

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

6:00 P.M.

**THURSDAY, SEPTEMBER 29, 2016
CANYON VIEW COMMUNITY CENTER, BOARD ROOM
471 MAIDU DRIVE
AUBURN, CA**

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

1.0 CALL TO ORDER

FLAG SALUTE (Pledge to the Flag)

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

Roll Call

Ferris _____ Lynch _____ Ainsleigh _____ Gray _____ Holbrook _____

2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS

None.

3.0 AGENDA REVIEW, CHANGES, AND APPROVAL

Motion by _____ Second by _____ to _____

Ferris _____ Lynch _____ Ainsleigh _____ Gray _____ Holbrook _____

Roll Call Vote

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

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

_____ **5.1 Review and Approval of the August 25, 2016 Minutes of the Board of Directors**

Review and approval of minutes.

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

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

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

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

_____ **5.4 Claim Against ARD – Damaged Vehicle**

Shall the Auburn Area Recreation & Park District (ARD) approve or deny a claim against ARD for a damaged hood on a vehicle?

Motion by _____ second by _____ to _____

Ferris _____ Lynch _____ Ainsleigh _____ Gray _____ Holbrook _____

Roll Call Vote

6.0 ADMINISTRATOR’S AND DEPARTMENTAL REPORTS

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

7.0 UNFINISHED BUSINESS

_____ **7.1 GASB 68 Reserve Policy (Program, Personnel, Policy, Fee & Legal Review Committee)**

Shall the Auburn Recreation District (ARD) Board of Directors create a policy to address the creation of a reserve account to accrue funds for the unfunded CalPERS pension liability?

Motion by _____ second by _____ to _____

Ferris _____ Lynch _____ Ainsleigh _____ Gray _____ Holbrook _____

Roll Call Vote

_____ **7.2 Addendum to Cover Sheet (attached) for Mt. Vernon Property (Acquisition & Development Committee)**

Shall the Auburn Recreation District (ARD) Board of Directors approve the First Amendment to the Agreement to Donate and Accept Real Property?

Motion by _____ second by _____ to _____

Ferris _____ Lynch _____ Ainsleigh _____ Gray _____ Holbrook _____

Roll Call Vote

_____ **7.3 Amendment to Master Riparian Vegetation Management Permit Contract (Acquisition & Development Committee)**

Shall the Auburn Area Recreation and Park District (ARD) Board of Directors approve an amendment to the contract with Dudek for additional work needed to prepare the Master Riparian Vegetation Management Permit applications and CEQA documents?

Motion by _____ second by _____ to _____

Ferris _____ Lynch _____ Ainsleigh _____ Gray _____ Holbrook _____

Roll Call Vote

_____ **7.4 Meadow Vista Park Restroom Renovation Options (Acquisition & Development Committee)**

Shall the Auburn Area Recreation & Park District (ARD) Board of Directors change the previously approved bathroom project in Meadow Vista? The new proposal is to remodel the existing restroom.

Motion by _____ second by _____ to _____

Ferris _____ Lynch _____ Ainsleigh _____ Gray _____ Holbrook _____

Roll Call Vote

8.0 NEW BUSINESS

_____ **8.1 Amending 2016/2017 Project List (Acquisition & Development Committee)**

Shall the Auburn Recreation District (ARD) Board of Directors amend the existing 2016/2017 Project List to coincide with the FY 16/17 Budget Revision?

Motion by _____ second by _____ to _____

Ferris _____ Lynch _____ Ainsleigh _____ Gray _____ Holbrook _____

Roll Call Vote

_____ **8.2 Mid-Year 2016/2017 Budget Revision, Adoption of Resolution Number 2016-10 (Standing Finance Committee)**

Shall the Auburn Recreation District (ARD) Board of Directors approve the Mid-Year 2016/2017 revised budget and adopt Resolution Number 2016-10?

Motion by _____ second by _____ to _____

Ferris _____ Lynch _____ Ainsleigh _____ Gray _____ Holbrook _____

Roll Call Vote

_____ **8.3 Herschel Young Park Improvements (Standing Finance Committee)**

Shall the Auburn Recreation District (ARD) Board of Directors approve providing funding for improvements at Herschel Young Park, a "pocket park" owned by the City of Auburn and maintained by ARD?

Motion by _____ second by _____ to _____

Ferris _____ Lynch _____ Ainsleigh _____ Gray _____ Holbrook _____

Roll Call Vote

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

1. County Mitigation Fund, current balance \$276,624.

_____ **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:

9-23-16
Date

9:00 AM
Time

P. Larson
Clerk to the Board

SECTION: 5.0

**ITEM: 5.1 REVIEW AND APPROVAL OF THE AUGUST 25,
2016 MINUTES OF THE BOARD OF DIRECTORS
MEETING**

DESCRIPTION:

INFORMATION: SEE ATTACHED MINUTES

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

FISCAL IMPACT:

**Auburn Area Recreation and Park District
Minutes of the Meeting of the Board of Directors
Thursday, August 25, 2016, 6:00 p.m., Canyon View Community Center
471 Maidu Drive, Auburn, CA**

Board Members

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

Board Members

Absent: Director Jim Gray

Staff Present:

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

FLAG SALUTE

1.0 CALL TO ORDER

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

2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS

Jerry Fisher, Sports Coordinator gave a presentation to the Board of Directors of a check in the amount of \$250.00 for the Youth Development League for Girls' Basketball.

Kahl Muscott, District Administrator gave a presentation to the Board of Directors highlighting Landscape Architect Pam Vann 's work on various projects during her eight-years of employment with the Auburn Recreation District. Pam Vann will retire from the District at the end of August, 2016.

3.0 AGENDA REVIEW, CHANGES AND APPROVAL

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

Roll Call Vote

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

4 – 0 Motion carries.

4.0 PUBLIC COMMENT

None.

5.0 CONSENT ITEMS

- 5.1 Review and Approval of the July 28, 2016 Auburn Area Recreation & Park District Minutes of the Board of Directors & Friends of the Auburn Area Recreation & Parks, Inc. 501 c (3)**
- 5.2 Review of Cash Requirements for July, 2016 (Standing Finance Committee)**
- 5.3 Financials for July, 2016 (Standing Finance Committee)**
- 5.4 Fee Waiver Request for Foothill Quilters Guild (Standing Finance Committee)**
- 5.5 Project Manager Job Description Creation (Program, Personnel, Policy, Fee & Legal Review Committee)**

A motion was made by Director Ainsleigh and seconded by Director Holbrook to approve items 5.2 and 5.3 of the Consent Calendar. Items 5.1, 5.4, and 5.5 were moved for discussion.

Roll Call Vote

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

4 – 0 Motion carries.

5.1 Review and Approval of the July 28, 2016 Auburn Area Recreation & Park District Minutes of the Board of Directors & Friends of the Auburn Area Recreation & Parks, Inc. 501 c (3)

Director Lynch requested this item be pulled to suggest that in the future the numbers do not need to be changed when an item is moved on the agenda.

A motion was made by Director Lynch and seconded by Director Ainsleigh to approve the July 28, 2016 Auburn Area Recreation & Park District Minutes of the Board of Directors & Friends of the Auburn Area Recreation & Parks, Inc. 501 c (3).

Roll Call Vote

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

3 – 1 – 0 Motion carries.

5.4 Fee Waiver Request for Foothill Quilters Guild (Standing Finance Committee)

A motion was made by Director Lynch and seconded by Director Ferris to approve the fee waiver request for Foothill Quilters Guild.

Roll Call Vote

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

3 – 0 – 1 Motion carries.

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

A motion was made by Director Holbrook and seconded by Director Lynch to approve the Project Manager Job Description.

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

3 – 1 – 0 Motion carries.

A recess was taken at 6:45 p.m, the meeting reconvened at 6:50 p.m.

6.0 ADMINISTRATOR'S AND DEPARTMENTAL REPORTS

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

7.0 UNFINISHED BUSINESS

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

A motion was made by Director Holbrook and seconded by Director Ainsleigh to approve amending the existing contract with Foothill Associates for planning and design of the 24-acre project with the option to go up to \$10,000.

Roll Call Vote

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

3 – 1 – 0 Motion carries.

8.0 NEW BUSINESS

8.1 Request for Proposals for Auditor (Standing Finance Committee)

A motion was made by Director Holbrook and seconded by Director Ainsleigh to approve sending out Requests for Proposals to audit firms for the next three-year audit cycle.

Roll Call Vote

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

3 – 0 – 1 Motion carries.

8.2 GASB 68 Reserve (Standing Finance Committee)

A motion was made by Director Lynch and seconded by Director Ferris to approve option number 4. of the recommendation, which reads as follows: Set a goal to fund fifty percent of the liability (\$229,000) and amortize this amount over five years with the addition of an annual review by the Board of Directors.

An amended motion was made by Director Holbrook and seconded by Director Ferris to approve ten percent of the total unfunded liability transferred into the reserve account annually up to fifty percent of the full liability with an annual review by the Board of Directors.

Roll Call Vote

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

4 – 0 Motion carries.

9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

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

10.0 BRIEF ANNOUNCEMENTS AND REPORTS FROM BOARD MEMBERS

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

11.0 CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL

Correspondence was attached.

12.0 PUBLIC COMMENT

None.

13.0 CLOSED SESSION – the Board gave consensus to cancel closed session.

ADJOURNMENT - As there was no further business, the meeting was adjourned at 7:31 p.m. by Chairman Ferris.

Board Secretary

Date

SECTION: 5.0

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

DESCRIPTION: ACCOUNTS PAYABLE

INFORMATION: SEE ATTACHED INFORMATION

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

FISCAL IMPACT: \$114,498.75

| | | | | |
|--------------|-------|------|----------|-----------|
| Ranges: | From: | To: | From: | To: |
| Check Number | First | Last | 8/1/2016 | 8/31/2016 |
| Vendor ID | First | Last | COMM 1ST | COMM 1ST |
| Vendor Name | First | Last | | |

Sorted By: Check Date

* Voided Checks

| Check Number | Vendor ID | Vendor Check Name | Check Date | Checkbook ID | Audit Trail Code | Amount |
|--------------|-----------|--------------------------------|------------|--------------|------------------|-------------|
| 13949 | 1099-104 | Thomas Seibel | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$97.50 |
| 13950 | 1099-117 | Juan Aceituno | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$422.50 |
| 13951 | 1099-218 | Auburn Gymnastics Center | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$1,771.25 |
| 13952 | 1099-221 | Timothy Bowen | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$5,181.75 |
| 13953 | 1099-243 | Phillip Dallas | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$260.00 |
| 13954 | 1099-256 | Healing Pastures, Inc. | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$916.50 |
| 13955 | 1099-264 | Philip Green | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$838.50 |
| 13956 | 1099-295 | Juli Land-Marx, dba Image Net | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$833.33 |
| 13957 | 1099-329 | CheeMaisel LLC | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$2,400.00 |
| 13958 | 1099-5 | Daniel Crandall DBA:Current A | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$145.60 |
| 13959 | A0014 | AT&T | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$910.38 |
| 13960 | A0051 | Anderson's Sierra Pipe Co. | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$565.64 |
| 13961 | A0134 | Advanced Intregated Pest Mana | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$673.50 |
| 13963 | B0051 | Arlene Borman | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$14.94 |
| 13964 | B0064 | Blue Moon Designs | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$212.85 |
| 13965 | B0065 | BoardTronics, Inc | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$161.20 |
| 13966 | C0002 | CARPD | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$2,500.00 |
| 13967 | C0061 | California Computer Services | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$140.00 |
| 13968 | C0072 | CIT Technology Fin. Serv., Inc | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$480.49 |
| 13969 | C0111 | Cal.net | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$119.90 |
| 13970 | C0113 | Cooks Portable Toilets & Septi | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$698.38 |
| 13971 | C0121 | Cota Cole LLP | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$552.04 |
| 13972 | D0025 | Dawson Oil Company | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$1,125.95 |
| 13973 | F0023 | Jerry Fisher | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$34.56 |
| 13974 | F0032 | Fechter & Company, CPAs | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$1,271.00 |
| 13975 | F0040 | Foothill Associates | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$1,151.20 |
| 13976 | F0041 | Friends of ARD | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$1,420.00 |
| 13977 | G0027 | Giuliani & Kull, Inc. | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$1,500.00 |
| 13978 | G0077 | Gold Country Water | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$89.25 |
| 13979 | G0092 | Green Valley Security, Inc. | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$340.00 |
| 13980 | K0011 | Kaiser Foundation Health Plan, | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$11,155.91 |
| 13981 | L0023 | Vincent Garcia Lopez | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$25.00 |
| 13982 | L0027 | Pat Larson | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$27.29 |
| 13983 | L0033 | Les Schwab | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$136.43 |
| 13984 | M0011 | Mallard Creek | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$129.00 |
| 13985 | M0028 | Maki Heating & A/C, Inc. | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$97.00 |
| 13986 | M0048 | Joanna McNutt | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$14.98 |
| 13987 | M0098 | Meadow Vista County Water Dist | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$1,789.98 |
| 13988 | M0099 | George Eric Menig DBA Menig We | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$4,800.00 |
| 13989 | N0045 | Near U CO2 | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$211.35 |
| 13990 | P0007 | Pacific Gas & Electric Company | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$650.49 |
| 13991 | P0023 | PG&E | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$126.92 |
| 13992 | P0035 | Placer County Tax Collector | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$89.49 |
| 13993 | P0058 | Pitney Bowes Credit Corporatio | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$82.43 |
| 13994 | P0072 | Sheryl Petersen | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$225.56 |
| 13995 | P0083 | Placer County Resource Conserv | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$650.00 |
| 13996 | S0034 | Sierra Chemical Co. | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$1,101.06 |
| 13997 | S0067 | Superfast Copy | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$6.42 |
| 13998 | S0086 | Sac-Val Janitorial Supply, Inc | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$570.51 |
| 13999 | S0094 | Manouch Shirvanioun | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$69.32 |
| 14000 | S0133 | Shelly's Smart Shopper | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$750.00 |
| 14001 | S0145 | SCP Pool Distributors LLC | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$1,277.97 |
| 14002 | T0058 | TelePacific Communications | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$860.30 |
| 14003 | T1000 | Transamerica Life Insurance | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$380.00 |
| 14004 | TEMPB | Larry Bricker | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$80.00 |
| 14005 | TEMPL | Kari Lentz | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$80.00 |
| 14006 | TEMPM | Amanda Manning | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$135.00 |
| 14007 | TEMPO | Camille Obad | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$70.00 |
| 14008 | TEMPW | Michelle Williams | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$219.00 |
| 14009 | TEMPY | Randall Yee | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$50.00 |
| 14010 | V0007 | Verizon Wireless | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$271.37 |
| 14011 | W0001 | Walker's Office Supplies, Inc. | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$831.23 |
| 14012 | W0042 | Live Oak Waldorf School | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$2,520.00 |
| 14013 | W0043 | West Coast Fire Protection Sys | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$150.00 |
| 14014 | W0044 | Wave | 8/5/2016 | COMM 1ST | PMCHK00002327 | \$829.40 |
| 14015 | A0149 | APPAC | 8/5/2016 | COMM 1ST | PMCHK00002328 | \$328.00 |
| 14017 | U0019 | US Bank | 8/5/2016 | COMM 1ST | PMCHK00002330 | \$9,508. |

