adjusting Budget summary sheets
2. Departmental Mid-Year budget summaries

**Resolution No. 2015-16
Before the Governing Board of the
Auburn Area Recreation and Park District
County of Placer, State of California**

ADOPTION OF MID YEAR REVISED BUDGET, GENERAL FUND

WHEREAS, hearings have been terminated, during which time all additions and deletions of the proposed mid-year revised budget for the Fiscal Year 2015-2016 were made and,

THEREFORE, IT IS HEREBY RESOLVED in accordance with Section 29089 of the Government Code, the Mid-Year revised Budget for the Fiscal Year 2015-2016 is hereby adopted in accordance with the following:

REVENUES

Park & Recreation Services Revenue		
Program Fees		865,810.00
Facility Rentals		159,850.00
Total Park & Rec. Services Revenue		1,025,660.00
Government Revenues		
Taxes, Governmental Revenue		2,765,000.00
Total Governmental Revenue		2,765,000.00
Other Revenue		
Interest Revenue		28,500.00
Misc. Revenue		57,000.00
Total Other Revenue		85,500.00
Donations		
Youth Assistance/Donations		-
Total Donation Revenue		-
TOTAL OPERATING REVENUES		3,876,160.00
Project Revenue		
Misc. Project Revenue		533,900.00
Grant Proceeds		42,200.00
Contributions/In kind Services Revenue		18,250.00
Total Project Revenue		594,350.00
Park Dedication Revenue		
City Park Dedication Revenue		116,000.00
County Park Dedication Revenue		241,800.00
Total Park Dedication Revenue		357,800.00
TOTAL PROJECT REVENUES		952,150.00
TOTAL REVENUES		4,828,310.00

EXPENDITURES

Program, Administrative and General Expenditures	
Program Expenditures	218,540.00
Operations & Supplies	325,400.00
Utilities Expense	177,383.00
Professional Expenses	37,500.00
Building & Grounds expense	242,400.00
Property Tax Admin. Fees	63,266.00
Election Cost	-
Wages & Benefits	2,475,924.00
Lease Purchase Principal	-
Lease Purchase Interest	-
Rents and other	15,488.00
Fixed Assets	34,000.00

Total Operating Expenditures 3,589,901.00

Capital Improvement Projects	
General Fund Capital Improvement Projects	117,599.00
Grant Projects	36,200.00
Future Capital Construction Reserve Projects	533,900.00
In-Kind & Other Contribution Projects	18,250.00
Total Project Expenditures	705,949.00

Park Dedication Capital Improvement Projects	
City Park Dedication Project Expenditures	116,000.00
County Park Dedication Project Expenditures	241,800.00
Total Park Ded. Project Expenditures	357,800.00

TOTAL EXPENDITURES 4,653,650.00

TOTAL REVENUE SURPLUS (DEFICIT) 174,660.00

TO EQUIPMENT RESERVE	50,000.00
TO ADA RESERVE	5000
To Future Capital Construction R	115000
OPERATING BUDGET BALANCE	4,660.00

BE IT FURTHER RESOLVED, that the Mid-Year Revised Budget is hereby adopted on this 29th day of October, 2015, in accordance with the listed attachments which show approved appropriations, revenues and methods of financing, appropriations subject to limitations attached hereto and by reference made a part hereof.

Scott Holbrook, Chairman
Board of Directors

Kahl Muscott
District Administrator

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

2015/2016 Mid-Year Budget Revision

	Final Budget	% of total	2015/2016 Mid-Year Revision	% of revenue	% of mid yr revenue
Operating Revenues					
Program Revenue	\$ 860,100	18.0	865,810	17.9	100.7
Facility Revenue	\$ 188,504	4.0	159,850	3.3	84.8
Misc. Revenue	\$ 56,500	1.2	57,000	1.18	100.9
Donations, Grant Revenue and In Kind	\$ 382,450	8.0	60,450	1.25	15.8
Interest Income	\$ 34,900	0.7	28,500	0.6	81.7
Projects Revenue	\$ 395,100	8.3	357,800	7.4	90.6
Tax Revenue	\$ 2,649,774	55.6	2,741,000	56.8	103.4
Transfer in from Cap Construction Fund	\$ 178,417	3.7	533,900	11.1	299.2
Misc. (atwood etc)	\$ 24,000	0.5	24,000	0.5	100.0
Total Operating Revenue	\$ 4,769,745	100.00	4,828,310	100.0	101.2
Expenditures					
Program Expense	\$ 236,675	5.1%	218,540	4.6	92.3
Operating & Supplies	\$ 343,830	7.4%	325,400	6.9	94.6
Utilities Expense	\$ 213,400	4.6%	177,383	3.8	83.1
Professional Services	\$ 35,125	0.8%	37,500	0.8	106.8
Building & Grounds Maintenance	\$ 247,600	5.4%	242,400	5.1	97.9
Property Tax Admin.	\$ 56,091	1.2%	63,266	1.3	112.8
Wages	\$ 1,739,431	37.7%	1,779,040	37.8	102.3
Benefits & Payroll Costs	\$ 677,388	14.7%	696,884	14.8	102.9
Fixed Asset Expense	\$ 47,500	1.0%	34,000	0.7	71.6
Capital Improvement Projects Mitigation	\$ 771,050	16.7%	946,150	20.1	122.7
Capital Improvement Projects General Fund	\$ 178,417	3.9%	117,599	2.5	65.9
Debt Services	\$ 15,479	0.3%	15,488	0.3	100.1
Special Departmental Expenses	\$ -	0.0%	-	0.0	0.0
Project Expenditures	\$ -	0.0%	-	0.0	0.0
Misc Expense	\$ -	0.0%	-	0.0	0.0
Equipment Reserve & ADA	\$ 55,000	1.2%	55,000	1.2	100.0
Total Expenditures	\$ 4,616,986	100	4,708,650	100.0	102.0
Net Revenue Over Expenditures	152759		119,660		
Proposed Transfer to Future Capital Construction Reserve	150,000		115,000		
Net Revenue	2,759		4,660		
Annual Equip Replacement Fund	\$ 608,531	(current)	658531		
Future Capital Construction Fund	\$ 569,971	(current)	684971		
Contingency Reserve	\$ 444,950	(current)	450000		
ADA reserve	\$ 50,032	(current)	55032		
TOTAL RESERVES	\$ 1,673,484	(current)	\$ 1,848,534		

