

**AUBURN AREA RECREATION AND PARK DISTRICT
MEETING OF THE BOARD OF DIRECTORS AGENDA
4:30 PM
THURSDAY, DECEMBER 16, 2021
CANYON VIEW COMMUNITY CENTER, BOARD ROOM
471 MAIDU DRIVE, AUBURN, CA 95603**

Materials related to an item on this Agenda submitted to the District after distribution of the agenda packet are available for public inspection by contacting the District Administrator at kmuscott@auburnrec.com or by calling (530) 537-2186 (M-F).

The public may participate in the meeting in-person or through Zoom. The link for this meeting is <https://us06web.zoom.us/j/81227824438>. The public can use this link and/or call 1 669 900 6833 Webinar ID: 812 2782 4438 to participate.

People using the Zoom website will be able to see and hear the Board, and the Board will be able to hear the public. The Board will not receive any visual/video from the public. This is done to avoid inappropriate visual content at the meeting.

Questions and comments can be sent via email to the District Administrator no later than one hour before the meeting. These emails will be read aloud at the meeting and responded to accordingly. Emails can be sent during the meeting, and staff will work to ensure that all are read, however the best way to have your comment heard is through the Zoom meeting or the associated phone number.

If you are a person with a disability and need an accommodation to participate in the District's programs, services, activities and meetings, contact Kahl Muscott at (530) 537-2186 or kmuscott@auburnrec.com at least 48 hours in advance to request an auxiliary aid or accommodation.

1.0 CALL TO ORDER

(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

Ainsleigh _____ Lynch _____ Ferris _____ Gray _____ Holbrook _____

2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS

Presentation from Facilities and Grounds Manager, Jesse Williams to Park Worker, Megan Frost, as employee of the month for December, 2021.

3.0 AGENDA REVIEW, CHANGES, AND APPROVAL

Motion by _____ Second by _____ to _____

Ainsleigh _____ Lynch _____ Ferris _____ 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. If you have a public comment, please use the “Raise your hand” feature through Zoom. You will be un-muted after you are recognized by the Board Chairperson. People only calling in should press #9 to telephonically raise your hand. Please 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 Minutes of the Board of Directors from November 18, 2021 (Pages 5 – 9)**

Review and approval of Minutes of the Board of Directors from November 18, 2021

_____ **5.2 Review of Cash Requirements for November, 2021 (Standing Finance Committee) (Pages 10 – 12)**

This item was reviewed and approved by the Standing Finance Committee and forwarded to the Consent Calendar for review and approval.

_____ **5.3 Resolution #2021-24: Appropriation / GANN Limits. (Pages 13 – 18)**

This item was reviewed and approved by the Standing Finance Committee and forwarded to the Consent Calendar for review and approval.

Motion by _____ Second by _____ to _____

Ainsleigh _____ Lynch _____ Ferris _____ Gray _____ Holbrook _____

_____ **6.0 ADMINISTRATOR’S AND DEPARTMENTAL REPORTS (Pages 19 – 31)**

Please see board reports, vandalism reports, and project activity report under item 6.0.

___ 7.0 UNFINISHED BUSINESS

___ 8.0 NEW BUSINESS

___ 8.1 Resolution #2021-23: Transfer \$380,000 from the Contineny Fund to the California Employers' Pension Prefunding Trust (CEPPT) and Transfer \$23,000 from the Contingency Fund to prefund the CalPERS Unfunded Liability. (Pages 32 – 35)

Shall the Auburn Area Recreation and Park District (ARD) adopt Resolution #2021-23, transferring \$380,000 from the Annual Contingency Reserve Fund to the California Employers' Pension Prefunding Trust (CEPPT) and transferring \$23,000 from the Annual Contingency Reserve Fund directly to CalPERS to reduce our unfunded liability?

Motion by _____ second by _____ to _____

Ainsleigh ___ Lynch ___ Ferris ___ Gray ___ Holbrook ___

Roll Call Vote

___ 8.2 Increase In Minimum Wage To Some Job Descriptions (Pages 36 – 37)

Shall the Auburn Area Recreation and Park District change pay scales for certain job descriptions, based on upcoming mandated minimum wage increases as well as increases for job descriptions that succeed those needed to be raised by law?

Motion by _____ second by _____ to _____

Ainsleigh ___ Lynch ___ Ferris ___ Gray ___ Holbrook ___

Roll Call Vote

___ 8.3 Election of ARD Chairperson and Vice-Chairperson (Pages 38 – 39)

Shall the Auburn Area Recreation and Park District (ARD) elect a chairperson and vice chairperson for 2022?

Motion by _____ second by _____ to _____

Ainsleigh ___ Lynch ___ Ferris ___ Gray ___ Holbrook ___

Roll Call Vote

___ 9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS (Page 40)

1. County Mitigation Fund, current balance \$792,000.

___ 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. If you have a public comment, please use the “Raise your hand” feature through Zoom. You will be unmuted after you are recognized by the Board Chairperson. People only calling in should press #9 to telephonically raise your hand. Please 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), 54947.)

Title: District Administrator

13.2 Liability Claims (Government Code Section 54954.5, subd. (d), 54956.95)

Claimant: Scott and Jenna Clifton

___ 14.0 OPEN SESSION – REPORT/ACTION ON OR ABOUT CLOSED SESSION

ADJOURNMENT

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

12/10/2021
Date

2:00 pm
Time

Carly Wayford
Clerk to the Board

SECTION: 5.0

ITEM: 5.1 REVIEW AND APPROVAL OF MINUTES OF THE BOARD OF DIRECTORS FROM NOVEMBER 18, 2021

INFORMATION: SEE ATTACHED MINUTES

STAFF RECOMMENDATION: BOARD OF DIRECTORS REVIEW & APPROVE MINUTES

FISCAL IMPACT: NONE

**Auburn Area Recreation and Park District
Minutes of the Meeting of the Board of Directors
Thursday, November 18, 2021, 6:00 p.m.**

Board Members

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

**Board Members
Absent:** None.

Staff Present: Kahl Muscott, District Administrator
Veona Galbraith, Administrative Services Manager
Jesse Williams, Facilities & Grounds Manager
Manouch Shirvanioun, Customer Service/Marketing Manager
Mark Brunner, Recreation Services Manager
Amy Oddo, Youth Services Manager
Mike Scheele, Landscape Architect/Project Manager

1.0 CALL TO ORDER

The Meeting of the Board of Directors was called to order at 6:03 p.m. by Chairman Ainsleigh.

2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS

A presentation was given from Manager, Facilities and Grounds, Jesse Williams to Park worker, Sinval Carvalho, as employee of the month for November, 2021.

3.0 AGENDA REVIEW, CHANGES AND APPROVAL

A motion was made by Director Gray and seconded by Director Ainsleigh to move DeWitt to after the consent items.

Roll Call Vote

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

3 – Yes, 1 – Abstain, 1 – No Motion carries.

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. If you have a public comment, please use the “Raise your hand” feature through Zoom. You will be un-muted after you are recognized by the Board Chairperson. People only calling in should press #9 to telephonically raise your hand. Please state your name, and address

for the record (optional). There is a time limitation of three minutes.

None.

5.0 CONSENT ITEMS

- 5.1 Review and Approval of Minutes of the Board of Directors Meeting from October 28, 2021**
- 5.2 Review of Cash Requirements for October, 2021 (Standing Finance Committee)**
- 5.3 Review of Financials for October, 2021 (Standing Finance Committee)**
- 5.4 Resolution #2021-22: Transfer of \$45,000 from the Capital Construction Reserves for 24 Acre Planning and CEQA (Standing Finance Committee)**
- 5.5 ARD's Medical Family Benefit Policy Update (Personnel, Policy, Fee & Legal Review Committee)**

A motion was made by Director Holbrook and seconded by Director Gray to approve the Consent Calendar as written.

Roll Call Vote

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

5 – 0 Motion carries.

