

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

**6:00 P.M.**

**THURSDAY, FEBRUARY 28, 2013  
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. 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**

Gray \_\_\_\_\_ Smith \_\_\_\_\_ Holbrook \_\_\_\_\_ Ainsleigh \_\_\_\_\_ Ferris \_\_\_\_\_

**2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS**

Presentation from Sports Coordinator Jerry Fisher to Ed Van Aelstyn, Loomis area volunteer coach and area representative as volunteer of the month for February, 2013.

Presentation from Administrative Services Manager Joe Fecko to Veona Galbraith, Account Clerk II as employee of the month for February, 2013.

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

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

\_\_\_\_\_  
Gray \_\_\_\_\_ Smith \_\_\_\_\_ Holbrook \_\_\_\_\_ Ainsleigh \_\_\_\_\_ Ferris \_\_\_\_\_

**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 Minutes of the January 31, 2013 Meeting of the Board of Directors**

Review and approval of minutes.

\_\_\_\_\_ **5.2 Cash Requirements for January, 2013 (Standing Finance Meeting)**

Review and approval of cash requirements.

\_\_\_\_\_ **5.3 Review of Financials for January, 2013 (Standing Finance Meeting)**

Review and approval of Financials for January, 2013.

\_\_\_\_\_ **5.4 Change to Personnel Policy Regarding Expense Accounts (Program, Personnel, Policy & Fee Committee)**

Shall the Board approve changes to the Personnel Policy Manual regarding expense accounts?

\_\_\_\_\_ **5.5 Change to Personnel Policy Regarding Medical Premiums for Medicare Recipients (Program, Personnel, Policy & Fee Committee)**

Shall the Board approve changes to the Personnel Policy Manual regarding Medicare expense Reimbursement?

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

\_\_\_\_\_

Gray \_\_\_\_\_ Smith \_\_\_\_\_ Holbrook \_\_\_\_\_ Ainsleigh \_\_\_\_\_ Ferris \_\_\_\_\_

**Roll Call Vote**

**6.0 ITEMS REMOVED FROM CONSENT CALENDAR FOR SEPARATE ACTION**

6.1

**7.0 ADMINISTRATOR’S AND DEPARTMENTAL REPORTS**

Please see reports, fee waiver log, project list and vandalism report under item 7.0.

**8.0 UNFINISHED BUSINESS**

None.

**9.0 NEW BUSINESS**

\_\_\_\_\_ **9.1 Smoking Ban in ARD Parks (Program, Personnel, Policy & Fee Committee)**

Shall the Auburn Area Recreation and Park District (ARD) amend ARD Ordinance #1 to ban smoking in ARD parks?

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

\_\_\_\_\_

Gray \_\_\_\_\_ Smith \_\_\_\_\_ Holbrook \_\_\_\_\_ Ainsleigh \_\_\_\_\_ Ferris \_\_\_\_\_

**Roll Call Vote**

\_\_\_\_\_ **9.2 Consideration of Items to Ban/Prohibit (Program, Personnel, Policy & Fee Committee)**

Shall the Board consider items, actions and behaviors that should be banned or prohibited in Auburn Area Recreation and Park District (ARD) parks?

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

\_\_\_\_\_

Gray \_\_\_\_\_ Smith \_\_\_\_\_ Holbrook \_\_\_\_\_ Ainsleigh \_\_\_\_\_ Ferris \_\_\_\_\_

\_\_\_\_\_ **9.3 Resolution Number 2013-01, Resolution to Prepare Atwood III Engineer's Report for Fiscal Year 2013 – 2014 (Acquisition & Development Committee)**

Shall the Board consider Resolution 2013 - 01 directing SCI consulting group to prepare the engineer's report for Fiscal Year 2013-14 for the continuation of levying the annual assessments for the Atwood Ranch III Landscaping and Lighting Assessment District?

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

\_\_\_\_\_

Gray \_\_\_\_\_ Smith \_\_\_\_\_ Holbrook \_\_\_\_\_ Ainsleigh \_\_\_\_\_ Ferris \_\_\_\_\_

**Roll Call Vote**

\_\_\_\_\_ **9.4 Approval of 2013 – 2014 Fiscal Year Project List (Acquisition & Development Committee & Finance Committee)**

Shall the Auburn Area Recreation and Parks District (ARD) Board of Directors approve the proposed Project List for Fiscal Year 2013/2014?

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

\_\_\_\_\_

Gray \_\_\_\_\_ Smith \_\_\_\_\_ Holbrook \_\_\_\_\_ Ainsleigh \_\_\_\_\_ Ferris \_\_\_\_\_

**Roll Call Vote**

\_\_\_\_\_ **9.5 Preliminary Budget Fiscal Year 2013 – 2014 (Standing Finance Committee)**

Shall the Board recommend approval the preliminary budget for 2013/2014?

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

\_\_\_\_\_

Gray \_\_\_\_\_ Smith \_\_\_\_\_ Holbrook \_\_\_\_\_ Ainsleigh \_\_\_\_\_ Ferris \_\_\_\_\_

**Roll Call Vote**

\_\_\_\_\_ **9.6 Obsolescence List Update and Approval of Expenditures for Items on the FY 2013/2014 Obsolescence List (Standing Finance Committee)**

Shall the Auburn Area Recreation and Park District approve an update to the Obsolescence List and approve Resolution Number 2013-02, A Resolution approving the expenditure of funds for the FY 13/14 Obsolescence List?

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

\_\_\_\_\_

Gray \_\_\_\_\_ Smith \_\_\_\_\_ Holbrook \_\_\_\_\_ Ainsleigh \_\_\_\_\_ Ferris \_\_\_\_\_

**Roll Call Vote**

\_\_\_\_\_ **9.7 Board Member Use of Cell Phones at Meetings (Program, Personnel, Policy & Fee Committee)**

Shall the Auburn Area Recreation and Park District (ARD) create a policy prohibiting the use of cell phones by Board Members at Board meetings?

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

\_\_\_\_\_

Gray \_\_\_\_\_ Smith \_\_\_\_\_ Holbrook \_\_\_\_\_ Ainsleigh \_\_\_\_\_ Ferris \_\_\_\_\_

\_\_\_\_\_ **9.8 Public and Board Member Comment (Program, Personnel, Policy & Fee Committee)**

Shall the Auburn Area Recreation and Park District change the format of the Board and Committee meeting agendas to allow for Board Member comment during the public comment portion of the meeting?

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

\_\_\_\_\_

Gray \_\_\_\_\_ Smith \_\_\_\_\_ Holbrook \_\_\_\_\_ Ainsleigh \_\_\_\_\_ Ferris \_\_\_\_\_

\_\_\_\_\_ **9.9 Public Agency Liaison (Program, Personnel, Policy & Fee Committee)**

Shall the Auburn Area Recreation and Park District (ARD) have a Chairman appointed Public Agency Liaison?

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

\_\_\_\_\_

Gray \_\_\_\_\_ Smith \_\_\_\_\_ Holbrook \_\_\_\_\_ Ainsleigh \_\_\_\_\_ Ferris \_\_\_\_\_

\_\_\_\_\_ **10.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS**

None.

\_\_\_\_\_ **11.0 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.**

\_\_\_\_\_ **12.0 Board Member Comments:**

Jim Gray, Jim Ferris, Scott Holbrook, Gordon Ainsleigh, and Curt Smith.

_____	<b>12.1 <u>Chairman Appointments:</u></b>	
	<b>Acquisition &amp; Development Committee</b>	Directors Gray & Ainsleigh
	<b>Party in the Park</b>	Director Holbrook, Director Ferris, & Staff
	<b>Program, Personnel, Policy &amp; Fee Committee</b>	Directors Holbrook & Ferris
	<b>Finance Committee</b>	Directors Holbrook & Smith
	<b>User Group Liaisons</b>	Directors Gray & Ainsleigh
	<b>Legal Review Committee</b>	Directors Holbrook & Ferris
	<b>Committee for District Administrator's Goals &amp; Assessments</b>	Directors Holbrook & Ferris
	<b>Sergeant at Arms</b>	District Administrator Kahl Muscott
_____	<b>12.2 <u>District Administrator Appointed Standing Committee:</u></b>	
	<b>Strategic Plan Review Steering Committee</b>	Directors Holbrook, Ferris, Kahl Muscott, Joe Fecko, Pamela Vann
	<b>Marketing and Program Plan Committee</b>	Director Ferris and Staff
	<b>ADA (American's With Disabilities Act) Transition Plan Committee</b>	Director Ferris, Kahl Muscott, Joe Fecko, Pamela Vann
	<b>Adopt A Park Committee</b>	Director Ainsleigh, Director Ferris, Kahl Muscott, Larry Gray
_____	<b>12.3 Media Representatives</b>	Director Holbrook & District Administrator Kahl Muscott
_____	<b>12.4 Parliamentarian</b>	District Administrator Kahl Muscott
_____	<b>13.0 CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL</b>	
	None.	
_____	<b>14.0 ITEMS TO BE CONSIDERED AT FUTURE BOARD MEETINGS</b>	

**14.1 FOLLOW-UP INFORMATION FROM THE PREVIOUS BOARD AND/OR COMMITTEE MEETINGS**

None.

**14.2 PENDING ITEMS REQUIRING MORE DETAILED RESEARCH**

None.

\_\_\_\_\_ **15.0 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.

\_\_\_\_\_ **16.0 CLOSED SESSION**

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

**Title: District Administrator**

\_\_\_\_\_ **17.0 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:

2-22-13  
Date

2:30 PM  
Time

P. Larson  
Clerk to the Board

**SECTION: 5.0**

**ITEM: 5.1 REVIEW AND APPROVAL OF MINUTES OF THE  
JANUARY 31, 2013 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, January 31, 2013, 6:00 p.m.  
Canyon View Community Center  
471 Maidu Drive  
Auburn, CA**

**Board Members**

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

**Board Members**

**Absent:** None.

**Staff Present:**

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

**1.0 CALL TO ORDER**

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

**2.0 INTRODUCTIONS, PRESENTATIONS AND ANNOUNCEMENTS**

Presentation from Jerry Fisher, Sports Coordinator to volunteer of the month Cynthia Martinez, Volunteer Youth Coach.

**3.0 AGENDA REVIEW, CHANGES AND APPROVAL**

A motion was made by Director Holbrook and seconded by Director Smith to approve the agenda.

5 – 0 Motion carries.

#### **4.0 PUBLIC COMMENT**

Gordon Ainsleigh gave public comment suggesting the Board consider Regional Park be named Rock Creek Regional Park because Rock Creek flows through Regional Park.

#### **5.0 CONSENT ITEMS**

**5.1 Review and Approval of Minutes of the December 20, 2012 Meeting of the Board of Directors**

**5.2 Cash Requirements for December, 2012 (Standing Finance Meeting)**

**5.3 Review of Financials for November, 2012 (Standing Finance Meeting)**

**5.4 Review of Financials for December, 2012 (Standing Finance Meeting)**

A motion was made by Director Holbrook and seconded by Director Ferris to approve the Consent Calendar.

##### **Roll Call Vote**

5 – 0 Motion carries.

#### **6.0 ITEMS REMOVED FROM CONSENT CALENDAR FOR SEPARATE ACTION**

None.

#### **7.0 ADMINISTRATOR'S AND DEPARTMENTAL REPORTS**

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

#### **8.0 UNFINISHED BUSINESS**

None.

#### **9.0 NEW BUSINESS**

**9.1 Social Media Policy (Program, Personnel, Policy & Fee Committee)**

A motion was made by Director Holbrook and seconded by Director Smith to approve the Social Media Policy.

##### **Roll Call Vote**

5 – 0 Motion carries.

## 10.0 ITEMS FOR DISCUSSION AND INFORMATIONAL ITEMS

1. Discussion of replacing board and manager pictures on the wall outside of the Board room. There was discussion regarding making changes to the pictures, possibly updating the Board of Directors pictures, making them smaller and having a group picture taken of the staff. It was left up to the District Administrator to make a decision regarding changing the pictures.
2. There was discussion of Chairman Gray asking District Administrator Muscott why the managers are required to attend the Board meetings. Consensus of the Board is they like having the managers present at the meetings for interaction. The District Administrator dismisses the managers from the meeting once the board reports are over and after any agenda items relating to each department manager have been taken care of.

## 11.0 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.

### 12.0 Board Member Comments:

Jim Ferris, Jim Gray, Scott Holbrook, Gordon Ainsleigh & Curt Smith.

### 12.1 Chairman Appointments:

<b>Acquisition &amp; Development Committee</b>	Directors Gray & Ainsleigh
<b>Party in the Park</b>	Directors Holbrook, Ferris & Staff
<b>Program, Personnel, Policy &amp; Fee Committee</b>	Directors Holbrook & Ferris
<b>Finance Committee</b>	Directors Holbrook & Smith
<b>User Group Liaisons</b>	Directors Gray & Ainsleigh
<b>Legal Review Committee</b>	Directors Holbrook & Ferris
<b>Committee for District Administrator's Goals &amp; Assessments</b>	Directors Holbrook & Ferris
<b>Sergeant at Arms</b>	District Administrator Kahl Muscott

**12.2 District Administrator Appointed Standing Committee:**

<b>Strategic Plan Review Steering Committee</b>	Directors Holbrook, Ferris, Kahl Muscott, Joe Fecko, Pamela Vann
<b>Marketing and Program Plan Committee</b>	Director Ferris & Staff
<b>ADA (American’s With Disabilities Act) Transition Plan Committee</b>	Director Ferris, Kahl Muscott, Joe Fecko, Pamela Vann
<b>Adopt A Park Committee</b>	Director Ainsleigh, Director Ferris, Kahl Muscott, Larry Gray

**12.3 Media Representatives** Director Holbrook & District Administrator Kahl Muscott

**12.4 Parliamentarian** District Administrator Kahl Muscott

**13.0 CORRESPONDENCE/COMMUNICATIONS AND INFORMATIONAL**

None.

**14.0 ITEMS TO BE CONSIDERED AT FUTURE BOARD MEETINGS**

Director Holbrook requested a discussion item on the agenda regarding ARD having a public agency liaison.

**14.1 FOLLOW-UP INFORMATION FROM THE PREVIOUS BOARD AND/OR COMMITTEE MEETINGS**

None.

**14.2 PENDING ITEMS REQUIRING MORE DETAILED RESEARCH**

None.

**15.0 PUBLIC COMMENT**

None.

**16.0 CLOSED SESSION** – After a brief recess, the Board went into Closed Session at 7:05 p.m.

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

**Title: District Administrator**

**17.0 OPEN SESSION** - Director Holbrook left the meeting at 7:12 p.m. There was no reportable action taken.

**ADJOURNMENT** - As there was no further business, the meeting was adjourned at 7:45 p.m. by Chairman Gray.

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

\_\_\_\_\_  
Date

**SECTION: 5.0**

**ITEM: 5.2 REVIEW OF CASH REQUIREMENTS FOR  
JANUARY, 2013**

**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: \$153,929.37**

**SEE ATTACHED LISTING  
OF EXPENSES**

Ranges: From: To: From: To:  
 Check Number First Last Check Date 1/1/2013 1/31/2013  
 Vendor ID First Last Checkbook ID UMPQ UMPQ  
 Vendor Name First Last

Sorted By: Check Date

\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
055302	S0016	Sam's Club	1/3/2013	UMPQ	PMCHK00002012	\$1,067.43
55488	C1004	ING LLC	1/4/2013	UMPQ	PMCHK00002013	\$3,709.00
55489	S1007	Stationary Engineers, Local 39	1/4/2013	UMPQ	PMCHK00002013	\$232.67
55490	S1010	State Disbursement Unit	1/4/2013	UMPQ	PMCHK00002013	\$87.50
55526	U0019	US Bank	1/9/2013	UMPQ	PMCHK00002015	\$24,557.13
55527	E1000	Employment Development Dept.	1/9/2013	UMPQ	PMCHK00002016	\$4.65
55528	TEMPE	Elevation Church	1/9/2013	UMPQ	PMCHK00002016	\$135.00
55529	B0031	Bureau of Reclamation	1/10/2013	UMPQ	PMCHK00002017	\$100.00
55530	E1000	Employment Development Dept.	1/10/2013	UMPQ	PMCHK00002018	\$427.84
55491	1099-104	Thomas Seibel	1/11/2013	UMPQ	PMCHK00002014	\$32.50
55492	1099-269	Deborah Lynn	1/11/2013	UMPQ	PMCHK00002014	\$58.50
55493	1099-49	Paula Duffy	1/11/2013	UMPQ	PMCHK00002014	\$898.30
55494	1099-99	Chris Atkinson	1/11/2013	UMPQ	PMCHK00002014	\$273.00
55495	A0001	Recology Auburn Placer	1/11/2013	UMPQ	PMCHK00002014	\$510.37
55496	A0014	AT&T	1/11/2013	UMPQ	PMCHK00002014	\$678.91
55497	A0027	Recology Auburn Placer	1/11/2013	UMPQ	PMCHK00002014	\$1,198.84
55498	A0035	American Red Cross - Health &	1/11/2013	UMPQ	PMCHK00002014	\$48.00
55499	A0091	Altara	1/11/2013	UMPQ	PMCHK00002014	\$37.50
55500	C0004	CAPRI	1/11/2013	UMPQ	PMCHK00002014	\$28,316.50
55501	C0044	Gold Country Regional Chapter	1/11/2013	UMPQ	PMCHK00002014	\$60.00
55502	C0061	California Computer Services	1/11/2013	UMPQ	PMCHK00002014	\$130.00
55503	C0072	CIT Technology Fin. Serv., Inc	1/11/2013	UMPQ	PMCHK00002014	\$530.89
55504	C0111	CENTRAL VALLEY BROADBAND	1/11/2013	UMPQ	PMCHK00002014	\$189.90
55505	C0113	Cooks Portable Toilets & Septi	1/11/2013	UMPQ	PMCHK00002014	\$648.38
55506	D0010	Diamond Pacific	1/11/2013	UMPQ	PMCHK00002014	\$181.70
55507	D0025	Dawson Oil Company	1/11/2013	UMPQ	PMCHK00002014	\$1,269.06
55508	G0006	Gold Country Media Publication	1/11/2013	UMPQ	PMCHK00002014	\$206.60
55509	G0074	G & H Glass Company	1/11/2013	UMPQ	PMCHK00002014	\$307.32
55510	G0077	Richard Rohmer DBA Gold Countr	1/11/2013	UMPQ	PMCHK00002014	\$125.50
55511	K0010	Knorr Systems, Inc.	1/11/2013	UMPQ	PMCHK00002014	\$432.00
55512	K0011	Kaiser Foundation Health Plan,	1/11/2013	UMPQ	PMCHK00002014	\$17,035.00
55513	M0039	Meadow Vista Water Users Assoc	1/11/2013	UMPQ	PMCHK00002014	\$500.00
55514	M0098	Meadow Vista County Water Dist	1/11/2013	UMPQ	PMCHK00002014	\$428.45
55515	O0016	Flyers Energy LLC	1/11/2013	UMPQ	PMCHK00002014	\$47.74
55516	P0005	Placer County Water Agency	1/11/2013	UMPQ	PMCHK00002014	\$421.20
55517	P0007	Pacific Gas & Electric Company	1/11/2013	UMPQ	PMCHK00002014	\$135.08
55518	P0058	Pitney Bowes Credit Corporatio	1/11/2013	UMPQ	PMCHK00002014	\$135.67
55519	T0058	TELEPACIFIC COMMUNICATIONS	1/11/2013	UMPQ	PMCHK00002014	\$657.95
55520	T1000	Transamerica Worksite Marketin	1/11/2013	UMPQ	PMCHK00002014	\$360.00
55521	TEMPE	El Dorado Tile & Marble	1/11/2013	UMPQ	PMCHK00002014	\$180.00
55522	TEMPO	Amy Oddo	1/11/2013	UMPQ	PMCHK00002014	\$140.00
55523	U0028	U.S. Bank Equipment Finance	1/11/2013	UMPQ	PMCHK00002014	\$382.94
55524	V0007	Verizon Wireless	1/11/2013	UMPQ	PMCHK00002014	\$322.61
55525	V0013	Pam Vann	1/11/2013	UMPQ	PMCHK00002014	\$36.63
55531	C1004	ING LLC	1/18/2013	UMPQ	PMCHK00002019	\$3,709.30
55532	S1007	Stationary Engineers, Local 39	1/18/2013	UMPQ	PMCHK00002019	\$232.67
55533	S1010	State Disbursement Unit	1/18/2013	UMPQ	PMCHK00002019	\$87.50
55556	1099-171	Marty Cullenward	1/25/2013	UMPQ	PMCHK00002020	\$156.00
55557	1099-218	Auburn Gymnastics Center	1/25/2013	UMPQ	PMCHK00002020	\$211.25
55558	1099-239	Macintosh-Oddo	1/25/2013	UMPQ	PMCHK00002020	\$1,979.25
55559	A0109	ABACUS	1/25/2013	UMPQ	PMCHK00002020	\$230.00
55560	A0133	P & G	1/25/2013	UMPQ	PMCHK00002020	\$273.00
55561	A1010	Advantage Pring, Martketing an	1/25/2013	UMPQ	PMCHK00002020	\$502.56
55562	C0103	CAL FIRE	1/25/2013	UMPQ	PMCHK00002020	\$903.84
55563	D1005	Dogpoopbags.com LLC	1/25/2013	UMPQ	PMCHK00002020	\$430.42
55564	G0006	Gold Country Media Publication	1/25/2013	UMPQ	PMCHK00002020	\$110.60