* Voided Checks

| Check Number | Vendor ID | Vendor Check Name | Check Date | Checkbook ID | Audit Trail Code | Amount |
|--------------|-----------|--------------------------------|------------|--------------|------------------|-------------|
| 14018 | 1099-247 | Clifford Johnson | 8/12/2016 | COMM 1ST | PMCHK00002331 | \$100.00 |
| 14019 | 1099-324 | Mariann R. Smith | 8/12/2016 | COMM 1ST | PMCHK00002331 | \$100.00 |
| 14020 | 1099-330 | Rhan Wilson | 8/12/2016 | COMM 1ST | PMCHK00002331 | \$350.00 |
| 14021 | 1099-331 | Stuart Herreid | 8/12/2016 | COMM 1ST | PMCHK00002331 | \$100.00 |
| 14022 | 1099-332 | Danielle Herreid | 8/12/2016 | COMM 1ST | PMCHK00002331 | \$700.00 |
| 14023 | S1007 | Stationary Engineers, Local 39 | 8/12/2016 | COMM 1ST | PMCHK00002331 | \$272.51 |
| 14024 | S1010 | State Disbursement Unit | 8/12/2016 | COMM 1ST | PMCHK00002331 | \$87.50 |
| 14025 | TEMPB | Marin Boggs - Zientara | 8/12/2016 | COMM 1ST | PMCHK00002331 | \$15.00 |
| 14026 | TEMPJ | Erin Julian | 8/12/2016 | COMM 1ST | PMCHK00002331 | \$102.00 |
| 14027 | TEMPM | Cheryl Madison | 8/12/2016 | COMM 1ST | PMCHK00002331 | \$43.00 |
| 14028 | TEMPP | Toby Paiva | 8/12/2016 | COMM 1ST | PMCHK00002331 | \$20.00 |
| 14029 | TEMPR | Keri Roeder | 8/12/2016 | COMM 1ST | PMCHK00002331 | \$45.00 |
| 14030 | TEMPS | Shari Schultz | 8/12/2016 | COMM 1ST | PMCHK00002331 | \$136.00 |
| 14031 | 1099-104 | Thomas Seibel | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$130.00 |
| 14032 | 1099-16 | Skyhawks Sports Academy, Inc. | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$1,786.00 |
| 14033 | 1099-193 | Celena Polena | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$338.00 |
| 14034 | 1099-218 | Auburn Gymnastics Center | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$588.25 |
| 14035 | 1099-221 | Timothy Bowen | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$4,189.50 |
| 14036 | 1099-247 | Clifford Johnson | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$52.00 |
| 14037 | 1099-252 | Donna Lisa Otto | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$352.50 |
| 14038 | 1099-254 | Ralph Kendrick | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$363.00 |
| 14039 | 1099-262 | Gwenn Jones | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$52.00 |
| 14040 | 1099-264 | Philip Green | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$741.00 |
| 14041 | 1099-269 | Deborah Lynn | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$195.00 |
| 14042 | 1099-277 | Foothill Karake Do | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$22.75 |
| 14043 | 1099-291 | Isaac Humber | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$175.50 |
| 14044 | 1099-306 | Renee Berg | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$328.00 |
| 14045 | 1099-313 | Alison Lloyd | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$1,285.80 |
| 14046 | 1099-333 | Jan Kapple Klein | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$500.00 |
| 14047 | 1099-5 | Daniel Crandall DBA:Current A | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$97.30 |
| 14048 | A0001 | Recology Auburn Placer | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$1,567.36 |
| 14049 | A0021 | The Auburn Journal | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$157.00 |
| 14050 | A0027 | Recology Auburn Placer | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$1,364.60 |
| 14051 | A0051 | Anderson's Sierra Pipe Co. | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$347.63 |
| 14052 | A0111 | AllGood Driving School, Inc | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$60.00 |
| 14053 | A0149 | APPAC | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$607.00 |
| 14054 | C0111 | Cal.net | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$59.95 |
| 14055 | C0113 | Cooks Portable Toilets & Septi | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$1,598.38 |
| 14056 | D0062 | Durham School Services | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$2,720.86 |
| 14057 | D0066 | De Lage Landen | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$623.95 |
| 14058 | F0034 | Joe Fecko | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$39.53 |
| 14059 | F0041 | Friends of ARD | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$155.00 |
| 14060 | G0002 | GSSA UMPIRES | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$712.80 |
| 14061 | G0006 | Gold Country Media Publication | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$607.46 |
| 14062 | G0045 | Greater Sacreamnto Softball As | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$20.00 |
| 14063 | G0077 | Gold Country Water | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$140.25 |
| 14064 | G0092 | Green Valley Security, Inc. | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$740.00 |
| 14065 | I0018 | William Joseph La Flaur | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$675.00 |
| 14066 | K0018 | Kelly-Moore Paint Co., Inc. | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$406.16 |
| 14067 | L0098 | Andie Leventin | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$25.00 |
| 14068 | M0019 | Kahl Muscott | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$95.74 |
| 14069 | M0028 | Maki Heating & A/C, Inc. | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$97.00 |
| 14070 | M0065 | Wendy Murdoch | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$40.00 |
| 14071 | N0012 | Nevada Irrigation District | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$1,742.94 |
| 14072 | N0045 | Near U CO2 | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$135.88 |
| 14073 | P0005 | Placer County Water Agency | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$3,849.23 |
| 14074 | P0007 | Pacific Gas & Electric Company | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$10,355.09 |
| 14075 | P0009 | Farm Bureau | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$72.00 |
| 14076 | R0065 | River City Rentals | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$9.40 |
| 14077 | S0034 | Sierra Chemical Co. | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$531.69 |
| 14078 | S0131 | Kasey Strauss | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$66.79 |
| 14079 | S0143 | SMOA | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$440.00 |
| 14080 | S1000 | State Of California/DOJ | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$32.00 |
| 14081 | S1003 | Sutter Medical Foundation | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$68.00 |
| 14082 | TEMPM | Erin Mack | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$25.00 |
| 14083 | TEMPS | Ronald Setzer | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$70.00 |
| 14084 | U0019 | US Bank | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$672.22 |
| 14085 | V0006 | VFCAL | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$1,670.00 |
| 14086 | V0013 | Pam Vann | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$124.74 |
| 14087 | W0001 | Walker's Office Supplies, Inc. | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$67.17 |
| 14088 | W0042 | Live Oak Waldorf School | 8/16/2016 | COMM 1ST | PMCHK00002332 | \$273.00 |
| 14089 | U0028 | U.S. Bank Equipment Finance | 8/25/2016 | COMM 1ST | PMCHK00002334 | \$672.22 |
| 14090 | S1007 | Stationary Engineers, Local 39 | 8/26/2016 | COMM 1ST | PMCHK00002333 | \$272.51 |
| 14091 | S1010 | State Disbursement Unit | 8/26/2016 | COMM 1ST | PMCHK00002333 | \$87. |

* Voided Checks

| Check Number | Vendor ID | Vendor Check Name | Check Date | Checkbook ID | Audit Trail Code | Amount |
|---------------|-----------|-------------------|------------|--------------|-------------------------|--------------|
| 14092 | TEMPS | Natalie Seward | 8/26/2016 | COMM 1ST | PMCHK00002333 | \$5.00 |
| Total Checks: | 142 | | | | Total Amount of Checks: | \$114,498.73 |

SECTION: 5.0

ITEM: 5.3 REVIEW OF FINANCIALS FOR AUGUST, 2016

DESCRIPTION:

INFORMATION: SEE ATTACHED INFORMATION

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

| PROFIT & LOSS | | | | | | | | | | | |
|---------------------------------------|--------------------------|---------------|--------------------------|---------------------|---------------------|------------------------|---------------------|---------------------|---------------------|--|--|
| 16/17 Approved Budget | | | | | | | | | | | |
| | Approved Budget FY 16-17 | % Of Total | Mid-Yr Revision FY 16-17 | % Of Total | 2016 August ACTUALS | Last Yr August Actuals | 2016 YTD ACTUALS | 2016 YTD BUDGET | Last Yr YTD ACTUALS | | |
| Operating Revenues | | | | | | | | | | | |
| Program Revenue | 984,910 | 19% | - | #DIV/0! | 82,483 | 98,533 | 575,395 | 528,400 | 499,043 | | |
| Facility Revenue | 150,163 | 3% | - | #DIV/0! | 29,728 | 13,833 | 132,001 | 107,566 | 121,761 | | |
| Misc. Revenue | 59,990 | 1% | - | #DIV/0! | 6,250 | 5,988 | 21,793 | 23,650 | 26,645 | | |
| Grants & Donations | 426,686 | 8% | - | #DIV/0! | 1,375 | 39,481 | 792,971 | 3,250 | 53,250 | | |
| Interest Income | 46,181 | 1% | - | #DIV/0! | 9,038 | 5,012 | 18,310 | 19,950 | 21,487 | | |
| Projects Revenue | 207,300 | 4% | - | #DIV/0! | 44,000 | 121,800 | 44,000 | - | 249,500 | | |
| Tax Revenue | 2,910,231 | 55% | - | #DIV/0! | 878 | 104,464 | 1,282,998 | 1,306,071 | 1,195,331 | | |
| In Kind/Atwood | 25,500 | 0% | - | #DIV/0! | - | - | - | - | - | | |
| Transf in from Cap Const & City Trust | 481,434 | 0% | - | #DIV/0! | - | - | - | - | - | | |
| Total Operating Revenue | 5,292,395 | 100.00 | - | 100.00 | 173,752 | 389,111 | 2,867,468 | 1,988,887 | 2,167,017 | | |
| Expenditures | | | | | | | | | | | |
| Program Expense | 278,061 | 5% | - | #DIV/0! | 46,134 | 31,246 | 130,206 | 141,500 | 115,821 | | |
| Operating & Supplies | 327,809 | 6% | - | #DIV/0! | 25,330 | 23,024 | 118,681 | 120,015 | 118,058 | | |
| Utilities Expense | 200,874 | 4% | - | #DIV/0! | 15,923 | 10,809 | 55,667 | 70,650 | 61,339 | | |
| Professional Services | 42,661 | 1% | - | #DIV/0! | 2,613 | 1,526 | 18,628 | 21,311 | 20,808 | | |
| Building & Grounds Maintenance | 483,710 | 9% | - | #DIV/0! | 16,298 | 20,072 | 84,398 | 178,750 | 67,194 | | |
| Property Tax Admin. | 100,500 | 2% | - | #DIV/0! | 89 | 2,455 | 2,738 | 3,000 | 2,559 | | |
| Wages | 1,858,645 | 35% | - | #DIV/0! | 150,762 | 238,753 | 758,239 | 765,981 | 695,976 | | |
| Benefits & Payroll Costs | 689,913 | 13% | - | #DIV/0! | 47,620 | 90,110 | 296,835 | 304,871 | 294,492 | | |
| Fixed Asset Expense | 69,700 | 1% | - | #DIV/0! | - | - | 822,052 | 40,700 | 3,191 | | |
| Capital Improvement Projects | 1,043,420 | 20% | - | #DIV/0! | 2,651 | 29,938 | 130,700 | 66,734 | 440,028 | | |
| Debt Services | 3,591 | 0% | - | #DIV/0! | - | 991 | 1,498 | 600 | 4,953 | | |
| Special Dept Expenses (equip res.) | 55,000 | 1% | - | #DIV/0! | - | - | - | - | - | | |
| Project Expenditures | 128,624 | 2% | - | #DIV/0! | - | - | - | - | - | | |
| Misc Expense | | 0% | - | #DIV/0! | - | - | - | - | - | | |
| Total Expenditures | 5,282,508 | 100.00 | - | 100.00 | 307,420 | 448,924 | 2,419,642 | 1,714,112 | 1,824,419 | | |
| Net Revenue Over Expenditures | \$ 9,887 | 0.19 | \$ - | \$ (133,668) | \$ (59,813) | \$ 447,826 | \$ 274,775 | \$ 342,598 | | | |
| Annual Contingency Reserve (1-2%) | \$ 450,000 | | \$ 450,000 | \$ 450,000 | \$ 450,000 | \$ 450,000 | \$ 450,000 | \$ 450,000 | | | |
| Annual Equip Replacement Reserve | \$ 658,531 | | \$ 658,531 | \$ 708,531 | \$ 758,531 | \$ 758,531 | \$ 758,531 | \$ 758,531 | | | |
| Future Capital Construction Reserve | \$ 744,971 | | \$ 744,971 | \$ 705,971 | \$ 705,971 | \$ 705,971 | \$ 705,971 | \$ 705,971 | | | |
| ADA Reserve | \$ 55,032 | | \$ 55,032 | \$ 60,032 | \$ 60,032 | \$ 60,032 | \$ 60,032 | \$ 60,032 | | | |
| TOTAL RESERVES | \$ 1,908,534 | | \$ 1,908,534 | \$ 1,924,534 | \$ 1,974,534 | \$ 1,974,534 | \$ 1,974,534 | \$ 1,974,534 | | | |