6.0 DeWitt Theater Renovation Support Letter. (Acquisition & Development Committee)

A motion was made to send a letter of support to the Placer County board of Supervisors.

Roll Call Vote

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

5 – 0 Motion carries.

7.0 ADMINISTRATOR'S AND DEPARTMENTAL REPORTS

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

8.0 UNFINISHED BUSINESS

None.

8.1 Resolution #2021-23 Purchase of a new Dump Truck

A motion was made by Director Holbrook and seconded by Director Ferris to send back when staff is ready.

Roll Call Vote

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

4 – 1 Motion carries.

An amendment was made to purchase new truck by Director Gray and seconded by Director Lynch to purchase a new Dump Truck.

Roll Call Vote

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

2 – 3 Motion did not carry

9.0 NEW BUSINESS

10.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

None.

11.0 BRIEF ANNOUNCEMENTS AND REPORTS FROM BOARD MEMBERS

None.

12.0 CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL

None.

13.0 PUBLIC COMMENT

None.

14.0 CLOSED SESSION – the Board went into closed session at 6:48 p.m.

14.1 Public Employee Performance Evaluation (Gov Code 54954.5, subd. (e), 54947.)

Title: District Administrator

**15.0 OPEN SESSION - REPORT/ACTION ON OR ABOUT CLOSED SESSION –
Open Session began at 6:48 p.m.**

There was no reportable action.

ADJOURNMENT - As there was no further business, the meeting was adjourned at 6:48 p.m. by Chairman Ainsleigh.

Board Secretary

Date

SECTION: 5.0

**ITEM: 5.2 REVIEW AND APPROVAL OF CASH
REQUIREMENTS FOR NOVEMBER, 2021**

DESCRIPTION: ACCOUNTS PAYABLE

INFORMATION: SEE ATTACHED INFORMATION

**STAFF
RECOMMENDATION: THIS ITEM WAS REVIEWED BY THE STANDING
FINANCE COMMITTEE AND FORWARDED TO
THE CONSENT CALENDAR FOR REVIEW AND
APPROVAL**

FISCAL IMPACT: \$53,462.60

System: 12/2/2021 1:14:55 PM
 User Date: 12/2/2021

Auburn Rec & Park
 VENDOR CHECK REGISTER REPORT
 Payables Management

Ranges: From: To: From: To:
 Check Number First Last Check Date 11/1/2021 11/30/2021
 Vendor ID First Last Checkbook ID 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
22310	1099-256	Healing Pastures, Inc.	11/5/2021	COMM 1ST	PMCHK00002794	\$787.50
22311	1099-271	Kelpro Security	11/5/2021	COMM 1ST	PMCHK00002794	\$2,937.90
22312	1099-342	Susie Bell	11/5/2021	COMM 1ST	PMCHK00002794	\$120.00
22313	1099-374	Sarah Violet	11/5/2021	COMM 1ST	PMCHK00002794	\$75.00
22314	A0147	Michael V. Harms dba American	11/5/2021	COMM 1ST	PMCHK00002794	\$870.00
22315	A0170	AT&T Acct 088-034-5818-655	11/5/2021	COMM 1ST	PMCHK00002794	\$90.95
22316	B0069	Bidwell Water	11/5/2021	COMM 1ST	PMCHK00002794	\$180.70
22317	C0072	CIT Technology Fin. Serv., Inc	11/5/2021	COMM 1ST	PMCHK00002794	\$470.75
22318	C0113	Cooks Portable Toilets & Septi	11/5/2021	COMM 1ST	PMCHK00002794	\$1,619.12
22319	D0066	De Lage Landen Financial Servi	11/5/2021	COMM 1ST	PMCHK00002794	\$332.48
22320	E0008	Ewing Irrigation Products, Inc	11/5/2021	COMM 1ST	PMCHK00002794	\$238.62
22321	F0038	Fastenal Company	11/5/2021	COMM 1ST	PMCHK00002794	\$30.66
22322	H0060	HercRentals Inc.	11/5/2021	COMM 1ST	PMCHK00002794	\$1,838.02
22323	L0027	Pat Larson	11/5/2021	COMM 1ST	PMCHK00002794	\$20.66
22324	M0013	Meadow Vista Hardware	11/5/2021	COMM 1ST	PMCHK00002794	\$88.72
22325	N0048	Normac, Inc.	11/5/2021	COMM 1ST	PMCHK00002794	\$147.83
22326	P0023	PG&E	11/5/2021	COMM 1ST	PMCHK00002794	\$90.37
22327	S0067	Superfast Copy	11/5/2021	COMM 1ST	PMCHK00002794	\$7.19
22328	TEMPB	Andrea Berry	11/5/2021	COMM 1ST	PMCHK00002794	\$99.00
22329	TEMPG	Morgan Gordon	11/5/2021	COMM 1ST	PMCHK00002794	\$123.00
22330	TEMPJ	Lisa James	11/5/2021	COMM 1ST	PMCHK00002794	\$40.00
22331	TEMPL	Nicole Lotito	11/5/2021	COMM 1ST	PMCHK00002794	\$99.00
22332	TEMPS	Kate Stauffer	11/5/2021	COMM 1ST	PMCHK00002794	\$89.00
22333	V0007	Verizon Wireless	11/5/2021	COMM 1ST	PMCHK00002794	\$717.17
22334	W0001	Walker's Office Supplies, Inc.	11/5/2021	COMM 1ST	PMCHK00002794	\$467.08
22335	W0044	Wave	11/5/2021	COMM 1ST	PMCHK00002794	\$129.85
22336	Y0007	Michelle Yetka	11/5/2021	COMM 1ST	PMCHK00002794	\$25.00
22337	U0019	US Bank	11/5/2021	COMM 1ST	PMCHK00002795	\$10,814.39
22338	S1007	Stationary Engineers, Local 39	11/12/2021	COMM 1ST	PMCHK00002796	\$381.59
22339	1099-117	Juan Aceituno	11/19/2021	COMM 1ST	PMCHK00002797	\$390.00
22340	1099-218	Auburn Gymnastics Center	11/19/2021	COMM 1ST	PMCHK00002797	\$185.25
22341	1099-256	Healing Pastures, Inc.	11/19/2021	COMM 1ST	PMCHK00002797	\$90.00
22342	1099-269	Deborah Lynn	11/19/2021	COMM 1ST	PMCHK00002797	\$195.00
22343	1099-291	Isaac Humber	11/19/2021	COMM 1ST	PMCHK00002797	\$204.75
22344	1099-295	Juli Land-Marx	11/19/2021	COMM 1ST	PMCHK00002797	\$3,300.00
22345	1099-313	Alison Lloyd	11/19/2021	COMM 1ST	PMCHK00002797	\$1,146.00
22346	1099-363	Cheyenne Little	11/19/2021	COMM 1ST	PMCHK00002797	\$1,722.60
22347	1099-374	Sarah Violet	11/19/2021	COMM 1ST	PMCHK00002797	\$150.00
22348	1099-375	Jennifer Rogers	11/19/2021	COMM 1ST	PMCHK00002797	\$682.50
22349	1099-376	Britt, Joanna	11/19/2021	COMM 1ST	PMCHK00002797	\$741.00
22350	1099-378	Isaiah Baker	11/19/2021	COMM 1ST	PMCHK00002797	\$845.00
22351	1099-5	Daniel Crandall	11/19/2021	COMM 1ST	PMCHK00002797	\$386.40
22352	A0001	Recology Auburn Placer	11/19/2021	COMM 1ST	PMCHK00002797	\$1,137.10
22353	A0002	ASA Stepping Stone Mfg., Inc.	11/19/2021	COMM 1ST	PMCHK00002797	\$294.50
22354	A0013	AT&T	11/19/2021	COMM 1ST	PMCHK00002797	\$74.90
22355	A0027	Recology Auburn Placer	11/19/2021	COMM 1ST	PMCHK00002797	\$1,237.86
22356	A1010	Advantage Marketing and Print	11/19/2021	COMM 1ST	PMCHK00002797	\$45.05
22357	C0061	California Computer Services	11/19/2021	COMM 1ST	PMCHK00002797	\$2,304.00
22358	C0113	Cooks Portable Toilets & Septi	11/19/2021	COMM 1ST	PMCHK00002797	\$148.45
22359	D0010	Diamond Pacific	11/19/2021	COMM 1ST	PMCHK00002797	\$91.67
22360	D0025	Dawson Oil Company	11/19/2021	COMM 1ST	PMCHK00002797	\$3,951.60
22361	E0027	Eagle Ridge Construction & Roo	11/19/2021	COMM 1ST	PMCHK00002797	\$1,020.00
22362	F0041	Friends of ARD	11/19/2021	COMM 1ST	PMCHK00002797	\$273.33
22363	G0045	GSSA	11/19/2021	COMM 1ST	PMCHK00002797	\$614.10
22364	H0056	Humana Dental Ins. Co	11/19/2021	COMM 1ST	PMCHK00002797	\$2,344.86