\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
55565	L0023	Vincent Garcia Lopez	1/25/2013	UMPQ	PMCHK00002020	\$202.50
55566	M0099	George Eric Menig DBA Menig We	1/25/2013	UMPQ	PMCHK00002020	\$3,875.00
55567	N0003	Norris Electric, Inc.	1/25/2013	UMPQ	PMCHK00002020	\$44.34
55568	P0007	Pacific Gas & Electric Company	1/25/2013	UMPQ	PMCHK00002020	\$8,039.71
55569	P0019	PG & E Bldg & Utilities	1/25/2013	UMPQ	PMCHK00002020	\$1,800.00
55570	P0095	Placer County Clerk	1/25/2013	UMPQ	PMCHK00002020	\$33,300.00
55571	P0099	Paradise Post Printing	1/25/2013	UMPQ	PMCHK00002020	\$6,461.17
55572	S0110	Sierra Sports Service	1/25/2013	UMPQ	PMCHK00002020	\$3,754.00
55573	S1000	State Of California/DOJ	1/25/2013	UMPQ	PMCHK00002020	\$96.00
55574	TEMPB	Ann Bryant	1/25/2013	UMPQ	PMCHK00002020	\$45.00
55575	TEMPG	Ruth Gallo	1/25/2013	UMPQ	PMCHK00002020	\$45.00
55576	TEMPO	Ryan O'Connell	1/25/2013	UMPQ	PMCHK00002020	\$102.00
55577	TEMPW	Kathryn Wood	1/25/2013	UMPQ	PMCHK00002020	\$100.00
Total Checks: 69						Total Amount of Checks: \$153,929.37



**SECTION: 5.0**

**ITEM: 5.3 REVIEW OF FINANCIALS FOR JANUARY, 2013**

**DESCRIPTION:**

**INFORMATION: SEE ATTACHMENT**

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

<b>PROFIT &amp; LOSS (Table 2)</b>					
<b>BUDGET 12/13</b>					
<b><i>Mid-Year Approved Budget</i></b>					
	<b>Mid-Year</b>	<b>%</b>	<b>December</b>	<b>%</b>	
	<b>Budget</b>	<b>Of Total</b>	<b>ACTUAL</b>	<b>Of</b>	<b>Line Item</b>
<b>Operating Revenues</b>	<b>FY 12-13</b>				<b>Budget</b>
			<b>YTD</b>		
Program Revenue	\$ 686,900	20.5%	\$ 652,988	18.1	
Facility Revenue	\$ 195,119	5.8%	\$ 219,833	6.1	
Misc. Revenue	\$ 18,700	0.6%	\$ 34,069	0.9	
Grants & Donations	\$ 27,500	0.8%	\$ 40,557	1.1	
Interest Income	\$ 41,850	1.3%	\$ 35,621	1.0	
Projects Revenue	\$ 7,800	0.2%	\$ 202,827	5.6	
Tax Revenue	\$ 2,369,328	70.8%	\$ 2,412,332	67.0	
In Kind	\$ -	0.0%	\$ -	0.0	
Transf in from Cap Const & City Trust	\$ -		0	0.0	
<b>Total Operating Revenue</b>	<b>\$ 3,347,197</b>	<b>100.00</b>	<b>3,598,227</b>	<b>100.00</b>	
<b>Expenditures</b>					
Program Expense	\$ 184,725	5.6%	\$ 158,890	5.9	
Operating & Supplies	\$ 278,760	8.4%	\$ 241,062	8.9	
Utilities Expense	\$ 173,693	5.2%	\$ 121,728	4.5	
Professional Services	\$ 56,200	1.7%	\$ 31,623	1.2	
Building & Grounds Maintenance	\$ 231,101	7.0%	\$ 184,220	6.8	
Property Tax Admin.	\$ 81,520	2.5%	\$ 85,150	3.2	
Wages	\$ 1,394,641	42.0%	\$ 1,123,083	41.6	
Benefits & Payroll Costs	\$ 609,053	18.3%	\$ 485,131	18.0	
Fixed Asset Expense	\$ 42,100	1.3%	\$ 9,033	0.3	
Capital Improvement Projects	\$ 127,000	3.8%	\$ 138,716	5.1	
Debt Services	\$ 144,234	4.3%	\$ 121,979	4.5	
Special Departmental Expenses	\$ -	0.0%	\$ -	0.0	
Project Expenditures	\$ -	0.0%	\$ -	0.0	
Misc Expense		0.0%		0.0	
<b>Total Expenditures</b>	<b>\$ 3,323,027</b>	<b>100.00</b>	<b>\$ 2,700,615</b>	<b>100.00</b>	
<b>Net Revenue Over Expenditures</b>	<b>\$ 24,170</b>	<b>0.72</b>	<b>\$897,612</b>		
Annual Contingency Reserve (1-2%)	\$ 444,950		\$ 444,950		
Annual Equip Replacement Reserve	\$ 458,531		\$ 458,531		
Future Capital Construction Reserve	\$ 582,329		\$ 582,329		
ADA Reserve	\$ 54,335		\$ 54,335		
<b>TOTAL RESERVES</b>	<b>\$ 1,540,145</b>		<b>\$ 1,540,145</b>		

**PROFIT & LOSS (Table 3)**

**BUDGET 12/13**

***Preliminary Year End Estimate***

%

	Mid-Year Budget FY 12-13	% Of Total	Year End Estimate	% Of Line Item Budget
<b>Operating Revenues</b>				
Program Revenue	\$ 686,900	20.5%	\$ 695,000	19.1
Facility Revenue	\$ 195,119	5.8%	\$ 225,000	6.2
Misc. Revenue	\$ 18,700	0.6%	\$ 30,000	0.8
Grants & Donations	\$ 27,500	0.8%	\$ 35,000	1.0
Interest Income	\$ 41,850	1.3%	\$ 44,000	1.2
Projects Revenue	\$ 7,800	0.2%	\$ 202,827	5.6
Tax Revenue	\$ 2,369,328	70.8%	\$ 2,412,332	66.2
In Kind	\$ -	0.0%	\$ -	0.0
Transf in from Cap Const & City Trust	\$ -		0	0.0
<b>Total Operating Revenue</b>	<b>\$ 3,347,197</b>	<b>100.00</b>	<b>3,644,159</b>	<b>100.00</b>
<b>Expenditures</b>				
Program Expense	\$ 184,725	5.6%	\$ 190,000	5.9
Operating & Supplies	\$ 278,760	8.4%	\$ 275,000	8.5
Utilities Expense	\$ 173,693	5.2%	\$ 150,000	4.6
Professional Services	\$ 56,200	1.7%	\$ 50,000	1.5
Building & Grounds Maintenance	\$ 231,101	7.0%	\$ 200,000	6.2
Property Tax Admin.	\$ 81,520	2.5%	\$ 81,000	2.5
Wages	\$ 1,394,641	42.0%	\$ 1,390,000	42.9
Benefits & Payroll Costs	\$ 609,053	18.3%	\$ 575,000	17.7
Fixed Asset Expense	\$ 42,100	1.3%	\$ 35,000	1.1
Capital Improvement Projects	\$ 127,000	3.8%	\$ 150,000	4.6
Debt Services	\$ 144,234	4.3%	\$ 144,000	4.4
Special Departmental Expenses	\$ -	0.0%	\$ -	0.0
Project Expenditures	\$ -	0.0%	\$ -	0.0
Misc Expense		0.0%		0.0
<b>Total Expenditures</b>	<b>\$ 3,323,027</b>	<b>100.00</b>	<b>\$ 3,240,000</b>	<b>100.00</b>
<b>Net Revenue Over Expenditures</b>	<b>\$ 24,170</b>	<b>0.72</b>	<b>\$404,159</b>	
Annual Contingency Reserve (1-2%)	\$ 444,950		\$ 444,950	
Annual Equip Replacement Reserve	\$ 458,531		\$ 458,531	
Future Capital Construction Reserve	\$ 582,329		\$ 582,329	
ADA Reserve	\$ 54,335		\$ 54,335	
<b>TOTAL RESERVES</b>	<b>\$ 1,540,145</b>		<b>\$ 1,540,145</b>	

## Profit &amp; Loss

For 4/1/2012 To 1/31/2013

## For Segment1 Recreation Services To Administration

For All Segment2s

For All Segment3s

For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
<b>OPERATING REVENUE</b>					
Park & Recreation Services	49,703.83	652,987.91	625,800.00	27,187.91	104.35
Rents & Concessions	17,842.45	219,832.50	174,711.00	45,121.50	125.83
Miscellaneous Revenue	10,841.57	34,068.90	16,150.00	17,918.90	210.95
Grants & Donations	7,681.25	40,557.46	28,900.00	11,657.46	140.34
Interest Income	4,561.68	35,621.13	35,650.00	(28.87)	99.92
Project Revenue - Government	0.00	202,827.39	7,800.00	195,027.39	2600.35
Taxes Revenue	1,246,336.52	2,412,331.93	2,369,328.00	43,003.93	101.82
<b>TOTAL OPERATING REVENUE</b>	<b>\$1,336,967.30</b>	<b>\$3,598,227.22</b>	<b>\$3,258,339.00</b>	<b>\$339,888.22</b>	<b>110.43%</b>
<b>OTHER FINANCING SOURCES</b>					
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>TOTAL REVENUES</b>	<b>1,336,967.30</b>	<b>3,598,227.22</b>	<b>3,258,339.00</b>	<b>339,888.22</b>	<b>110.43</b>
<b>EXPENDITURES</b>					
Program Expenses	8,267.70	158,890.49	138,075.00	20,815.49	115.08
Operations & Supplies Expense	25,456.55	241,061.57	248,755.00	(7,693.43)	96.91
Utilities Expense	8,847.73	121,728.17	154,843.00	(33,114.83)	78.61
Legal Expenses	0.00	3,838.96	13,000.00	(9,161.04)	29.53
Professional Services	380.03	27,783.85	34,800.00	(7,016.15)	79.84
Bldg & Grounds Maintenance	25,599.37	184,220.18	196,051.00	(11,830.82)	93.97
Property Tax Administration/LAFCO	83,588.79	85,150.48	81,520.00	3,630.48	104.45
Salaries Expense	94,718.53	1,123,083.43	1,144,513.00	(21,429.57)	98.13
Benefits & Payroll Costs	46,815.43	485,131.55	502,093.00	(16,961.45)	96.62
Fixed Asset Expense	0.00	9,033.32	37,600.00	(28,566.68)	24.03
Capital Improvement Projects	100.00	138,716.26	127,000.00	11,716.26	109.23

For 4/1/2012 To 1/31/2013  
For Segment1 Recreation Services To Administration  
For All Segment2s  
For All Segment3s  
For All Segment4s

	Current Month	Actual YTD	Budget YTD	Variance	Percent Of Budget
Debt Service	1,800.00	121,979.37	118,450.00	3,529.37	102.98
<b>TOTAL EXPENDITURES</b>	\$295,574.13	\$2,700,617.63	\$2,796,700.00	(\$96,082.37)	96.56%
<b>NET REVENUE OVER EXPENDITURES</b>	\$1,041,393.17	\$897,609.59	\$461,639.00	\$435,970.59	194.44%
<b>ADJ. NET REVENUE OVER EXPENDITURES</b>	\$1,041,393.17	\$897,609.59	\$461,639.00	\$435,970.59	194.44%

## **Item 5.4 Cover Sheet for Changes to Personnel Policy**

Auburn Area Recreation and Park District February 2013 Program, Personnel, Policy & Fee Committee and Board of Directors Meeting February 28, 2013

**Subject:** Proposed changes to Personnel Policy regarding expense accounts.

**The Issue:** Shall the Board approve changes to the Personnel Policy Manual.

**Background:** Section 4.17 (page 43) of the Personnel Policy Manual regards expense accounts. The current policy is as follows, with the highlighted part being the proposed addition to the policy:

### **4.17 Expense Accounts**

The District reimburses employees for business expenses monthly. Employees who have expense accounts or who have incurred business expenses must submit required receipts to the Accounts Payable Department at least fourteen days prior to receiving reimbursement from the District.

Any questions about the District's expense reimbursement policy will be answered by the Administrative Services Manager. Expenditures must be incurred according to District Policy and receipts must be submitted to the accounting department no later than 30 days after the expense is incurred.

This change is proposed because, at times, expense receipts have been turned in several months after the expense was incurred.

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**Recommendation:** Staff recommends that this change to Personnel Policy outlined above be approved by the Board of Directors.

The ARD Policy Committee also recommends the change to the Personnel Policy.

**Fiscal Impact:** None.

## **Item 5.5 Cover Sheet for Changes to Personnel Policy**

Auburn Area Recreation & Park District February 2013 Program, Personnel, Policy & Fee Committee and Board of Directors Meeting February 28, 2013

**Subject:** Proposed changes to Personnel Policy regarding Medicare expense reimbursement.

**The Issue:** Shall the Board approve changes to the Personnel Policy Manual.

The District currently has at least one employee who is covered under Medicare. Current Personnel Policy does not address the Districts response to such coverage. Staff proposes that, in lieu of current medical coverage and plans, all employees covered under Medicare may submit monthly billings for Medicare and supplemental insurance to the District for reimbursement. All other provisions of current plan(s) would remain unchanged. The following wording would be added to the benefits section of the Personnel Policy:

5. Any employee who is covered under Medicare may submit monthly billings from Medicare, as well as supplemental coverage premiums, for reimbursement in lieu of the District paid medical coverage(s). All other provisions of current plan(s) would remain unchanged.

**Recommendation:** Staff recommends that the change to Personnel Policy outlined above be approved by the Board.

The ARD Policy Committee recommends changing the Personnel Policy as outlined above.

**Fiscal Impact:** Unknown specific amounts, but Medicare/supplemental insurance plans are typically at least one fourth of the cost of our current medical coverage under the Kaiser plan.

**SECTION: 7.0**

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

**INFORMATION:**

**SEE ATTACHMENTS**



**District Administrator**  
**Report to the Board of Directors**  
**February, 2013**

- The Sierra Pool expansion joint continues to have leaking problems. A 4” – 5” section of the expansion joint soft mastic material has separated from the pool shell. A repair of this separation would require draining the pool, a major undertaking considering that PHS, Colfax High and Master’s Swimming are underway. Adams Pool, who did the expansion joint replacement this last fall will complete the work for free, however we do not want to drain the pool. We did some research with some of our pool contacts and have come up with a couple of epoxy type sealants that can be applied underwater. The patch will be applied Saturday 2/23. It is nowhere near a permanent solution, but it will hopefully get us through the summer to the fall when we can do a complete repair of the expansion joint (the plan is to remove the expansion joint completely).
- I made a presentation to the Hwy. 49 Business Association. They requested a general presentation about ARD and more specifically about the proposed acquisition of the Bell Rd. property. They asked some good questions and thanked me for the presentation.
- Cameron Miller, a Meadow Vista resident, is proposing to build and install an information kiosk for the Meadow Vista Community Center for his Eagle Scout project. Cameron met with MVCC Board member Bruce Broadwell and ARD staff to look at locations and discuss the project.
- Bruce Broadwell also gave a quick tour of the building. The north end of the building is sheet rocked and awaiting flooring and some finish work. Crews were digging the trench for the required extra water line. Bruce said that they are hoping to have that end of the building open by this year’s Pioneer Day (June 2<sup>nd</sup>). The last big piece will be the necessary improvements for the parking lot. They are currently awaiting word from Placer County.
- Two large oak trees were removed from Meadow Vista Park and third was removed from Recreation Park. All three trees were evaluated by three different arborists. All three arborists recommended removal of all three trees.

**Meetings and Events Attended**

2/1: CPRS DII Administrator’s Section meeting  
2/5: ARD Manager’s meeting  
2/5: Rotary  
2/6: Healing Pastures Focus Group  
2/7: “River Festival” committee meeting  
2/12: Rotary  
2/13: Obstacle Course Committee  
2/13: Facilities and Grounds Safety meeting  
2/15: Dennis Wingate, 49er Soccer Vice President  
2/19: Rotary  
2/19: A&D  
2/19: Hwy. 49 Business Association presentation  
2/20: Chamber of Commerce Board meeting  
2/20: Finance Committee  
2/20: Policy Committee  
2/21: Cameron Miller re: Eagle Scout kiosk project at MVCC

## **Meetings and Events scheduled to attend**

2/26: Rotary Board meeting  
2/26: Dog Days of Summer event meeting  
2/26: Rotary

### **Administrative Services Manager** **Report to the Board of Directors** **February, 2013**

The annual audit got off to an early start this year. James Marta asked if they could begin preliminary testing so that they would shorten the usual 4 day period in May. Staff agreed that this was a good idea and three of the Marta staff have completed a day of testing.

The preliminary budget has been through the finance committee and is now before the board. Although conservative, it still shows a fairly sizable projected surplus. Very good news considering what the last few years have been like.

### **Facilities & Grounds Manager** **Report to the Board of Directors** **February, 2013**

Install television in Recreation Building lobby.  
Tree removal at Meadow Vista & Recreation Parks.  
Spring fertilization of all District Parks.  
Painting Teen Center Recreation Park.  
Repaint bathrooms Meadow Vista & Recreation Parks.  
Repaint inside walls of Regional Gym.  
Tree trimming & brush chipping all parks.  
Repaint wooden bleachers all parks.  
Repair split rail fencing Meadow Vista Park. (beside shop)  
Repaint all bridges Regional Park.  
Install washer & dryer in Recreation Building janitor's closet.  
Repaint picnic tables Ashford Park.  
Repair chain link fencing Recreation Park. (James, Beggs, Recreation field)  
Weed eating Atwood Preserve area. (behind houses)  
Ball field preparation all parks. (bolt rip and screen drag)  
Repainting Ashford Park Maintenance garage.  
Scheduled mowing of all District turf areas.  
Scheduled maintenance and cleaning of all District buildings.