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

2015/2016 Mid-Year Budget Revision

	Program revenue	Facility revenue	Misc. revenue	Grants	Interest revenue	Project revenue colcity mitigation	Tax revenue	In Kind	Transfer in from reserves	Atwood III taxes	RDA passthru	TOTAL	% of Total	
														Benefits & expenses
Administration F&G			45,400		26,500		2,691,000				50,000	2,812,900	58%	
Cust Service			3,500	36,200	2,000	357,800		18,250	533,900	24,000		1,127,000	23%	
Recreation	7,650			6,000								7,650	0%	
Youth Services	310,800		3,500									320,300	7%	
Aquatics	435,000		4,600									439,600	9%	
	112,360	8,500										120,860	3%	
TOTAL	865,810	159,850	57,000	42,200	28,500	357,800	2,691,000	18,250	533,900	24,000	50,000	4,828,310	100%	
						7.4								
Program expense	Operations & supplies	Utilities expense	Prof. expense	Building & grounds	Property Tax administ	Wages	Benefits & expenses	Fixed assets	Capital improve.	Debt service	Contingency Reserve (ADA reserve)	Eq Res		
Administration F&G	105,200		24,500		63,266	372,700	128,724	2,000					696,390	15%
Cust. Service	110,850	159,950	7,000	206,000		733,200	351,760	29,000	946,150	117,599	15,488		2,731,997	56%
Recreation	50,550	5,000	5,000			119,800	50,651						226,001	5%
Youth Services	50,500		1,000	1,900		152,800	58,225	3,000					448,515	10%
Aquatics	6,950	1,350		34,500		295,900	85,185						407,935	9%
	7,550					114,640	22,339						197,812	4%
														0%
TOTAL	218,540	177,383	37,500	242,400	63,266	1,779,040	696,884	34,000	946,150	117,599	15,488	55,000	4,708,650	100%

Proposed Transfer to Capital Construction Reserve 115,000

Net Revenue

4,660 0 10%

Administration 15-16 Budget

Revenues		FY 15-16 Actual	FY 15-16 Budget	Mid Year
Miscellaneous Revenues				Budget Revision
	Misc. Income -w/c div and other	10,851	6,000	12,000
	Misc Income - Liability Ins dividend	-	7,400	7,000
	Verizon cell lease	15,400	26,400	26,400
	501c3 receivable	-	-	-
	TOTAL	26,251	39,800	45,400
Interest Income				
	Interest Revenue - County	27,488	33,000	25,000
	Interest Revenue other	1,464	500	1,500
	TOTAL	28,952	33,500	26,500
Taxes & Gov't Revenues				
	Current Sec Prop Tax General	2,509,130	2,367,855	2,457,200
	Homeowner's Prop. Tax Reduction	22,876	23,819	24,000
	Current Unsec Prop Tax General	88,803	66,064	66,000
	Suppl. Prop Tax Current	39,881	45,226	45,000
	Unitary & Op Non-unitary Tax	102,397	95,854	98,000
	Prior Unsec Prop Tax	-	-	-
	Timber Tax Guarantee	-	-	-
	Prior Supplemental Tax Rev	32	-	-
	Prior Secured Prop Taxes	1,027	1,027	-
	Railroad Unitary Prop Taxes	816	744	800
	RDA Pass - Throughs	64,005	49,184	50,000
	Redemptions Gen Taxes	(315)	-	-
	TOTAL	2,828,652	2,649,774	2,741,000

Total Revenues

2,883,855	2,723,074	2,812,900
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Expenditures

Operations & Supplies		FY 15-16 Actual		
	Discounts Taken	-	-	-
	Finance Charges	-	-	-
	CalCard Incentive	(1,495)	(800)	(1,500)
	Penalties	-	-	-
	Donations Expense	-	-	-
	Telephone (CVCC) - Admin	2,040	4,350	4,500
	Postage - Admin	1,281	2,550	2,500
	Bank Service Charges	697	1,200	1,000
	Office Supplies	4,492	3,650	3,500
	Duplication Costs- Admin	210	800	500
	Office Equip. Rental- Admin	4,520	7,800	8,000
	Office Equip Maint - Admin	-	-	-
	Dining Expense	245	550	500
	Gas/Mileage Expense	698	950	1,000
	General Admin Exp	-	200	200
	Liability Insurance	40,889	71,400	72,000
	Board Expense	798	1,850	1,000
	Dues & Subscriptions	3,075	8,500	8,400
	Staff Appreciation	-	100	100
	Staff Development	271	2,100	2,000
	Safety Supplies - Administration	316	-	500
	Small Office Equipment	344	-	1,000
	TOTAL	58,381	105,200	105,200

Legal Fees

3,182	8,750	7,500
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Professional Services

Professional Services	5,830	4,500	7,500
Accounting/Auditor Fees	9,571	9,500	9,500
Environmental Services	-	-	-