System: 12/2/2021 1:14:55 PM
 User Date: 12/2/2021

Auburn Park & Park
 VENDOR CHECK REGISTER REPORT
 Payables Management

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
22366	M0013	Meadow Vista Hardware	11/19/2021	COMM 1ST	PMCHK00002797	\$65.60
22367	M0019	Kahl Muscott	11/19/2021	COMM 1ST	PMCHK00002797	\$212.24
22368	M0098	Meadow Vista County Water Dist	11/19/2021	COMM 1ST	PMCHK00002797	\$1,165.23
22369	P0005	Placer County Water Agency	11/19/2021	COMM 1ST	PMCHK00002797	\$91.47
22370	P0007	Pacific Gas & Electric Company	11/19/2021	COMM 1ST	PMCHK00002797	\$429.26
22371	S0025	Sierra Pacific Turf Supply, In	11/19/2021	COMM 1ST	PMCHK00002797	\$194.35
22372	S0094	Manouch Shirvanian	11/19/2021	COMM 1ST	PMCHK00002797	\$44.80
22373	S0143	SKOA	11/19/2021	COMM 1ST	PMCHK00002797	\$699.00
22374	S0154	Mike Scheele	11/19/2021	COMM 1ST	PMCHK00002797	\$151.20
22375	S1000	State Of California/DOJ	11/19/2021	COMM 1ST	PMCHK00002797	\$106.00
22376	S1016	Sierra-Sacramento Valley EMS A	11/19/2021	COMM 1ST	PMCHK00002797	\$100.00
22377	TEMPZ	Morgan Zerwas	11/19/2021	COMM 1ST	PMCHK00002797	\$140.00
22378	W0001	Walker's Office Supplies, Inc.	11/19/2021	COMM 1ST	PMCHK00002797	\$982.15
22379	W0043	West Coast Fire Protection Sys	11/19/2021	COMM 1ST	PMCHK00002797	\$660.00
22380	W0044	Wave	11/19/2021	COMM 1ST	PMCHK00002797	\$1,123.83
REMIT0000000000000025	A0051	Anderson's Sierra Pipe Co.	11/19/2021		PMCHK00002797	\$0.00
22381	M0013	Meadow Vista Hardware	11/24/2021	COMM 1ST	PMCHK00002798	\$104.81
22382	S1007	Stationary Engineers, Local 39	11/24/2021	COMM 1ST	PMCHK00002798	\$382.07
Total Checks: 74						
Total Amount of Checks:						\$53,462.60

Item 5.3 Cover Sheet: Resolution 2021-24 Appropriation / GANN Limits

Auburn Area Recreation and Park District (ARD) Standing Finance Committee, December, 2021; Board of Directors Meeting, December, 2021.

The Issue

Shall the Auburn Area Recreation and Park District (ARD) adopt Resolution 2021-22, establishing ARD's appropriation limit for FY 21/22?

Background

Voters approved Proposition 4 in November of 1979, an initiative that added Article XIII B to the California Constitution. This constitutional amendment, also known as the *Gann initiative*, placed limits on the growth of expenditures for publicly funded programs.

Division 9 of Title 1, beginning with Section 7900 of the Government Code, was then added to laws to establish the process for calculating state and local government appropriations limits and appropriations subject to limitation under Article XIII B of the California Constitution.

The calculation of the District for fiscal year July 2021 – June 2022 is calculated on an annual basis by Placer County. The change in population within Placer County, as provided by the State Department of Finance, and the change in the local assessment roll from the preceding year for the jurisdiction due to the addition of local nonresidential new construction, are the factors used to calculate your appropriation limit.

Proceeds of taxes which exceed the limit in one year may be carried over to the succeeding year. The portion of carried-over revenue which cannot be included within the following year's limit is considered excess revenue and must be returned within the next two fiscal years.

The GANN Limit for Fiscal year 2021 – 2022 is \$7,491,010.38, which increased by 7.32% from last fiscal year.

Recommendation for the Board:

The Finance Committee recommends that the Board of Directors adopt of resolution 2021-24 establishing the District's appropriation limit of \$7,491,010.38 for Fiscal year 2021/2022.

Fiscal Impact

None

Attachments

GANN Limit historical report
Tax Revenue Report for 2020/2021
Resolution 2021-24



MEMORANDUM
OFFICE OF THE
AUDITOR-CONTROLLER
COUNTY OF PLACER

DATE: **October 14, 2021**

TO: **Independent Special Districts**

FROM: **Andrew C. Sisk, Auditor-Controller** *ACS*

SUBJECT: **Limitations of Government Appropriations for FY 2020/21**

We have measured (tested) the appropriation limit for the fiscal year ended June 30, 2021 to assist you in meeting the requirements of Article XIII B, Section 1.5 of the California Constitution. The accompanying worksheet of the Limitations of Government Appropriations is based on actual revenues realized during the fiscal year.

If you have any questions, please contact Joe Aire at (530) 889-4198 or Darlene Justice at (530) 889-4201.

ACS:ja

Attachment

AUBURN AREA PARK & RECREATION DISTRICT (Fund 30150)
 GANN INITIATIVE - PROP 111
 LIMITATIONS OF GOVERNMENT APPROPRIATIONS
 PURSUANT TO ARTICLE XIII B OF THE STATE CONSTITUTION

FY 2020/2021

REVENUE SOURCE	TAX REVENUE	NON-TAX REVENUE
Taxes	\$ 3,638,809	
HOPTR	21,980	
Direct Charges		\$ 26,532
Park & Recreation Services		<u>3,322,720</u>
SUBTOTAL	<u>3,660,789</u>	<u>3,349,252</u>
INTEREST %	52.22%	47.78%
Interest Revenue Subject to LIMIT	16,243	16,243
INTEREST APPORTION	<u>8,482</u>	<u>7,761</u>
REVENUE SUBJECT TO LIMIT	3,669,271	<u>\$ 3,357,013</u>
APPROPRIATION LIMIT 20/21	<u>6,980,333</u>	
AMOUNT (OVER)/UNDER LIMIT	<u>\$ 3,311,062</u>	

Proceeds of taxes which exceed the limit in one year may be carried over to the succeeding year. The portion of carried-over revenue which cannot be included within the following year's limit is considered excess revenue and must be returned within the next two fiscal years.