As Of 8/31/2016
For All Segment1s
For All Segment2s
For Segment3 0000 To 9999
For All Segment4s

| | Current YTD |
|--|-------------------------------|
| ASSETS | |
| Current Assets | |
| Imprest Fund (Petty Cash) | \$580.00 |
| Community 1st Bank | 98,503.21 |
| Placer County Treasure-General | 3,681,858.27 |
| Placer County Treasurer - City Trust | 266,769.78 |
| Accounts Receivable | 32,449.24 |
| A/R - 501C3 Group | 7,200.00 |
| Daycamp Receivables | 32,587.00 |
| Prepaid Workers Comp Insurance | 5,618.08 |
| | <hr/> |
| Total Current Assets | \$4,125,565.58 |
| Fixed Assets | |
| Fixed Assets: Land | \$1,956,603.12 |
| Fixed Assets: Structures | 11,991,565.85 |
| Fixed Assets: Equipment | 807,144.79 |
| Fixed Assets: Computer Equipment & Software | 114,458.39 |
| Fixed Assets: Vehicles | 247,332.21 |
| Fixed Assets: Office Furniture & Rec Equipment | 83,168.05 |
| Construction In Progress | 369,289.61 |
| Less: Accumulated Depreciation | (8,730,445.84) |
| | <hr/> |
| Total Fixed Assets | \$6,839,116.18 |
| | |
| Total Assets | <u><u>\$10,964,681.76</u></u> |

LIABILITIES and EQUITY**Current Liabilities**

| | |
|-----------------------------|------------|
| Prepaid Revenue | \$41.00 |
| Gift Certificates | 400.00 |
| Compensated Absenses | 128,319.57 |
| Sales Tax Payable | 1,452.29 |
| Federal Withholding Payable | 357.77 |

Balance Sheet

As Of 8/31/2016

For All Segment1s

For All Segment2s

For Segment3 0000 To 9999

For All Segment4s

| | Current YTD |
|---|-----------------|
| State Tax Withholding Payable | 97.79 |
| Social Security-FICA Payable | 499.30 |
| State Disability Ins.-SDI Pay | 29.38 |
| Accrued Liabilities | 10,710.84 |
| | <hr/> |
| Total Current Liabilities | \$141,907.94 |
| Long Term Liabilities | |
| PG & E Loan Payable | \$8,419.36 |
| | <hr/> |
| Total Long Term Liabilities | \$8,419.36 |
| Total Liabilities | \$150,327.30 |
| Fund Balances | |
| GFB: Youth Assistance Fund | \$5,503.74 |
| GFB: General Fund Balance | 765,315.29 |
| Investments in Fixed Assets | 7,198,867.67 |
| Less: Net of Related Debt | (8,419.36) |
| RFB: Reserved (City Mitigation) | 265,933.24 |
| RFB: Annual Equip Replacement Reserv. | 758,530.72 |
| RFB: Annual Contingency Reserve | 450,000.00 |
| RFB: Reserved for Future Capital Construction | 705,971.28 |
| RFB: Arboretum Grant Fund | 13,275.73 |
| RFB: Reserved (Atwood) | 4,924.99 |
| RFB: Atwood III-Equip Repl Fund | 15,603.66 |
| GFB- Cell Tower Reserves | 122,459.24 |
| RFB: General Fund (ADA Reserve) | 60,031.75 |
| RFB: Shockley Maint Fund | 8,529.87 |
| Net Profit/(Loss) | 447,826.64 |
| | <hr/> |
| Total Assets | \$7,198,867.67 |
| Total Reserved Funds | \$2,396,841.12 |
| Total Designated Funds | \$0.00 |
| Total Unrestricted Funds | \$1,218,645.67 |
| | <hr/> |
| Total Liabilities and Equity | \$10,964,681.76 |
| | <hr/> <hr/> |

Item 5.4 Cover sheet – Claim Against ARD – Damaged Vehicle

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

The Issue

Shall the Auburn Area Recreation and Park District (ARD) approve or deny a claim against ARD for a damaged hood on a vehicle?

Background

ARD policy on accidents and claims states the following (from the District Policy Manual):

- B. District Policy for Handling Claims Against the District. All claims will be directed to the District Administrator to handle pursuant to California Association for Park and Recreation Indemnity (CAPRI) guidelines. Any claim under \$5,000 will be handled by the District Administrator and sent to the Consent Calendar at the next available Board meeting. Claims without a dollar amount will be handled per CAPRI guidelines.

The California Association for Park and Recreation Indemnity (CAPRI) “Summary of Accident Handling Procedures” states the following:

CLAIMS

If the claim is sufficient, it should be placed on the Board agenda for **action on its merits**. Notify the Claimant in writing of action taken by the Board.

A copy of the claim, estimate and investigation notes is attached.

Recommendation for the Board of Directors

Deny the claim from Sherburn Hinkley. Third Party Administrator George Hills Company Inc. contracted by CAPRI, also recommends denying the claim. This denial is based the fact that, as a matter of law, the person hitting the ball is responsible for the damage.

Fiscal Impact

No impacts if the claim is denied.

\$456+ if claim is approved.

Attachments

Claim from Sherburn Hinkley and accompanying investigation notes and information

ACCIDENT REPORT

AUBURN AREA RECREATION AND PARK DISTRICT
471 Maidu Dr. Auburn, CA 95603
(530) 885-8461

DO NOT USE THIS FORM FOR EMPLOYEE INJURIES. HANDLE EMPLOYEE INJURIES ACCORDING TO WORKERS' COMPENSATION GUIDELINES. District staff (not the Injured person) should complete this form. After completing it, forward to the District Investigator, who should mail a copy to CAPRI and keep a copy for district files. All accidents should be reported, since there is always the potential for a claim. If an accident involves serious bodily injury or death, call CAPRI immediately, then follow up with a written report.

INJURED
Name of Injured: Sherburn Hinkley Age: _____ Sex: _____
Address: 105 Palmyra St.
City, State, Zip: Auburn CA 95603
Home Phone: (530) ~~8~~ 305-5556 Work Phone: (____) _____
Date of Accident: 8/7/16 Time: 12:30pm Location: Private residence near James Field
Part(s) of body injured: N/A

Describe how the accident happened. Include persons, equipment and objects involved:

Foul ball from James Field hit car parked @ 105 Palmyra St next to the field (Recreation Park)

Did the Injured cause or contribute to the injury or accident? (Y/N) N Describe: _____

Who was notified? Kahl Muscott Relationship: _____

Where was the Injured taken? ~~Home~~ N/A Hospital _____ Doctor _____ Other _____
If "Other," where? _____

Was 911 called? (Y/N) N Was first aid provided? (Y/N) N

Name of person giving first aid: N/A

Address of person giving first aid: N/A Phone (____) _____

Was the Injured participating in a district activity? (Y/N) N

If "Yes," had the Injured (or parent) signed a Waiver and Release? (Y/N) _____

Name of person in charge: _____ Phone (____) _____

Was any property damaged? (Y/N) Y If "yes," describe

Dent to hood of 2003 Toyota Highlander

See preliminary estimate from Auburn
Collision Center

WITNESSES

Name: _____ Home Phone: (____) _____

Address: _____ Work Phone: (____) _____

City, State, Zip: _____ District Employee? (Y/N)

Name: _____ Home Phone: (____) _____

Address: _____ Work Phone: (____) _____

City, State, Zip: _____ District Employee? (Y/N)

Name: _____ Home Phone: (____) _____

Address: _____ Work Phone: (____) _____

City, State, Zip: _____ District Employee? (Y/N)

Was a police or fire report filed? (Y/N) Y Was a citation issued? (Y/N) N

Name of police department or fire department: Auburn Police Dept.

COMPLETED BY:

Print Name: Kahl Muscott Title: District Administrator

Signature: [Signature] Date: 9/12/10

REVIEWED BY:

Print Name: _____ Title: _____

Signature: _____ Date: _____

Sherburn Hinkley

105 Palmyra St.

Auburn Ca 95603

Tel. (530)505-5556 Email sherburn475@gmail.com

Board of Directors

District Office

471 Maidu Dr. Suit 200

Auburn CA. 95603

Tuesday, September 6, 2016

To whom it may concern,

I would like to submit a claim for the damage to my 2003 Toyota Highlander.

It was parked in my driveway at 105 Palmyra St. on Sunday August 7th and at 12:30 pm during the baseball game between the Aces and Dragons when a ball came over the fence and hit the hood of my car. Its possible it was the 14th it took awhile to contact the right person who (Kahl) called me on the 22sd and gave me instructions on how to proceed. I also had the Auburn Police come as soon as it happened. File # A1608140035. Officer Vlade Grkovic

The amount of the estimate is \$456.34, from Auburn collision center. This is the amount I would like to be reimbursed for.

It would be good to have something done so it won't continue to happen. I have 11 or 12 balls that have landed in my yard since March of this year 2016. I am concerned that my wife, grandchildren , friends or myself could be seriously injured when we are in our yard.