TOTAL	15,401	14,000	17,000
Property Tax/Election Expense			
Property Tax Administration	604	53,991	60,766
Election Expense	-	-	-
LAFCO Fees	2,455	2,100	2,500
TOTAL	3,059	56,091	63,266
Salaries/Wages Expenses			
Wages - Admin - Full Time	72,778	160,000	160,000
Wages - Admin - Part Time	30,647	67,029	67,000
Wages- Admin - Board Pay	14,250	30,000	30,000
Wages - District Administrator	57,305	118,634	115,700
TOTAL	174,980	375,663	372,700
Benefits & Payroll Costs			
ER -Taxes - Admin (7.65%)	12,968	28,663	28,500
Employment Expense - Admin	-	-	-
Fingerprinting	-	-	-
Benefits Expense - Admin	30,734	45,393	47,100
Employer Retirement Exp	22,085	44,402	48,924
Worker's Compensation	2,358	1,695	1,200
Worker's Compensation	522	3,650	3,000
TOTAL	68,667	123,803	128,724
Fixed Assets- Equipment			
Fixed Assets	-	-	-
Computer Purchases - Admin.	-	6,000	2,000
TOTAL	-	6,000	2,000
501 C3 donation	-	-	-
TOTAL	-	-	-
Reserve for future capital construct		-	
Total Expenditures	323,670	689,507	696,390
Total Revenues	2,883,855	2,723,074	2,812,900
Total Expenditures	323,670	689,507	696,390
Contingency Fund 1% of total exp.	3,237	6,895	6,964
Net Gain (Loss)	2,556,948	2,026,672	2,109,546

add 2300 calpers medical
(done) 5024 for Admin

Aquatics 15-16 Budget Revenues

	FY 15-16 Actual	FY 15-16 Budget	Budget Revised
Park & Services Revenue			
Adult Aquatic Activities	6,585	7,750	6,600
Adult Aquatic Activities Placer Hills	1,160	2,450	1,160
Master Swim	2,720	5,050	2,700
Stroke & Turn	380	1,000	400
Public Swim	30,595	30,250	30,000
Public Swim - Placer Hills Pool	3,967	3,500	4,000
Swim Lessons	28,268	26,800	28,000
Swim Lessons - Placer Hills Pool	10,423	9,250	10,000
Swim Team	19,980	22,150	20,000
Synchro Team	8,196	9,500	9,500
Misc Income PH pool	0	0	0
Misc Income	0	0	0
Totals	112,274	117,700	112,360

Rents & Concessions

Sierra/Splash Pool Rental	7,403	10,000	7,500
Placer Hills Pool rental	966	2,000	1,000
Totals	8,369	12,000	8,500

Total Revenues

120,643	129,700	120,860
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Expenditures

Program Expenditures

Instructors - Aquatics	1,386	3,500	1,500
Adult Aquatic Activities Exp.	1,350	2,350	1,500
Public Swim Expenses	2,077	2,200	2,200
Public Swim Expenses PH	415	400	500
Swim Lessons Expenses	0	0	0

Swim Team Expenses	1,333	2,500	1,500
Synchro Team Expenses	324	0	350
Totals	6,885	10,950	7,550

Operations & Supplies

Telephone - Placer Hills Pool	67	180	100
Gas Mileage - Aquatics	0	150	0
Staff Appreciation- Aquatics	0	0	0
Small Equipment	0	1,000	1,000
Small Equipment - PH Pool	0	250	250
Staff Development- Aquatics	0	100	0
Uniform Exp	0	0	0
Totals	67	1,680	1,350

Utilities

Gas/Electric - Sierra Pool	10,109	21,000	20,000
Gas/Electric - Placer Hills	2,245	5,000	5,000
Reimbursement - Gas/Electric	-9,317	-9,000	-9,317
Water - Sierra Pool	2,023	6,350	2,000
Water - Placer Hills	136	350	250
Reimbursement - Water	-524	-1,000	-500
Totals	4,672	22,700	17,433

Maintenance

Maintenance - Sierra Pool	15,621	29,500	33,000
Reimbursement - Maintenance	-4,469	-5,500	-5,000
Maintenance - Placer Hills pool	6,527	6,600	6,500
Totals	17,679	30,600	34,500

new co2 tank 8000

Salaries/Wages Expenses

	FY 15-16 Actual	FY 15-16 Budget	
Wages - Aquatics Coordinator	12,341	18,389	18,700
Wages - Aqua Coord - Placer Hills	201	163	1,000
Wages - Adult aquatics	2,608	2,406	3,900
Wages - Public Swim	38,876	47,164	49,890

Wages - Public Swim - PH Pool	5,781	9,064	7,600
Wages - Stroke & Turn	0	450	450
Wages - Swim Lessons	6,271	8,162	8,600
Wages - Swim Lessons - PH Pool	2,836	2,058	2,900
Master Swim	1,898	2,304	3,100
Wages - Coaches (Swim Team)	7,704	7,174	9,800
Wages - Coaches (Synchro)	6,356	6,717	8,700
Totals	84,872	104,051	114,640

ER - Taxes -(12.65%)	4,738	12,107	14,400
Employment Exp- Aquatics	472	1,288	1,800
Fingerprinting Exp- Aquatics	334	500	600
Calpers Exp. 16.444%	902	2,666	3,139
Worker's Comp (2.15% x 1.09%)	817	2,635	2,400
Totals	7,263	19,196	22,339

Benefits & Payroll Costs			
ER - Taxes -(12.65%)	4,738	12,107	14,400
Employment Exp- Aquatics	472	1,288	1,800
Fingerprinting Exp- Aquatics	334	500	600
Calpers Exp. 16.444%	902	2,666	3,139
Worker's Comp (2.15% x 1.09%)	817	2,635	2,400
Totals	7,263	19,196	22,339

Equipment & Fixed Assets			
Fixed Assets - Aquatics	0	0	0
Totals	0	0	0

Total Expenditures	121,438	189,176	197,811
Total Revenues	120,643	129,700	120,860
Total Expenditures	121,438	189,176	197,811
Contingency 2% of expenses	1,214	1,892	1,978
Net Gain (Loss)	-2,009	-61,368	-78,930

Total Expenditures	121,438	189,176	197,811
Total Revenues	120,643	129,700	120,860
Total Expenditures	121,438	189,176	197,811
Contingency 2% of expenses	1,214	1,892	1,978
Net Gain (Loss)	-2,009	-61,368	-78,930