### **Landscape Architect** **Report to the Board of Directors** **February, 2013**

- **Miscellaneous Items**: Miscellaneous project research, update of project lists, monthly Board report. Miscellaneous project coordination with Larry Gray and Pat Shane. A&D meeting, attended manager's meeting.
- **Tree Removal**: Meeting with arborist regarding tree removal at Meadow Vista and Recreation Park.

- Park Specific Master Plans: On-going meetings with staff to edit 10 year plans. Meeting with A&D Committee. Research cost estimates.
- PGE Land Trust Donation Application: Continued communication with PGE and Stewardship Council. Review of transaction documents and legal reviews.
- BMX Pump Track: Schematic site plans for Railhead Park. Follow-up with Bureau of Reclamation on pending application.
- Railhead Soccer Field Project: Schematic layouts in AutoCad for possible soccer field configurations and possible BMX pump track.
- Ashford Parking Lot: Preliminary design/grading for parking lot renovation at Ashford Park including new restroom footprint. Research on kit restrooms.
- Railhead Park Design: Preliminary site design in AutoCad for new paving, playground and shade structure at Railhead Park.
- Sierra Pool Shade Structure: Continued follow-up to get stamped footing detail needed to pull permits for shade structure installation. Received stamped footing detail February 19.

**Customer Service/Marketing Manager**  
**Report to the Board of Directors**  
**February, 2013**

	1/2013 - 2/2013	1/2012 - 2/2012
Activity Registration	\$19,500	\$18,000
Discovery Program	\$20,000	\$21,000
Facilities	\$13,000	\$8,500

- Advertised in Shelly's Smart Shopper promoting Discovery program and Winter & Spring activities
- Monthly steering committee meeting with Mike Lynch and other State Parks employees and volunteers for opening the Hawver Mine and Cave - Chamber
- Networking and Ambassador visits

Continue to be involved in the community to represent ARD and promote our programs and facilities.

**Recreation Services Manager**  
**Report to the Board of Directors**  
**February, 2013**

- Meetings attended: AAUW Board, NNO, WMCA, SHF, Movie Night
- Continue to write for sponsorships for events promoting and benefitting ARD.
- Finished meeting with summer instructors, setting up classes and camps. Meeting with graphic arts guy the first week of March.
- We are half way through the YDL Basketball season. It has been a very smooth running program this year. We are taking enrollment for spring softball and two indoor pickle ball tournaments.
- Met with Carter Schmek to set up the Inflatables for our 2013 events.
- Participated in leading evacuation drill at Recreation Park.
- Ongoing hiring for lifeguards.
- Met with the Ukulele Festival group and started the wheels turning for our 2013 event.

**WMCA-World Music at the Crossroads of Auburn, AAUW-American Association of University Women, SHF-Auburn Senior Health Fair, PIP-Party in the Park, VFCAL-Valley Foothills Competitive Aquatics League , ACF-Auburn Community Festival, WIN-Women in Network, NNO-National Night Out**

**Coming up this Month**

March 6-8	CPRS Conference	San Jose
March 19	Sexual Harassment Training	CVCC
March 23	Trivia Bee	Regional Gym
March 24	Auburn Marathon	Recreation Park
March 25-29	Spring Break Camps	
March 25	Spring Lifeguard Class Begins	Sierra Pool

**Youth Services Manager**  
**Report to the Board of Directors**  
**February, 2013**

- Skyridge Discovery Club kids made 75 valentines for area children's hospitals on Feb. 14 delivered by radio station 106.5.
- Scheduled field trips and special events for summer day camp. Created activity calendar.
- CPS/1<sup>st</sup> aid renewal scheduled for Saturday, February 23.
- Completed staff review.
- Met with Leadership Auburn.
- Created and ordered brochures for Newcastle, Auburn El and Skyridge Discovery Clubs.
- Planning and preparation for Spring Break day camp.
- Completed reorganization of the Youth Services staff office.
- Operated day camp on Monday, February 11 for Skyridge and Auburn El. Schools.
- Worked on new activity guide information.
- Participated in fire drill evacuation at Recreation Park.

FEE WAIVER LOG

DATE	NAME	ORGANIZATION	RENTAL FEES	CUSTODIAL AND PERMIT FEES	WAIVED FEES	CO-SPONSORED EVENT	MONTHLY TOTAL	YTD TOTAL
Apr-12	Tony Reed	Splash Dogs at Overlook Park	\$630.00	\$90.00	\$630.00	Yes		
Apr-12	John Del Mello	Placer Sportsmen Fundraiser at Recreation Gym	\$507.00	\$60.00 for custodial and \$120.00 for staffing	\$507.00	Yes		
Apr-12	George Robinson	George Robinson-Overlook Park, public viewing of Annular Solar Eclipse & Transit of Venus	\$86.00	\$0.00	\$86.00	No		
Apr-12	Theressa Bardakjian	Placer County Smart, Children's System of Care Recreation Picnic Sites	\$150.00	\$30.00	\$150.00	Yes		
Apr-12	Darrell Williams	Placer County Sheriff's Day with the Deputy Expo at Regional Park	\$1,329.00	\$60.00	\$1,329.00	Yes		
							\$2,702.00	\$2,702.00
May-12	Chris Bunnell	Tracey Bunnell Softball Tournament-Suicide prevention- Regional Softball Fields	\$1,050.00	\$60.00	\$1,050.00	Yes		
May-12	Barbara White	Western States Trail Foundation-Tevis Cup Overlook Modular building	\$339.00	\$0.00	\$339.00	No		
May-12	Amy Jones	American Cancer Society-Relay for Life at Recreation Park picnic areas and walking path	\$100.00	\$30.00	\$100.00	No		
May-12	Jeff Henry	Placer County Contractors Association annual picnic at Recreation Park picnic sites	\$150.00	\$60.00	\$210.00	no		
							\$1,699.00	\$4,401.00
Jun-12	Charles McClure	Auburn Moose Lodge Picnic sites	\$75.00	\$30.00 for custodial and \$30.00 for Alcohol permit	\$75.00	No		
Jun-12	Kerri Rondoni	Sierra Hills School	\$150.00	\$90.00	\$150.00	No		
							\$225.00	\$4,626.00
Sep-12	Kirkk Sullivan	Weimar Hills School Cross Country Meet at Meadow Vista Picnic & Softball field	\$252.00	\$30.00	\$252.00	No		
Sep-12	Maria Blix	Horizon Charter School-Astronomy education at Overlook parking lot	\$68.00	\$0.00	\$68.00	No		
							\$320.00	\$4,946.00

FEE WAIVER LOG

DATE	NAME	ORGANIZATION	RENTAL FEES	CUSTODIAL AND PERMIT FEES	WAIVED FEES	CO-SPONSORED EVENT	MONTHLY TOTAL	YTD TOTAL
Oct-12	Auburn Chamber	Auburn Chamber of Commerce - meeting in the Foothills Room	\$240.00	\$30.00	\$270.00	Trade for services		
Oct-12	Ed Easton	The Gold Country Food and Toy Run	\$401.00	\$45.00	\$446.00	Yes		
Oct-12	Judith Kempainen	Gold Country Amputee Support Group Pinnic site #1 at Recreation Part	\$85.00	\$30.00	\$85.00	No		
Oct-12	Lynn Gaffney	Placer High School Grad Night Recreation Park building and the pool	\$5,403.00	\$635.00	\$5,403.00	Yes	\$6,204.00	\$11,951.00
Dec-12	Pat Little	Special Olympics-Recreation Gym	\$468.00	\$120.00	\$468.00	No		
Dec-12	Sarah Leon	Girl Scouts Heart of Central California-Sierra Room and Board Room	\$500.00	\$90.00	\$500.00	No		
Dec-12	Will Taylor	Placer County Health and Human Services Dept.- Recreation Park picnic sites	\$150.00	\$90.00	\$150.00	No		
							\$1,118.00	\$13,069.00
Jan-13	Theresa Bardakjian	Placer Kids-Placer County HHS annual picnic-Recreation Park Picnic areas	\$150.00	\$60.00	\$150.00	No		
							\$150.00	\$13,219.00
Feb-13	Diana Boyer	Auburn Bike Park fundraiser at CVCC- Sierra Room	\$450.00	\$0.00	\$450.00	Yes		
							\$450.00	\$13,669.00

2012/2013 Project List

PROJECT	Est. Cost	Notes	Est. completion date
<b>Recreation Park</b>			
Gym Floor replacement	47,649	Project completed	Sept. 2012
Landscaping behind pool	5,000	Completed	Apr-12
Front gazebo replacement+landscaping	8,000	Completed	May-12
Playground security cameras	7,000	Completed	May-12
Irrigation tank	7,000	Completed	Apr-12
Sierra Pool expansion joint repair	3,250	Completed	Oct-12
<b>Regional Park</b>			
"A" field shade structure repair	5,000	Completed	May-12
"C" field conversion	24,900	Project completed	Oct-12
Painting Community Center building	24,907	Project completed	Oct-12
<b>Meadow Vista Park</b>			
Arboretum improvements	17,000	Planting project completed	Dec-12

Updated 1/15/13

Feb-13

**Vandalism Report**

DATE	LOCATION	VANDALISM	LABOR COSTS	MATERIAL COSTS
2/4/2013	Regional Gym	Peeling paint off the gym walls, Chana students	\$360.00	\$150, paint, painted all four walls
2/11/2013	Railhead Bathrooms	Graffiti on men's stall	\$20	\$8, paint
2/18/2013	Regional Soccer Field	Graffiti on Placer Jr Hillmen storage container	\$0	\$0
2/18/2013	Regional Park	4X6 Park sign graffiti	\$20	\$15, graffiti remover
			<b>Total Labor</b>	<b>\$400</b>
			<b>Total for Year</b>	<b>\$760</b>
			<b>Total Material</b>	<b>\$173</b>
			<b>Total for Year</b>	<b>\$528</b>



1-Jan-13

### Vandalism Report

DATE	LOCATION	VANDALISM	LABOR COSTS	MATERIAL COSTS
12/18/2013	Railhead	Graffiti scratched into partition	\$20	\$20, paint
12/18/2013	Lakeside Room	Broke locked hinge off storage cabinet in Kitchen where realtors store items, nothing taken	\$20	\$30, lock and new hasp
12/20/2013	Rec Park, pool equip room & small playground	Graffiti	\$20	\$25, graffiti remover
12/23/2012	Rec Park, metal storage building	Broken in, hole through door, hasp ripped off building APD # 12-359-01	\$120	\$70, plywood & paint
12/26/2013	Regional Park lower bathrooms	Broke toilet off wall, broke leg to sink, set fire in two stalls	\$80	\$160, toilet & seals, sink leg we had
1/4/2013	Regional Park shop bathrooms	Tore toilet paper dispensers off the wall	\$20	\$30, two new dispensers

1/12/2013	Regional Park lower bathrooms	Tore stall door off womens restroom	\$40	\$20, new hardware
1/21/2013	Recreation Park	Broken Beer Bottles throughout the park and one parking lot	\$40	\$0
			<b>Total</b>	
			<b>Labor</b>	<b>\$360.00</b>
			<b>Material</b>	<b>\$355.00</b>

## **Item 9.1 Cover sheet – Smoking Ban in ARD Parks**

**Auburn Area Recreation and Park District January 2013 Policy Committee; February, 2013 Policy Committee; February 2013 Board of Directors meeting**

### **The Issue**

Shall the Auburn Area Recreation and Park District (ARD) amend ARD Ordinance #1 to ban smoking in ARD parks? Director Ainsleigh has requested that this item being considered.

### **Background**

ARD Ordinance #1, Section BB states the following:

**BB. Smoking; chewing tobacco, snuff; spitting.** No person shall smoke, chew, dip, expectorate, partake or indulge in tobacco in any form in any District building or facility or in any area signed as prohibiting such. It shall be unlawful for any person to litter, extinguish, dispose of or expectorate tobacco in any form, except into an article retained on the person in a manner that does not create odor and is not visually obtrusive.

The State of California prohibits smoking within 20 feet of entryways and windows of all city, county or state owned or leased businesses (CA AB 846, 2004). The State of California also prohibits smoking within 25 feet of any playground or tot lot (CA Health and Safety Code section 104495).

When queried about enforcement issues, City of Roseville Parks and Recreation Director Dominick Casey replied:

*“For the most part, people are expected to self-police with this in the parks, trails, and programs. We instruct them to call the parks administration office or Roseville PD if they witness a violation. It has not caused an excessive amount of work in enforcement.”*

This is the form of enforcement favored by CAPRI, the administrators of the insurance risk pool, of which ARD is a member. Bob Miller, CAPRI Risk Manager, had this to say about enforcement:

*“CAPRI does not believe that it is the job of park personnel to perform law enforcement activities, and putting your employees at risk. Unless this is a really big problem for the district, you may want to post smoking free zone signs in your parks and follow that up with educating the public.”*

Staff spoke with John Ruffcorn, City of Auburn Chief of Police. Chief Ruffcorn relayed that everything that the Auburn Police Department does is based on priority and that smoking, in all public places, falls on the bottom of the priority scale.

Staff also spoke with Devon Bell, Placer County Undersheriff. Devon relayed the same thoughts as Chief Ruffcorn that enforcing a smoking ban would be a low priority issue. Devon did, however, state that a smoking ban could be a tool for deputies in situations where they need to speak with park users.

Dominick Casey, referenced above, made a similar statement in reference to law enforcement using the ban for other purposes. Dominick stated:

*“We have one officer in Roseville assigned to the deal with homelessness or transit issues. He uses this ordinance more frequently than our other officers, however, because of his assignment he is on our trails and in our parks more frequently than other officers.”*

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

The ARD Policy Committee does not recommend a park-wide smoking ban.

The ARD Policy Committee recommends using the existing ARD Ordinance to prohibit smoking in designated locations. These locations may include athletic fields, tennis courts and group picnic areas.

Staff also concurs with the Policy Committee’s recommendation. Staff therefore suggests that the Board provide direction to staff to provide a list of park facilities to consider for smoking prohibition.

Staff does not recommend amending ARD Ordinance #1 to ban smoking park-wide.

Staff further recommends that enforcement of any ban/prohibition take place in the form of signage and community education. Staff does not have the resources to actively enforce a smoking prohibition, regardless of the way it is structured.

### **Alternatives available to the Board of Directors**

- 1) Amend ARD Ordinance #1 to ban smoking in the parks. Proposed language for this amendment is attached. Upon direction from the ARD Board, staff will begin the Ordinance amendment notification process with a first reading scheduled at the March 28<sup>th</sup> Board meeting and a final reading at the April 25<sup>th</sup> Board meeting.
- 2) Create designated “smoking areas” in each park

### **Fiscal Impact**

The fiscal impact for additional signage would be based on the amount of areas that would need to be signed with no smoking signs. Signs typically cost \$45 - \$50 each, depending on size and gauge. An estimated 40 – 50 signs would be needed for the recommended action of prohibiting smoking in designated locations (\$2,000 - \$2,500).

### **Attachments**

Proposed Amendment to ARD Ordinance #1, Section BB – Smoking; chewing tobacco, snuff; spitting

List of municipalities with smoke-free park laws (CA selected)

Information from the City of Roseville re: Smoke Free Parks Ordinance

Auburn Journal articles re: proposed smoking ban at the Auburn School Park Preserve

Redding Searchlight article re: possible smoking ban  
The Atlantic Cities article re: enforcing smoking bans

## Proposed amendment to ARD Ordinance #1

BB. Smoking; chewing tobacco, snuff; spitting. **No person shall smoke or carry a lighted pipe, cigar, cigarette or other smoking device of any kind in any District park or outdoor facility.** No person shall smoke, chew, dip, expectorate, partake or indulge in tobacco in any form in any District building or indoor **facility. ~~or facility or in any area signed as prohibiting such.~~** It shall be unlawful for any person to litter, extinguish, dispose of or expectorate tobacco in any form, except into an article retained on the person in a manner that does not create odor and is not visually obtrusive.

## Municipalities with Smokefree Park Laws

*Enacted as of January 2, 2013*

This list includes those municipalities that specified that all city parks and/or specifically named city parks are smokefree. The list does not include those municipalities that have designated smoking areas in city parks, those that provide coverage only a certain number of feet from playgrounds or youth areas, and those that provide coverage only during youth events.

	<b>Municipality</b>	<b>State</b>
1.	Albertville	AL
2.	Bay Minette	AL
3.	Bayou La Batre	AL
4.	Center Point	AL
5.	Crossville	AL
6.	Daphne	AL
7.	Decatur	AL
8.	Fayette	AL
9.	Florence	AL
10.	Fultondale	AL
11.	Gulf Shores	AL
12.	Headland	AL
13.	Homewood	AL
14.	Hueytown	AL
15.	Huntsville	AL
16.	Irondale	AL
17.	Jacksonville	AL
18.	Jasper	AL
19.	Lineville	AL
20.	Mobile	AL
21.	Montevallo	AL
22.	Orange Beach	AL
23.	Selma	AL
24.	Spanish Fort	AL
25.	Sylvania	AL
26.	Atkins	AR
27.	Batesville	AR
28.	Benton	AR
29.	Bentonville	AR
30.	Blytheville	AR
31.	Conway	AR
32.	Gosnell	AR
33.	Little Rock	AR
34.	Phillips County	AR
35.	Russellville	AR
36.	Goodyear	AZ
37.	Alameda	CA
38.	Alameda County	CA

	<b>Municipality</b>	<b>State</b>
39.	Albany	CA
40.	Alhambra	CA
41.	Amador County	CA
42.	Arbuckle	CA
43.	Arcata	CA
44.	Arroyo Grande	CA
45.	Atascadero	CA
46.	Baldwin Park	CA
47.	Banning	CA
48.	Belmont	CA
49.	Berkeley	CA
50.	Beverly Hills	CA
51.	Blue Lake	CA
52.	Buellton	CA
53.	Calabasas	CA
54.	Calexico	CA
55.	Camarillo	CA
56.	Campbell	CA
57.	Capitola	CA
58.	Carpinteria	CA
59.	Carson	CA
60.	Ceres	CA
61.	Cerritos	CA
62.	Chula Vista	CA
63.	Claremont	CA
64.	Clayton	CA
65.	Clearlake	CA
66.	Clovis	CA
67.	Colton	CA
68.	Compton	CA
69.	Concord	CA
70.	Contra Costa County	CA
71.	Corona	CA
72.	Corte Madera	CA
73.	Crescent City	CA
74.	Culver City	CA
75.	Cupertino	CA
76.	Danville	CA