Sincerely yours,

Sherburn Hinkley

Date: 9/7/2016 01:35 PM
 Estimate ID: 5107
 Estimate Version: 1
 Preliminary
 Profile ID: CSAA IE

Auburn Collision Center

560 NEVADA ST P.O. BOX 5400, AUBURN, CA 95603
 (530) 885-1160
 Fax: (530) 823-1022
 Email: Suzanne@auburntoyota.com
 Tax ID: 81-0725736 BAR #: AC249195 EPA #: CAL000413601

Damage Assessed By: Angle Evans

Appraised For: Jennifer Footman
 (888) 335-2722 ext. 1233373

Classification:

Type of Loss: Other
 FINAL TO OWNER: 9/6/2016
 Deductible: NONE

Owner: Susan Hinkley
 Address: PO BOX 4886, AUBURN, CA 95604-4886
 Telephone: Work Phone: (999) 305-5556
 Contact Phone: (530) 305-5554

Home Phone: (530) 305-5554

Mitchell Service: 911753

Description: 2003 Toyota Highlander Limited
 Body Style: 4D Ut
 VIN: JTEHF21A130138604
 Mileage: 149,257
 OEM/ALT: A
 Color: SILVER
 Options: PASSENGER AIRBAG, POWER DRIVER SEAT, POWER LOCK, POWER WINDOW, POWER STEERING AIR CONDITION, REAR WINDOW WIPER, CRUISE CONTROL, TILT STEERING COLUMN AM/FM STEREO, DRIVER AIRBAG, HEATED EXTERIOR MIRROR, LUGGAGE RACK PREMIUM SOUND SYSTEM, ANTI-LOCK BRAKE SYS., FOG LIGHTS, ALUM/ALLOY WHEELS LEATHER STEERING WHEEL, CD PLAYER, POWER ADJUSTABLE EXTERIOR MIRROR, 4WD OR AWD CASSETTE PLAYER, PRIVACY GLASS, AUTO AIR CONDITION, FIRST ROW BUCKET SEAT UNIVERSAL GARAGE DOOR OPENER, CLOTH SEAT, 4 WHEEL DRIVE, AUTOMATIC HEADLIGHTS DAYTIME RUNNING LIGHTS, KEYLESS ENTRY SYSTEM, REAR BENCH SEAT, REAR SPOILER

Vehicle Production Date: 3/03
 Drive Train: 3.0L Inj 6 Cyl 4WD
 License: 5DBB549 CA
 Search Code: C620544

Special Parts Note: All crash parts in this estimate are "new" Original Equipment Manufacturer (OEM) parts unless otherwise specified. Parts described as OS or OE Surplus are also new OEM parts. Parts described as Rechromed, Recored, or Remanufactured are either "Reconditioned" parts or "Rebuilt" parts. Crash parts described as "Quality Replacement Parts" are non-OEM aftermarket parts.

| Line Item | Entry Number | Labor Type | Operation | Line Item Description | Part Type/ Part Number | Dollar Amount | Labor Units |
|-----------|--------------|------------|-----------------|--------------------------------------|------------------------|---------------|-------------|
| 1 | 102620 | BDY | REMOVE/INSTALL | R Hood Washer Nozzle | | | 0.2 # |
| 2 | 102621 | BDY | REMOVE/INSTALL | L Hood Washer Nozzle | | | 0.2 # |
| 3 | 100118 | BDY | REPAIR | Hood Panel | Existing | | 1.0* |
| 4 | AUTO | REF | REFINISH | Hood Outside | | | C 2.6 |
| 5 | 900500 | REF * | REFINISH/REPAIR | Base coat reduction, full clear coat | Existing | | -0.3* |
| 6 | AUTO | REF | ADD'L OPR | Clear Coat | | | 1.0 |

ESTIMATE RECALL NUMBER: 09/07/2016 13:35:32 5107

Mitchell Data Version: OEM: JUL_16_V
 MAPP: JUL_16_V
 Software Version: 7.1.205

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Page 1 of 3

Date: 9/7/2016 01:35 PM
 Estimate ID: 5107
 Estimate Version: 1
 Preliminary
 Profile ID: CSAA IE
 Sublet 3.00 * 0.0*
 141.90 *

7 900500 REF * ADD'L LABOR OP Hazardous Waste
 8 AUTO ADD'L COST Paint/Materials

* - Judgment Item
 # - Labor Note Applies
 C - Included in Clear Coat Calc

CSAA IE WARRANTS THE NON-ORIGINAL EQUIPMENT MANUFACTURER REPLACEMENT CRASH PARTS IDENTIFIED ON THIS ESTIMATE ARE AT LEAST EQUAL TO THE ORIGINAL EQUIPMENT MANUFACTURER PARTS IN TERMS OF KIND, QUALITY, SAFETY, FIT, AND PERFORMANCE.

Estimate Totals

| I. Labor Subtotals | | | | | | II. Part Replacement Summary | |
|---|-------|-------|--------------------|---------------|--------|--------------------------------|--------|
| | Units | Rate | Add'l Labor Amount | Sublet Amount | Totals | | Amount |
| Body | 1.4 | 64.00 | 0.00 | 0.00 | 89.60 | | |
| Refinish | 3.3 | 64.00 | 0.00 | 3.00 | 214.20 | Total Replacement Parts Amount | 0.00 |
| Non-Taxable Labor | | | | | 303.80 | | |
| Labor Summary | 4.7 | | | | 303.80 | | |
| III. Additional Costs | | | | | | IV. Adjustments | |
| Taxable Costs | | | | | | Amount | Amount |
| Sales Tax | | | @ | 7.500% | 141.90 | Insurance Deductible | 0.00 |
| | | | | | 10.64 | Customer Responsibility | 0.00 |
| Total Additional Costs | | | | | 152.54 | | |
| Paint Material Method: Rates Init Rate = 43.00 , Init Max Hours = 99.9, Addl Rate = 0.00 | | | | | | | |
| | | | | | | I. Total Labor: | 303.80 |
| | | | | | | II. Total Replacement Parts: | 0.00 |
| | | | | | | III. Total Additional Costs: | 152.54 |
| | | | | | | Gross Total: | 456.34 |
| | | | | | | IV. Total Adjustments: | 0.00 |
| | | | | | | Net Total: | 456.34 |

This is a preliminary estimate.
Additional changes to the estimate may be required for the actual repair.

Point(s) of Impact
 6 Rear Center (P)

ESTIMATE RECALL NUMBER: 09/07/2016 13:35:32 5107

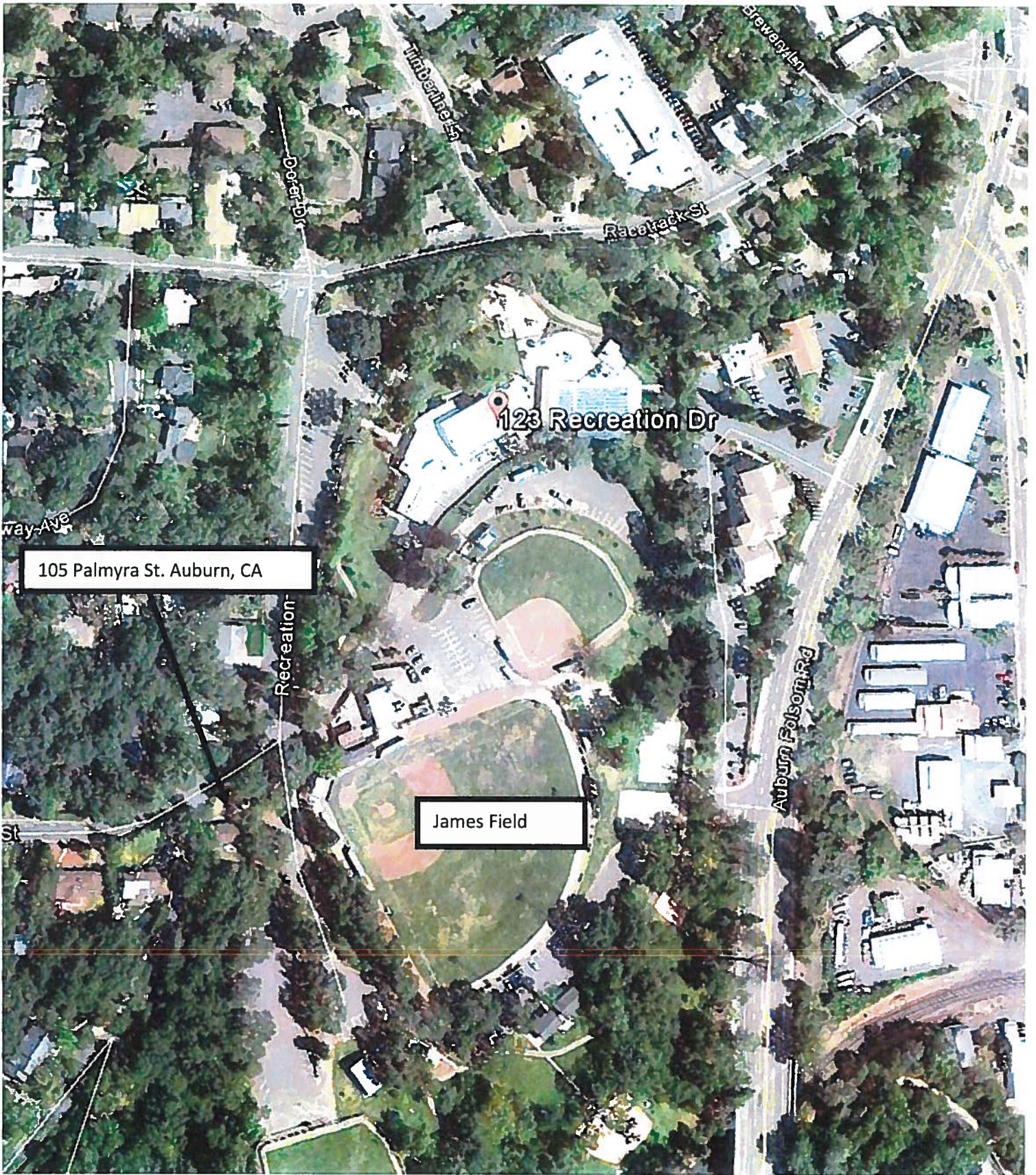
Mitchell Data Version: OEM: JUL_16_V

MAPP: JUL_16_V

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Software Version: 7.1.205

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105 Palmyra St. Auburn, CA

James Field

123 Recreation Dr

Hinkley property damage investigation – site map

SECTION: 6.0

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

INFORMATION:

SEE ATTACHMENTS

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

- Railhead Park Field B renovation: the field was sprayed for crab grass/water grass and top dressed with a 50/50 sand/compost mix. The field is scheduled to open mid-October.
- The Railhead A field was top dressed with a sand/compost mix.
- The new bubblers for the Regional Park pond were installed and are working fine.
- More info on the Regional Park pond: we will be treating the Regional Park pond with a herbicide mix starting on/around Thursday, September 29th. We will be treating the pond in thirds, 14 days apart per treatment. Because of this, we cannot let any water in or out of the pond for a month and half. This could lead to some grass browning as irrigation will be at an absolute minimum, if at all. The grass will all come back once irrigation/rains resume. Staff met with the Placer County Ag Dept. (the enforcement agency for such treatments) and have been speaking with the contractor doing the treatments. We will be in line and obeying all application rules. The two herbicides we will be using are common aquatic herbicides, used by other local agencies such as PCWA. The herbicides are Cutrine-Plus, a copper based herbicide and Reward, a herbicide with diquat dibromide as the active ingredient.
- We will be posting signs around the pond referencing this treatment.
- ARD staff repaired a large chip/break in the sidewalk below CVCC (near the canal trail). Staff replaced that section of sidewalk to make the repair.
- Staff has met and spoken with several engineers to discuss the inconsistent waster that makes its way in the pond at Regional Park. While there has been some improvement over the past couple of weeks due to some clean-up by NID and CalTrans, our long term, permanent solution would be to install approximately 1,000 fee of culvert pipe to deliver our water. Staff is waiting for information from Dudek (re: environmental issues) and from the previously mentioned engineers.
- I had a phone conversation with Catherine Blackwell at USBR regarding the status of the environmental review for the Bike Park. She explained that they have been inundated with other projects and that there is a lack of budget for reviewing Auburn area projects. This budget issue will change October 1st.

Meetings/events attended:

9/6: Contech Engineered Solutions re: water delivery system at Regional Park

9/6: Rotary

9/8: Food Truck Fiesta debrief

9/8: Conference call re: Regional Park water delivery system

9/13: Rotary

9/14: Conference call with City re: Herschel Young Park

9/14: Meeting with Placer County, Timberline reps re: trail connector from Deer Ridge subdivision

9/15: Obstacle Race committee

9/16: Rotary BBQ

9/19: Auburn Community Festival Committee

9/19: A&D Committee

9/20: Placer County Ag Dept. re: treating Regional Park pond

9/20: Rotary

9/21: Chamber Board of Directors
9/21: Finance Committee
9/21: Policy Committee
9/23 – 25: Obstacle Race set-up and operations
9/27: Martin Van Enoo re: security cameras at Regional Park
9/27: Rotary
9/28: Site walks with reps from UAIC re: Riparian permit

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

Kahl and I have temporarily taken over project management duties while we search for a candidate for the position. We recently met with Ed Giullani regarding MV restroom options and will be making recommendations to the committee/board next month.

Note that the preliminary mid-year budget revision contains the new reserve for CalPERS unfunded liability. Also note that the policy committee made some wording changes to the narrative. It is important to remember that CalPERS is increasing the percentage contribution that the District will pay towards retirement obligations on an annual basis in order to extinguish the unfunded portion within ten years. If successful, the reserve will not be required.

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

Meadow Vista

Irrigation for the entrance area lawn (near the shade structure) was updated at no cost by Hunter and has drastically improved the health of the lawn all the while reducing consumption of H2O. Hunter at no cost provided 12 low pressure irrigation heads.

Regional Park

Ongoing weed mitigation over the Obstacle Race course on the “Back 24 acres” in preparation of the Obstacle Race.

Built “A-Frame” tire obstacle in back 24 acres for the Obstacle Race.

Installed new electrical run to provide power for pond aeration install. County has given final approval of permitted work.

Installed pond aeration compressor and 6 aerators in the pond weekend of 9/10.

Repaired ball field lighting-blown fuse.

Railhead

Field “B” was sprayed for weeds amongst new Bermuda.

“Top dressed” Field B to even out playing surface of new field, as well as to promote growth in areas where Bermuda is not coming in as thick.