Customer Service 15-16 Budget Revenues

	FY 15-16 Actual	FY 15-16 Budget	Revised Mid Year Budget
Revenue			
Out of Dist Fees	5,344	9,350	7,500
			0
Return Check Fees	120	150	150
Total	5,464	9,500	7,650
Rents & Concessions			
	0	0	0
Total	0	0	0
Miscellaneous Revenue			
	0	0	0
Total	0	0	0
Grant Revenue			
	0	0	0
Total	0	0	0
Total Revenues	5,464	9,500	7,650

Expenditures

Expenditures			
Cash short/over	-128	0	-150
Merchant fees	3,341	6,250	5,000
Telephone expense	4,773	12,150	11,000
Gift certificates Given Out	707	1,650	950
Postage	1,004	1,500	1,500
Office Supplies	1,603	1,700	2,000
Duplication costs	899	5,900	2,500
Office Equipment rental	3,422	9,500	9,700
Office equipment Maintenance	3,500	3,800	3,800
Gas/Mileage Expense	210	700	500
Public Relations/Marketing	5,927	15,500	12,500
Dues and Subscriptions	0	0	0
Staff Appreciation	0	50	50
Staff Development	0	250	200
Theft Expense	0	0	0
Bad Debt	0	550	500

Small Office equipment	0	250	500
Total Expenditures	25,258	59,750	50,550

Prof Services	0	4,550	5,000
	0	64,300	5,000

	FY 12-13 Actual	FY 12-13 Budget	
Wages (F/T)	35,438	107,737	107,800
Wages (P/T)	8,155	13,654	12,000
Total	43,593	121,391	119,800

ER -Taxes - Admin (7.65%)(10.85%)	3,388	9,958	10,200
Employment Expense	57	57	57
Fingerprinting Expense	32	54	54
Benefits Expense	12,319	27,037	24,900
Employer Retirement Exp. (16.622%)	6,440	15,608	14,800
Worker's Compensation (.68% x 148%)	229	862	640
Total	22,465	53,576	50,651

Total Salaries & Benefits	66,058	174,967	170,451
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	FY 12-13 Actual	FY 12-13 Budget	
Fixed Assets- Equipment			
Fixed Asset Purchases	0	0	0
Fixed Asset Purchases (computer)	0	2,000	0
	0	2,000	0

Total Expenditures	91,316	241,267	226,001
	0		
Total Revenues	5,464	9,500	7,650
Total Expenditures	91,316	241,267	226,001
Contingency Reserve (2% of expens	913	2,413	2,260
Net Gain (Loss)	-86,765	-234,179	-220,611

Facilities & Grounds

15-16 Budget

Mid Year
Orig Budget
Revised

Revenues	FY 15-16 Actual	15/16	Budget 15/16
Rents and Concessions			
Fee Waivers- Public	(4,089)	(11,000)	(8,000)
Fee Waivers-CVCC Public	(1,460)	(2,500)	(2,500)
Fee Waiver Offset	5,549	5,500	10,500
Blue Bird Room - CVCC	0	0	0
Stella Irving - Rec	0	200	0
Lakeside - Reg	3,032	10,900	7,150
Sierra Room Rental- CVCC	3,290	10,000	7,500
Sunset Room Rental- CVCC	700	700	1,000
Canyon View Room Rental-CVCC	480	1,750	1,000
Foothills Room Rental- CVCC	2,428	4,500	2,500
Oak Room Rental-CVCC	0	0	0
American River Room	0	2,750	550
Conference Room Rentals	0	500	0
Board Room Rental - CVCC	0	0	100
Conference Modular - Overlook	4,639	9,000	9,000
Gazebo - Rec	550	250	550
Gym - Rec	0	2,600	500
Gym - Reg	17,726	17,550	17,500
Tutor Totter Lease Agreement	1,273	5,004	5,000
Kitchen - Rec	0	0	0
Kitchen - Reg	100	0	250
Kitchen-CVCC	0	450	250
Picnic Area - Rec	4,845	6,200	5,000
Picnic Area - Reg	1,315	2,200	1,500
Picnic Area - Ashford	715	1,150	750
Picnic Area - Meadow Vista	2,058	3,050	2,500

Field - Recreation	2,639	6,450	4,000
Field A - Reg	47	450	500
Field - Softball MV	2,048	4,000	2,000
Field - Christian Valley	0	2,750	0
Field Soccer/Baseball-Winchester	2,354	3,500	3,000
Field "Beggs" - Rec	5,481	7,600	7,500
Field Reg B	192	3,250	250
Field "James" - Rec	15,227	15,750	18,000
Field "Chana" - Reg	4,392	8,000	6,500
Field Soccer - Reg	1,953	2,500	2,000
Field Soccer A- MV	0	0	0
Field Soccer A- Railhead	9,229	13,200	13,000
Field Placer Hills	0	500	0
Field Soccer B- MV	0	0	0
Field Soccer B- Railhead	10,309	13,000	13,000
Field "Pee Wee Soccer" Rental - MV	0	0	0
Field Lining Revenue - Rec	40	0	0
Field Lining Revenue - Reg	0	1,250	0
Misc Rents & Concessions	1,787	4,085	2,500
Misc Rents & Concessions - Bureau	470	65	0
Custodial Fees	12,315	15,000	15,000
Set up and Take Down Fees	860	1,400	1,500
TOTAL RENTS & CONCESSIONS	112,494	173,504	151,350

Miscellaneous Revenues			
Recycling Revenue	0	0	0
Alcohol permit	1,200	2,500	1,500
Misc Income - F & G	(359)	5,500	2,000
Total Misc Revenue	841	8,000	3,500

Budget

Grants & Donations	FY 15-16 Actual	15/16
In-Kind Donations	0	92,700
		0

Donations F&G	26,783	8,250	8,250
Pump trac donations	210	275,000	18,700
Stewardship council	24,520	0	24,520
TOTAL GRANTS & DONATIONS	51,303	375,950	51,470