AUBURN AREA PARK & RECREATION DISTRICT (Fund 30150)
 GANN INITIATIVE - PROP 111
 LIMITATIONS OF GOVERNMENT APPROPRIATIONS
 PURSUANT TO ARTICLE XIII B OF THE STATE CONSTITUTION

FY 2020/2021

REVENUE SOURCE	TAX REVENUE	NON-TAX REVENUE
Taxes	\$ 3,638,809	
HOPTR	21,980	
Direct Charges		\$ 26,532
Park & Recreation Services		3,322,720
SUBTOTAL	<u>3,660,789</u>	<u>3,349,252</u>
INTEREST %	52.22%	47.78%
Interest Revenue Subject to LIMIT	16,243	16,243
INTEREST APPORTION	<u>8,482</u>	<u>7,761</u>
REVENUE SUBJECT TO LIMIT	3,669,271	<u>\$ 3,357,013</u>
APPROPRIATION LIMIT 20/21	<u>6,980,333</u>	
AMOUNT (OVER)/UNDER LIMIT	<u>\$ 3,311,062</u>	

Proceeds of taxes which exceed the limit in one year may be carried over to the succeeding year. The portion of carried-over revenue which cannot be included within the following year's limit is considered excess revenue and must be returned within the next two fiscal years



MEMORANDUM
OFFICE OF THE
AUDITOR-CONTROLLER
COUNTY OF PLACER

DATE: **October 14, 2021**

TO: **Independent Special Districts of Placer County**

FROM: **Andrew C. Sisk, Auditor-Controller** *ACS*

SUBJECT: **Fiscal Year 2021/2022 Appropriation Limit**

The calculation of your District's appropriation limit for fiscal year 2021/22 is attached. The change in population within Placer County, as provided by the State Department of Finance, and the change in California per capita personal income, are the factors used to calculate your appropriation limit.

If you have any questions, please contact Joe Aire at (530) 889-4198 or Darlene Justice at (530) 889-4201.

ACS:ja

Attachment

GANN: LIMIT
AUBURN AREA RECREATION & PARK DISTRICT (Fund 30150)

1986/87 BASE YEAR LIMITATION (Prop 111 7/1/90)

\$ 634,432.00

	PCI/LNRC	POP RATIO	% FACTOR	LIMITATION
1957/83	1.0350	1.0357	1.0719	680,047.66
1958/89	1.0474	1.0445	1.0940	743,972.14
1959/90	1.0520	1.0501	1.1047	821,866.02
1990/91	1.0421	1.0551	1.1006	904,545.74
1991/92	1.0414	1.0539	1.0975	992,738.95
1992/93	0.9936	1.0391	1.0324	1,024,903.69
1993/94	1.0272	1.0379	1.0561	1,092,649.82
1994/95	1.0071	1.0320	1.0393	1,135,590.96
1995/96	1.0472	1.0415	1.0907	1,238,589.06
1996/97	1.0467	1.0321	1.0803	1,338,047.76
1997/98	1.0467	1.0164	1.0639	1,423,549.01
1998/99	1.0415	1.0261	1.0687	1,521,346.83
1999/00	1.0453	1.0297	1.0763	1,637,425.59
2000/01	1.0491	1.0300	1.0806	1,769,402.09
2001/02	1.0782	1.0355	1.1165	1,975,537.43
2002/03	0.9873	1.0395	1.0263	2,027,494.06
2003/04	1.0484	1.0610	1.1124	2,255,384.39
2004/05	1.0393	1.0531	1.0945	2,458,518.21
2005/06	1.0393	1.0531	1.0945	2,701,793.18
2006/07	1.0396	1.0381	1.0792	2,915,775.20
2007/08	1.0866	1.0284	1.1175	3,258,378.79
2008/09	1.2195	1.0277	1.2533	4,083,726.14
2009/10	1.0062	1.0203	1.0266	4,192,353.26
2010/11	0.9746	1.0209	0.9950	4,171,391.49
2011/12	1.0251	1.0181	1.0437	4,353,681.30
2012/13	1.0377	1.0117	1.0498	4,570,494.63
2013/14	1.0512	1.0072	1.0588	4,839,239.71
2014/15	1.0147	1.0168	1.0317	4,992,643.61
2015/16	1.0382	1.0076	1.0461	5,222,804.48
2016/17	1.0537	1.0096	1.0638	5,556,019.41
2017/18	1.0369	1.0176	1.0551	5,862,156.08
2018/19	1.0367	1.0166	1.0539	6,178,126.29
2019/20	1.0404	1.0185	1.0596	6,546,342.62
2020/21	1.0459	1.0195	1.0663	6,980,332.73
2021/22	1.0573	1.0150	1.0732	7,491,610.38

Note: The Appropriation Limit is calculated pursuant to Article X, B, Section 6(a)(2) of the State Constitution.

SECTION: 6.0

**BOARD REPORTS, VANDALISM REPORTS &
PROJECT ACTIVITY REPORT**

INFORMATION:

SEE ATTACHMENTS

Kahl Muscott
District Administrator
Report to the Board of Directors
December, 2021

- As of the writing of this report, the following is true about ARD facilities and amenities:
 - **Everything is open for those individuals that are fully vaccinated.** Those not vaccinated must still wear a mask when indoors.
- We have had a bit of luck recently with hiring (knock on wood). We have made offers to a FT Facilities and Grounds staff member and a PT Youth Services staff member. Background checks are currently taking place.
- Regional Park was hit hard with graffiti and vandalism over the Thanksgiving weekend. Staff has cleaned it all up. PCSO was contacted and a report was made. The Auburn Journal and KAHl radio did stories on this vandalism and the recent citations of two individual caught tagging at the Auburn Skatepark.
- An SUV went through a fence at Regional Park and in to the sand VB courts. I am waiting for the official report. Staff have already repaired the fence damage.
- Maidu Dr. is repaved! The project moved quickly. As of the writing of this report, striping has not been completed. I have reached out to Reclamation to ask about methods to help slow drivers down on this new road.
- Update on the water damage and flooding at CVCC: the carpet has dried. We lucked out as it is a glue-down carpet to concrete and steel. The walls are also dry – new baseboards will need to be installed. The biggest issue is the bathrooms. The flooding resulted in excess moisture in all of the walls in the men's bathrooms and the common wall in the women's bathroom. These walls are floor to ceiling tile. All of the tile will need to be removed, as well as the drywall behind it, and replaced. To make it even more interesting, the tiles have lead in them, so an abatement company will have to do the demo work. This will result in the bathrooms being closed for (estimated) 2 – 3 weeks. This will be a big scheduling issue around rentals and classes. I am waiting for the final reports from the restoration company and the abatement company, which will also be shared with US Bureau Reclamation.
- The Placer Hills parking lot replacement/repaving project is pretty much complete. The only thing left to do is reinstall a sign and some parking bollards that were removed.
- The walking pathway repair project at Meadow Vista Park is moving along well. Baldoni Construction has done several extra bits of work for us, pro-bono.
- We have notified the contractors working on the James Field OF replacement that we are releasing them from their maintenance period. That said, we also told them we are holding their last retention payment until the spring, when we will be able to judge whether or not they permanently damaged the new turf with Round-Up overspray from weed abatement they did on the infield. A local turf expert took a look and could not say one way or the other if we will have dead turf come spring. We just have to wait.
- The solar projects at Regional and Recreation Park are nearing completion. The project at CVCC is still moving along. Work has also started on the solar project at Placer Hills Pool.
- ARD had a booth at the Children's Christmas Fair at the Fairgrounds.
- ARD continued its tradition of having a float in the Festival of Lights Parade.

Meetings and events attended or scheduled to attend

12/1: CAPRI Liability Training
12/2: Interview – F&G Custodian
12/2: Children’s Christmas Fair at the Fairgrounds
12/4: Festival of Lights Committee
12/7: Rotary
12/7: Esmerelda Bermudez re: Prop 68 grant
12/8: Barry Stigers, KAHN Radio re: interview about recent vandalism
12/8: Policy Committee
12/8: Finance Committee
12/8: Zoom meeting re: Prop 68 grant
12/9: Safety Committee meeting
12/13: CPRS Admin Section meeting
12/13: A&D Committee meeting
12/14: ARD employee luncheon and training
12/16: Auburn Chamber Mixer
12/20 – 22: Santa’s Chest events

Veona Galbraith
Administrative Services Manager
Report to the Board of Directors
December, 2021

Financials

No financials this month. The early meeting prevented staff from completing November's Reports.