Ongoing work on Field A to smooth playing surface. Top dressing will be done the week of 09/27 to encourage fall growth and improve surface.

Recreation Park

Installed new HVAC unit on Modular 1 Day Camp to replace failed unit.

Set up and take down for Food Truck Fiesta.

CVCC

Downstairs men’s room urinal repaired.

Lobby roof HVAC unit failed. Has been replaced.

Broken sidewalk section near future bike park, repaired. Safety hazard.

Ashford Park

Working with Dog Park volunteers to improve soil conditions by adding amendments (gypsum, lime, fertilizer) in anticipation of laying fall sod to repair areas damaged by dog use. Funding provided by dog park volunteer group.

Christian Valley

Repairs and painting done to improve the bleachers and ball field seating.

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

Continue to promote programs, facilities, and events by advertising; Valpak, AJ, and Shelly’s Smart Shopper, and social media.

| | 8/17/16-9/21/16 | 8/19/15-9/16/15 |
|--------------------------------|-----------------|-----------------|
| Activity Registrations | \$25,000 | \$26,000 |
| Day Care/Discovery payments | \$33,000 | \$58,000 |
| Facility payments/reservations | \$39,000 | \$12,000 |

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

- Meetings attended: ASR (4), UKE, ACF, SHF, VFCAL (2)
- Took the first week in September off so this will be brief
- De-brief from the Food Truck Fiesta
- Worked the Fair
- Securing volunteers for the Obstacle Race
- Secured T-shirt vendor to do Race T-shirts at cost
- Attended to last details for the Obstacle race
- Met with Auburn Community Service Day Committee
- Posters out for Community Festival
- Working on Winter Guide
- Meeting with String Fling committee to rev up for April 28/29, 2017.

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

Coming up this Month

October

| | | |
|------------|--|------------------------|
| 1 | Community Parking Lot Sale | Recreation Park |
| | Auburn Community Service Day | Recreation Park |
| 5 | Senior Health Fair | Regional Park |
| 7-9 | Ms. October Softball Tournament | Beggs Field |
| 10 | Columbus Day | Offices Closed |
| 15 | Community Festival | Recreation Park |
| 31 | Discovery Day Camp | Recreation Park |

Debbie Thomas
Youth Services Manager
Report to the Board of Directors
September, 2016

- Received a donation of two computers from the Social Security office in Auburn. One will go to a Discovery Club site and one to day camp. A thank-you letter was sent.
- Manned our Gold Country Fair booth Friday, Sept. 9. People were most interested in the obstacle race.
- Budget meeting with Joe.
- Planning for day camp for Newcastle school break Sept. 26-29.
- Finance meeting Sept. 21.
- Meeting with the Newcastle School District Superintendent and Principal regarding the possibility of changing our room location for next year. This would require licensing a different room and we would need at least two months lead time.
- All 3 sites have decided on scarecrow themes and have started working on their entries for the Community Festival.
- Planning and purchasing for day camps the week of Sept. 26-29 and October 31st.

- Conducted interviews for the open positions at Discovery Club. Job flyers were sent to specific instructors at Sierra College and they are helping to get the word out.

FEE WAIVER LOG

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

FEE WAIVER LOG

| DATE | NAME | ORGANIZATION | RENTAL FEES | CUSTODIAL AND PERMIT FEES | WAIVED FEES | CO-SPONSORED EVENT | MONTHLY TOTAL | YTD TOTAL |
|--------|-------------------|--|-------------|---------------------------------------|-------------|--------------------|---------------|------------|
| May-16 | Barry Connick | Multipurpose Senior Center-Regional Park Gym and Lakeside Room | \$2,120.00 | \$360.00 | \$1,440.00 | Yes | | |
| | | | | | | | \$2,122.00 | \$4,228.00 |
| Jun-16 | Judy Suter | Western States Trail Foundation-Foothills Room for training | \$160.00 | \$60.00 | \$160.00 | No | | |
| Jun-16 | Adam Dieter | Placer Hills Education Foundation-Annual Fundraiser-MV Picnic Sites | \$225.00 | \$120.00 | \$225.00 | Yes | | |
| Jun-16 | Steve Rothert | American Rivers Connect Us-Meeting-Foothills Room | \$320.00 | \$100.00 | \$320.00 | No | | |
| | | | | | | | \$485.00 | \$4,713.00 |
| Jul-16 | Courtney Portlock | Out of the Darkness-Suicide Prevention Walk at Railroad Park | \$420.30 | \$60.00 | \$420.30 | Yes | | \$5,133.30 |
| | | | | | | | | |
| Aug-16 | Caryn Perry | Foothill Quilters-Regional Park Gym and Lakeside Room | \$3,720.00 | 1020.00 Staffing fee | \$3,720.00 | Yes | | |
| | | | | | | | \$3,720.00 | \$8,853.30 |
| | | | | | | | | |
| Sep-16 | Lisa Elliot | Placer County Kids-Foster Care/Adoption Appreciation Picnic-Rec Park Picnic Sites and Gazebo | \$240.00 | \$90.00 | \$120.00 | No | | |
| Sep-16 | Mark Mishler | Auburn Sunset Rotary-Bocce Courts at Recreation Park-Charity Tournament | \$185.00 | \$30 custodial \$30 alcohol permit | \$125.00 | No | | |
| | | | | | | | \$225.00 | \$9,078.30 |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |

9/19/16

Vandalism Report

| DATE | LOCATION | VANDALISM | LABOR COSTS | MATERIAL COSTS |
|-------------|-----------------|-------------------------------|--------------------|-----------------------|
| 14-Sep-16 | Overlook | Toilet seat ripped off toilet | \$60.00 | \$21.44 |
| 9/14/2016 | Overloos | Graffiti Removal | \$60 | \$34.86 |

| | | | |
|-------------------|------------|----------------|------------|
| Total labor costs | \$120 | Total | \$56.30 |
| | | material costs | |
| Total for year | \$1,182.00 | Total for year | \$1,091.52 |

8/18/16

Vandalism Report

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

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

7/1/16

Vandalism Report

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

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

6/21/16

Vandalism Report

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

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

May-16

Vandalism Report

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

2/1/16

Vandalism Report

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

Jan-16

Vandalism Report

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

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

2016/2017 Project List

Updated 9/15/16

| PROJECT | Est. Cost | Notes | Est. completion date |
|--|-----------|--|----------------------|
| Bell Road | | | |
| Planning/CEQA/Construction Documents | 517,000 | Submitted Project Description update and site plan to Stewardship Council. | TBD |
| | | Waiting for response on grant application. Stewardship Council has indicated we will not get a response until after the start of 2017. | |
| Placer Hills Pool | | | |
| ADA Path of Travel | 10,000 | Minor sidewalk repair to be done in-house in the off season | Dec-16 |
| Regional Park | | | |
| 24 Acres Walking Path - In Kind | 235,000 | DG pathway by Western Care; work has started on the Timberline project | TBD |
| Dry Creek Picnic ADA improvements | 15,000 | Working on scope and getting estimates | Nov-16 |
| 24 Acres | | | |
| Conceptual Planning | 48,000 | Public forum to hear thoughts, concerns scheduled October 24. | Dec-16 |
| Overlook Park | | | |
| Planning and CEQA | 90,000 | Project to be pushed back due to review delays at USBR | Mar-17 |
| Canyon View Community Center | | | |
| Bike Park - incl Design and CEQA | 100,000 | USBR reviewing final document | Oct. 2016 |
| Bike Park - Construction | 175,000 | | TBD |
| Railhead Park | | | |
| Renovation Field B | 35,000 | Construction complete. Field fenced for turf to grow in. | Nov-16 |
| Meadow Vista Park | | | |
| ADA Restroom (renovation or new) | 220,000 | Continued research. Held meeting with Placer County regarding sanitary design. | Mar-17 |
| Operation and Development Plan | | | |
| CEQA/NEPA costs | 25,000 | USBR review delayed due to budget issues. | Dec-16 |
| Multi-Park | | | |
| Streambed Alteration Agreement (no labor) | 44,000 | Bio and cultural reviews taking place; walk with local tribe scheduled | Jan-17 |
| Carry over projects from 2015 2016 list in YELLOW | | | |
| Total Projects Fiscal Year | 1,514,000 | | |

Item 7.1 Cover Sheet: GASB 68 Reserve Policy

Auburn Area Recreation and Park District Program, Personnel, Policy, Fee & Legal Review meeting and Board meeting September, 2016

The Issue: Shall the District create a policy to address the creation of a reserve account to accrue funds for the unfunded CalPERS pension liability?

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

At the August Board of Directors meeting, the Board approved the creation of the Reserve.

Staff is proposing the following Policy language be added to the District Policy Manual:

I. Budget

E. ARD Restricted Reserve Funds. In accordance with Public Resource Code, Section 5788.9, the Board of Directors of the Auburn Area Recreation & Park District establishes the following funds:

5. Unfunded CalPERS Pension Reserve Funding GASB 68: Contributions to this fund may occur at any time but will be included in the budget each fiscal year at an amount that represents at least 10% of the known unfunded liability per the current GASB68 report and shall be funded at a minimum of 50% of the entire known liability.

Recommendation: The policy committee reviewed the proposed policy language and forwarded this item to the Board with a positive recommendation.

Item 7.2 Addendum to Cover Sheet (attached) for Mt. Vernon Property

Auburn Area Recreation and Park District Acquisition & Development and Board Meeting
September 2016

The Issue: Shall the Board recommend approval of the First Amendment to the “Agreement to Donate and Accept Real Property”?

Background: Per the attached Cover Sheet, the Committee and the Board approved an MOU directing staff to continue pursuing the potential sale of the Mt. Vernon property to Western Community Housing (WCH).

As a result of continuing discussions, WCH came across language in the donor agreement that appeared to limit the type of improvements that could be made to the property. Effectively, any multi-family type of construction could be barred, making their proposal moot. WCH representatives suggested that an amendment could be added to the development agreement that would have to be signed by the original owners of the property. Staff agreed and WCH attempted contact with the donors, but failed to get a response. Staff was eventually able to make contact with both (now divorced) donors and both have agreed in principle to sign an amendment.

Staff received the attached proposed amendment and requested Cota Cole (the District’s newly appointed legal firm) to review the amendment as well as give an opinion as to whether the District has the legal authority to sell the property. There was some initial confusion as to whether the CC&R’s also barred development of the property, but maps have been produced that clearly show that the CC&R’s only prohibit development in the wetlands area of the property. Thus only the donor agreement needs to be amended. Derek Cole of Cota Cole contacted staff on August 23, 2016 to confirm that his review of the donor agreement and the CC&R’s indicate that they may be amended, and that the proposed amendment to the donor agreement is acceptable. Furthermore, Mr. Cole confirmed that the District does have the legal authority to sell the property in question without first offering it to another public agency as long as such sale is to a non-profit (WCH is a non-profit organization).

Recommendation: The A&D Committee forwarded this item to the full Board with a positive recommendation to approve the First Amendment.

Attachments: Cover sheet from April 2016 Board packet
First Amendment to Agreement to Donate and Accept Real Property

Note: This is a previously presented Cover sheet.

Cover Sheet for Mt Vernon Property

Provided here for reference

Auburn Area Recreation and Park District Board of Directors meeting April 2016

The Issue:

A discussion of the status of an offer to purchase the Mt Vernon Park property?

Background:

Mt. Vernon Park was developed by ARD in late 2007/early 2008. The property was given to ARD as part of the mitigations for the low income apartment housing. The park features a +/- 600 foot D.G. pathway and a couple of slabs for picnic tables. The picnic tables that were previously at the site have been relocated to other more heavily used facilities. Several weeks ago, we were contacted by Western Community Housing ("WCH"), which has expressed an interest in purchasing the Mt. Vernon Park property for a low income senior housing project. WCH is a non-profit (501C3) housing corporation that exclusively builds such communities around the state of California by partnering with many organizations including local governments. They have an ownership interest in 90 affordable housing communities comprising approximately 8200 units and actively provides or oversee services at 62 of them.

The Mt Vernon property is of interest to WCH because of the required proximity to mass transit (1/2 mile). The fact that there is also low income housing adjacent to the property also helps them in obtaining grants for the project.

Staff met with their representative as well as one of their board members, and ECORP Consulting who serves as their environmental consultant. At that meeting, WCH laid out a general overview of their potential project and method of funding. Their first proposal to the District was a broad statement of a partnership where-in the District would donate land (approximately 2 acres) to the non-profit and in return WCH would build out new facilities and/or enhance existing ones at Mt Vernon Park. Staff advised WCH that while our Board of Directors would have final decision making authority on such a proposal, staff would most likely not support such a partnership. Instead, staff urged WCH to make an offer to purchase the entire property. WCH agreed that that is a possibility as there are grant funds available for acquisition. On April 18, 2016, the District received a Letter of Interest from WCH along with an MOU that would allow WCH a 90 day period to do a feasibility study on the property in order to establish a fair purchase price.

Recommendation:

The A&D committee reviewed the attached information and forwarded this item to the full board with a recommendation to approve the MOU.