All CA

	Municipality	State
77.	Del Mar	CA
78.	El Cajon	CA
79.	El Monte	CA
80.	Emeryville	CA
81.	Encinitas	CA
82.	Eureka	CA
83.	Fairfax	CA
84.	Firebaugh	CA
85.	Fountain Valley	CA
86.	Fowler	CA
87.	Fresno	CA
88.	Gardena	CA
89.	Glendora	CA
90.	Grand Terrace	CA
91.	Hayward	CA
92.	Healdsburg	CA
93.	Hermosa Beach	CA
94.	Huntington Park	CA
95.	Imperial Beach	CA
96.	Inglewood	CA
97.	Jackson	CA
98.	La Verne	CA
99.	Laguna Beach	CA
100.	Laguna Hills	CA
101.	Laguna Woods	CA
102.	Lakeport	CA
103.	Larkspur	CA
104.	Loma Linda	CA
105.	Long Beach	CA
106.	Los Angeles	CA
107.	Mammoth Lakes	CA
108.	Marin County	CA
109.	Martinez	CA
110.	Menlo Park	CA
111.	Mill Valley	CA
112.	Monterey Park	CA
113.	Morro Bay	CA
114.	Napa	CA
115.	National City	CA
116.	Newport Beach	CA
117.	Norco	CA
118.	Novato	CA
119.	Oak Park	CA
120.	Oakland	CA
121.	Oceanside	CA
122.	Pacific Grove	CA
123.	Palm Springs	CA
124.	Palos Verdes Estates	CA
125.	Pasadena	CA

	Municipality	State
126.	Petaluma	CA
127.	Pinole	CA
128.	Pismo Beach	CA
129.	Rancho Cucamonga	CA
130.	Redding	CA
131.	Redlands	CA
132.	Redondo Beach	CA
133.	Redwood City	CA
134.	Reedley	CA
135.	Richmond	CA
136.	Rosemead	CA
137.	Roseville	CA
138.	Ross	CA
139.	San Anselmo	CA
140.	San Bernardino	CA
141.	San Clemente	CA
142.	San Diego County	CA
143.	San Dimas	CA
144.	San Fernando	CA
145.	San Francisco	CA
146.	San Gabriel	CA
147.	San Jose	CA
148.	San Luis Obispo	CA
149.	San Mateo County	CA
150.	San Rafael	CA
151.	San Ramon	CA
152.	Santa Ana	CA
153.	Santa Clara County	CA
154.	Santa Clarita	CA
155.	Santa Cruz County	CA
156.	Santa Monica	CA
157.	Santa Rosa	CA
158.	Sausalito	CA
159.	Seal Beach	CA
160.	Sebastopol	CA
161.	Simi Valley	CA
162.	Solana Beach	CA
163.	South Pasadena	CA
164.	Sunnyvale	CA
165.	Temecula	CA
166.	Thousand Oaks	CA
167.	Tiburon	CA
168.	Torrance	CA
169.	Truckee	CA
170.	Ukiah	CA
171.	Vallejo	CA
172.	Watsonville	CA
173.	Windsor	CA
174.	Winters	CA



Municipality	State
175. Yuba City	CA
176. Yucaipa	CA
177. Arvada	CO
178. Avon	CO
179. Commerce City	CO
180. Eagle County	CO
181. Las Animas	CO
182. Snowmass Village	CO
183. Steamboat Springs	CO
184. Timnath	CO
185. Winter Park	CO
186. Colchester	CT
187. East Lyme	CT
188. Montville	CT
189. Wallingford	CT
190. Windham	CT
191. Bethany Beach	DE
192. Delaware City	DE
193. Lewes	DE
194. Milton	DE
195. Rehoboth Beach	DE
196. Chipley	FL
197. Highlands County	FL
198. Lauderdale Lakes	FL
199. Miami/Dade County	FL
200. Parkland	FL
201. Sarasota County	FL
202. West Park	FL
203. Alpharetta	GA
204. Athens/Clarke County	GA
205. Atlanta	GA
206. Clayton County	GA
207. Coweta County	GA
208. Doraville	GA
209. Douglasville	GA
210. Duluth	GA
211. Effingham County	GA
212. Gainesville	GA
213. Henry County	GA
214. Liberty County	GA
215. Norcross	GA
216. Roswell	GA
217. Hawaii County	HI
218. Clarinda	IA
219. Des Moines	IA
220. Glenwood	IA
221. Humboldt	IA
222. Indianola	IA
223. Iowa City	IA

Municipality	State
224. Johnson County	IA
225. Johnston	IA
226. Muscatine	IA
227. Red Oak	IA
228. Scott County	IA
229. Tipton	IA
230. Urbandale	IA
231. Ammon	ID
232. Burley	ID
233. Coeur d'Alene	ID
234. Melba	ID
235. Meridian	ID
236. Beach Park	IL
237. Buffalo Grove	IL
238. Chicago Heights	IL
239. Cook County	IL
240. Deerfield	IL
241. Grandwood Park	IL
242. Gurnee	IL
243. Hainesville	IL
244. Hawthorn Woods	IL
245. Highland Park	IL
246. Hoffman Estates	IL
247. Lake Bluff	IL
248. Lake Forest	IL
249. Libertyville	IL
250. Lindenhurst	IL
251. New Lenox	IL
252. Northbrook	IL
253. Palatine	IL
254. Park Ridge	IL
255. Round Lake	IL
256. Round Lake Beach	IL
257. Round Lake Heights	IL
258. Round Lake Park	IL
259. Waukegan	IL
260. Wheaton	IL
261. Wilmette	IL
262. Zion	IL
263. Cumberland	IN
264. Elkhart	IN
265. Evansville	IN
266. Fishers	IN
267. Goshen	IN
268. Johnson County	IN
269. Logansport	IN
270. Monroe County	IN
271. St. Joseph County	IN
272. Westfield	IN



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## Smoke-Free Parks Ordinance

Ordinance No. 4593  
Municipal Code Section 8.02.200 (B.2.)

*The City of Roseville's smoke-free parks ordinance prohibits smoking in all City parks.*

*Residents benefit from this ordinance with cleaner air in our parks, lower fire risk, and less litter.*



### Information & Assistance On Stopping Smoking

If you smoke and would like to quit, information and a variety of workshops are available from the following organizations

**AMERICAN LUNG ASSOCIATION**  
[www.freedomfromsmoking.org](http://www.freedomfromsmoking.org)  
1-800-548-8252

**CALIFORNIA SMOKERS HELPLINE**  
[www.tobaccofreeca.com](http://www.tobaccofreeca.com)  
1-800-NO-BUTTS (1-800-662-8887)

**KAISER PERMANENTE**  
[www.ko.org/healthylifestyles](http://www.ko.org/healthylifestyles)  
(BreatheOnline Program)  
(916) 746-4369

**SUTTER HEALTH**  
[www.checksutterfirst.org](http://www.checksutterfirst.org)  
(916) 781-1446

### Where is smoking prohibited?

- In all City parks (including parking lots in the parks)
- In all City-designated open space areas (such as nature areas, greenbelts, and wildlife and vegetation habitat areas)
- Along all hiking and biking trails through City parks or open space areas
- At all recreational facilities owned or operated by the City of Roseville

### Is there an exemption for smokers who are just passing through?

No. Anyone smoking in a City park or open space area is violating the law even if they are moving through the smoke-free area

### Do other cities have smoke-free parks?

Yes, more than 80 cities in California have smoke-free parks.

and some California counties have smoke-free parks

UC DAVIS HEALTH SYSTEM

[www.ucdmc.ucdavis.edu](http://www.ucdmc.ucdavis.edu)

(916) 734-8493

## Secondhand Smoke Information

- **People who breathe in secondhand smoke are inhaling more than 50 cancer-causing chemicals (Study by the US Surgeon General–2006).**
- **Outdoor smoke can reach the same levels as indoor smoke. Scientific studies by Stanford University and others documented that after secondhand smoke rises into the air, it becomes invisible and drops down to a lower level where people breathe in toxins from the unseen smoke.**
- **Secondhand smoke causes cancer (lung cancer, breast cancer, and other cancers), heart disease, asthma, Sudden Infant Death Syndrome, pre-term births, and other illnesses and health problems.**
- **Infants, children, and older people are especially vulnerable to secondhand smoke.**

## Fire Safety

This ordinance reduces the risk of fire in parks and open space, which can spread to nearby homes

## How is the law enforced?

The approach to enforcement emphasizes public education and voluntary cooperation. No-smoking signs will be posted in parks and open space. If necessary, if a smoker refuses a request to stop smoking in a prohibited area, police officers or fire department officials may issue citations, or the smoker may be removed from the park or open space area

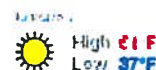
## What are the fines for violations?

The fine for a first offense is \$100. Second or third violations within a 12-month period are fined at \$200 and \$500, respectively.

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## Auburn, Placer tobacco efforts fail American Lung Association test

Organization wants improvement in smoke-free housing, outdoor areas

By: By Gus Thomson, Journal Staff Writer



AUBURN CA The American Lung Association has given Auburn and Placer County failing grades in its annual report card on controlling tobacco use.

Both the city and the county scored 'F's' in all categories, according to marks released Wednesday by the association's California office. The annual "State of Tobacco Control" report assigns grades to all California cities and counties on what it considers key tobacco-control issues.

The two-pronged message of the report card is for communities to help keep tobacco out of the hands of children and help promote clean air.

"Cities and counties in California have always led the way with strong tobacco control policies and that continues to this day," said Stephanie Yoder, chair of the Lung Association's Sacramento board. "Safeguarding our communities from the negative consequences of tobacco is essential."

The grades represent tangible lives and real health concerns, Yoder said.

Auburn Mayor Kevin Hanley said that the city will respectfully have a look at the report card grades and should be open to any ideas the Lung Association has. But Hanley added that he feels the city shouldn't be relying just on what the association has to say. Auburn has consistently scored "F" grades in the past.

"I don't think we should necessarily take one organization's grading as the objective score of the city of Auburn," Hanley said. "They have a certain point of view. They want a lot more state action and more spending for ways they believe would lessen tobacco use."

AdChoices

Hanley added that he's not sure the American Lung Association's views are shared by the people of Placer County, particularly when it comes to enforcement of regulations banning

smoking on sidewalks and in parks.

"It would mean employing our very scarce law-enforcement resources for enforcement instead of chasing down the bad guys," Hanley said.

Hanley said the state - and local communities - would be better served by financial incentives from health insurers that would reward those who do not smoke.

"I don't like the fact I have to subsidize the healthcare of smokers," he said.

The Lung Association report card was cited during discussions at Monday's Auburn City Council meeting over a possible ban on smoking at the Auburn Park Preserve, across from Placer High School.

At the park at Placer High's lunch period on Wednesday, 15-year-old Jessica Lund said students occasionally come to the wooded area for a cigarette. Lund said a limited ban on smoking at the park, with an area set aside for smokers that included a bench to sit on, would be a better answer than forbidding tobacco use.

[Visit TobaccoFreeCA.com](http://www.TobaccoFreeCA.com)  
[www.TobaccoFreeCA.com](http://www.TobaccoFreeCA.com)

Learn how to help in the fight against tobacco. Learn more today.



"Banning it completely would be ridiculous," Lund said.

Lund added that the idea of establishing rules banning smoking on city sidewalks also would go too far.

As well as Auburn, the Lung Association's grades give "F" marks to Colfax, Lincoln, Loomis, Rocklin, Roseville and the unincorporated areas. The grades are broken down into three main categories - control policies for smoke-free outdoor environments, smoke-free housing and reducing sales of tobacco products.

The association's report says that every year in California, 34,400 children start smoking. At the same time, smoking causes an estimated 37,000 deaths and costs the state economy more than \$18 billion in healthcare costs, the Lung Association states.

Applegate's Emily Holthaus was enjoying the sunshine Wednesday at Auburn's Central Square and had no objections to something like a smoke-free zone.

"It would be a place for families," Holthaus said. "So far, I haven't run into a problem (with smokers) in Placer County. In Sacramento, I have, but I haven't come across that in Auburn."

For Jerry Kopp, owner of Auburn's Uptown Signs, a sidewalk smoking ban wouldn't stop him from stepping out of his store for a cigarette.

"What are they going to do, arrest me?" Kopp asked, with a smile.

How Auburn scores

- n Smoke-free outdoor air (Sidewalk smoking, recreation area, public event bans) F
- n Smoke-free housing (Non-smoking units, non-smoking common areas) F
- n Reducing sales of tobacco products (Tobacco retailer licensing, sales near schools and parks, sales in pharmacies) F

Source: American Lung Association

Keywords:

Tobacco American Lung Association report grade f auburn Kevin Hanley emily holhaus jerry kopp

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## Smoking ban looms at Auburn School Park Preserve

Council votes to draft ordinance restricting it in park

By: [Jon Schultz, Journal Staff Writer](#)



Councilman Mike Holmes said year after year, the American Lung Association grades Auburn an "F" for not taking steps to encourage the reduction of smoking in the parks and city.

On Monday, he introduced a recommendation that he said would send a statement about the city's stance on smoking, and with a 4-1 vote, the City Council approved development of an ordinance to ban smoking in the Auburn School Park Preserve.

Home to Arts in the Park and the Auburn Symphony, it's also become a "Mecca" for youth who smoke and eat lunch in the park, Holmes said in his recommendation.

"There have been some community members who are concerned about pot smoking and various other things," said Holmes, a "reformed smoker" and board member of the Placer County Air Pollution Control District. "So it does tend to collect a lot of trash and cigarettes and so forth, particularly from youth coming from the high school."

City staff and the city attorney will now work to craft an ordinance on the recommendation that will be brought back in front of the council at a later meeting.

After taking a stroll through the park earlier Monday, Mayor Kevin Hanley said he couldn't find a single cigarette butt littered there.

Hanley voted against it, saying a better solution would be to add trash receptacles near places where people eat or sit down on their smoke break.

"The problem is really manageable," he said. "The park bench pretty close to Taco Tree doesn't have a trash receptacle there, so the slobbs that use that park bench don't walk 20 feet to get to the next receptacle near the entrance to the amphitheater."

AdChoices

Hanley said if the council is going to enact such an ordinance, the city must be willing to enforce it, which means more police work, and, in his opinion, it wouldn't be the best use of

officers' time.

He said accusations about marijuana use in the park, which is next to the Auburn Police Department, are simply allegations until evidence is presented.

Councilman Dr. Bill Kirby is chairman of the Sutter Auburn Faith Hospital tumor board and said Monday alone it had nine cases - six smoking related.

Kirby said he wants smoking banned from all public areas in the city, and he told Hanley he would like a smoking ban in Central Square to be brought before council in the future.

"It is beyond a public health hazard. Obesity is probably the only one right now that is worse," he said. "Smoking related cancers are destructive. Secondary smoke is not a joke, and this is extremely serious and at some point we need to make a decision, and that needs to be in our public areas we will no longer tolerate something that affects all people around the person."



### [Fight Against Tobacco](#)

[www.TobaccoFreeCA.com](http://www.TobaccoFreeCA.com)

Help in the fight against tobacco.  
Visit TobaccoFreeCA for info.



"They are victimizing everybody within 20 feet and we need not to tolerate it."

Councilman Keith Nesbitt said in addition to banning smoking from the Auburn School Park Preserve, he would like to evaluate prohibiting it in transit bus stops.


"A lot of those people have mobility problems," Nesbitt said. "They can't escape that second-hand smoke, so I think that would be a good spot to look at in future."

Jon Schultz can be reached at jons@goldcountrymedia.com. Follow him on Twitter @Jon\_AJNews

Keywords:

[Auburn School Park Preserve](#) [Smoking ban](#) [smoking](#) [cigarettes](#) [Auburn City Council](#)

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## Redding seeks smoking ban at city parks

### Redding panel to take up issue Wednesday

By Jenny Espino

Sunday, September 9, 2012

It has been two years since Whiskeytown National Recreation Area went smoke-free at its four beaches, and in that time, public complaints against the ban have been nonexistent.

The policy is paving the way for Redding to take up a similar measure at its city parks this week.

The Community Services Advisory Commission is expected to take up the issue Wednesday, at the recommendation of Kim Niemer, Redding community services director, and Shasta County Tobacco Education Coalition.

"Trails provide a natural, healthy environment, and smoking seems to be counter to that," Niemer said.

The issue might have been a long time coming, considering how Shasta County nearly 20 years ago was a trailblazer when it approved the landmark initiative that banned smoking in restaurants and public offices.

Redding has smoke-free zones for the Redding Library and City Hall. It also bars smoking within 50 feet of a playground and on the Sacramento River Trail because

of fire concerns. The proposal takes matters a step further, Niemer said.

"We get complaints from people about the smoking, particularly around picnic pavilions," she said. "The other issue for us is the maintenance end of it. ... People don't think twice about dropping their cigarette butts and stamping them out on the ground."

Support from the commission to ban smoking at city-owned and city-managed neighborhood and community parks and trails will send the issue to the Redding City Council for debate and a vote.

More than 130 California communities have smoke-free parks. Among those is Anderson, whose law went into effect last year not just at parks but also at events and business entrances.



Jim Milestone, Whiskeytown park superintendent, recalled concerns raised at the public meetings that preceded the decision to prohibit smoking in the sandy areas were minimal.

Only one person expressed dismay at the erosion of personal rights.

"I listened to him very carefully. But your lungs are more important, and you shouldn't have to have to inhale anyone's smoke," said Milestone, who estimates 70 percent of visitors are women and children.

No longer do families have apprehensions about spreading their blankets on the sand, save for twigs and maybe other beach debris.

"If you walk down the beach, you only see a few cigarette butts," he said.

In preparation to make its recommendation, the coalition in August and earlier this month surveyed park visitors. Of the 344 responses it received, nearly three-quarters said they favored a no-smoking policy at city parks, trails and recreation areas. The respondents were all adults.

Niemer said enforcement actions will be by park staff, meaning don't expect police to be patrolling the parks.

"The county has tobacco enforcement officers who will help with efforts. The education piece is important," she said. "A regular citizen can remind the person they cannot smoke."



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Why Homelessness Is a Transportation Issue



Congestion Pricing's Enduring Public Perception Problem



Class-Divided Cities: Chicago Edition



'Low-Income Housing' Doesn't Actually Exist



Brazil Might Cancel Carnival



How Did King Richard III's Remains End Up Under a Parking Lot?

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THE BIG FIX

# Outdoor Smoking Bans: Impossible to Enforce, or Inevitable?

HENRY GRABAR DEC 10, 2012 53 COMMENTS



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For 48 percent of the U.S. population [PDF], and in 30 of the country's 50 largest cities, lighting up in restaurants, bars, and offices is not only banned, it's a fading memory, as distant as typewriters and rotary phones.

It has not been the same story on the next frontier of smoking bans, those that seek to stop people from lighting up outdoors. Over a thousand U.S. cities and counties (and several states) have some type of smoke-free law indoors [PDF], and hundreds more have laws regulating smoking in public parks [PDF]. But amid the endless variety — no two jurisdictions, it seems, have quite the same laws — only a handful of places have banned smoking outright in outdoor public space.

The exception is at American universities, where a trial run for comprehensive outdoor smoking bans is already several years old. Over 800 college campuses [PDF], some with populations the size of small towns, now offer a model of what a smoke-free city might look like, and a consensus is emerging. Declaring public space smoke-free is becoming exponentially more common. Enforcing it is not.

Enforcement would be hard enough on largely self-contained campuses, such as the University of Michigan in Ann Arbor, where a campus smoking ban went into effect in July 2011. Students receive warnings or reprimands if complaints are made. Offenders are not issued tickets. A September article on AnnArbor.com painted the ban as a largely symbolic act, with smokers still a common sight around campus. "Nobody really cares," a student told the publication.

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Miami University in Ohio has been smoke-free since 2011, but with a similar "soft" enforcement policy that has left smoke-free advocates disappointed. "Every time I walk on campus, I see multiple people smoking," undergraduate Andrew Bowman [wrote](#) in *The Miami Student* last year. "Students are the main offenders, but employees smoke on campus too."

But the thinking among university administrators is that enforcement is more trouble than it's worth, galvanizing opposition, alienating the people the policy targets, and diverting resources from campus police. Instead, they have embraced the "soft" approach -- social pressure, signage and resources rather than tickets and fines.