Appointments to Note for Nov/Dec:

- Leadership Auburn – Met with multiple City leaders
- Manager Photo Shot in Meadow Vista
- Meeting with Jesse and Kahl concerning Facilities and Grounds Payroll Budget
- Attended General Liability Webinar through CAPRI

Jesse Williams
Facilities & Grounds Manager
Report to the Board of Directors
December, 2021

Canyon View Community Center

- Started installing the Auburn Bike Park signs.

Placer Hills Park

- Lifeguard First Aid and Safety serviced our eye wash station.

Recreation Park:

- Lifeguard First Aid and Safety serviced our eye wash station.

Regional Park:

- Continued working on getting full remote irrigation system access and numerous other advanced water management features from any web-based device.
- Eagle Ridge Construction and Roofing performed roof repairs on the Community Center.
- Installed new base anchors on A and B field.

Mike Scheele

Landscape Architect/Project Manager

Report to the Board of Directors

December, 2021

RECREATION PARK

- **James Ballfield Outfield Turf Replacement Project:** Pricing for a final weed and pre-emergent spraying was received from the contractor and is over contingency fund so will not be accepted. District has Conditionally Accepted the outfield work meaning the District will take over maintenance. District will however not release final payment (retention) to the contractor as the outfield has been damaged in several areas by inappropriate use of an herbicide (Roundup). The Bermuda grass field is now going dormant and it won't be until spring when it comes out of dormancy that the District will be able to tell if the field was damaged by the herbicide. If the field comes back healthy, the retention monies will be released to the contractor.
- **South Play Area Wheelchair Swing Project:** No New Action. Staff still trying to meet with playground vendors installer at the site and see if any cost reduction measures can be made to the design. Contracts will be signed and sent to the Board for approval. After Board approval, the new equipment will be ordered. Construction and installation will commence after equipment arrives. Completion date is TBD based on weather conditions.
- **Rec. Shop Floor Reinforcement Project:** No New Action. Engineering drawings have been received for Recreation Park maintenance shop garage roof reinforcement and Staff will be submitting them to the City for permitting with bid solicitation to follow. Staff is soliciting preliminary pricing assistance from contractors for this work to help ensure budgeting is appropriate prior to seeking building permit.

MEADOW VISTA PARK

- **Playground Replacement Project:** No New Action. The playground was ordered on the day the Board approved the contract in August. Lead time is longer than normal and is currently 18-20 weeks out so installation is expected in January 2022 weather permitting.
- **Parking Lot Re-seal/Re-stripe and Asphalt Path Repairs Project:** The parking lot sealcoat portion of the project will be postponed until spring/warm weather. The asphalt path repair work has been completed. The contractor, Baldoni Construction did a great job and performed several additional work items at no cost to the District.
- **Pickle Ball Court Crack Repairs Project:** Contractor needs 4 clear days of no rain to do this work. Meadow Vista will be done first, followed by Regional courts.

ASHFORD PARK

- **Irrigation Pump and Filter Replacement Project:** Projects completed.

OVERLOOK PARK

- **Restroom ADA Upgrades & Partitions Project: No New Action.** A new memorial bench installation has just been completed near the overlook and the donors (Bill Kirby Family & friends) included two decorative quartz boulders and a custom concrete finish on the pad. Project signage and fixture adjustments will be done in-house when staffing levels allow. ADA Parking lot re-striping needs to be re-done and restroom partitions are in need of replacement. Staff will obtain quotes for this work.

REGIONAL PARK & 24 ACRES SITE

- **Trail Mapping & Signage Project: No New Action.** Staff has obtained a survey of the existing trails on the site and will use this to prepare a trail map and signage in the coming months if the 24 Acres Site grant does not come through.
- **Prop. 68 Statewide Park Development & Community Revitalization Program (SPP) Grant Round 4:** The District received notice on 12/7 that our grant application was successful. The grant amount is \$2,389,125.00 and the District is putting in \$1,037,952 for total project cost estimated at \$3,427,077.00.
- **24 Acres Site Park Construction Documents:** Staff will set up a meeting with DUDEK and get the construction documents started.
- **Dry Creek Playground Replacement Project:** This project will need to be postponed as the Per Capita Grant funds will be directed to the 24 Acres site project instead.
- **Pickle Ball Court Crack Repairs Project:** Contractor needs 4 clear days of no rain to do this work. Meadow Vista will be done first, followed by Regional courts.

CANYON VIEW COMMUNITY CENTER (CVCC)

- **Bike Park Project:** Staff met with lead advocate Boyer to coordinate location of large metal donor recognition signage.
- **Maidu Drive Repair Project (Bureau of Reclamation):** Project started first week of December and is nearly completed. Road striping work remains.
- **ADA Door Access Project: No New Action.** Automatic door hardware needs to be installed at the north entrance.

PLACER HILLS PARK

- **Pool Parking Lot Repairs & ADA Striping Project:** Project has been completed.

MULTI PARK ITEMS

- **Energy Efficient Upgrades:** Solar panel work is underway at CVCC and is also starting at the Placer Hills Pool.

MISCELLANEOUS ITEMS

- Work ongoing for Memorial Bench placement near Sierra Pool splash-pad. New inquiry regarding a possible Memorial Bench at Regional Park. Investigation and prelim pricing for a VFD (variable frequency drive) at Railhead Park irrigation pump. Ongoing assistance with bike park signage and irrigation system adjustments. Updates of monthly Board reports/A&D Project Activity Reports etc.

Manouch Shirvanioun
Customer Service/Marketing Manager
Report to the Board of Directors
December, 2021

The progress with preparing the new registration software program went as planned. On January 1st we will have this new system available for online and in person registration. Also, all the facilities are now in the system and we have started making internal reservations for future events and programs.

ARD's float at Festival of Lights was well liked by many. Lots of ARD cheers from the public Reaching out to the community for gifts/donations for Santa's Toy Chest

Working with Chamber staff on last minute details for the Mixer Leadership Auburn committee meetings

Mark Brunner
Recreation/Youth Services Manager
Report to the Board of Directors
December, 2021

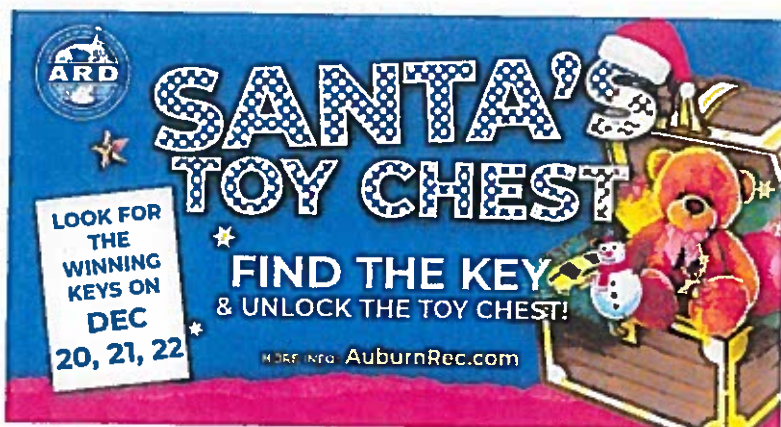
Recreation Guide

- The Winter/Spring Recreation Guide will be mailed out to the Auburn community on December 27. This guide will feature our new spring special events, the opening of our aquatic programs, and all other recreation programming for the new year. The public can register for all of our programs on our new registration software beginning January 1, 2022.