By approving the MOU, the Board will be providing staff direction to proceed with negotiations with WCH.

Attachments:

Map of Mt. Vernon site
Google Earth over view of site
Overview of WCH organization
MOU

**FIRST AMENDMENT TO AGREEMENT TO
DONATE AND ACCEPT RECEIPT OF REAL PROPERTY**

This First Amendment to Agreement to Donate and Accept Receipt of Real Property (“**First Amendment**”) amends that certain Agreement to Donate and Accept Receipt of Real Property dated August 2, 2002 (“**Original Agreement**”), and is made and entered into by Richard E. Radar, an individual and Carolyn B. Hardwick (a.k.a. Carolyn Hardwick), as Trustee of the Carolyn B. Hardwick 1996 Trust (collectively referred to as “**Donor**”) and Auburn Area Recreation and Park District, a public agency (“**Recipient**”), effective as of _____, 2016, but with the terms and provisions hereof relating back to and effective as of the date of the Original Agreement, as applicable.

The Recitals in the Original Agreement are deleted in their entirety and replaced by the following:

WHEREAS, Mr. Richard E. Radar and Ms. Carolyn B. Hardwick desire that the real property donated to Recipient be used for community park and/or residential development;

WHEREAS, the Auburn Area Recreation and Park District has obtained fee title to the real property which is the subject of the Original Agreement; and

WHEREAS, the parties support residential development of the non-restricted portions of said real property and Donor and Recipient agree to amend the Original Agreement for such purposes as is herein provided.

NOW, THEREFORE, for good and valuable consideration, and these presents, the receipt, sufficiency and adequacy of which is hereby expressly acknowledged, the parties agree to further amend the Original Agreement as follows:

1. Section 1 is deleted in its entirety and replaced by the following:

“1. Donor and Property. Donor holds fee title to that certain real property consisting of approximately 5.82 (+/-) acres of land near the northwest corner of Nevada Street and Mt. Vernon Road in Auburn, California (“**Property**”), more specifically described in the legal description attached hereto as Exhibit “A” and incorporated herein by this reference. By this donation, Donor agrees to and shall transfer all of Donor’s rights, privileges, and easements appurtenant to the Property, whether tangible or intangible, and whether or not recorded, including (without limitation): all development rights, air rights; and all easements, rights of way or appurtenances used in connection with the Property; all upon and subject to the terms, conditions and provision herein set forth.”

2. Section 4(a) is deleted in its entirety and replaced by the following:

“4. Use of Property

- (a) Recipient agrees to construct a community park and/or allow single family dwellings and/or affordable multi-family residential housing (“**Project**”) to be constructed on the portion of the Property not encumbered by the restrictions on use of the Property as identified in this Agreement.”

3. Section 5, Restrictions on Use of the Property, is deleted in its entirety and replaced by the following:

“5. Restrictions of Use of the Property. Recipient expressly acknowledges that it is, or will be, accepting fee title to the Property subject to certain easements and recorded Conditions, Covenants and Restrictions, including (but not limited to) easements for Wetlands Preserve, the construction and/or improvement of an access road(s), wetlands designation easement and certain restrictions on construction and/or development of the Project, with some of said Conditions, Covenants and Restrictions eligible for amendment from time to time with the approvals of the parties hereto, or thereto, with such approvals required only if and to the extent necessary or applicable. The general locations of each easement and restrictions on construction and/or development are depicted in Exhibit “B” attached hereto and incorporated herein by this reference.”

4. Identification of Exhibit “A”. The document attached to the Original Agreement as Exhibit “1” hereafter is identified as Exhibit “A” (see also Section 1 above).

5. Identification of Exhibit “B”. The document attached to the Original Agreement as Exhibit “2” hereafter is identified as Exhibit “B”, (see also Section 3 above).

6. Binding Agreement/Integration. This First Amendment constitutes a binding agreement between the parties. Except as specifically provided herein to the contrary, all terms and provisions of the Original Agreement shall remain in full force and effect as originally drafted. In the event of a conflict between the terms and provisions of this First Amendment and the terms and provisions of the Original Agreement, the terms and conditions of this First Amendment shall prevail.

7. Counterpart. This First Amendment may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same document.

IN WITNESS WHEREOF, parties hereto have caused this First Amendment to be executed effective as of the date hereinabove set forth.

DONOR:

Richard E. Radar

Carolyn B. Hardwick 1996 Trust

By:

Carolyn B. Hardwick
Its: Trustee

RECIPIENT:

Auburn Area Recreation and Park District,
a public agency

By: _____

Its: _____

EXHIBIT "A"

LEGAL DESCRIPTION

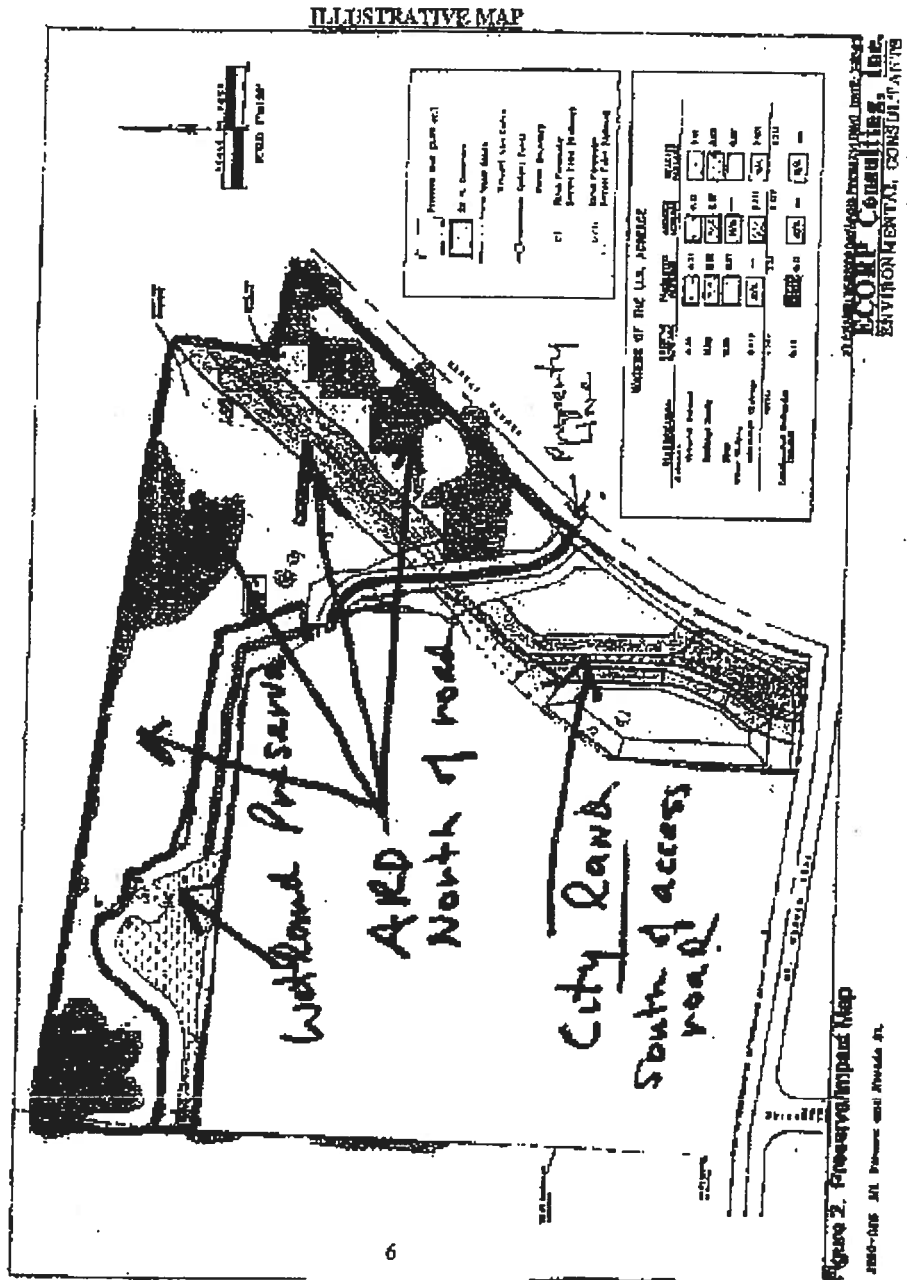
A portion of the Northeast quarter of Section 9, Township 12 North, Range 6 East, Mount Diablo Base and Meridian, described as

Commencing at a point in the Westerly line of the Nevada Street, from which point the tie of record to the Northeast corner of Section 9, Township 12 North, Range 6 East, Mount Diablo Base and Meridian, is North 15' 53' 48" East 532.93 feet; and running thence along the Westerly line of the said Nevada Street on the side of a curve concave Westerly with center point bearing North 61' 48' 12" West a radius of 470.22 feet, through a central angle of 13' 25' 48" an arc length of 162.10 feet; thence along the Westerly line of said Nevada Street South 42' 07' 32" West a distance of 59.75 feet to the True Point of Beginning; thence along the Westerly line of said Nevada Avenue South 42' 07' 32" West a distance of 492.03 feet; thence Southwesterly along the arc of a curve, along the Westerly line of said Nevada Street, concave Southeasterly with center point bearing South 47' 28" East a radius 330.60 feet, through a central angle of 04' 01' 09" an arc length 58.76 feet; thence along the centerline of an access road North 56' 0' 15" West a distance 23.55 feet; thence Northwesterly along the arc of a curve, concave Northeasterly with center point bearing North 34' 35' 09" East a radius 108.00 feet, through a central angle of 46' 26' 08" an arc length 31.05 feet; thence along the centerline of access road North 33' 34' 43" West a distance of 160.67 feet; thence Northwesterly along arc of a curve, concave Southeasterly with center point bearing South 56' 26' 17" West a radius of 30.00 feet, through a central angle 99' 11' 31" an arc length 31.56 feet; South 77' 13' 45" West a distance of 0.15 feet, to a point on the Easterly line of that certain parcel described in the deed to Auburn Palm Terrace, L.P., recorded June 14, 2000 as Document No. 2000-004894, Placer County Records; thence along the Easterly or Southerly line of said Palm Terrace Parcel North 15' 19' 14" West a distance of 125.59 feet; thence North 81' 45' 31" West a distance of 565.85 feet, to a point on the Easterly line of Heritage Grove according to the map thereof recorded in Book G of Maps at Page 20, Placer County Records; thence North 51' 01' 34" East, along said Easterly line, a distance of 202.05 feet, to a point on the Southerly line of that certain parcel described as Parcel One in the deed Richard E. Rader, et ux, recorded February 15, 1991 as Document No. 91-006566, Official Records of Placer County; thence South 81' 51' 10" East, along said Southerly line of said Rader Parcel, a distance of 997.31 feet; thence South 05' 03' 47" West, along the Easterly line of said Rader Parcel a distance of 139.92 feet; thence South 81' 26' 25" East, along the Southerly line of said Rader Parcel, a distance of 119.73 feet to the True Point of Beginning.

APN: 039-250-77 (Portion)
039-250-78 (Portion)

Exhibit "A"

Exhibit "B"



ECORP CONSULTING, INC.
 ENVIRONMENTAL CONSULTANTS
 6/18/01

Exhibit "B"

Item 7.3 Cover sheet – Amendment to Master Riparian Vegetation Management Permit Contract

Acquisition and Development Committee September, 2016; Board of Directors meeting September 2016

The Issue

Shall the Auburn Area Recreation and Park District (ARD) Board of Directors approve an amendment to the contract with Dudek for additional work needed to prepare the Master Riparian Vegetation Management Permit applications and CEQA documents?

Background

In June 2016, the ARD Board of Directors approved a contract with Dudek for the CEQA and Master Riparian Vegetation Management permit applications related to removing vegetation at the following parks: Regional, Meadow Vista, Atwood, Placer Hills Park and Ashford Park.

Since that approval, it has come to our attention that, at a minimum, a routine maintenance program, and possibly a vegetation management plan will be needed in order to get the permits. This was not part of the original scope of work bid on by Dudek. Dudek has provided an amendment to their contract to provide the routine maintenance program. This amendment would cost \$5,000. The cost to create a vegetation management plan, should CA Dept. of Fish and Wildlife require more, could possibly add another \$5,000 of cost.

Recommendation for the Board of Directors

Staff recommends that the Board of Directors approve the contract amendment with Dudek for \$5,000. Staff notes that this contract may need to come back to the Board again should the CA Dept. of Fish and Wildlife require more information.

The A&D Committee provided a positive recommendation to the Board of Directors for the contract amendment of \$5,000.

Alternatives Available to the Board of Directors

- 1) Do not approve the contract amendment

Fiscal Impact

The original contract with Dudek was for \$37,485.00. The amendment would bring that contract to \$42,485.