"It's definitely the norm," says Luis Manzo, director of Mental Health and Wellness Services at the City University of New York, which went tobacco-free in September (chewing tobacco is also banned). "We don't want to demonize those who do smoke or use tobacco." He compares the enforcement logic to that of New York City's pooper-scooper law: few fines, but an effective self-enforcement policy.

Urban campuses like CUNY or George Washington University in D.C., both of which include blocks of public streets and sidewalks, face additional challenges. CUNY voted to go tobacco-free in January, 2011; GW last month.

The most thorough research on the subject indicates that enforcement may not even be necessary.

"Obviously, we can't police city streets," Manzo says. For CUNY's urban campuses, the goal has been modest: to keep smokers away from entrances. It seems to be working. Administrative staff have been given palm cards to hand out to smokers, explaining the policy.

The GW policy is scheduled to take effect in August 2013, and in the interim, the administration will have to decide how it will be enforced. With a gentle reprimand or a fine? By peer pressure or campus police?

District law gives GW the ability to regulate smoking within 25 feet of its buildings, which could effectively create a smoke-free zone not just on the quads but in most of the school's Foggy Bottom neighborhood. On the other hand, if the university focuses only on non-street spaces, the smoke-free initiative

would be patchy, missing many campus thoroughfares.



student takes a smoke break in a designated smoking area at the University of Missouri. [KOMU News, via Flickr.](#)

"We're trying not to use the word ban," says Julien Guttman, of the GW campus advocacy group Colonials for Clean Air. "We encourage people to talk about a smoke-free campus rather than a ban on smoking." Guttman, like Manzo, emphasized the extent to which a smoke-free campus is as much about education and resources for smokers as about policy and enforcement.

The most thorough research on the subject indicates that enforcement may not even be necessary.



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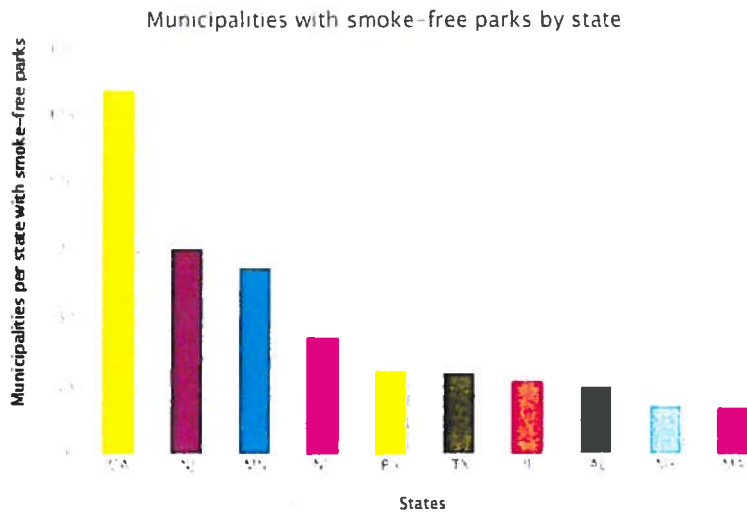
Comparing a smoke-free campus at Indiana University at Bloomington with nearby Purdue, a team of researchers found that the policy could "influence students' smoking-related norms and behaviors," according to Professor Dong Chul-Seo, "even without strong enforcement of the policy." The percentage of IU students smoking dropped 3.7 percent over the course of the study, while the rate at Purdue increased slightly.

Another says that a four-year-old tobacco ban not only decreased the percentage of students smoking, it significantly changed people's attitudes towards tobacco on campus. A 2010 report in *Cancer Causes and Control* found that "perceived rules about smoking" alone could be an effective deterrent.

Cities like New York, San Francisco, and Philadelphia, which have made some public spaces smoke-free, are grappling with similar issues. When the mayor of Albuquerque, New Mexico, issued an executive order banning smoking in certain public places in 2007, the City Council called it "unenforceable."

Italian TV?

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Data via smokefree.org [PDF], as of October 2012.

New York City, which banned smoking in parks and on beaches in May 2011, has wavered on the issue. Mayor Bloomberg initially declared police would not enforce the ban. "The police will not be enforcing this. That's not going to be their job," the Mayor told a caller on his morning radio show. "This is going to be enforced by public pressure." The Parks Department website calls for a policy of citizen enforcement, citing the examples of L.A. and Chicago, which also have smoke-free parks.

And though New York has since issued a handful of tickets, the ticketed -- 14 in July, 18 in August, four in September and five in October, according to data provided by the Parks Department -- represent a miniscule fraction of the city's smokers, and likely a small percentage of violators as well.

Not surprisingly, the city says the ban is working, based on an observational study by the Department of Health that recorded a remarkable two-thirds reduction in smoking in the parks.

Fewer than half of New Yorkers polled last August agreed.

Top image: Pattie Sieib / Shutterstock

Keywords: New York, Washington, DC, Washington D.C., campus, university of michigan, GWU, New York, miami ohio, smoke-free, Smoking Ban, cuny



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## **Item 9.2 Cover sheet – Consideration of Items to Ban/Prohibit**

**Auburn Area Recreation and Park District February, 2013 Policy Committee meeting; February, 2013 Board of Directors meeting**

### **The Issue**

A consideration of items, actions and behaviors that should be banned or prohibited in Auburn Area Recreation and Park District (ARD) parks. Director Holbrook has requested that this item be considered.

### **Background**

ARD Ordinance #1 contains many items, actions and behaviors that are prohibited.

Director Holbrook has suggested that the following items could be considered for prohibition in ARD Parks and Facilities:

- Offensive perfume
- Styrofoam
- Plastic bags
- Fast food
- Soda
- Any kind of sugar product
- Any food with gluten
- Any products made in countries that violate human rights

### **Recommendation**

Discuss and provide direction for staff.

### **Fiscal Impact**

Unknown at this time

### **Attachments**

ARD Ordinance #1

## ORDINANCE NO. 1

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

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

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

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

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

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

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

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

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

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

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

or direction of such park roadway, avenue, grounds, recreation center, building, structure, construction or erection.

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

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

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

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

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

E. Intoxicants. No person shall provide or consume intoxicants in any park, or in any building or structure, thereon, not expressly designated as permitting such, without first obtaining a Special Use Permit. Such permit shall be obtained and the fee therefore paid, regardless of the size of the gathering or assembly which desires the privilege of

using a park area to provide and/or consume intoxicating beverages or materials.  
(Amended January 24, 2013.)

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

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

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

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

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

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



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

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

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

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

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

contract obligations are excepted from this prohibition. A violation of this subsection shall be a misdemeanor or an infraction.

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

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

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

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

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

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

U. Gambling. No person shall play or bet at or against any game in a park at which games are played, conducted, dealt, or carried on with cards, dice, or other device, for money, chips, shells, credit, or any other thing of or redeemable for value, nor maintain or exhibit any gambling table or other instrument of gambling or gaming with a park. This prohibition shall not apply to simulated gambling games when conducted pursuant to a Special Use Permit.

V. Hazardous activities. No person shall engage in model airplane flying, propelling a rocket or missile of any type, driving of golf balls, archery or any game of a

hazardous nature within a park, except at such places as shall be specifically designated and authorized by the District for such purpose, or in an otherwise unoccupied open area, in a manner that does not cause hazard to anyone, or conflict with another use, and as authorized by a Special Use Permit.

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

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

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

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

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

BB. Smoking; chewing tobacco, snuff; spitting. No person shall smoke, chew, dip, expectorate, partake or indulge in tobacco in any form in any District building or facility or in any area signed as prohibiting such. It shall be unlawful for any person to litter, extinguish, dispose of or expectorate tobacco in any form, except into an article retained on the person in a manner that does not create odor and is not visually obtrusive.

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

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

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

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

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

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

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

INTRODUCED and first read at a regular meeting of the Board of Directors of the Auburn Area Recreation and Park District on the 29<sup>th</sup> day of September, 2011.

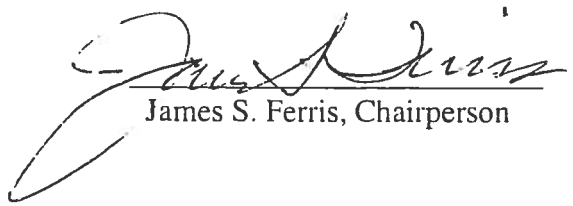
FINAL PASSAGE AND ADOPTION by the Board of Directors of the Auburn Area Recreation and Park District was at a meeting thereof held on the 27<sup>th</sup> day of October, 2011, by the following vote:

Ayes: 3

Noes: 1

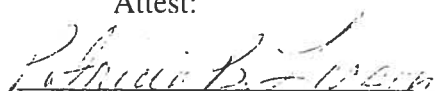
Absent: 1

Abstaining: 0



James S. Ferris, Chairperson

Attest:



Patricia B. Larson, Clerk

## **Item 9.3 Cover sheet – Resolution to prepare Atwood III Engineer’s Report for FY 2013/2014**

**Auburn Area Recreation and Park District Acquisition and Development Meeting  
February 2013; Board of Directors Meeting February 2013**

### **The Issue**

Consideration of Resolution 2013 - 01 directing SCI consulting group to prepare the engineer’s report for Fiscal Year 2013-14 for the continuation of levying the annual assessments for the “Atwood Ranch III Landscaping and Lighting Assessment District.

### **Background**

ARD is the owner and Preserve Manager for 10.69 acres of land at the Atwood Ranch III development.

In the fall and winter of 2004, the District developed a proposed assessment for funding park improvements and other park and recreation maintenance services within the Atwood Ranch III subdivision. This proposed assessment, the “Atwood Ranch III Landscaping and Lighting Assessment District”, was approved by property owners in an assessment ballot proceeding conducted during November through December of 2004. In December 2004, the balloting period was closed, and since a weighted majority of ballots returned were in support of the proposed assessment, the Board approved and levied the assessments.

The assessments can be levied annually and can be increased by the change in the San Francisco Bay Area Consumer Price Index, not to exceed 5% per year. Since 2005-06, the assessments have been levied annually and are providing important revenues needed to fund the park and recreation improvements and services.

In order to continue to levy the assessments, the ARD Board of Directors will need to approve Resolution No 2013- 01 directing SCI Consulting Group, the assessment engineer, to prepare the Engineer’s Report for fiscal year 2013-14. This Engineer’s Report will include the proposed budget for the assessments for fiscal year 2013-14 and the updated proposed assessments for each parcel in the District, and the proposed assessments for fiscal year 2013-14 per single family equivalent benefit unit.

### **Recommendation**

Staff recommends that the ARD Board of Directors approve Resolution No. 2013 - 01 directing SCI Consulting Group to prepare the Engineer’s Report for the “Atwood Ranch III Landscaping and Lighting Assessment District” for fiscal year 2013-14 for the proposed continuation of the assessments which provide important revenues to fund park and recreation improvements and services.

The ARD A&D Committee recommended approval of Resolution No. 2013 – 01.

**Fiscal Impact**

The fee for completion of the 2013/2014 Engineer's Report by SCI is approximately \$2,100. The cost for these fees is part of the annual assessment.

**Attachments**

Resolution 2013 - 01

**RESOLUTION NO. 2013-01**

**A RESOLUTION DIRECTING PREPARATION OF THE ENGINEER'S REPORT  
FOR FISCAL YEAR 2013-14**

**FOR THE CONTINUATION OF THE  
ATWOOD RANCH III LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT  
OF THE  
AUBURN AREA RECREATION AND PARK DISTRICT**

RESOLVED, by the Governing Board (the "Board") of the Auburn Area Recreation and Park District (the "District"), County of Placer, State of California, that

1. On January 27<sup>th</sup>, 2005, by its Resolution No. 2005-01, this Board ordered the formation of and levied the first assessment within the Auburn Area Recreation and Park District, Atwood Ranch III District (the "Assessment District") pursuant to the provisions of Article XIID of the California Constitution, and the Landscaping and Lighting Act of 1972 (the "Act"), Part 2 of Division 15 of the California Streets and Highways Code (commencing with Section 22500 thereof).

2. The purpose of the Assessment District is for the installation, maintenance and servicing of improvements, as described in Section 3 below.

3. Within the Assessment District, the existing and proposed improvements to be undertaken by the Assessment District are generally described as the installation, maintenance and servicing of public facilities, including but not limited to, playground equipment, irrigation and sprinkler systems, landscaping, turf, park grounds, park facilities, landscape corridors, trails, ponds, wetlands preserve areas, fencing, piers, signage, benches, tables, and all necessary appurtenances, and labor, materials, supplies, utilities and equipment, as applicable, for property owned or maintained by the Auburn Area Recreation and Park District. Installation means the construction of recreational improvements, including, but not limited to, land preparation, such as grading, leveling, cutting and filling, sod, landscaping, irrigation systems, playground equipment, recreational facilities and trails. Maintenance means the furnishing of services and materials for the ordinary and usual maintenance, operation and servicing of said improvements,



including repair, removal, or replacement of all or part of any improvement; providing for the life, growth, health and beauty of landscaping; and cleaning, sandblasting and painting of walls and other improvements to remove or cover graffiti, and monitoring of wetlands preserve areas. Servicing means the furnishing of electric current or energy for the operation or lighting of any improvements, and water for irrigation of any landscaping or the maintenance of any other improvements.

4. SCI Consulting Group is hereby designated as Engineer of Work for purposes of these proceedings and is hereby ordered to prepare an Engineer's Report in accordance with Article 4 of Chapter 1 of the Act and Article XIIIID of the California Constitution. Upon completion, the Engineer shall file the Engineer's Report with the Clerk of the Governing Board for submission to the Board.

PASSED AND ADOPTED this 28<sup>th</sup> day of February, 2013 by the following vote, to wit:

AYES :

NOES:

ABSENT:

ABSTAIN:

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JIM GRAY  
CHAIRMAN TO THE BOARD OF DIRECTORS

ATTEST:

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PAT LARSON  
SECRETARY TO THE BOARD OF DIRECTORS

## **Item 9.4 Cover sheet – 2014 2014 Fiscal Year Project List**

**February 19 Acquisition and Development Committee Meeting; February, 2013 Board of Director's meeting**

**Subject: Approval of 2013/2014 project list.**

### **The Issue**

Shall the Auburn Area Recreation and Parks District (ARD) Board of Directors approve the proposed Project List for Fiscal Year 2013/2014?

### **Background**

In June of 2011 the Auburn Area Recreation and Park District (ARD) began the task of creating Park Specific Master Plans for all of its parks. The master planning process began with a series of staff meetings that resulted in a lengthy list of master plan projects across the District. The District's ADA Transition Plan was concurrently being written and these projects were also folded into the developing master plan projects lists. Additionally, staff focused on those park improvement projects which would respond to the "man in the park" surveys which were conducted during the summer of 2011. These surveys provided staff with information regarding improvements or new facilities the general use public found important.

Through numerous meetings and discussions, projects from the master list were used to compile a Ten Year Project List. The Ten Year Project List is comprised of those projects deemed to be of the highest priority and reflects the District's goal to address needed existing infrastructure upgrades, bring new features into the existing park system and complete potential land acquisition and new park development. Infrastructure improvement projects include restroom upgrades that respond to the public opinion that ARD needs to modernize and improve these facilities. In addition, there are projects that bring new amenities to the public, such as bocce ball courts. A new park development project is included at Bell Road, anticipating potential grant funding to assist in planning and development costs. Some projects have a span over more than one year due to their size, estimated costs, or lead time to do the upfront planning and design to make them "shovel ready".

The proposed 2013/2014 Project List is the first year of the Ten Year Project List. At this time, in order to take advantage of the pending construction season, a variety of projects are proposed at Ashford, Recreation, Railhead and Meadow Vista parks. Because there is a lead time in the planning work to be done, timing is of the essence. Only those projects identified by staff as high priority projects on the master list are included. Year one also includes the in-kind grant funded trail at the 24 acre site at Regional Park to be paid for by Western Care. No projects are included for improvements to the south end of Regional Park at this time. Further discussions are needed at the staff and Board level to determine whether or not the District should move forward with a restroom and/or multipurpose field renovation at Regional Park. After the Board has reviewed the Ten Year List and made a decision, then Regional Park projects could be moved onto an amended 2013/2014 Project List. The tasks that would be included that fiscal year is the CEQA/Planning portion of work at Regional Park for the restroom and/or multipurpose field. Based upon information from the County, the CEQA/Planning/Entitlement portion will take approximately one year. Actual construction of a restroom and/or field renovation could occur in the following project year.

A significant goal of the District is to bring various facilities and parks up to ADA code standards. Several projects are earmarked at Ashford Park to accomplish this goal. When completed, Ashford Park will be completed regarding ADA upgrades that are needed to facilitate access to parking, restrooms, dog park, shade structure and playground. By completing the project list at Ashford, the District will have met three major goals: 1) completed ADA accessibility; 2) installing a new playground, and 3) restroom upgrades. Parking lot

renovation and pavement section renovations within the park will allow disabled patrons code compliant accessibility from the parking lot to the playground. This is in keeping with ADA requirements to provide accessibility to major park amenities. The existing playground at Ashford Park is nearly non-functioning and is half boarded off. Installing a new playground brings a badly needed amenity to the park and resolves some safety concerns surrounding the existing equipment. The restroom replacement addresses both ADA compliance and the stated desire of the public for improved restroom facilities within the District.

Improvements identified for Railhead Park include a new playground, shade structure and circulation connections between these site amenities. Also included in the project is a minor ADA upgrade to the parking lot, that when completed, will result in another park whose ADA upgrades are substantially complete. These projects will require approval from the Bureau of Reclamation. Due to the sometimes long process to get projects through BOR approval, staff anticipates the Railhead Park improvements may span more than one project year and feel it is imperative to begin the process in this coming fiscal year. The projects at Railhead Park will be funded entirely from City Mitigation funds and will make a substantial visual and functional improvement to Railhead Park. The shade structure will be a larger metal facility that can be rented out to larger groups, thus generating revenue for the District.

Meadow Vista Park walking pathway repairs is included on the proposed project list. The paving section of the walking pathway that winds through an alley of trees has become a serious tripping hazard to the point that staff feels this safety issue must be addressed. The project includes the demolition of an approximate 300 foot stretch of pathway, and re-aligning the pathway outside of the tree root zone that is the cause of the pathway upheaval. The project budget for this is \$23,000 based upon preliminary bidding estimates gathered by staff.

The Sierra Pool at Recreation Park continues to experience a serious leak from the existing expansion joint. An attempt to repair this leak was made during the last fiscal year. The method used was the less expensive approach of two options and staff felt it was worth the attempt. However, that method was unsuccessful and it is now time to implement the alternative recommendation. Project budget, based upon preliminary bidding estimates and the estimated cost for a soils sample is \$27,000.

Remaining minor projects include installation of ADA directional signage at Recreation and Ashford Parks, as well as installing some safety netting over the ADA observation area at Begg's Field.

### **Recommendation**

Because there is a lead time in the planning, CEQA and bidding work to be done to make many of these projects "shovel ready", timing is of the essence. The construction season is fast coming upon us and ARD needs to move relatively quickly to accomplish projects this year. Staff recommends that the ARD Board of Directors approve the proposed 2013/2014 Project List. In the meantime, review and discussion of the Ten Year Master List can be on-going with other projects added to the 2013-2014 Project List as the Board deems appropriate.

The ARD Acquisition and Development Committee recommended approval of the proposed 2013/2014 Project List.

The ARD Finance Committee had a split recommendation on the proposed 2013/2014 Project List.