Special Events

- Recreation Services hosted the second annual Give Thanks Feast presented by Carols Market on November 21st at Regional Park. This year we gave out 265 meals. The meals included turkey, mashed potatoes, fresh vegetables, dinner rolls, and more.
- Santa Clause will be visiting Recreation Park on December 16 from 4-6pm. This meet and greet is free for anyone in the community to attend.
- Santa's Toy Chest is returning December 20-22. Staff will hide 50 KEYS each day in one of its parks. Only ONE of the keys each day will unlock Santa's toy chest containing gifts and gift cards from Auburn businesses. Find a key and check Santa's Toy Chest at the park where the keys are hidden to see if yours is the winning key! Any child that finds a key will automatically win a stuffed animal prize, even if their key does not open Santa's Chest. On each event day, the park where the keys will be hidden will be announced at 8am on ARD's website, Facebook and Instagram pages.



- The month of March is Reading Awareness Month. In March, staff will be creating a new special event called Spring Into Reading to help promote reading as another fun way for children to recreate. This event will be in partnership with the Auburn Unified School District and will take place at Recreation Park on March 19.

Youth Programming

- YDL Basketball teams and practice schedules have been created. Practices started the first of December for most of the teams. Sports Coordinator, Jerry Fisher, was able to recruit over 80 volunteer coaches this season to coach all of our teams. League games will start on January 8, 2022.

Amy Oddo Youth Services Manager Report to the Board of Directors December, 2021

We had a great Thanksgiving break and December has been full of fun and festive projects and activities. Our December camp is filling up nicely and will be "All About Animals"! The preschool program has been working on collaborative projects as well as individual "Gingerbread Suites". Here is our collaborative Christmas Tree, hanging in our hallway!



Staffing continues to be a challenge, but we are hopeful about a couple new candidates. We are scouting new staff for our summer program as well. Plans are filling in well for our summer classes and we are looking forward to fun adventures with the students.

NOVEMBER VANDALISM REPORT

		LABOR COSTS	MATERIAL COSTS
11/5/2021	Repair outlets at Dry Creek	\$138.16	\$7.97
11/5/2021	Mattress was dumped at Regional Park	\$34.54	\$104.00
11/19/2021	Person bashed fire hose and fire hose cabinet at Regional Park	\$20.39	\$660.00

Total Labor	\$191.09	Total Material	\$771.97
Total for Year	\$4,755.79	Total for Year	\$11,019.89

02/1/2022 PROJECT ACTIVITY REPORT		UPDATED 11/30/21		EST. COMPLETED
PROJECT	EST. COST	NOTES		
CREATION PARK				
mes Ballfield-Outfield Bermudagrass Conversion Project (2019)	42,000.00	Pricing for a final weed and pre-emergent spraying was received from the contractor and is over contingency fund so will not be accepted. District has Conditionally Accepted the outfield work meaning the District will take over maintenance. District will however not release final payment (retention) to the contractor as the outfield has been damaged. In several areas by inappropriate use of a herbicide (Roundup). The Bermuda grass field is now going dormant and it won't be until spring when it comes out of dormancy that the District will be able to tell if the field was damaged by the herbicide. If the field comes back healthy, the retention monies will be released to the contractor.		OCTOBER 2021
Wheelchair Swing Project (2019)	60,000.00	Staff still trying to meet with playground vendors installer at the site and see if any cost reduction measures can be made to the design. Contracts will be signed and sent to the Board for approval. After Board approval, the new equipment will be ordered. Construction and installation will commence after equipment arrives. Completion date is TBD based on weather conditions.		FALL/WINTER 2021
Shop Floor Reinforcement Project (20)	10,000.00	Engineering drawings have been received for Recreation Park maintenance shop garage roof reinforcement and Staff will be submitting them to the City for permitting with bid solicitation to follow. Staff is soliciting preliminary pricing assistance from contractors for this work.		WINTER 2021
ADOW VISTA PARK				
Playground Replacement Project	120,000.00	The playground was ordered on the day the Board approved the contract (8-26-21). Lead time is longer than normal and is currently 18-20 weeks out so installation is expected in January 2022.		JANUARY 2022

ADA Signage	1,200.00	Inventory of existing ADA signage at the park was completed by staff. The needs appear minimal and the signage upgrades will be grouped with the asphalt work.	FALL 2021
Parking Lot Re-seal/Re-Stripe	15,000.00	The parking lot sealcoat portion of the project will be postponed until spring/warm weather.	SPRING 2021
Asphalt Pathway Repairs (2020)	30,000.00	The path repair work started on 11/30 and is progressing well. Contractor (Baldoni Construction) is paying close attention to detail and doing a good job with pedestrian safety protocol during the work. Areas to be fixed are being sawcut, demolished and re-paved in sections so that path interruption is kept to a minimum.	FALL/WINTER 2021
Tennis Court Crack Repairs	5,000.00	Latest update from the contractor is that this work will be starting December 6th and will take up to 4 days.	FALL/WINTER 2021
WOLFORD PARK			
Ball Court Pump Replacement Project (2021)	45,000.00	New pump fencing & gate work was completed the week of November 4th.	FALL/WINTER 2021
WOLFLOOK PARK			
Restroom ADA Upgrades	15,000.00	Project signage and fixture adjustments will be done in-house when staffing levels allow. ADA Parking lot re-striping needs to be re-done and restroom partitions are in need of replacement. Staff will obtain quotes for this work.	WINTER 2021
WOLFTRAIL PARK & 24 ACRES			
Mapping & Signage Project (2020)	10,000.00	Staff has obtained a survey of the existing trails on the site and will use this to prepare a trail map and signage in the coming months if the 24 Acres Site grant does not come through.	SUMMER/FALL 2021

Statewide Park Development and Community Revitalization Program (SPP) Grant Round 4 (2018/2019) & CEQA documents	120,000.00	Staff was told that the States goal was to announce the grant recipients by September 1st and the District still hasn't heard anything. Time is getting short on the deadline for the Per Capita Grant funding so if we do not hear back from the State regarding the Prop 68 funds soon, the District may need to allocate the Per Capita funds to the Dry Creek Playground project above.	2020/2021
4 Acres Site Construction Documents	110,000.00	Construction documents for the site which will be started immediately if the District gets the grant.	SUMMER/FALL 2021
Dry Creek Playground Replacement	177,000.00	If the 24 Acres Grant application is not successful, the above-mentioned 17/1K Per Capita Grant funds are currently allocated towards replacing this playground.	SPRING 2022
Pickleball Court Crack Repairs	4,500.00	Contractor relayed updated schedule that this work will follow the Meadow Vista Pickleball crack repair work so Regional will likely begin week of December 13th.	FALL 2021
ICC			
Bike Park - Construction (2015/2016)	200,000.00	The Bike Park Grand Opening event on November 7th was well attended, the weather was beautiful and it appeared everyone had a great time. Bureau of Reclamation, Auburn Trails Alliance, DA Muscott and Director Holbrook all gave remarks. Staff has received the extra hardware needed to install the main bike park sign panels on the lower pump track sign and will be installing them soon. Staff will also soon be working with lead advocate Boyer in the location and installation of a large metal "Bike Park Donor Recognition Sign" down at the pump track. There will likely be more of these signs to come in the future as donations continue to flow in. Phase II jump area work is scheduled to begin in January 2022.	ONGOING

Park Name	Project Description	Budget	Status
Laker Drive	Repair (2018/2019)	0.00	This project finally began on Monday, November 29th and is progressing rapidly. Old asphalt roadway is being "ground in place" and will serve as the new aggregate base for the incoming new asphalt road. Concrete sidewalk panels that had uplifted over time are being replaced as well.
DA	Door Improvements	5,000.00	Automatic door hardware needs to be installed.
LACER HILLS PARK	Parking Lot Repairs	30,000.00	Demolition of old asphalt, grading and forming/pouring of the new concrete valley gutter has been completed at the site. At time of report, new base rock work was being installed with first asphalt installation is scheduled to begin on Tuesday, November 30th. Paving is complete and final parking lot striping is scheduled for Thursday, December 2nd.
ULTI-PARK ITEMS	Energy Efficient Upgrades	2,131,500.00	Solar panel work is near completion at Regional Park Gym parking lot. Rec Park and CVCC solar work has begun and the Placer Hills Pool project will follow. Punch list walk through for the sports lighting portions of work was held late October- awaiting punchlist completion. Lighting software to control the new lights has been found to be complicated and may be deemed unacceptable-no update on this as of report date. During the plumbing upgrade work at CVCC a bathroom fixture was left in a non-closed state and flooded the bathroom, much of the entry hall, District Office, adjoining rooms and basement/rooms below. Plumbing subcontractor will be utilizing it's insurance to cover the costs of the remediation company work and physical damages. Fortunately, the carpet in the building is a "glue down" style carpet with no under-pad and the floor below is concrete slab on top of corrugated steel so according to the remediation company it is possible to vacuum and dry out the water without mold concern. Drywall in certain areas will need to be replaced. Unfortunately, drywall in both men and women's bathrooms is covered in older ceramic tile material that has been found to contain lead and lead abatement will be a part of replacing these wallboards and tilework. Situation ongoing.
Total Year Projects Total:		3,131,200.00	