Interest Revenue - City Trust	1,652	1,400	2,000
TOTAL Interest Income	1,652	1,400	2,000

Project Revenue - Government			
County Mitigation	121,800	259,100	156,800
City Mitigation Revenue	127,700	(136,000)	11,700
Total Project Revenue - Gov	249,500	123,100	168,500

Other Financing Sources			
Transfers from Future Capital Constr.	0	123,418	433,900
Transfers from Equipment Reserv	0	0	25,000
Transfers from ADA Reserv	0	55,000	50,000
City Mitigation Apportionment	0	136,000	116,000
Total Project Revenue - Gov	0	314,418	624,900

Taxes & Government Revenue			
Atwood Ill Tax Revenue	11,719	24,000	24,000
Total Taxes & Gov't Revenue	11,719	24,000	24,000

TOTAL REVENUES 427,509 705,954 400,820

Expenditures

		Budget	
Operations & Supplies	FY 15-16 Actual	15/16	Mid Year Revised
Telephone - F & G	2,415	6,000	6,000

Office Supplies - F & G	371	850	850
Duplication Cost - F & G	0	50	0
Gas/Mileage Expense - Fac & Gr..	6,574	32,000	20,000
Membership & Dues - F & G	72	100	100
Staff Appreciation - F & G	0	0	0
Staff Development - F & G	600	150	900
Small Tools and Equipment-Reg Park	128	5,000	5,000
Small Tools and Equipment-Reg Park	479	4,500	5,000
Small Tools and Equipment-MV Park	0	4,500	5,000
Small Tools and Equipment-CVCC Fac	0	4,100	2,500
Field Marking Expense	352	1,600	1,500
Safety Supplies - F & G	1,626	2,450	2,500
Restroom Supplies - Rec Park	533	1,450	1,500
Restroom Supplies - Reg. Park	447	1,450	1,500
Restroom Supplies - Ashford	305	1,350	1,500
Restroom Supplies - M.V. Park	327	1,450	1,500
Restroom Supplies - Railroad Park	305	1,350	1,500
Restroom Supplies - Overlook Park	305	1,350	1,500
Restroom Supplies - Winchester Park	209	850	1,000
Restroom Supplies - Rec. Comm Ctr	540	1,450	1,500
Restroom Supplies - Reg. Comm. Ctr	433	1,450	1,500
Restroom Supplies - CVCC	466	2,100	1,500
Sanitation- Rec Park- Port. Toilet	0	4,900	5,000
Sanitation- Regional Park- Port. Toilet	2,250	5,800	6,000
Sanitation- CV - Port. Toilet	0	0	0
Sanitation- Winchester Park- Port. Toilet	1,800	4,800	5,000
Sanitation- Rec Park ADA Portab	1,745	600	3,000
Sanitation-Reg ADA portable toilet	1,745	4,300	4,000
Rec Park - Debris Box	2,326	8,150	8,000
Sanitation- Regional Park - Debris	2,082	6,600	7,000
Sanitation- MV Park- Debris	1,396	5,200	5,000
Sanitation- CVCC - Debris	1,976	3,900	4,000
TOTAL OPERATIONS & SUPPLIES	31,807	119,800	110,850

Budget

	FY 15-16 Actual	15/16	Mid Year Revised
Lights- Rec Pk Beggs Field (LL)	1,155	2,550	2,500
Lighting Reimbursements - Beggs Fld.	(1,646)	(2,500)	(2,500)
Lights- Rec Park James Field (LL)	1,276	4,200	4,000
Lighting Reimbursements - James Fld.	(5,311)	(3,550)	(6,500)
Lights- Recreation Field (LL)	1,267	1,100	1,500
Lighting Reimbursements - Rec Fld.	(1,610)	(1,050)	(1,000)
Gas/Electric - Rec Comm Ctr	4,515	24,000	15,000
Gas/Electric - Reg Comm Ctr	3,026	12,500	12,000
Gas/Elec. - Chr Vly Comm Ctr	354	1,200	1,000
Electric Reimbursements - Chr Vly CC	(186)	(150)	(250)
Gas/Electric - CVCC	8,919	21,500	22,000
Gas/Electric - Recreation Park	3,124	8,750	9,000
	191	0	0
Gas/Electric - Reg Park	6,975	18,500	15,000
Lighting Reimbursements - Reg Park	(5,144)	(4,350)	(5,000)
Gas/Electric - Ashford Park	814	2,450	2,500
Gas/Elec. - MV Park	1,626	4,950	4,000
Electric - Railhead	866	3,050	2,500
Lighting Reimbursements - Railhead	(253)	(1,200)	(500)
Gas/Electric - Overlook Park	0	0	0
Gas/Electric- Winchester Park	287	1,550	1,500
Water - Rec Comm Ctr	1,625	2,500	2,500
Water - Reg Comm Ctr	529	1,800	750
Water - Chr Vly Comm Ctr	263	1,550	1,500
Water - CVCC	1,513	2,350	2,150
Water - Recreation Park	1,395	4,650	3,350
Water - Regional Park	515	5,600	5,000
Water - Ashford Park	1,157	3,800	3,500
Water - MV Park	3,111	7,550	6,500

Water - Chr Vly Park	541	2,350	1,500
Water - Railhead Park	1,234	3,750	3,500
Water - CVCC (Park)	925	2,950	2,000
Water - Overlook	2,246	5,100	4,000
Water - Placer Hills Park	1,168	4,050	2,500
Water - Winchester Park	0	0	0
Water - Atwood	1,044	3,550	3,500
Water - Chana Field	2,697	10,700	6,000
Sanitation - Rec Park (Sewer)	0	8,000	8,000
Sanitation - Railhead (Sewer)	0	250	250
Sanitation - Regional Park - (Sewer)	15,103	15,000	15,000
Sanitation - Ashford Park (Sewer)	1,642	1,700	1,700
Sanitation - Overlook (Sewer)	0	1,000	1,000
Sanitation - CVCC (Sewer)	0	9,000	9,000
TOTAL UTILITIES	56,953	190,700	159,950