### **Fiscal Impact**

Total expenditures for the 2013/2014 project list is \$617,500.00. Funding comes from a variety of sources as outlined, by project, on the attached spreadsheet. Currently, there is \$263,856.00 in the City Mitigation fund and \$234,189.40 in the County Mitigation fund. The remaining funds come from the District's ADA reserve, General Reserve and In-Kind funds from Western Care.

**Attachments**

2013/2014 Project List Funding Breakdown  
Proposed 2013/2014 Project List

**2013/2014 PROJECT LIST  
FUNDING BREAKDOWN**

**2013/2014**

Estimated balance

54,334      682,329      234,189      262,000      0      235,000

<b>PROJECT</b>	<b>Est. Cost</b>	<b>Gen. Fund</b>	<b>ADA</b>	<b>Reserve</b>	<b>Cnty. Mit.</b>	<b>City Mit.</b>	<b>Grants</b>	<b>In Kind</b>
<b>Ashford</b>								
Restroom remodel	60,000				39,000	21,000		
Ashford POT	27,000		0			27,000		
POT rest stops	4,000		4,000					
Parking lot renov	40,000		20,000	20,000				
Playground	68,000				44,000	24,000		
Signage	500			500				
<b>Recreation Park</b>								
Signage	1,500			1,500		0		
Beggs safety netting	1,500			1,500		0		
Sierra Pool Expansion Joint	27,000	27,000						
<b>Regional 24 acres</b>								
24 acres, walking path in kind	235,000							235,000
<b>Railhead</b>								
Playground	50,000				32,000	18,000		
Shade Structure + hardscape	80,000				52,000	28,000		
<b>Meadow Vista Park</b>								
Pathway repairs	23,000			23,000				
<b>TOTAL</b>	<b>617,500</b>	<b>27,000</b>	<b>24,000</b>	<b>46,500</b>	<b>167,000</b>	<b>118,000</b>	<b>0</b>	<b>235,000</b>

**Estimated Balance Remaining**

30,334      635,829      67,189      144,000      0      0

2013/2014 Project List - April

PROJECT	Est. Cost	Notes	Est. completion date
<b>Ashtford Park</b>			
Restroom Remodel	60,000	Replace existing restroom with kit bathroom	Dec-13
Ashtford Path Of Travel Renovation	27,000	Renovate paving for ADA from dog park to playground	Oct-13
Path Of Travel Rest Stops	4,000	Install landing reststops along existing paved roadway for ADA compliance	Oct-13
Parking Lot Renovation	40,000	Renovate portion of parking lot and area surrounding restroom for ADA compliance	Oct-13
Playground Replacement	68,000	Replace existing playground	Aug-13
ADA Signage	500	Install directional signage throughout park	Dec-13
<b>Recreation Park</b>			
ADA Signage	1,500	Install ADA signage parkwide	May-13
Begg's Safety Netting	1,500	Install safety netting over observation area at Begg's Field, ADA compliance	Jul-13
Expansion Joint Pool	27,000	Repair existing expansion joint leak	Dec-13
<b>Regional Park</b>			
24 Acres Walking Path - In Kind	235,000	DG pathway constructed by Western Care	Jan-14
<b>Railhead Park</b>			
Playground	50,000	Install new playground	Feb-14
Shade Structure and Hardscape	80,000	Construct new sidewalks, grade repairs, concrete pad and shade shelter	Oct-13
<b>Meadow Vista Park</b>			
Pathway Repairs	23,000	Re-align approx. 300' portion of existing asphalt pathway away from tree roots	May-13
Total Projects Fiscal Year	617,500		
Updated April 2013			

## **Item 9.5 Cover Sheet for 2013/2014 Preliminary Budget**

Auburn Area Recreation and Park District Board of Directors meeting February 28, 2013

**Subject:** Review and provide direction for the 2013/2014 preliminary budget.

**The Issue:** Shall the Board recommend approval the preliminary budget for 2013/2014.

### **Background:**

As compared to the District's highest year (2007/2008), the proposed 13-14 budget reflects the following adjustments:

Program Revenue:	Down 44% or \$530,000
Facility Revenue:	Down 24% or \$70,749
Misc Revenue:	Down 55% or \$33,631
Interest Income:	Down 63% or \$71,388
Tax Revenue:	Down 13.1% or \$354,129
Program Expenses:	Down 36% or \$115,000
Operations and Supplies:	Down 6.7% or \$21,000
Utilities Expense:	Up 32% or \$49,000
Building and Grounds Maintenance:	Down 16% or \$50,000
Wages:	Down 19% or \$331,000
Benefits:	Up 4.7% or \$27,000
Fixed Asset Expense:	Down 52% or \$45,000

In 2008, staff provided you with five year budget projections based on declining tax and program revenue shortfalls. The projections included significant cuts across the board, but still indicated deficits ranging from -\$121,000 in 12/13 to -\$47,000 in 17/18. The District undertook more severe budget cuts, including staff reductions through attrition over the past three years without replacement of those positions. The result is a much more positive financial outlook for the District as witnessed by the accompanying updated five year projections. Certainly, a large part of the projected surpluses in the out years are due to the COP (mortgage for the Regional Park Gymnasium financing) being paid off in year 14/15 (approximately \$140,000 each year for the last ten years). Nonetheless, without the severe budget cuts undertaken by the District over the last 4 years, the picture would have been entirely different.

On the budget summaries, please note that we had projected only \$2,180,546 for property tax revenue in the original 12/13 fiscal year approved budget. This was due to an assumed 4% decline in tax

revenues from the previous year as well as a \$50,000 negative “adjustment” that the County had deducted in each of the previous two years. Due to tax stabilization this past year, these “adjustments” were not incurred. In fact, the District had a slight increase in tax revenue for 2012/2013, along with \$75,000 in additional revenue from RDA distributions. The budget for 2013/2014 does not include any negative tax adjustments for the fiscal year.

Also of note on the summaries, we have increased the maintenance budget by approximately \$50,000. After severe cuts for the past 4 years, some of Facility & Grounds line items need to catch up to needed maintenance. Additionally, we budgeted \$25,000 in the aquatics maintenance general fund budget for the repair of the expansion joint at the main pool. This item will appear on the projects list in A&D and will be reclassified when the list is approved by the board.

Finally, the budget includes a 2% “one-time payment” to all staff in December of 2013. This payment will be dependent on the status of our finances in the second half of the fiscal year.

Going forward, staff is not completely convinced that, economically speaking, we are out of the woods yet. The current property tax revenue stabilization may be a temporary “blip”, and we may be due for additional declines over the next two or three years, depending on the overall health of the general economy. Given that, we are continuing to budget conservatively with an expectation that revenues may fall again. In a worst case (or best case) scenario, revenues will stabilize, or grow slightly, long term and the financials will show greater surpluses than our budget forecasts, thus creating a very positive condition for the District.

**Recommendation:** Staff recommends that the Board of Directors approve of the preliminary budget as presented as it reflects a significant surplus based on conservative estimates of revenues and expenditures.

The Finance committee, by split vote, recommended that the preliminary budget be forwarded to the Board.

**Alternatives:**

1. The Board may approve the proposed budget without changes.
2. The Board may review the budget proposal and make changes as it sees fit.

**Attachments:**

1. P&L Statements 2012/2013, year to date.
2. P&L Statements 10 year historical with averages
3. Graphs of 10 year historical financials
4. Five year projections



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

**Preliminary 13-14 Budget**

	Program revenue	Facility revenue	Misc. revenue	Grants	Interest revenue	Project revenue	Tax revenue	In Kind	Transfer in from reserves	Atwood III taxes	RDA passthru	Debt service	Contingency Reserve (ADA reserve)	TOTAL	% of Total
Administration			19,500	-	39,350		2,304,106							2,362,956	71%
F&G		212,561	2,300	5,000	3,000					20,190				243,051	7%
Cust. Service	10,500													10,500	0%
Recreation	268,850		6,000	15,750										290,600	9%
Youth Services	298,100		3,600											302,700	9%
Aquatics	109,700	11,000												120,700	4%
<b>TOTAL</b>	<b>688,150</b>	<b>223,561</b>	<b>31,400</b>	<b>20,750</b>	<b>42,350</b>	<b>-</b>	<b>2,304,106</b>	<b>-</b>	<b>-</b>	<b>20,190</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,330,507</b>	<b>100%</b>
Program expense															
Operations & supplies															
Utilities expense															
Prof. expense															
Building & grounds															
Property Tax administ															
Election cost															
Wages															
Benefits & expenses															
Fixed assets															
Capital Improve.															
Capital Improve. gent fund															
Debt service															
Administration		101,200		42,500		52,200	312,870	113,400	7,000					629,170	19%
F&G	102,440	47,650	186,905	6,000	199,725		602,739	305,050	18,500			147,084		1,568,443	48%
Cust. Service				6,000			92,058	39,450	4,000					189,158	6%
Recreation	172,800	33,825		3,000			126,000	55,000	2,500					393,125	12%
Youth Services	17,850	6,435			4,900		192,000	70,000	1,500					292,685	9%
Aquatics	9,000	1,126	17,050		46,500		82,250	16,315	7,500					179,741	6%
<b>TOTAL</b>	<b>199,650</b>	<b>292,676</b>	<b>203,955</b>	<b>57,500</b>	<b>251,125</b>	<b>52,200</b>	<b>1,407,917</b>	<b>599,215</b>	<b>41,000</b>	<b>-</b>	<b>-</b>	<b>147,084</b>	<b>-</b>	<b>3,252,322</b>	<b>100%</b>
														<b>78,185</b>	<b>2.35%</b>

**Preliminary 13-14 Budget**

	2012/2013 final budget	% Of Total	2013/2014 Preliminary
<b>Operating Revenues</b>			
Program Revenue	\$ 689,750	21.9	688,150
Facility Revenue	\$ 203,019	6.4	223,561
Misc. Revenue	\$ 16,500	0.5	31,400
Donations, Grant Revenue and In Kind	\$ 8,500	0.3	20,750
Interest Income	\$ 36,350	1.2	42,350
Projects Revenue	\$ -	0.0	-
Tax Revenue	\$ 2,180,546	69.1	2,304,106
Transfer in from Cap Construction Fund	\$ -	0.0	-
Misc	\$ 20,190	0.6	20,190
<b>Total Operating Revenue</b>	<b>\$ 3,154,855</b>	<b>100.00</b>	<b>3,330,507</b>
<b>Expenditures</b>			
Program Expense	\$ 186,400	5.9%	199,650
Operating & Supplies	\$ 295,935	9.4%	292,676
Utilities Expense	\$ 198,350	6.3%	203,955
Professional Services	\$ 53,700	1.7%	57,500
Building & Grounds Maintenance	\$ 199,650	6.3%	251,125
Property Tax Admin.	\$ 82,260	2.6%	52,200
Wages	\$ 1,370,413	43.4%	1,407,917
Benefits & Payroll Costs	\$ 605,440	19.2%	599,215
Fixed Asset Expense	\$ 14,500	0.5%	41,000
Capital Improvement Projects Mitigation	\$ -	0.0%	-
Capital Improvement Projects General Fund	\$ -	0.0%	-
Debt Services	\$ 147,584	4.7%	147,084
Special Departmental Expenses		0.0%	0.0
Project Expenditures		0.0%	0.0
Misc Expense		0.0%	0.0
Annual Contingency (ADA) Reserve		0.0%	0.0
<b>Total Expenditures</b>	<b>\$ 3,154,232</b>	<b>100</b>	<b>3,252,322</b>
Net Revenue Over Expenditures	623		78,185
Annual Equip Replacement Fund	\$ 458,531	(current)	
Future Capital Construction Fund	\$ 582,329	(current)	
Contingency Reserve	\$ 444,950	(current)	
ADA reserve	\$ 54,335	(current)	
<b>TOTAL RESERVES</b>	<b>\$ 1,540,145</b>	<b>(current)</b>	

# Administration

## Preliminary 13-14 budget

Preliminary

<b>Revenues</b>	<b>FY 12-13 Actual</b>	<b>FY 12-13 Budget</b>	<b>13-14 budget</b>
<b>Miscellaneous Revenues</b>			
Misc. Income -w/c div and other	22,453	7,500	19,500
Misc Income - Liabilty Ins dividend	-	-	-
501c3 receivable	-	-	-
<b>TOTAL</b>	<b>22,453</b>	<b>7,500</b>	<b>19,500</b>
Donations - Admin	-	-	-
<b>Interest Income</b>			
Interest Revenue - County	38,934	40,800	39,000
Interest Revenue other	1,072	150	350
<b>TOTAL</b>	<b>40,006</b>	<b>40,950</b>	<b>39,350</b>
<b>Taxes &amp; Gov't Revenues</b>			
Current Sec Prop Tax General	2,121,451	2,197,450	2,123,817
Homeowner's Prop. Tax Reduction	15,843	28,738	17,932
Current Unsec Prop Tax General	55,456	36,284	54,160
Suppl. Prop Tax Current	13,088	9,538	13,538
Unitary & Op Non-unitary Tax	87,666	88,137	90,618
Prior Unsec Prop Tax	696	696	696
Timber Tax Guarantee	1	-	-
Prior Supplemental Tax Rev	7	52	-
Prior Secured Prop Taxes	2,360	2,360	2,565
Railroad Unitary Prop Taxes	1,447	721	780
RDA Pass - Throughs	93,066	35,946	-
Redemptions Gen Taxes	-	-	-
Tax Adjustment	-	-	-
<b>TOTAL</b>	<b>2,391,081</b>	<b>2,399,922</b>	<b>2,304,106</b>
<b>Total Revenues</b>	<b>2,453,540</b>	<b>2,448,372</b>	<b>2,362,956</b>
<b>Expenditures</b>			
<b>Operations &amp; Supplies</b>			
	<b>FY 12-13 Actual</b>		
Discounts Taken	-	-	-
CalCard Incentive	(2,273)	(1,750)	(1,200)
Telephone (CVCC) - Admin	4,137	2,450	4,750
Postage - Admin	1,091	1,300	1,100
Bank Service Charges	1,278	1,200	1,200
Office Supplies - Admin	4,565	4,400	4,750
Duplication Costs- Admin	2,087	1,950	2,400
Office Equip. Rental- Admin	3,888	3,850	6,000
Office Equip Maint - Admin	200	900	-

Dining Expense	907	350	1,200
Gas/Mileage Expense	656	550	700
General Admin Exp	573	1,300	600
Liability Insurance	57,963	60,000	60,000
Board Expense	2,989	1,250	3,000
Public Relations/Mktg.	3,555	3,500	4,500
Dues & Subscriptions	8,009	6,400	8,000
Staff Appreciation	178	1,000	-
Staff Development	1,071	2,100	3,000
Uniform Expense	-	-	-
Safety Supplies - Administration	-	-	-
Theft	-	-	-
Small Office Equipment	200	300	1,200
Penalties	156	1,000	-
Finance Charges	-	500	-
<i>TOTAL</i>	<b>91,230</b>	<b>92,550</b>	<b>101,200</b>
			-
Legal Fees	5,839	15,000	21,000
	FY 12-13 Actual		
<b>Professional Services</b>			
Professional Services	7,104	15,000	9,000
Accounting/Auditor Fees	12,300	12,500	12,500
Environmental Services	-	-	-
<i>TOTAL</i>	<b>19,404</b>	<b>27,500</b>	<b>21,500</b>
<b>Property Tax/Election Expense</b>			
Property Tax Administration	50,594	50,000	51,000
Election Expense	33,300	30,000	-
LAFCO Fees	1,256	1,520	1,200
<i>TOTAL</i>	<b>85,150</b>	<b>81,520</b>	<b>52,200</b>
<b>2% bonus in December</b>			
<b>Salaries/Wages Expenses</b>			
Wages - Admin - Full Time	129,046	129,999	132,350
Wages - Admin - Part Time	54,794	55,242	55,360
Wages- Admin - Board Pay	27,000	27,000	27,550
Wages - District Administrator	95,697	90,637	97,610
<i>TOTAL</i>	<b>306,537</b>	<b>302,878</b>	<b>312,870</b>
<b>Benefits &amp; Payroll Costs</b>			
ER -Taxes - Admin (7.65%)(10.85%)	24,554	27,010	24,100
Employment Expense - Admin	65	-	-

Fingerprinting	-	-	-
Benefits Expense - Admin	37,261	37,740	44,500
Employer Retirement Exp. (17.436%)	44,692	47,200	42,700
Worker's Compensation (.39% x 141%)+1	2,615	2,601	2,100
Worker's Compensation (2.59% x 148%)	-	-	-
<b>TOTAL</b>	<b>109,187</b>	<b>114,551</b>	<b>113,400</b>
<b>Fixed Assets- Equipment</b>			
Fixed Assets	-	-	2,000
Computer Purchases - Admin.	2,694	4,000	5,000
<b>TOTAL</b>	<b>2,694</b>	<b>4,000</b>	<b>7,000</b>
501 C3 donation	-	-	-
<b>TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>
Reserve for future capital construct			
<b>Total Expenditures</b>	<b>620,041</b>	<b>637,999</b>	<b>629,170</b>
<b>Total Revenues</b>	<b>2,453,540</b>	<b>2,448,372</b>	<b>2,362,956</b>
<b>Total Expenditures</b>	<b>620,041</b>	<b>637,999</b>	<b>629,170</b>
<b>Contingency Fund 1% of total exp.</b>	<b>6,200</b>	<b>6,380</b>	<b>6,292</b>
<b>Net Gain (Loss)</b>	<b>1,827,299</b>	<b>1,803,993</b>	<b>1,727,494</b>

# Aquatics

Preliminary 13-14 budget

Preliminary  
13-14 budget

## Revenues

		mid yr rev	
	FY 12-13 Actual	FY 12-13 Budget	
<b>Park &amp; Services Revenue</b>			
Adult Aquatic Activities	5,238	6,300	6,000
Adult Aquatic Activities Placer Hills	1,070	1,600	1,000
Master Swim	3,060	3,400	5,000
Stroke & Turn	1,932	4,350	3,350
Public Swim	29,577	29,700	30,000
Public Swim - Placer Hills Pool	4,281	4,400	4,000
Swim Lessons	25,348	25,500	27,350
Swim Lessons - Placer Hills Pool	7,398	8,100	7,000
Swim Team	20,897	22,300	20,450
Synchro Team	4,470	5,200	4,500
Misc Income PH pool	0	1,400	0
Misc Income	1,303	2,100	1,050
<b>Totals</b>	104,574	114,350	109,700
<b>Rents &amp; Concessions</b>			
Sierra/Splash Pool Rental	11,375	12,000	9,500
Placer Hills Pool rental	1,560	1,000	1,500
<b>Totals</b>	12,935	13,000	11,000
<b>Total Revenues</b>	117,509	127,350	120,700
<b>Expenditures</b>			
<b>Program Expenditures</b>			
Instructors - Aquatics	3,394	3,000	4,200
Adult Aquatic Activities Exp.	-84	0	500
Public Swim Expenses	1,799	1,300	1,800
Public Swim Expenses PH	364	550	400
Swim Lessons Expenses	0	100	0
Swim Team Expenses	938	350	1,600
Synchro Team Expenses	246	0	500
<b>Totals</b>	6,657	5,300	9,000
<b>Operations &amp; Supplies</b>			
Telephone - Placer Hills Pool	143	200	176
	49	100	100
Staff Appreciation- Aquatics	0	0	0
Small Equipment	0	0	0
Staff Development- Aquatics	462	0	600
Uniform Exp	220	0	250
<b>Totals</b>	874	300	1,126