Item 8.1 Cover Sheet: Resolution #2021-23: Transfer \$380,000 from the Contingency Fund to the California Employers' Pension Prefunding Trust (CEPPT) and Transfer \$23,000 from the Contingency Fund to prefund the CalPERS Unfunded Liability.

Auburn Area Recreation and Park District Finance Committee, November, 2021; December, 2021; Board of Directors Meeting, December 2021.

The Issue

Shall the Auburn Area Recreation and Park District (ARD) adopt Resolution #2021-23, transferring \$380,000 from the Annual Contingency Reserve Fund to the California Employers' Pension Prefunding Trust (CEPPT) and transferring \$23,000 from the Annual Contingency Reserve Fund directly to CalPERS to reduce our unfunded liability?

Background

On March 25, 2021 the Auburn Area Recreation and Park District approved setting up a California Employers' Pension Prefunding Trust (CEPPT) for future payments to the CalPERS Retirement plan.

In March, 2021 the Board of Directors approved the revision of the District Policy Manual to include:

5. Unfunded CalPERS Pension Funding GASB 68: Contributions or Prefunding may occur at any time but will be included in the budget each fiscal year at an amount that represents at least \$60,000. Staff is to allocate 40% to directly Prefund CalPERS. Staff is to allocate 60% to a section 115 Trust. The CalPERS UAL peaks in the year 2032 with an additional required payment of \$142,000. This required allocation should continue until ARD has reduced its peak to less than an annual \$100,000 (or until 90% funded, whichever is first). This will prevent the District from over funding. Once that has been achieved, 100% of the \$60,000 will be put into a section 115 Trust.

ARD is currently estimated at 82% funded in the CalPERS Classic Plan and 90% funded in the CalPERS Pepra Plan.

In June, 2021 the District deposited the first contribution of \$68,089 (60% of the 2021-22 budgeted amount of \$113,482) into the CEPPT.

The CEPPT can operate as a contingency fund, as well. The District is allowed to draw from the CEPPT at any time, as long as the draws do not exceed the annual expense for retirement funding to CalPERS. The District's annual contribution to CalPERS is currently approximately \$380,000.

The District currently has \$473,000 in the Contingency Fund Reserves. The District Policy Manual states:

1. Contingency: Contributions to this fund may occur at any time but will be maintained at \$450,000. Any monies from this fund that are spent for Board approved expenditures shall be replenished prior to any other reserve being funded.

The District was able to rely on the Contingency Fund during the budgeting process for 2020-21. In an effort to increase the Contingency Fund for the unknown COVID year to come, the District moved residuals from the 2019-20 year end. When all was said and done, the Contingency Fund ended last fiscal year with more than the prior year. (2019-20 ended at \$450,000 and 2020-21 ended at \$473,000)

The District has earned an average of approximately 1.19% on the \$68,000 in CEPPT earning us \$806 in interest (less fees) since its first deposit made on June 23, 2021.

Currently, Placer County Treasury is earning approximately .027% on our funds in the Treasury in the last 5 months, earning us \$103 on \$380,000. If the \$380,000 in Contingency funds were in the CEPPT, we would have earned an additional \$4,501 for the Pension Trust Fund, if in Strategy 1 or \$3,303 if in Strategy 2 (a lower risk fund) at CalPERS.

For actual risk experience at least 3 years of performance is needed to calculate a statistically significant standard deviation. The 10-year expected standard deviation for CEPPT Strategy 1 is 8.2% and for CEPPT Strategy 2 is 5.2%. These utilize 2019 capital market assumptions. CalPERS' Strategy markers have been on target historically for their CERBT (OPEB – Health Insurance Trust), so we should be fairly safe in these assumptions.

Recommendation for the Board:

1) The Finance Committee recommends that the ARD Board of Directors approve and adopt Resolution #2021-23, a resolution that authorizes the following:

A) Moving \$380,000 of the \$473,000 in the Contingency Fund to the CEPPT Strategy 2 CalPERS Trust Fund where it is more likely to earn more interest. The fund will show the District in a stronger position since it will be reflected as money saved for Unfunded Retirement Liability, and it will still give us the safety net of a contingency fund if needed.

B) Sending the remaining \$23,000 directly to CalPERS to reduce the current Unfunded Liability.

2) Staff further recommends the following change to District Policy:

C) Reduce the required Contingency balance to be maintained at \$70,000. This will insure a \$450,000 balance between the \$380,000 retained in the CEPPT and the \$70,000 in the Contingency Fund. The proposed change to policy would read as follows:

a. Contingency: Contributions to this fund may occur at any time but will be maintained at ~~\$450,000~~ \$70,000. Any monies from this fund that are spent for Board approved expenditures shall be replenished prior to any other reserve being funded.

Fiscal Impact

Potential higher earnings in interest, estimated at \$15,000 annually.

Attachments

Resolution 2021-23

Hypothetical CEPPT Funding Scenarios

RESOLUTION NUMBER 2020 - 23

A RESOLUTION OF THE GOVERNING BOARD OF DIRECTORS OF THE AUBURN AREA RECREATION AND PARK DISTRICT APPROVING THE TRANSFER OF FUNDS IN THE AMOUNT OF \$380,000 FROM THE CONTINGENCY FUND RESERVE TO THE CALIFORNIA EMPLOYERS' PENSION PREFUNDING TRUST (CEPPT) AND \$23,000 FROM THE CONTINGENCY FUND TO PREFUND THE CALPERS UNFUNDED LIABILITY.

WHEREAS, in June, 2021 the Auburn Area Recreation & Park District ("District") Board of Directors established a CEPPT with CalPERS in the amount of \$68,089 for the purpose of pre-funding pension obligations, and;

WHEREAS, the District desires a transfer of \$380,000 from the Contingency Reserve as an additional contribution to the CEPPT to be invested in CalPERS Strategy 2, a conservative fund, and;

WHEREAS, the District desires transferring funds from the Contingency Reserve and making a payment in the amount of \$23,000 to the District's CalPERS Unfunded Pension Liability, and;

THEREFORE, the Auburn Area Recreation and Park District Board of Directors does hereby resolve the following:

That the Auburn Area Recreation and Park District Board of Directors hereby transfers \$380,000 from the Contingency Reserve Fund and send it to the CEPPT at CalPERS and hereby transfers \$23,000 from the Contingency Reserve Fund for a prefunding payment to the District's CalPERS Unfunded Pension Liability.

APPROVED, PASSED, AND ADOPTED ON December 16, 2021 by the following roll call vote:

Ayes:

Noes:

Absent:

Abstain:

H. Gordon Ainsleigh
Chairman of the Governing Board

ATTEST:

Clerk to the Governing Board

Auburn Area Recreation and Park District - CEPPT Investment Performance Simulation *

CEPPT Strategy 1 vs Strategy 2 with \$380,000 Contribution and CEPPT Strategy 1 vs Strategy 2 with \$380,000 + Actual Contribution of \$68,089				
	CEPPT Strategy 1	CEPPT Strategy 2	CEPPT Strategy 1	CEPPT Strategy 2
Initial Contribution Date	6/23/2021	6/23/2021	6/23/2021	6/23/2021
Initial Contribution	380,000	380,000	448,089	448,089
Additional Contributions	-	-	-	-
Total Disbursements	-	-	-	-
CEPPT Fees	(389)	(387)	(459)	(457)
Investment Earnings	4,890	3,690	5,766	4,351
Ending Assets as of 11/30/2021	384,501	383,302	453,396	451,983

* Results shown are simulated calculations for discussion only.