Professional Services

Professional Services - Atwood III	4,189	7,000	7,000
Professional Services	0	250	0
Total Professional Services	4,189	7,250	7,000

Building & Grounds Maintenance

District Vehicles Maint - F & G	2,218	11,500	5,000
Equipment Rental - F & G	140	1,500	1,000
Maint & Repairs - Equipment	4,228	19,000	17,000
Maint - Recreation Field	546	1,450	1,500
Maint - James Field	1,075	10,000	7,500
Maint - Beggs Field	1,586	5,100	3,500
Maint- Rec Park - Irrigation Pump	0	0	0
Maint- Reg Park - Irrigation Pump	0	0	0
Maint- Ashford Park - Irrigation Pump	0	0	0
Maint- MV Park - Irrigation Pump	0	0	0
Maint - M.V. Soccer Field	0	0	0

add \$10,000 for railings at A field and spillway

Maint- Winchester Field	0	250	0
Maint - M.V. Tennis Courts	3,500	500	4,000
Maint - Recreation Park	6,388	21,750	20,000
Maint - Regional Park	6,528	14,000	12,000
Maint - Ashford Park	1,966	5,950	4,000
Maint - Meadow Vista Park	1,106	20,750	12,000
Maint - Christian Valley Park	1,035	2,750	1,500
Maint - Railhead Park	1,412	3,050	3,000
Maint- CVCC Park	1,062	2,500	2,000
Maint - Overlook Park	2,780	2,600	3,500
Maint - Placer Hills Park	312	3,250	1,500
Maint - Pocket Parks	8	400	500
Maint - Mt. Vernon Park	394	900	500
Maint - Winchester Park	0	3,250	1,000
Maint - Atwood III	141	1,300	1,000
Maint-Shockley	0	2,000	1,000
Maint-Ashley dog park	0	2,100	1,500
Maint - Recreation Comm Ctr	2,711	20,000	12,000
Maint - Regional Comm Ctr	1,086	7,100	5,000
Maint - Christian Valley Comm Ctr	117	750	500
Maint - CVCC	2,514	15,250	10,000
Maint - Overlook Modular	229	800	500
Maint - Regional Tennis Courts	0	8,000	5,000
Maint - Regional Field Soccer	0	2,500	2,500
Maint - Regional Field A	0	2,500	1,500
Maint - Regional Field B	0	2,500	1,500
Maint - Regional Field C	4,446	3,600	6,500
Tree Maint Rec Park	1,650	4,000	13,000
Tree Maint Reg	1,500	4,000	13,000
Tree Maint Ashford	500	2,000	5,000
Tree Maint MV park	1,000	3,000	7,000
Tree Maint PH Park	0	0	2,000
Tree Maint Railhead Park	0	0	2,000

+9000 for Tree Insp & re-seeding
+9000 for Tree Insp & re-seeding
+3000 for Tree Insp & re-seeding
+4000 for Tree Insp & re-seeding
+2000 for Tree Insp & re-seeding
+2000 for Tree Insp & re-seeding

+1000 for Tree Insp & re-seeding

Tree Maint Pocket Parks	0	0	1,000
Vandalism Repairs Exp.	699	3,250	3,500
TOTAL MAINTENANCE	52,877	215,100	196,000
Salaries/Wages Expenses			
Wages - Fac Attend - Rec Park	16,839	36,956	36,855
Wages - Fac Attend - CVCC	9,146	24,001	26,399
Wages - Fac Attend - Reg Park	2,995	12,896	12,599
Wages - Management	46,542	143,780	132,900
Wages - Rec Park	76,406	215,138	219,138
Wages - Reg Park	48,028	134,815	146,915
Wages - Ashford Park	7,253	26,192	23,576
Wages - Meadow Vista Park	12,371	34,720	32,339
Wages - CV Comm Ctr	1,610	6,049	4,820
Wages - Railhead Park	7,284	14,069	14,357
Wages - CVCC	5,858	14,743	14,292
Wages - Overlook Park	7,108	12,131	13,630
Wages - Placer Hills Park	4,746	6,437	10,414
Wages - Pocket Parks	2,946	779	6,478
Wages- Mt. Vernon Park	181	5,300	854
Wages - Winchester Park	1,518	8,178	4,414
Wages - Atwood	2,267	2,239	8,767
Wages - Shockley	482	7,000	2,824
Wages - Other Projects	1,238	4,193	3,000
	0	0	0
	0	0	0
Wages - Uniform Allowance	3,570	6,451	4,024
	0	0	450
Wages - RH Playground	0	50	50
Wages - RH Shade/Hardscape	5,613	7,275	8,775
Wages - MV Entrance Landscape	629	0	700
Wages - Rec Bocce Ball	0	0	2,300
Wages - Rec Lower Restroom	689	0	700

	0	0	0
	0	0	0
	0	0	0
	265,319	723,391	731,569

	Budget		Mid Year Revised
	FY 15-16 Actual	15/16	
ER - Taxes - F & G (7.65%)(12.55%)	21,533	59,691	60,101
Employment Expense - F & G	321	407	525
Fingerprinting Exp. - F & G	0	87	108
Benefits Expense - F & G	58,187	118,923	121,100
Employer Retirement Exp. (14.9%)	38,980	90,546	99,901
Worker's Comp. (7.91% x 148%)	23,672	72,701	67,499
Worker's Comp. Volunteers	0	2,527	2,527
	0	344,881	351,760

TOTAL SALARIES, BENEFITS 408,012 1,068,273 1,083,330

Fixed Assets

Fixed Asset Purchases - F&G	0	25,000	25,000
Computer Purchases	669	4,000	4,000
TOTAL FIXED ASSETS	669	29,000	29,000