<b>Utilities</b>			
Water - Sierra Pool	4,428	2,100	6,500
Water - Placer Hills	933	950	1,300
Gas/Electric - Placer Hills	3,257	3,300	4,250
Gas/Electric - Sierra Pool	14,730	22,700	17,000
<b>Reimbursement - Gas/Electric</b>	<b>-13,780</b>	<b>-13,000</b>	<b>-12,000</b>
<b>Totals</b>	<b>9,568</b>	<b>16,050</b>	<b>17,050</b>
<b>Maintenance</b>			
Maintenance - Placer Hills pool	2,810	2,750	2,500
Maintenance - Sierra Pool	26,365	20,500	49,000
<b>Reimbursement - Maintenance</b>	<b>-5,027</b>	<b>-6,000</b>	<b>-5,000</b>
<b>Totals</b>	<b>24,148</b>	<b>17,250</b>	<b>46,500</b>
<b>Salaries/Wages Expenses</b>			
	<b>Mar-13 Actual</b>	<b>Mar-13 Budget</b>	<b>Preliminary 13-14 budget</b>
Wages - Aquatics Coordinator	12,293	14,000	14,250
Wages - Aqua Coord - Placer Hills	573	0	850
Master Swim	1,609	1,450	1,700
Stroke & Turn	0	0	0
Adult aquatics	1,122	3,700	1,000
Wages - Public Swim	36,868	38,000	37,500
Wages - Public Swim - PH Pool	5,097	3,500	5,200
Wages - Swim Lessons	7,354	7,354	7,050
Wages - Swim Lessons - PH Pool	2,702	1,500	2,500
Wages - Coaches (Swim Team)	5,656	5,656	5,850
Wages - Coaches (Synchro)	6,255	6,255	6,350
<b>Totals</b>	<b>79,529</b>	<b>81,415</b>	<b>82,250</b>
<b>Benefits &amp; Payroll Costs</b>			
ER -Taxes -(12.65%)	10,419	11,000	10,715
Employment Exp- Aquatics	1,763	1,750	1,900
Fingerprinting Exp- Aquatics	440	550	400
Calpers Exp. 16.444%	2,006	2,100	2,425
Worker's Comp (2.15% x 1.09%)	718	900	875
<b>Totals</b>	<b>15,346</b>	<b>16,300</b>	<b>16,315</b>
<b>Equipment &amp; Fixed Assets</b>			
Fixed Assets - Aquatics	1,255	6,400	7,500
<b>Totals</b>	<b>1,255</b>	<b>6,400</b>	<b>7,500</b>
<b>Total Expenditures</b>	<b>137,377</b>	<b>143,015</b>	<b>179,741</b>
<b>Total Revenues</b>	<b>117,509</b>	<b>127,350</b>	<b>120,700</b>
<b>Total Expenditures</b>	<b>137,377</b>	<b>143,015</b>	<b>179,741</b>
<b>Contingency 2% of expenses</b>	<b>1,374</b>	<b>1,430</b>	<b>1,797</b>
<b>Net Gain (Loss)</b>	<b>-21,242</b>	<b>-17,095</b>	<b>-60,838</b>

# Customer Service

## Preliminary 13-14 budget

### Revenues

#### Revenue

Out of Dist Fees  
Return Check Fees  
Total

	FY 12-13 Actual	FY 12-13 mid yr budget mid yr revised	Preliminary 13-14 budget
Out of Dist Fees	9,571	7,750	10,500
Return Check Fees	360	0	0
Total	9,931	7,750	10,500
<b>Rents &amp; Concessions</b>			
Total	0	0	0
<b>Miscellaneous Revenue</b>			
Total	0	0	0
<b>Grant Revenue</b>			
Total	0	0	0
<b>Total Revenues</b>	<b>9,931</b>	<b>7,750</b>	<b>10,500</b>

**Total Revenues**

### Expenditures

#### Expenditures

Cash short/over  
Merchant fees  
Telephone expense  
Postage  
Office Supplies  
Duplication costs  
Office Equipment rental  
Office equipment Maintenance  
Gas/Mileage Expense  
Public Relations/Marketing  
Dues and Subscriptions  
Staff Appreciation  
Staff Development  
Theft Expense  
Bad Debt  
Small Office equipment  
**Total Expenditures**

Cash short/over	0	0	0
Merchant fees	4,087	6,150	4,550
Telephone expense	6,170	7,200	7,800
Postage	1,000	750	1,200
Office Supplies	1,708	2,050	2,100
Duplication costs	3,137	3,400	3,300
Office Equipment rental	9,438	11,850	12,500
Office equipment Maintenance	0	750	0
Gas/Mileage Expense	519	600	700
Public Relations/Marketing	8,216	12,100	12,000
Dues and Subscriptions	145	0	150
Staff Appreciation	50	0	0
Staff Development	359	0	250
Theft Expense	0	0	0
Bad Debt	2,222	550	2,100
Small Office equipment	776	1,000	1,000
<b>Total Expenditures</b>	<b>37,827</b>	<b>46,400</b>	<b>47,650</b>



Prof Services	4,734	4,700	6,000
	4,734	51,100	6,000
			Preliminary
		FY 12-13 mid yr budget	13-14 budget
<b>2% BONUS December</b>	FY 12-13 Actual		
Wages (F/T)	50,653	61,102	61,808
Wages (P/T)	31,172	33,977	30,250
Total	81,825	95,079	92,058
ER -Taxes - Admin (7.65%)(10.85%)	7,250	8,487	8,850
Employment Expense	55	0	0
Fingerprinting Expense	20	0	0
Benefits Expense	14,919	14,380	18,000
Employer Retirement Exp. (16.622%)	8,064	16,315	12,000
Worker's Compensation (.68% x 148%)	352	480	600
Total	30,660	39,662	39,450
<b>Total Salaries &amp; Benefits</b>	112,485	134,741	131,508
			Preliminary
		FY 12-13 mid yr budget	13-14 budget
<b>Fixed Assets- Equipment</b>	FY 12-13 Actual		
Fixed Asset Purchases	0	0	0
Fixed Asset Purchases (computer)	0	0	4,000
	0	0	4,000
<b>Total Expenditures</b>	155,046	185,841	189,158
	0		0
Total Revenues	9,931	7,750	10,500
Total Expenditures	155,046	185,841	189,158
Contingency Reserve (2% of expens	1,550	1,858	1,892
Net Gain (Loss)	-146,665	-179,949	-180,550

## Facilities & Grounds

### Preliminary 13-14 budget

Mid year

Preliminary

Revenues	FY 12-13 Actual	12/13 revised	13-14 budget
<b>Rents and Concessions</b>			
Fee Waivers- Public	(18,360)	(18,500)	(21,500)
Fee Waiver Offset	19,003	19,200	21,500
Fee Waivers-CVCC Public	(643)	(700)	0
Blue Bird Room - CVCC	2,960	0	1,500
Stella Irving - Rec	120	500	0
Lakeside - Reg	4,853	4,250	4,000
Sierra Room Rental- CVCC	22,688	12,000	18,500
Sunset Room Rental- CVCC	2,770	1,500	1,500
Canyon View Room Rental-CVCC	9,760	7,600	8,500
Foothills Room Rental- CVCC	17,230	10,000	10,400
Oak Room Rental-CVCC	639	0	300
American River Room	5,560	4,000	5,500
Field lighting regional <i>(eliminating account)</i>	0	0	0
Conference Room Rentals	285	0	0
Board Room Rental - CVCC	4,039	2,000	2,400
Conference Modular - Overlook	7,224	5,500	7,000
Gazebo - Rec	170	100	200
Rentals- CVCC Office Rentals	0	0	0
Gym - Rec	1,578	1,000	1,700
Gym - Reg	12,726	16,600	16,000
Tutor Totter Lease Agreement	4,790	6,269	5,811
Kitchen - Rec	0	0	0
Kitchen - Reg	0	0	0
Kitchen-CVCC	3,445	1,750	3,350
Picnic Area - Rec	8,171	7,400	8,250
Picnic Area - Reg	1,670	1,500	3,000
Picnic Area - Ashford	710	800	1,000
Picnic Area - Meadow Vista	2,160	2,200	3,100
Field - Recreation	3,072	2,600	2,750
Field A - Reg	132	100	100
Field - Softball MV	2,163	2,100	2,200
Field - Christian Valley	1,837	1,500	1,750
Field Soccer/Baseball-Winchester	4,318	3,350	3,350
Field "Beggs" - Rec	2,395	2,400	2,500
Field B - Reg	2,789	3,500	3,800
Field "James" - Rec	14,794	12,800	15,000
Field "Chana" - Reg	3,426	2,500	3,700
Field Soccer - Reg	3,343	3,300	3,200
Field Soccer A- MV	61	60	100

Field Soccer A- Railhead	14,711	14,700	14,850
Field Placer Hills	1,585	1,000	1,750
Field Soccer B- MV	0	0	0
Field Soccer B- Railhead	13,048	11,940	13,000
Field "Pee Wee Soccer" Rental - MV	0	0	0
Field Lining Revenue - Reg	360	100	400
Misc Rents & Concessions	28,392	18,250	24,000
Custodial Fees	17,695	15,000	16,000
Set up and Take Down Fees	2,600	1,950	2,100
<b>TOTAL RENTS &amp; CONCESSIONS</b>	<b>230,269</b>	<b>182,119</b>	<b>212,561</b>
<b>Miscellaneous Revenues</b>			
Misc Income - F & G	1,320	900	700
	1,530	450	1,600
	4,536	4,500	0
<b>Total Misc Revenue</b>	<b>7,386</b>	<b>5,850</b>	<b>2,300</b>
		Mid year	Preliminary
<b>Grants &amp; Donations</b>	<b>FY 12-13 Actual</b>	<b>12/13</b>	<b>13-14 budget</b>
	0	0	
Donations F&G	23,705	19,000	5,000
Playground Grant	0	0	0
Prop 40 Grant Revenue	0	0	0
<b>TOTAL GRANTS &amp; DONATIONS</b>	<b>23,705</b>	<b>19,000</b>	<b>5,000</b>
Interest Revenue - City Trust	1,724	900	3,000
<b>TOTAL Interest Income</b>	<b>1,724</b>	<b>900</b>	<b>3,000</b>
<b>Project Revenue - Government</b>			
County Mitigation	0	24,000	0
State Grant (Land/Water Conserv)	7,788	7,800	0
City Mitigation Revenue	175,040	(20,000)	0
<b>Total Project Revenue - Gov</b>	<b>182,828</b>	<b>11,800</b>	<b>0</b>
<b>Other Financing Sources</b>			
Transfers from Future Capital Constr.	60,000	60,000	0
City Mitigation Apportionment	20,000	20,000	0
<b>Total Project Revenue - Gov</b>	<b>80,000</b>	<b>80,000</b>	<b>0</b>
<b>Taxes &amp; Government Revenue</b>			
Atwood III Tax Revenue	21,253	20,190	20,190
<b>Total Taxes &amp; Gov't Revenue</b>	<b>21,253</b>	<b>20,190</b>	<b>20,190</b>
<b>TOTAL REVENUES</b>	<b>487,165</b>	<b>259,859</b>	<b>243,051</b>

<b>Expenditures</b>		Mid year	Preliminary
		12/13	13-14 budget
<b>Operations &amp; Supplies</b>	<b>FY 12-13 Actual</b>	<b>12/13</b>	<b>13-14 budget</b>
Telephone - F & G	7,431	6,000	8,400
Office Supplies - F & G	1,726	550	1,300
Duplication Cost - F & G	100	150	250
Gas/Mileage Expense - Fac & Gr..	25,988	26,500	30,000
Public Relations - F & G	0	0	0
Membership & Dues - F & G	442	500	400
Staff Appreciation - F & G	161	0	0
Staff Development - F & G	700	400	1,000
Safety Supplies - F & G	2,038	2,550	2,550
Restroom Supplies - Rec Park	1,608	2,150	2,000
Restroom Supplies - Reg. Park	1,919	2,200	1,600
Restroom Supplies - Ashford	1,702	1,600	1,500
Restroom Supplies - M.V. Park	1,221	1,900	1,100
Restroom Supplies - Railhead Park	1,702	1,700	1,250
Restroom Supplies - Overlook Park	1,505	1,600	1,250
Restroom Supplies - Winchester Park	212	1,100	600
Restroom Supplies - Rec. Comm Ctr	809	2,500	1,200
Restroom Supplies - Reg. Comm. Ctr	693	1,950	1,000
Restroom Supplies - CVCC	2,887	2,750	2,300
Rec Park - Debris Box	7,049	6,500	7,750
Sanitation- Regional Park - Debris	6,438	5,900	6,700
Sanitation- Rec Park- Port. Toilet	1,734	2,100	1,540
Sanitation- Regional Park- Port. Toilet	5,016	5,500	5,400
Sanitation- CV - Port. Toilet	0	0	0
Sanitation- Winchester Park- Port. Toilet	4,150	4,000	4,250
Sanitation-Reg ADA portable toilet	1,091	0	800
Sanitation- MV Park- Debris	4,473	4,550	4,850
Sanitation- CVCC - Debris	3,661	4,050	4,100
Small Tools and Equipment	0	0	0
Small Tools and Equipment-Rec Park	5,367	6,050	6,000
Small Tools and Equipment-Reg Park	2,118	2,000	2,000
Small Tools and Equipment-MV Park	586	0	550
Small Tools and Equipment-CVCC Fac	455	700	400
Field Marking Expense	352	0	400
<b>TOTAL OPERATIONS &amp; SUPPLIES</b>	95,334	97,450	102,440
		Mid year	Preliminary
	<b>FY 12-13 Actual</b>	<b>12/13</b>	<b>13-14 budget</b>
Lights- Rec Pk Beggs Field (LL)	2,077	2,850	2,900
Lighting Reimbursements - Beggs Fld.	(2,260)	(2,850)	(1,920)
Lights- Rec Park James Field (LL)	4,363	3,500	5,350

Lighting Reimbursements - James Fld.	(3,641)	(3,500)	(3,100)
Lights- Recreation Field (LL)	1,347	250	950
Lighting Reimbursements - Rec Fld.	(859)	(750)	(275)
Gas/Electric - Rec Comm Ctr	19,574	18,000	20,700
Gas/Electric - Reg Comm Ctr	8,407	8,600	9,250
Gas/Elec. - Chr Vly Comm Ctr	1,110	1,200	1,150
Electric Reimbursements - Chr Vly CC	(997)	(790)	(150)
Gas/Electric - CVCC	24,830	25,600	24,900
Gas/Electric - Recreation Park	6,162	6,500	6,800
Gas/Electric - Reg Park	16,228	15,000	18,000
Lighting Reimbursements - Reg Park	(5,441)	(5,400)	(1,000)
Gas/Electric - Ashford Park	2,235	2,350	2,550
Gas/Elec. - MV Park	5,001	4,540	4,950
Electric - Railhead	2,828	2,250	2,950
Lighting Reimbursements - Railhead	(1,342)	(1,000)	(700)
Gas/Electric - Overlook Park	1,188	850	1,400
Gas/Electric- Winchester Park	1,250	900	1,350
Sanitation - Rec Park (Sewer)	7,000	7,000	7,000
Sanitation - Railhead (Sewer)	0	100	0
Sanitation - Ashford Park (Sewer)	0	0	0
Sanitation - CVCC (Sewer)	7,500	7,500	7,500
Sanitation - Overlook (Sewer)	750	750	750
Water - Rec Comm Ctr	1,561	1,700	1,700
Water - Reg Comm Ctr	1,227	905	1,300
Water - Chr Vly Comm Ctr	1,058	900	1,400
Water - CVCC	449	550	1,300
Water - Recreation Park	3,416	3,755	4,150
Water - Regional Park	10,661	8,143	11,950
Water - Ashford Park	3,788	3,920	4,150
Water - MV Park	7,747	4,750	7,150
Water - Chr Vly Park	3,194	3,550	4,000
Water - Railhead Park	3,070	2,800	3,650
Water - CVCC (Park)	3,977	2,600	4,050
Water - Overlook	5,029	5,150	5,600
Water - Placer Hills Park	3,258	2,400	3,550
Water - Atwood	200	3,870	450
Water - Chana Field	100	100	100
Sewer Ashford	5,500	5,500	5,500
Winchester water	(29)	0	2,600
Sanitation - Regional Park - (Sewer)	13,000	13,000	13,000
<b>TOTAL UTILITIES</b>	164,516	157,043	186,905
<b>Professional Services</b>			
Professional Services - Atwood III	6,431	5,000	5,500

Professional Services	1,352	0	500
<b>Total Professional Services</b>	7,783	5,000	6,000
<b>Building &amp; Grounds Maintenance</b>			
District Vehicles Maint - F & G	10,653	8,800	13,250
Equipment Rental - F & G	464	1,400	1,000
Maint & Repairs - Equipment	15,400	15,500	16,500
Maint - Recreation Field	1,369	1,850	1,850
Maint - James Field	3,304	6,300	4,850
Maint - Beggs Field	2,360	4,450	2,700
Maint- Ashford Park - Irrigation Pump	0	0	0
Maint- Rec Park - Irrigation Pump	2,301	2,200	2,000
Maint- Reg Park - Irrigation Pump	0	2,301	2,000
Maint- MV Park - Irrigation Pump	0	1,000	2,000
Maint - M.V. Soccer Field	0	100	2,000
Maint- Winchester Field	342	2,000	1,250
Maint - M.V. Tennis Courts	0	200	1,600
Maint - Recreation Park	18,979	19,250	24,050
Maint - Regional Park	16,809	15,750	18,400
Maint - Ashford Park	8,323	6,725	6,100
Maint - Meadow Vista Park	9,722	18,650	9,650
Maint - Christian Valley Park	1,338	3,275	1,500
Maint - Railhead Park	1,189	3,300	1,350
Maint- CVCC Park	1,265	1,100	1,650
Maint - Overlook Park	2,937	3,350	2,500
Maint - Placer Hills Park	624	1,600	1,225
Maint - Pocket Parks	401	300	525
Maint - Mt. Vernon Park	926	1,300	1,200
Maint - Winchester Park	1,854	2,450	2,300
Maint - Atwood III	680	2,500	750
Maint-Shockley	16,924	3,500	4,000
Maint-Ashley dog park	2,089	2,250	3,150
Maint - Recreation Comm Ctr	37,352	37,650	29,500
Maint - Regional Comm Ctr	4,669	5,350	6,300
Maint - Christian Valley Comm Ctr	2,456	2,700	3,850
Maint - CVCC	6,201	7,000	7,650
Maint - Overlook Modular	189	100	225
Maint - Regional Tennis Courts	600	600	3,600
Maint - Regional Field Soccer	1,000	3,500	1,750
Maint - Regional Field A	750	2,600	1,500
Maint - Regional Field B	1,551	2,600	1,500
Maint - Regional Field C	2,615	2,000	2,500
Tree Maint Rec Park	115	1,500	1,500
Tree Maint Reg	860	1,500	1,500