CEPPT Strategy 1 vs Strategy 2 with Actual Contribution of \$68,089		
	CEPPT Strategy 1	CEPPT Strategy 2
Initial Contribution Date	6/23/2021	6/23/2021
Initial Contribution	68,089	68,089
Additional Contributions	-	-
Total Disbursements	-	-
CEPPT Fees	(70)	(69)
Investment Earnings	876	661
Ending Assets as of 11/30/2021	68,895	68,681

Item 8.2 Cover Sheet: Increase in Minimum Wage To Some Job Descriptions

Auburn Area Recreation and Park District (ARD) Standing Finance Committee; December, 2021; Board of Directors Meeting, December 2021.

The Issue

Shall the Auburn Area Recreation and Park District change pay scales for certain job descriptions, based on upcoming mandated minimum wage increases as well as increases for job descriptions that succeed those needed to be raised by law?

Background

The minimum wage in California is set to increase to \$15.00 on January 1, 2022. The adjustments to ARD positions include job descriptions below minimum wage as well as job descriptions succeeding those job descriptions. An example of succeeding job descriptions are the Aquatic's Lifeguard, Head Guard, and Coordinator.

ARD Policy on salary schedules:

2.20 Salary Schedule Ranges

The salary schedules and hourly wage schedules for District employees are established by the District Administrator and approved by the Board of Directors. Salary schedules and hourly wage schedules shall be reviewed periodically. Should the Board of Directors approve an increase in a salary or hourly wage schedule for a job description, all employees in the job description will receive a commensurate salary or wage increase.

Recommendation

Staff recommends that the Board approve increases as proposed in the attached spreadsheet.

Fiscal Impact

\$6,500 for the remaining 2020-21 fiscal year (this amount is in the current budget) \$33,710 for 2021-2022

Attachment

Spreadsheet of proposed Job Description changes

Job Description Changes 2022-2023
Proposed Minimum Wage Increases - January 1, 2022

Aquatics			Youth Services			Administration			Recreation		
Assistant Coach - Competitive Swimming			Youth Services Program Leader I			Account Clerk I			Recreation Aide I		
Current	14.00	to 18.00	Current	14.00	to 18.00	Current	16.87	to 22.62	Current	14.00	to 18.00
New	15.00	to 19.25	New	15.00	to 19.25	New	17.25	to 23.00	New	15.00	to 19.25
		7.0%			7.0%			2.0%			7.0%
Assistant Coach - Synchronized Swimming			Youth Services Program Leader II			Account Clerk II			Recreation Aide II		
Current	14.00	to 18.00	Current	14.50	to 19.00	Current	16.09	to 21.53	Current	14.50	to 18.50
New	15.00	to 19.25	New	16.00	to 21.00	New	17.25	to 23.00	New	15.75	to 20.00
		7.0%			10.0%			(No Impact - Just a change to job description)			8.0%
Cashier - Pool			Youth Services Program Leader III			Account Clerk II			Recreation Aide III		
Current	14.00	to 18.00	Current	16.00	to 21.00	Current	19.83	to 29.74	Current	16.00	to 21.00
New	15.00	to 19.25	Suggested	17.15	to 22.50	Suggested	(No Change)		Suggested	16.50	to 21.75
		7.0%			7%						3.0%
Head Coach - Competitive Swimming			Youth Services Program Site Director			Human Resource Clerk			Scorekeeper		
Current	17.50	to 23.00	Current	18.00	to 23.80	Current	18.24	to 24.43	Current	14.00	to 18.00
Suggested	18.40	to 24.00	Suggested	19.10	to 25.25	Suggested	19.50	to 25.90	New	15.00	to 19.25
		5.0%			6%			(No Impact - Just a change to job description)			7.0%
Head Coach - Synchronized Swimming			Youth Services Program Coordinator			Customer Service Associate			5 x 5 Basketball, Single scorekeeper		
Current	16.00	to 20.50	Current	21.45	to 27.00	Current	15.00	to 20.07	Current	18.00	to 24.00
Suggested	16.80	to 21.50	New	22.50	to 28.15	Suggested	16.05	to 21.47	Suggested	19.25	to 25.70
		5.0%			5.0%			(No Impact - Just a change to job description)			7.0%
Lifeguard			YS Lic Exempt Preschool Teacher 1			Customer Service Representative					
Current	14.00	to 18.00	Current	14.00	to 18.00	Current	14.00	to 18.00			
New	15.00	to 19.25	New	15.00	to 19.25	New	15.00	to 19.25			
		7.0%			7.0%			(No Impact - Just a change to job description)			
Head Lifeguard			YS Lic Exempt Preschool Teacher 2			Customer Service Representative					
Current	15.00	to 19.00	Current	14.50	to 19.00	Current	15.50	to 20.78			
Suggested	16.00	to 20.25	New	16.00	to 21.00	New	16.60	to 22.25			
		6.6%			10.0%			(No Impact - Just a change to job description)			
Swim-Aide			YS Lic Exempt Preschool Teacher 3								
Current	14.00	to 18.00	Current	16.00	to 21.00						
New	15.00	to 19.25	Suggested	17.15	to 22.50						
		7.0%			7%						
Swim Lesson Instructor (WSI)			YS Lic Exempt Preschool Site Director								
Current	15.00	to 19.00	Current	18.00	to 23.80						
Suggested	16.00	to 20.25	Suggested	19.10	to 25.25						
		6.6%			6%						
Aquatics Coordinator											
Current	19.89	to 26.52									
New	20.80	to 27.85									
		5.0%									

Item 8.3 Cover Sheet: Election of ARD Chairperson and Vice Chairperson

Auburn Area Recreation and Park District Board of Directors Meeting December 16, 2021

The Issue

Shall the Auburn Area Recreation and Park District (ARD) elect a chairperson and vice chairperson for 2022?

Background

The ARD Board Procedures and Responsibility Manual, Section III states the following:

ELECTION OF CHAIRPERSON AND VICE-CHAIRPERSON

The Chairperson and Vice-Chairperson shall be elected at the last scheduled Board of Directors meeting of each year. The election shall take place at the conclusion of all business items and will use the following procedures with the Chairperson being nominated and elected first, followed by the nomination and election of the Vice Chairperson:

Each Board Member has the right to nominate another Board Member. No second is required for a nomination.

Elections proceed by voting on nominees in the order in which they were nominated. Member first vote on the election of the first nominee. If that person does not receive a minimum of three (3) votes, then a vote is taken on the second Board Member nominated, and so on, until a Board Member receives three votes. If a nominee is elected, a vote is not taken on the remaining nominees since the position is filled. If no one is elected, nominations and voting are reopened, following the same procedures, until the position is filled.

The new Chairperson shall make appointments to each Standing Committee after the elections. The appointments shall be made no later than December 31st of each year.

CA PRC 5784.7 states the following with regard to election of officers:

(a) Within 45 days after their first election and after each general district election or unopposed election, or at the beginning of each new term for members of an appointed board, the board of directors shall meet and elect its officers.

(b) The officers of a board of directors are a chair and vice chair. A board of directors may create additional officers and elect members to those positions, provided that no member of a board of directors shall hold more than one office.

Recommendation for the Board of Directors

Elect a chairperson and vice chairperson following the procedures outlined above.

Fiscal Impact

N/A

Attachments

None

SECTION: 9.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

1. County Mitigation Fund, current balance \$792,000.