Attachments

Dudek Proposal: Project Description Routine Maintenance Program

August 11, 2016 (revised)

Ms. Pamela Vann
Auburn Area Recreation & Parks District
471 Maidu Drive #200
Auburn, CA 95603

Subject: Project Description Routine Maintenance Program – Scope and Cost

Dear Ms. Vann:

The following scope of work provides for Dudek specialists to prepare a project description for routine maintenance of riparian vegetation to provide for long-term management of riparian zones within ARD's park facilities including Regional Park, Meadow Vista Park, Placer Hills Park, Atwood Ranch Open Space Preserve, and Ashford Park. The project description will provide the foundation for the application for a Streambed Alteration Agreement for routine maintenance from CDFW necessary to implement the plan and perform routine and ongoing maintenance in these areas. The project description will describe ARD's approach to managing vegetation within the riparian areas on the subject sites. Preparation of the project description would be identified as Task 4 and amended into our original scope dated May 13, 2016 and contract dated July 6, 2016.

Task 4: Project Description – Routine Maintenance Program

Dudek will draft a Project Description of the planned approach to riparian vegetation management for routine maintenance of riparian areas at various park and recreation facilities managed by the Auburn Recreation District. The Project Description will provide the following details of the treatment area and management activities as identified by CDFW in recent correspondence: location, size/acres, types of tools, time of year, frequency, presence of water in work area, maintenance access points/roads. Additionally, the Project Description will identify standard best management practices that would be implemented. It is assumed that ARD will identify all access routes to be used for maintenance activities and will identify the tools and proposed frequency of treatment desired.

The Project Description will identify the approach to long-term management and maintenance of natural waterway areas overseen by the Auburn Recreation District in a manner that maintains public safety while enhancing the natural environment. Dudek will draw on its team of biologists and restoration experts to prepare a project description that adequately describes the proposed maintenance work that will be undertaken by ARD.

Dudek will prepare a Draft Project Description for a single round of review. Upon incorporation of comments, Dudek will prepare a final Project Description for applying to the California Department of Fish and Wildlife for a 1600 Streambed Alteration Agreement. The cost identified below provides for up to 20 hours for a biologist to draft the description, 5 hours to create simple exhibits (1/site) and editorial review (2 hours) and project management time (4 hours). This budget assumes limited communication with agency personnel and no further revisions following submittal of the document to CDFW with application materials.

Total for Task 4: \$5,000.00

Assumptions

- No additional fieldwork will be required to draft the Vegetation Management Plan.
- The Client will provide location information for all areas to be included in the Vegetation Management Plan.
- No tasks outside the agreed scope of work will be performed without additional payment and prior authorization from the client in writing;
- DUDEK will provide a scope of services and cost estimate for additional work when requested.
- Work will be performed on a time and materials basis.

Please feel free to contact me with any questions you may have about Dudek's work program.

Sincerely,



Markus Lang

Project Manager

mlang@dudek.com

530.863.4643

Item 7.4 Cover sheet – Meadow Vista Restroom Improvements

Acquisition and Development Meeting September, 2016; ARD Board of Director's meeting September, 2016

The Issue

Shall the Auburn Area Recreation and Park District Board of Directors change the previously approved bathroom project in Meadow Vista? The new proposal is to remodel the existing restroom.

Background

Meadow Vista does not have an ADA compliant restroom facility. Staff has researched various options that included 1) remodeling the existing restroom interior/exterior; or 2) the construction of a satellite unisex facility close to the shade structure and playground and close to existing parking that can be revised to meet ADA compliance. The satellite project would include renovating a portion of the existing asphalt walking path to meet ADA grade compliance and completing a POT from parking to the restroom, shade structure and playground. Adding a satellite restroom facility would require adding a second septic tank, pump tank and pump to the existing septic/drain-field system as well as other add-on costs (see attached).

The ARD Board has approved moving forward with a satellite bathroom after some deliberation. As part of the due diligence, ARD had the area surveyed and asked engineer Ed Guiliani to provide this service. Ed suggested a secondary site for the satellite restroom and suggested that ARD reconsider the remodel of the existing restroom. Staff asked Ed to come up with a design and estimated costs for two different satellite locations and for a remodel of the existing restroom.

The three designs and estimated costs are attached.

Recommendation:

Staff recommends changing course and moving forward with a remodel of the existing restroom (Option "C"). The main reason for this is the large cost savings and the improved design as provided by Ed Guiliani.

The A&D Committee recommended moving forward with a remodel of the existing restroom (Option "C").

Alternatives Available:

- 1) Stay with the plan to install a satellite restroom.

Fiscal Impact: The estimated costs are provided for each design.

The estimated cost for a remodel of the existing restroom is \$85,000 - \$90,000, when drawings, permits and other minor improvements are all considered. The satellite bathroom project was budgeted for \$221,500.

Attachments

Three location/design options for the MV Park restroom plus estimated costs

Preliminary Engineers Estimate

Project: Meadow Vista Park - Rest Room Option "A"

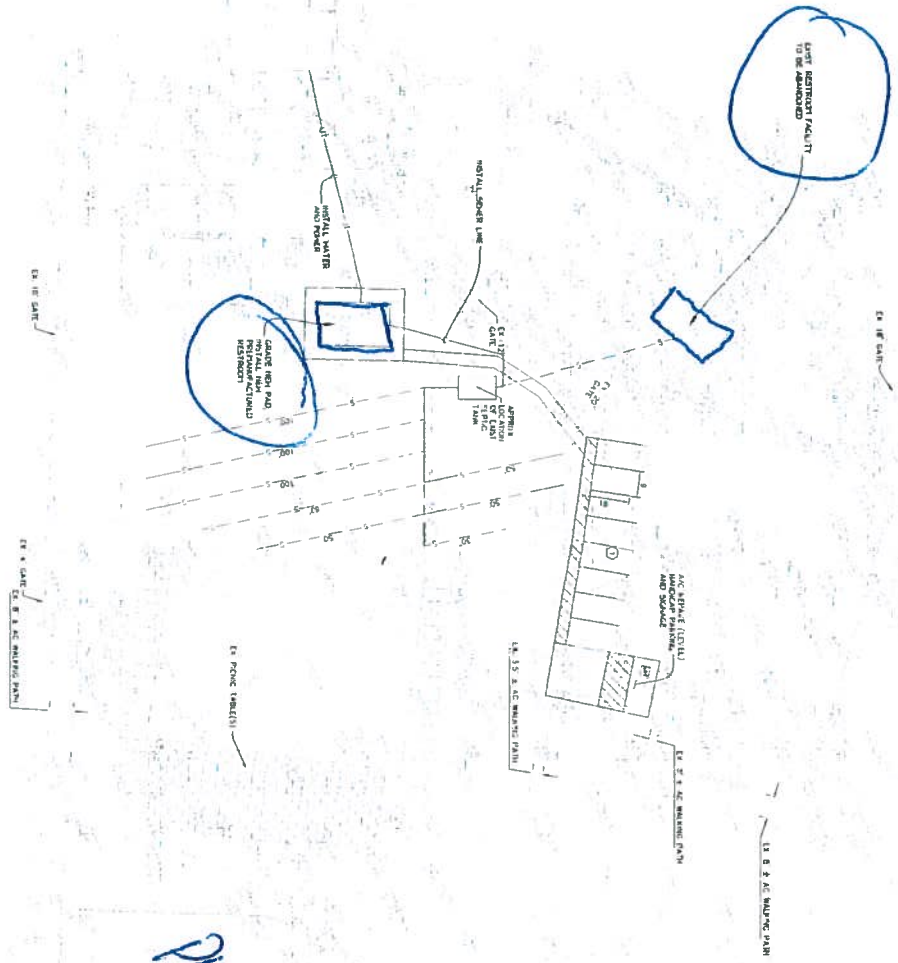
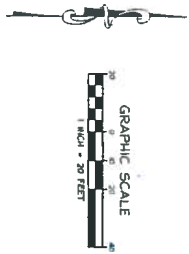
Date: Sep 8, 2016

Submitted By: Giuliani & Kull, Inc.

| | ITEM | UNIT | UNIT COST | QUANTITY | TOTAL |
|----------|---|------|--------------|------------|--------------|
| A | EARTHWORK | | | | |
| | Earthwork - import and placement | CY | \$15.00 | 20.0 | \$300.00 |
| | Site compaction | SF | \$0.50 | 2500.0 | \$1,250.00 |
| | | CY | \$200.00 | | \$0.00 |
| | Clear and grub | SF | \$1.00 | 500.0 | \$500.00 |
| | Sawcut and remove existing AC & Concrete. | SF | \$1.25 | 1600.0 | \$2,000.00 |
| | | | | Subtotal A | \$4,050.00 |
| B | UTILITY SYSTEMS | | | | |
| | Septic & Pump Tanks | LS | \$10,000.00 | 1.0 | \$10,000.00 |
| | Sewer force line and repave | LF | \$45.00 | 180.0 | \$8,100.00 |
| | Sewer Clean Out & connection | LS | \$1,000.00 | 1.0 | \$1,000.00 |
| | Water line & connection | LS | \$5,000.00 | 1.0 | \$5,000.00 |
| | Power line & connection | LS | \$5,000.00 | 1.0 | \$5,000.00 |
| | | | | Subtotal B | \$29,100.00 |
| C | REST ROOM FACILITY | | | | |
| | Prefabricated Unit - Complete | LS | \$100,000.00 | 1.0 | \$100,000.00 |
| | | | | Subtotal C | \$100,000.00 |
| D | PAVING & CONCRETE | | | | |
| | 2" AC | SF | \$1.75 | 1600.0 | \$2,800.00 |
| | 4" AB | SF | \$2.00 | 1600.0 | \$3,200.00 |
| | | | | Subtotal D | \$6,000.00 |
| E | AMENITIES | | | | |
| | Signage | EA | \$350.00 | 1.0 | \$350.00 |
| | Pavement marking | LS | \$1,000.00 | 1.0 | \$1,000.00 |
| | | | | Subtotal E | \$1,350.00 |

SUMMARY OF COSTS & FEES

| | | | | | |
|----------|---------------------------------------|--|--|--|--------------|
| A | EARTHWORK | | | | \$4,050.00 |
| B | STORM DRAINAGE | | | | \$29,100.00 |
| C | RETAINING WALLS | | | | \$100,000.00 |
| D | PAVING & CONCRETE | | | | \$6,000.00 |
| E | AMENITIES | | | | \$1,350.00 |
| | SUBTOTAL - ENGINEER'S ESTIMATE | | | | \$140,500.00 |
| | 20% CONTINGENCY | | | | \$28,100.00 |
| | TOTAL | | | | \$168,600.00 |



Playground

Sooper Field



LEGEND

- NOTE: NOT ALL UTILITIES SHOWN OR INDICATED IN DRAWING.
- EXISTING
 - PROPOSED
 - DRAINAGE
 - GUTTER
 - END OF PAVEMENT
 - BUILDING FOOTPRINT
 - NEW PAVEMENT
 - EXISTING DRIVE
 - STREET DRIVE
 - WATER MAIN
 - SANITARY SEWER
 - JUMP UTILITY TROUGH
 - STREET DRIVE INLET
 - STREET DRIVE MANHOLE
 - SANITARY MANHOLE
 - GLENNVILLE
 - WATER AS SHOWN
 - UTILITY POLE
 - UNITS BY SAN AS NOTED
 - FINISH LINE - 24.5 FT TO
 - TELL OR FORDSON LINE
 - SPOT ELEVATION
 - ELEVATION CONTOUR
 - TOP OF DRAIN
 - TOP OF FLOODPLAIN BY

TOPOGRAPHY NOTES

1. TOPOGRAPHY PROVIDED BY GULIANI AND KULL, INC. FIELD NOTES.
2. SPOTS CONDUCTED UNDER THE 2006 SURVEY.
3. SPOTS CONDUCTED UNDER THE 2006 SURVEY.
4. SPOTS CONDUCTED UNDER THE 2006 SURVEY.
5. THE EXISTING UTILITIES AND ELEVATIONS OF ALL UTILITIES, WATER MAIN AND ABOVE GROUND UTILITIES ARE SHOWN IN A DASHED LINE. ALL UTILITIES ARE SHOWN IN A DASHED LINE. ALL UTILITIES ARE SHOWN IN A DASHED LINE.