25K for regular purchases

Lease Purchase Princ/Interest

Principal/COP - Regional Gym	0	0	0
Interest - COP Regional Gym	0	0	0
Lease Principal - Deere Mower	3,499	10,660	10,660
Interest - Deere Mower	463	1,228	1,228
TOTAL LEASE COSTS	3,962	11,888	11,888

Rent

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

Capital improv projects

Rec - Lower RR Replacement	23,868	8,900	35,900	35,900	project was 35900
Overlook Park Security Enhancements	5,837	0	5,800	5,800	Tennis Court resurfacing
CVCC - Lighting Project	11,158	0	11,200	11,200	
Total Cap Improvements (General Fund)	40,863	8,900	63,400	63,400	

Bell Road Park - CEQA	(5)	100,000	0	0	
Bell Road Park - Conditional Use Permit	0	50,000	0	0	
Bell Road Park - Design & Planning	2,360	125,000	100,000	100,000	
Rec - Bocce Ball	1,927	100,000	122,000	122,000	
Bike Park - Design, CEQA	33,434	50,000	53,500	53,500	add \$20,000 for shade structure
Bike Park Construction	0	175,000	0	0	
Railhead Playground	18,045	61,218	18,000	18,000	
Railhead Shade Structure	98,052	125,000	110,700	110,700	
Rec - Solar	212,250	0	212,250	212,250	
MV - Entrance Landscape/Shade	3,094	0	3,100	3,100	
Railhead Bathroom ADA compliance	1,679	25,000	25,000	25,000	
Pickleball Court Conversion	18,219	23,250	24,000	24,000	
Reg - Dry Creek Picnic Area	0	15,000	15,000	15,000	
Reg - Shop POT	0	30,000	35,000	35,000	
Railhead B Renovation	0	50,000	0	0	
CEQA/NEPA Costs	300	20,000	14,200	14,200	
Reg - Pemanent Stage	0	0	50,000	50,000	
Reg - Security Cameras	0	0	25,000	25,000	25K for cameras at Reg
Reg - 24 acre planning	0	0	35,000	35,000	

		0	0	
Total Capital Improvements (Funded)	389,355	949,468	842,750	
TOTAL CAP IMPROVEMENT	430,218	958,368	906,150	
TOTAL EXPENDITURES	988,687	2,603,970	2,507,768	
Total Revenues	427,509	705,954	400,820	
Total Expenditures	988,687	2,603,970	2,507,768	
Contingency Fund 1% of total exp	9,887	26,040	25,078	
Restricted reserve for equip repl	0	0	0	
Net Gain (Loss)	(571,065)	(1,924,055)	\$ (2,132,025)	

Recreation				
2015-2016 Budget				
Revenues		Prelim		
Program Revenue	FY 15-16 Actual	15/16	Budget Revised	
Adult Softball	11,541	25,000	20,000	
Adult Basketball	5,351	10,000	10,000	
Sr. Sports	605	1,900	1,000	
Adult Volleyball	1,497	3,350	3,350	
Pickle Ball	3,805	8,500	8,500	
Adult Classes	16,819	42,000	35,000	
Adult Classes - Bureau	4,090	8,600	8,600	
Youth Basketball	174	65,000	65,000	
Pee Wee/Short Shots	0	350	350	
T-Ball	0	2,000	0	
Youth Classes	13,097	39,000	30,000	
Youth Classes - Bureau	2,505	0	3,000	
Pre School	2,975	31,000	31,000	
Youth Camps	25,718	25,000	27,000	
Youth Camps - Bureau	11,783	8,500	12,000	
Youth Sports Camp	630	8,000	0	
Youth Sports Camp - Bureau	7,230	12,000	12,000	
Rec Equipment Rental	0	0	0	
Special Events	13,391	33,000	25,000	
Party in the Park	5,487	6,000	6,000	
Auburn Community Festival	1,665	13,000	13,000	
Total Program Revenues	128,363	342,200	310,800	
Misc. Revenue				
Activity Guide-Advertising Rev.	2,800	5,100	3,500	
Corporate Sponsorship	0	0	0	
TOTAL MISC REVENUE	2,800	5,100		
Grants & Donations				
Youth Assistance Fund - In Dist	1,880	5,500	5,000	
Donations - Recreation	68	1,000	1,000	
TOTAL GRANTS & DONATN	1,948	6,500	6,000	
Total Revenues	133,111	353,800	320,300	
Expenditures				
Program Expenditures				
Instructors - Adult Classes	7,692	19,750	22,750	65% of rev
Inst - A Classes - Bureau	2,828	7,600	5,590	
Instructors - Youth Classes	7,421	24,250	19,500	65% of rev
Inst - Y Classes - Bureau	0	0	1,950	
Instructors pre school	3,783	17,500	18,000	
Officials - Adult Softball	3,643	6,300	6,000	
Officials - Adult Basketball	1,485	3,100	3,000	
Officials - Adult Volleyball	130	100	0	
Officials - Youth Basketball	(506)	16,000	0	
Instructors- Youth Camp	16,624	18,500	19,000	
Inst - Y Camp - Bureau	9,230	7,000	7,000	
Instructors- Youth Sports Camp	5,465	4,500	10,000	
Inst - Y Sports Camp - Bureau	0	8,000	0	
Adult Softball Expense	962	1,850	2,000	
Adult Basketball Expense	0	450	500	
Adult Volleyball Expense	0	0	0	
Pickle Ball/Tennis	342	600	500	
Adult Class Expense	2	600	500	