RECORD DRAWINGS
DATE _____ ENGINEER'S INITIAL _____



| | |
|----------|--------------------|
| DATE | ENGINEER'S INITIAL |
| 10/30/11 | |

RESTROOM IMPROVEMENTS OPTION B

**AUBURN RECREATION DISTRICT
MEADOW VISTA PARK
MEADOW VISTA RD.
PLACER COUNTY, CALIFORNIA**

GK **Giuliani & Kull, Inc.**
Engineers • Planners • Surveyors
500 Wolf Street, Suite A, Auburn, CA 95603
(530) 885-5107 Fax (530) 885-5157
Auburn • San Jose • Oakdale

| | | |
|---------|--------------------|--------|
| DATE | REVISIONS | SCALE |
| 11/1/11 | COMMENTS: AS SHOWN | 1"=20' |
| | | |
| | | |
| | | |
| | | |

Preliminary Engineers Estimate

Project: Meadow Vista Park - Rest Room Option "B"

Date: Sep 8, 2016

Submitted By: Giuliani & Kull, Inc.

| | ITEM | UNIT | UNIT COST | QUANTITY | TOTAL |
|----------|---|------|--------------|-------------------|---------------------|
| A | EARTHWORK | | | | |
| | Earthwork - import and placement | CY | \$15.00 | 20.0 | \$300.00 |
| | Site compaction | SF | \$0.50 | 1200.0 | \$600.00 |
| | | CY | \$200.00 | | \$0.00 |
| | Clear and grub | SF | \$1.00 | 500.0 | \$500.00 |
| | Sawcut and remove existing AC & Concrete. | SF | \$1.25 | 800.0 | \$1,000.00 |
| | | | | Subtotal A | \$2,400.00 |
| B | UTILITY SYSTEMS | | | | |
| | | LS | | 1.0 | \$0.00 |
| | Sewer lateral line | LF | \$30.00 | 50.0 | \$1,500.00 |
| | Sewer Clean Out & connection | LS | \$1,000.00 | 2.0 | \$2,000.00 |
| | Water line & connection | LS | \$5,000.00 | 1.0 | \$5,000.00 |
| | Power line & connection | LS | \$5,000.00 | 1.0 | \$5,000.00 |
| | | | | Subtotal B | \$13,500.00 |
| C | REST ROOM FACILITY | | | | |
| | Prefabricated Unit - Complete | LS | \$100,000.00 | 1.0 | \$100,000.00 |
| | | | | Subtotal C | \$100,000.00 |
| D | PAVING & CONCRETE | | | | |
| | 2" AC | SF | \$1.75 | 800.0 | \$1,400.00 |
| | 4" AB | SF | \$2.00 | 800.0 | \$1,600.00 |
| | | | | Subtotal D | \$3,000.00 |
| E | AMENITIES | | | | |
| | Signage | EA | \$350.00 | 1.0 | \$350.00 |
| | Pavement marking | LS | \$1,000.00 | 1.0 | \$1,000.00 |
| | | | | Subtotal E | \$1,350.00 |

SUMMARY OF COSTS & FEES

| | | | | | |
|----------|---------------------------------------|--|--|--|---------------------|
| A | EARTHWORK | | | | \$2,400.00 |
| B | STORM DRAINAGE | | | | \$13,500.00 |
| C | RETAINING WALLS | | | | \$100,000.00 |
| D | PAVING & CONCRETE | | | | \$3,000.00 |
| E | AMENITIES | | | | \$1,350.00 |
| | SUBTOTAL - ENGINEER'S ESTIMATE | | | | \$120,250.00 |
| | 20% CONTINGENCY | | | | \$24,050.00 |
| | TOTAL | | | | \$144,300.00 |

Preliminary Engineers Estimate

Project: Meadow Vista Park - Rest Room Option "C"
 Submitted By: Giuliani & Kull, Inc.

Date: Sep 8, 2016

| | ITEM | UNIT | UNIT COST | QUANTITY | TOTAL |
|----------|---|------|-------------|-------------------|--------------------|
| A | EARTHWORK | | | | |
| | Earthwork - import and placement | CY | \$15.00 | 0.0 | \$0.00 |
| | Site compaction | SF | \$0.50 | 500.0 | \$250.00 |
| | | CY | \$200.00 | | \$0.00 |
| | Clear and grub | SF | \$1.00 | 500.0 | \$500.00 |
| | Sawcut and remove existing AC & Concrete. | SF | \$1.25 | 1200.0 | \$1,500.00 |
| | | | | Subtotal A | \$2,250.00 |
| B | UTILITY SYSTEMS | | | | |
| | | LS | | 1.0 | \$0.00 |
| | Sewer lateral line | LF | \$30.00 | 0.0 | \$0.00 |
| | Sewer Clean Out & connection | LS | \$1,000.00 | 0.0 | \$0.00 |
| | Water line & connection | LS | \$5,000.00 | 0.0 | \$0.00 |
| | Power line & connection | LS | \$5,000.00 | 0.0 | \$0.00 |
| | | | | Subtotal B | \$0.00 |
| C | REST ROOM FACILITY | | | | |
| | Remodel Existing Facility | LS | \$35,000.00 | 1.0 | \$35,000.00 |
| | | | | Subtotal C | \$35,000.00 |
| D | PAVING & CONCRETE | | | | |
| | 2" AC | SF | \$1.75 | 800.0 | \$1,400.00 |
| | 4" AB | SF | \$2.00 | 800.0 | \$1,600.00 |
| | Concrete Stairs | SF | \$15.00 | 200.0 | \$3,000.00 |
| | Railing | LF | \$160.00 | 60.0 | \$9,600.00 |
| | Concrete Flat Work | SF | \$8.00 | 420.0 | \$3,360.00 |
| | | | | Subtotal D | \$18,960.00 |
| E | AMENITIES | | | | |
| | Signage | EA | \$350.00 | 1.0 | \$350.00 |
| | Pavement marking | LS | \$1,000.00 | 1.0 | \$1,000.00 |
| | | | | Subtotal E | \$1,350.00 |

SUMMARY OF COSTS & FEES

| | | | | | |
|----------|---------------------------------------|--|--|--|--------------------|
| A | EARTHWORK | | | | \$2,250.00 |
| B | STORM DRAINAGE | | | | \$0.00 |
| C | RETAINING WALLS | | | | \$35,000.00 |
| D | PAVING & CONCRETE | | | | \$18,960.00 |
| E | AMENITIES | | | | \$1,350.00 |
| | SUBTOTAL - ENGINEER'S ESTIMATE | | | | \$57,560.00 |
| | 20% CONTINGENCY | | | | \$11,512.00 |
| | TOTAL | | | | \$69,072.00 |

Item 8.1 Cover sheet – Amending 2016/2017 Project List

**Auburn Area Recreation and Park District Acquisition and Development Committee September 2016;
Board of Directors meeting September, 2016**

The Issue

Shall the Auburn Recreation District amend the existing 2016/2017 Project List to coincide with the FY 16/17 Budget Revision?

Background

The ARD Board of Directors approved the 2016/2017 Project List in March, 2016. As staff prepared the budget revision for FY 2016/2017, a proposed revision was also made to the 2016/2017 Project List.

A list of those proposed revisions, as well as a spread sheet showing those revisions, is attached.

District Policy, Section H states:

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

Recommendation

Staff recommends amending the 2016/2017 Project List as presented.

The A&D Committee provided a positive recommendation to approve the 2016/2017 Project List as presented.

Alternatives available to the Board of Directors

- 1) Do not recommend approval of the Project List Amendment.

Fiscal Impact

The estimated costs and proposed funding for each project are included on the project list.

Attachments

FY 2016/2017 Project List (with updates highlighted)

FY 2017/2018 Project List (with moved projects in red)

Description of proposed amendments to FY 2016/2017 Project List

2016/2017

| | | | 2016 - 2017 Budget Year | | | | | | | |
|---|-------------------------------|---|-------------------------|---------------|---------------|----------------|----------------|----------------|----------|----------|
| PROJECTS | Total Proposed Project Budget | Spent from General Funds or Grants in Prior Year(s) | Est. Cost | Gen. Fund | ADA | Reserves | County Mit. | City Mit. | Grants | In Kind |
| Recreation Park | | | | | | | | | | |
| Sierra Pool Replaster + Upgrades | | | | | | | | | | |
| Placer Hills Pool | | | | | | | | | | |
| ADA Path of Travel | 10,000 | | 10,000 | | | 10,000 | | | | |
| Railhead Park | | | | | | | | | | |
| Field B renovations | 35,580 | | 35,580 | 4,000 | | 31,580 | | | | |
| Regional Park | | | | | | | | | | |
| Dry Creek Picnic ADA improvements | 15,000 | | 15,000 | | 15,000 | | | | | |
| Pond aerator | 14,486 | | 14,486 | 14,486 | | | | | | |
| 24 Acres | | | | | | | | | | |
| Preliminary planning | 69,937 | (24,937) | 45,000 | | | 45,000 | | | | |
| Meadow Vista Park | | | | | | | | | | |
| New satellite restroom | 221,500 | (1,500) | 220,000 | | | 55,000 | 165,000 | | | |
| Pond island renovation research | 1,831 | | 1,831 | 1,831 | | | | | | |
| Community Center | 44,000 | | 44,000 | | | | 44,000 | | | |
| Overlook Park | | | | | | | | | | |
| Bell Rd² | | | | | | | | | | |
| Grant writing | 3,000 | | 3,000 | 3,000 | | | | | | |
| CVCC | | | | | | | | | | |
| Bike Park - Construction ¹ | | | | | | | | | | |
| Bike Park - Design, CEQA (continued) | 115,000 | (94,321) | 20,679 | | | 20,679 | | | | |
| Multi-Park | | | | | | | | | | |
| Streambed Alt. Agree. (not incl. labor) | 45,985 | | 45,985 | 45,985 | | | | | | |
| Operation and Development Plan | | | | | | | | | | |
| O&D Plan | 20000 | (6,115) | 13,885 | 13885 | | | | | | |
| TOTAL | 596,319 | (126,873) | 469,446 | 83,187 | 15,000 | 162,259 | 209,000 | 0 | 0 | 0 |
| Estimated balance remaining | | | | | 50,031 | 633,712 | 248,924 | 265,933 | | |

Note 1:

Received \$50,804 in funds raised currently

Note 2:

Received \$ 77,820 In funds from Stewardship Council

2017/2018

Estimated balance

55,031 658,712 298,924 275,933

| PROJECT | Est. Cost | Spent from General Funds or Grants in Prior Year(s) | Gen. Fund | ADA | Reserve | Cnty. Mit. | City Mit. | Grants | In Kind |
|--|-----------|---|-----------|--------|---------|------------|-----------|---------|---------|
| <i>Recreation Park</i> | | | | | | | | | |
| Sierra Pool Replaster + Upgrades | 200,000 | | | | 200,000 | | | | |
| <i>Railhead Park</i> | | | | | | | | | |
| Field "A" renovation | 60,000 | | | | 60,000 | | | | |
| <i>Regional Park</i> | | | | | | | | | |
| Kiosks | 10,000 | | | | 10,000 | | | | |
| POT tennis courts | 41,500 | | | | 41,500 | | | | |
| New playground, south end | 140,000 | | | | 60,000 | 80,000 | | | |
| <i>Meadow Vista Park</i> | | | | | | | | | |
| Parking lot reseal/restripe | 10,000 | | | | 10,000 | | | | |
| <i>Bell Rd²</i> | | | | | | | | | |
| Planning/CEQA/Const. docs/permits ² | 517,000 | (71,178) | 77,820 | | | | | 367,790 | |
| <i>Overlook Park</i> | | | | | | | | | |
| Planning and CEQA | 90,000 | | | | 60,000 | | 30,000 | | |
| <i>CVCC</i> | | | | | | | | | |
| Bike Park Construction | 175,000 | | 50,804 | | | 87,300 | | | 36,896 |
| TOTAL | 1,243,500 | -71,178 | 128,624 | 0 | 441,500 | 167,300 | 30,000 | 367,790 | 36,896 |
| Estimated Balance Remaining | | | | 55,031 | 217,212 | 131,624 | 245,933 | | |

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

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

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

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

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

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

FY 2016/2017 Project List: proposed amendments

The following is a brief discussion of the proposed **amendments** to the FY 16/17 Project List

Recreation Park

Sierra Pool re-plaster + updates: Per discussions with consulting pool architects/engineers and the ARD Board, this project has been **moved back** to FY 2017/2018.

Regional Park

Pond aerator: This project was **added** in June to help with the deteriorating conditions in the pond at Regional Park.

24 Acres

Preliminary Planning: This amendment reflects the **increase in the contract** with Foothill Associates, approved at the August, 2016 ARD Board of Directors meeting.

Meadow Vista Park

Pond island renovation: The amount shown on the project list reflects the costs involved with a consulting biologist to talk about design and possible constraints.

Meadow Vista Community Center: This was **added** to the 16/17 list per ARD Board approval in November of 2015. The actual expenses were not incurred until the 2016/2017 fiscal year.

Railhead Park

Railhead B Renovation: CARRIED OVER FROM FY 15/16 – the cost of this project has been **updated** to reflect the current (and expected total) costs. This project was originally budgeted for \$50,000. Formal bids came in significantly higher. Staff was able to rebid the project using a different method to bring in the project at this cost.

Bell Rd.

Grant Writing: This reflects the fee paid to Foothill Associates to write the grant that is being considered by the Stewardship Council.

CVCC

Bike Park Design, CEQA: CARRIED OVER FROM PREVIOUS YEARS – This amendment reflects an **anticipated increase** in the cost for the environmental review of the project.

Bike Park – Construction: This project has been **moved back** to FY 17/18.

Multi Park

Master Streambed Alteration Agreement: This amendment reflects a proposed **increase in the contract**, scheduled for review and approval by the ARD Board in September, 2016.