Youth Basketball Expense	200	16,000	16,000
Pee Wee/Short Shots	0	0	0
T-Ball	0	500	500
Youth Class Expense	(21)	200	200
Youth Camp Expense	320	0	500
Youth Sports Camps	0	2,500	0
Special Events	21,856	18,000	24,000
Party in the Park	7,493	7,800	7,500
Bike Park fundraising expense	2,633	4,000	4,000
Auburn Community Festival Exp	146	17,000	17,000
TOTAL PROGRAM EXP.	91,728	202,100	185,990
Operating Expenditures			
Advertising	0	0	0
Telephone	86	375	400
Office Supplies	751	950	1,000
Duplication Costs	0	50	50
Gas/Mileage	164	350	350
Dues & Subscriptions	241	500	500
Staff Appreciation	0	50	50
Company Celebrations	0	1,000	1,000
Staff Development	182	500	500
Safety Supplies	0	150	150
Small Rec Equipment	0	1,200	1,500
Youth Assistance Expense	7,736	14,250	15,000
Activity Guide	7,539	29,500	30,000
TOTAL OPERATING EXP	16,699	48,875	50,500
Professional Services			
Professional Services- Web page	0	575	1,000
Total Professional Services	0	575	1,000
Salaries/Wages Expenditures			
Wages - Full Time	52,051	145,277	145,593
Wages - Part Time	134	1,650	1,080
Wages - Seasonal	0	100	0
Wages - Adult Softball	2,347	4,192	4,332
Wages - Adult Basketball	553	1,465	1,745
Wages - Adult Volleyball	0	0	0
Totals	55,085	152,684	152,800
Benefits & Payroll Expenditures			
ER -Taxes - (13.65%)	4,523	11,980	12,400
Employment Expense	57	0	0
Fingerprinting Expense	0	205	255
Benefits Expense	11,060	21,692	20,800
Calpers Exp. 16.399%	8,419	19,487	21,590
Worker's Comp	1,119	3,685	3,100
Work Comp volunteers	0	288	80
Totals	25,178	57,337	58,225
Equipment & Fixed Assets			
Fixed Assets - Recreation	1,550	7,500	0
Computer Purchases - Rec	0	0	0
Totals	1,550	7,500	0
Total Expenditures	190,240	469,071	448,515
		0	
Total Revenues	133,111	353,800	320,300
Total Expenditures	190,240	469,071	448,515
Contingency (1% of expenses)	1,902	4,691	4,485

Net Gain (Loss)	(59,031)	(119,962)	(132,700)
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Youth Services 15-16 Budget Revenues

	FY 15-16 Actual	FY 15-16 Budget	Revised Mid Year Budget
Auburn Elem DSC Revenue	29,373	71,000	80,000
Skyridge DSC Revenue	45,699	100,000	110,000
Rec Day Camp Rev (School & Summer)	145,332	137,200	155,000
Newcastle DSC Revenue	33,841	82,500	90,000
TOTAL	254,245	390,700	435,000
Rents & Concessions			
Rock Creek Modular Rent	900	3,600	3,600
Miscellaneous Revenue			
	793	0	1,000
Total Revenues	255,938	394,300	439,600
Program Expenditures			
Auburn Elem - Program Expense	259	2,625	2,500
Skyridge - Program Expense	392	2,950	3,000
Rec Day Camp - Program Exp (Sch. & Summer)	15,814	15,050	16,000
Newcastle - Program Expense	1,088	2,750	3,500
	17,553	23,375	25,000
Operations & Supplies			
Telephone - Youth Services (Cell phones)	24	150	150
Telephone - Rec Day Camp Modular	1,392	3,200	3,000
Telephone - Newcastle	66	425	500
Telephone- Auburn Elem	454	1,100	1,000

Telephone- Skyridge	305	1,050	1,000
Office Supplies - Youth Services	73	200	200
Duplication Costs - Youth Services	0	100	100
Gas/Mileage Reimbursement Expense	0	0	0
Staff Appreciation - Youth Services	0	150	150
Staff Development - Youth Services	0	250	250
Small Equipment	0	300	300
Snack Bar expenses	0	0	0
Professional Services	0	300	300
TOTAL	2,314	7,225	6,950
	FY 15-16 Actual	FY 15-16 Budget	Revised Mid Year Budget
Rep/Maint - Auburn Elem	198	750	750
Rep/Maint - Rock Creek	72	200	200
Rep/Maint - Skyridge	164	550	550
Rep/Maint - Rec Day Camp	689	400	400
Rep/Maint - Newcastle	19	0	0
	1,142	1,900	1,900
	FY 15-16 Actual	FY 15-16 Budget	Revised Mid Year Budget
Salaries/Wages Expenses			
Wages - (Y.Serv) - Manager - Salary	23,893	67,117	66,900
Wages - (Y.Serv) - Aub Elem - PT	14,013	49,996	51,957
Wages - (Y.Serv) - Aub Elem Maint	156	501	788
Wages - (Y.Serv) - Skyridge - PT	11,751	42,204	43,865
Wages - (Y.Serv) - Skyridge Maint	40	457	557
Wages - (Y.Serv) - Rec Day Camp - PT	56,149	59,990	65,990
Wages - (Y.Serv) - Day Camp Maintenanc	496	1,559	1,747
Wages- (Y.Serv) - Newcastle - PT	11,340	40,484	54,071
Wages - (Y.Serv) - Newcastle Maint	17	0	25
TOTAL WAGES	117,855	262,309	285,900
Benefits & Payroll Costs			
ER Taxes (SS/MC/SUTA/ETT)	11,715	24,728	27,800

Employment Exp- Y.S.	266	869	929
Fingerprinting Exp - Y.S.	203	586	606
Benefits Expense - Y.S.	10,472	21,847	27,000
Employer Retirement Exp. YS	10,753	24,179	23,150
Worker's Compensation - Y.S.	2,089	6,384	5,700
TOTAL BENEFITS	35,498	78,593	85,185
Total Salaries & Benefits	153,353	340,902	371,086
Fixed Assets- Equipment			
Fixed Asset Purchases	0	0	0
Fixed Asset Purchases (computer)	972	3,000	3,000
	972	3,000	3,000
Capital Improvement			0
Total Expenditures	175,334	376,402	407,936
Total Revenues	255,938	394,300	439,600
Total Expenditures	175,334	376,402	407,936
Contingency Reserve (1% of expense)	0	0	0
Net Gain (Loss)	80,604	17,898	31,664