Tree Maint Ashford	0	1,500	1,500
Tree Maint MV park	115	1,500	1,500
Tree Maint Pocket Parks	0	0	0
Vandalism Repairs Exp.	4,717	6,500	6,000
<b>TOTAL MAINTENANCE</b>	<b>183,443</b>	<b>208,001</b>	<b>199,725</b>
<b>Salaries/Wages Expenses</b>			
Wages - Fac Attend - Rec Park	28,800	28,600	29,244
Wages - Fac Attend - CVCC	19,239	18,200	20,190
Wages - Fac Attend - Reg Park	11,608	12,000	11,691
Wages - Fac Atten - Overlook	0	0	0
Wages - Management	101,343	101,275	101,416
Wages - Rec Park	195,775	227,700	197,437
Wages - Reg Park	101,455	104,817	99,091
Wages - Ashford Park	17,222	17,200	17,645
Wages - Meadow Vista Park	22,836	20,100	22,518
Wages - CV Comm Ctr	3,842	4,700	3,928
Wages - Railhead Park	7,944	7,300	7,728
Wages - CVCC	10,714	12,491	10,898
Wages - Overlook Park	10,141	9,900	10,346
Wages - Placer Hills Park	9,441	8,600	9,581
Wages - Pocket Parks	3,411	2,800	3,235
Wages- Mt. Vernon Park	723	1,100	823
Wages - Winchester Park	3,809	4,000	3,817
Wages - Atwood	4,620	7,600	4,063
Wages - Shockley	2,994	200	2,994
Wages - (Proj) - Other Projects	417	700	417
Wages - (Proj) - Rec Gym Replacement	0	0	0
Wages - (Proj) - Field A Shade	1,598	1,600	0
Wages - (Proj) - Rec Guard House	2,679	0	0
Wages - Uniform Allowance	1,900	1,900	1,900
2% one time wage adj. & add employee add 65 hours for Vann	0	0	39,500
	562,511	592,783	598,462
		Mid year	Preliminary
2% one time adj. December	FY 12-13 Actual	12/13	13-14 budget
ER -Taxes - F & G (7.65%)(12.65%)	51,673	54,100	52,200
Employment Expense - F & G	888	0	750
Fingerprinting Exp. - F & G	32	0	0
Benefits Expense - F & G	114,787	118,000	115,800
Employer Retirement Exp. (17.436)	97,256	101,500	98,600
Worker's Comp. (4.7% x 141%+10%)	39,993	37,000	37,700

Worker's Comp.(1.54% x 141%)Arct +10%	0	0	0
<b>TOTAL BENEFITS &amp; PAYROLL COSTS</b>	304,629	310,600	305,050
<b>TOTAL SALARIES, BENEFITS</b>	867,140	903,383	903,512
<b>Fixed Assets</b>			
Fixed Asset Purchases - F&G	12,500	23,200	14,000
Computer Purchases	4,408	4,000	4,000
<b>TOTAL FIXED ASSETS</b>	16,908	27,200	18,000
<b>Lease Purchase Princ/Interest</b>			
Principal/COP - Regional Gym	110,000	100,000	110,000
Interest - COP Regional Gym	33,722	40,884	33,734
COP Admin Fee - Regional Gym	0	0	0
<b>TOTAL LEASE COSTS</b>	143,722	140,884	143,734
<b>Rent</b>			
Bureau of Reclamation Lease	0	0	0
Rec Park Lease UPPR	1,550	1,550	1,550
Christian Valley Lease	1,800	1,800	1,800
<b>TOTAL RENT</b>	3,350	3,350	3,350
<b>Capital improv projects</b>			
Rec Gym Floor Replaced	48,469	43,000	0
Trees - All Parks	45	0	0
Meadow Vista Comm Ctr	10,000	10,000	0
Regional C - Modification Project	32,756	27,300	0
Security System	7,558	7,500	0
Regional Ballfield Shade Structure	6,317	6,300	0
Ashley Memorial Dog Park	2,900	2,900	0
MV Arboretum Proj	3,795	5,000	0
Pond Dredging	0	0	0
Regional Building Painting Project	24,907	25,000	0
Asphalt Project	0	0	0
Other Projects	5,010	0	0
<b>Total Cap Improvements (General Fund)</b>	141,757	127,000	0
	0	0	0
	0	0	0
	0	0	0
<b>Total Capital Improvements (Funded)</b>	0	0	0
<b>TOTAL CAP IMPROVEMENT</b>	141,757	127,000	0



<b>TOTAL EXPENDITURES</b>	1,623,953	<b>1,669,311</b>	<b>1,563,666</b>
<b>Total Revenues</b>	487,165	<b>259,859</b>	<b>243,051</b>
<b>Total Expenditures</b>	1,623,953	<b>1,669,311</b>	<b>1,563,666</b>
<b>Contingency Fund 1% of total exp</b>	16,240	<b>16,693</b>	<b>15,637</b>
<b>Restricted reserve for equip repl</b>	0	<b>0</b>	<b>0</b>
<b>Net Gain (Loss)</b>	(1,153,027)	<b>(1,426,145)</b>	<b>(1,336,252)</b>

# Recreation

**Preliminary 13-14 budget**

**Mid Yr**

**Preliminary**

Revenues

**Budget**

**13-14 budget**

FY 12-13

Actual

**12/13**

**Program Revenue**

Passport to Health	0	0	0
Adult Softball	16,727	24,000	20,000
Adult Basketball	10,516	8,400	10,000
Sr. Sports	1,733	750	1,600
Adult Volleyball	2,749	2,500	2,150
Pickle Ball	3,452	2,500	3,600
Adult Classes	54,579	52,000	54,000
Youth Basketball	62,239	59,000	60,000
Pee Wee/Short Shots	1,515	0	1,500
T-Ball	1,168	1,850	1,000
Youth Classes	37,772	40,000	41,000
High School Baseball	0	0	0
Youth Archery	225	1,000	1,000
Pre school classes	23,126	20,500	25,000
Youth Camps	27,579	27,700	28,000
Youth Sports Camp	6,792	5,750	7,000
Rec Equipment Rental	0	0	0
Special Events	5,728	6,000	6,000
Party in the Park	4,733	5,850	5,000
Auburn Community Festival	35	2,000	2,000

**Total Program Revenues**

260,668

259,800

268,850

**Misc. Revenue**

Activity Guide-Advertising Rev.	4,675	1,750	6,000
Corporate Sponsorship	0	0	0

**TOTAL MISC REVENUE**

4,675

1,750

6,000

**Grants & Donations**

Youth Assistance Fund - In Dist	10,755	8,500	10,500
Donations - Recreation	4,841	0	5,250
Passport Sponsorship	0		0

**TOTAL GRANTS & DONATN**

15,596

8,500

15,750

**Total Revenues**

280,939

270,050

290,600

**Expenditures**

**Program Expenditures**

Instructors - Adult Classes	31,794	33,500	35,000
Instructors - Youth Classes	25,433	26,000	28,750
Instructors - Preschool Classes	16,793	17,025	17,000
Officials - Adult Softball	7,436	7,250	8,500

Officials - Adult Basketball	3,744	4,750	4,000
Officials - Adult Volleyball	156	0	500
Officials - Youth Basketball	2,990	15,000	15,500
Officials - Youth Volleyball	0	0	0
Instructors- Youth Camp	15,254	13,150	16,000
Instructors- Youth Sports Camp	1,974	675	2,500
Passport to Health Exp	0	0	0
Adult Softball Expense	1,401	2,150	2,000
Adult Basketball Expense	71	250	250
Adult Volleyball Expense	0	100	100
Pickle Ball/Tennis	772	1,250	1,500
Adult Class Expense	368	300	200
Youth Basketball Expense	5,429	10,600	10,000
Pee Wee/Short Shots	0	0	0
T-Ball	347	0	500
Youth Assistance Fund	6,961	9,500	10,000
Youth Class Expense	394	200	500
High School Baseball		0	
Youth Archery	347	400	500
Youth Camp Expense	459	800	500
Special Events	9,600	8,650	10,000
Party in the Park	6,843	6,500	7,000
Auburn Community Festival Exp	2,021	2,000	2,000
<b>TOTAL PROGRAM EXP.</b>	<b>140,587</b>	<b>160,050</b>	<b>172,800</b>
<b>Operating Expenditures</b>			
	0	0	0
Telephone	376	550	475
Office Supplies	421	900	350
Duplication Costs	0	250	0
Gas/Mileage	200	250	200
Dues & Subscriptions	399	700	500
Staff Appreciation	41	0	0
Company Celebrations	1,471	1,400	1,600
Staff Development	554	800	500
Safety Supplies	0	0	0
Small Rec Equipment	264	300	500
Activity Guide	24,147	30,000	27,000
Public relations/marketing	177	0	700
<b>TOTAL OPERATING EXP</b>	<b>31,977</b>	<b>35,150</b>	<b>33,825</b>
<b>Salaries/Wages Expenditures</b>			
<b>Professional Services</b>			
Professional Services- Web page	60	3,000	2,000
Direct Mail Costs	0	1,000	1,000
<b>Total Professional Services</b>	<b>60</b>	<b>4,000</b>	<b>3,000</b>
<b>2% bonus December</b>			
<b>Salaries/Wages Expenditures</b>			
Wages - Full Time	95,398	117,102	0
Wages - Part Time	916	0	0
Wages - Seasonal	661	1,600	0
Wages - Adult Softball	2,991	2,710	0

Wages - Adult Basketball	853	1,850	0
Wages - Adult Volleyball	127	0	126,000
<b>Totals</b>	<b>100,946</b>	<b>123,262</b>	<b>126,000</b>
<b>Benefits &amp; Payroll Expenditures</b>			
ER -Taxes	8,832	10,800	0
Employment Expense	220	0	0
Fingerprinting Expense	0	0	0
Benefits Expense	16,836	19,560	0
Calpers Exp.	14,522	20,250	0
Worker's Comp	1,523	2,100	0
Work Comp volunteers	0	200	55,000
<b>Totals</b>	<b>41,933</b>	<b>52,910</b>	<b>55,000</b>
<b>Equipment &amp; Fixed Assets</b>			
Fixed Assets - Recreation	0	0	0
Computer Purchases - Rec	2,513	2,000	2,500
<b>Totals</b>	<b>2,513</b>	<b>2,000</b>	<b>2,500</b>
<b>Total Expenditures</b>	<b>318,016</b>	<b>377,372</b>	<b>393,125</b>
		0	
<b>Total Revenues</b>	<b>280,939</b>	<b>270,050</b>	<b>290,600</b>
<b>Total Expenditures</b>	<b>318,016</b>	<b>377,372</b>	<b>393,125</b>
<b>Contingency (1% of expenses)</b>	<b>3,180</b>	<b>3,774</b>	<b>3,931</b>
<b>Net Gain (Loss)</b>	<b>(40,257)</b>	<b>(111,096)</b>	<b>(106,456)</b>

# Youth Services

## Preliminary 13-14 budget

### Revenues

mid year  
12-13 budget Preliminary  
13-14 budget

FY 12-13  
Actual

Auburn Elem DSC Revenue	46,049	62,900	52,500
Skyridge DSC Revenue	75,369	77,200	85,100
CIT Revenue	880	800	500
Rec Day Camp Rev (School & Summer)	100,438	99,600	98,000
Newcastle DSC Revenue	56,342	64,500	63,000
<b>TOTAL</b>	<b>279,078</b>	<b>305,000</b>	<b>299,100</b>
<b>Rents &amp; Concessions</b>			
Rock Creek Modular Rent	3,000	3,600	3,600
<b>Miscellaneous Revenue</b>			
Snack Bar	0	0	0
	0	0	0
<b>Grant Revenue</b>			
	0	0	0
<b>Total Revenues</b>	<b>282,083</b>	<b>308,600</b>	<b>302,700</b>
	<b>FY 12-13 Actual</b>	<b>mid year 12-13 budget</b>	<b>Preliminary 13-14 budget</b>
<b>Program Expenditures</b>			
	0	0	0
Auburn Elem - Program Expense	1,377	2,475	2,250
Skyridge - Program Expense	2,074	2,500	2,750
CIT Program Expenses/placer hills	6	0	0
Rec Day Camp - Program Exp (Sch. & Summer)	13,288	12,650	11,050
Newcastle - Program Expense	1,890	1,750	1,800
	18,635	19,375	17,850
<b>Operations &amp; Supplies</b>			
Telephone - Youth Services (Cell phones)	56	170	200
Office Supplies - Youth Services	442	500	500
Duplication Costs - Youth Services	0	350	300
Gas/Mileage Reimbursement Expense	10	100	150
Public Relations	0	1,050	1,000
Staff Appreciation - Youth Services	183	0	0
Staff Development - Youth Services	1,202	550	125
Small Equipment	139	300	100
Telephone- Auburn Elem	760	950	1,000
Telephone- Skyridge	445	475	450

Telephone & Elec. - Rec Day Camp Modular	2,489	2,050	2,450
Telephone - Newcastle	136	415	160
Snack Bar expenses	0	0	0
Dues & Subs	145	0	0
<b>TOTAL</b>	<b>6,007</b>	<b>6,910</b>	<b>6,435</b>
	<b>FY 12-13 Actual</b>	<b>mid year 12-13 budget</b>	<b>Preliminary 13-14 budget</b>
Rep/Maint - Auburn Elem	808	1,000	750
Rep/Maint - Rock Creek	215	550	300
Rep/Maint - Skyridge	1,789	550	800
Rep/Maint - Rec Day Camp	3,704	3,200	2,950
Rep/Maint - Newcastle	214	550	100
Prof Services	0	0	0
	<b>6,730</b>	<b>5,850</b>	<b>4,900</b>
	<b>FY 12-13 Actual</b>	<b>mid year 12-13 budget</b>	<b>Preliminary 13-14 budget</b>
<b>2% Bonus</b>			
<b>Salaries/Wages Expenses</b>			
Wages - (Y.Serv) - Manager - Salary	44,139	53,974	0
Wages - (Y.Serv) - Aub Elem - PT	23,563	37,900	0
Wages - (Y.Serv) - Aub Elem Maint	224	1,000	0
Wages - (Y.Serv) - Skyridge - PT	26,684	34,500	0
Wages - (Y.Serv) - Skyridge Maint	985	1,000	0
Wages - (Y.Serv) - Rec Day Camp - PT	41,671	43,350	0
Wages - (Y.Serv) - Day Camp Maintenanc	159	1,000	0
Wages- (Y.Serv) - Newcastle - PT	21,734	26,000	0
Wages - (Y.Serv) - Newcastle Maint	0	500	192,000
<b>TOTAL WAGES</b>	<b>159,159</b>	<b>199,224</b>	<b>192,000</b>
<b>Benefits &amp; Payroll Costs</b>			
ER Taxes (SS/MC/SUTA/ETT)	16,000	20,400	0
Employment Exp- Y.S.	440	0	0
Fingerprinting Exp - Y.S.	570	0	0
Benefits Expense - Y.S.	18,492	24,800	0
Employer Retirement Exp. YS	19,274	26,400	0
Worker's Compensation - Y.S.	2,251	3,400	0
<b>TOTAL BENEFITS</b>	<b>57,027</b>	<b>75,000</b>	<b>70,000</b>
<b>Total Salaries &amp; Benefits</b>	<b>216,186</b>	<b>274,224</b>	<b>262,000</b>
<b>Lease Purchase- Principal</b>			
	0	0	0
<b>Lease Purchase- Interest</b>			
	0	0	0
		<b>mid year</b>	<b>Preliminary</b>

	FY 12-13 Actual	12-13 budget	13-14 budget
<b>Fixed Assets- Equipment</b>			
Fixed Asset Purchases	0	0	0
Fixed Asset Purchases (computer)	164	2,500	1,500
	164	2,500	1,500
<b>Capital Improvement</b>			
<i>Total Expenditures</i>	247,722	308,859	292,685
	0		0
<b>Total Revenues</b>	282,083	308,600	302,700
<b>Total Expenditures</b>	247,722	308,859	292,685
<b>Contingency Reserve (1% of expens)</b>	0	0	0
<b>Net Gain (Loss)</b>	34,361	(259)	10,015

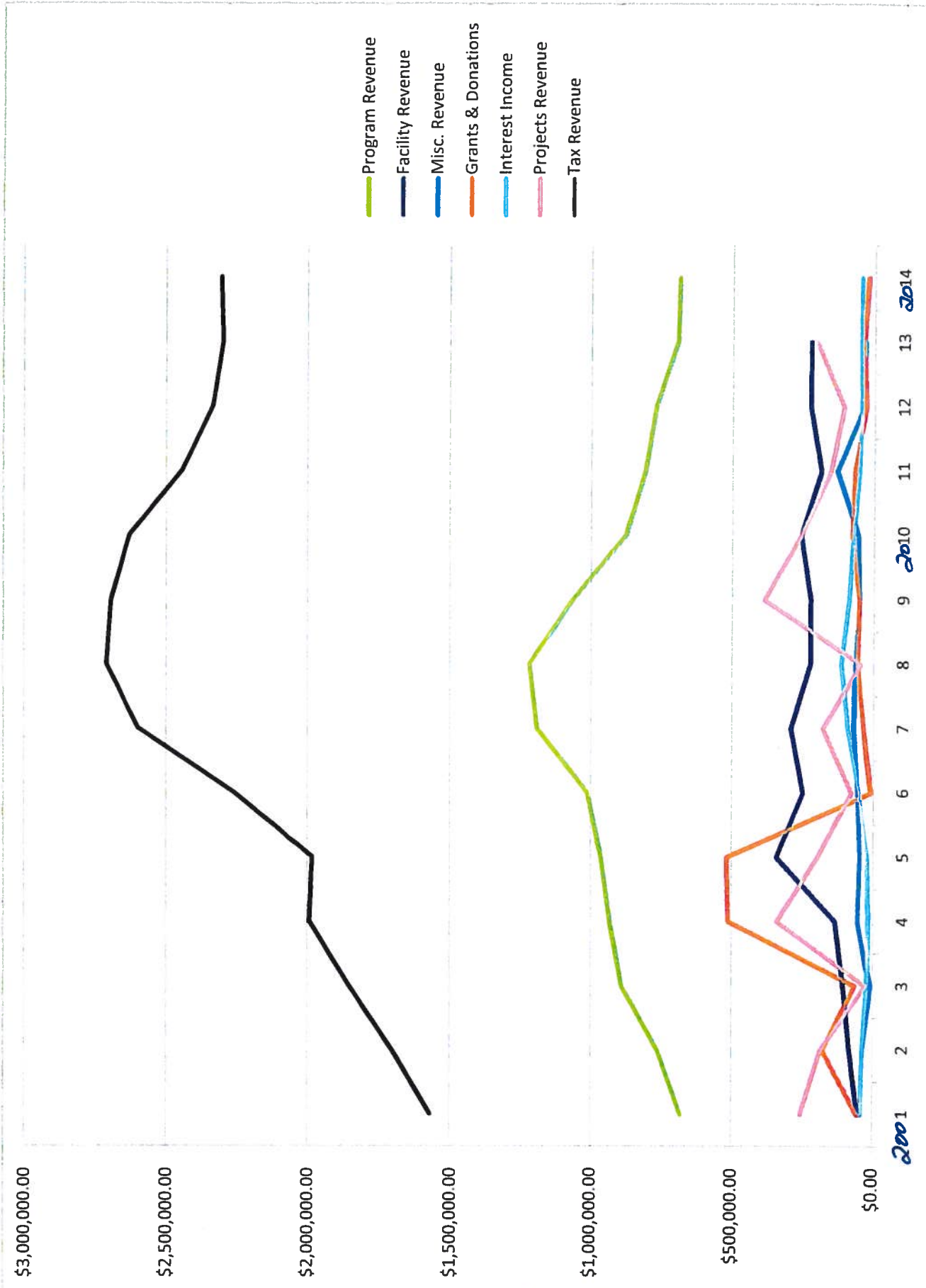
	Actuals FY 00-01	% Of Total	Actuals FY 01-02	% Of Total	Actuals FY 02-03	% Of Total
<b>Operating Revenues</b>						
Program Revenue	\$682,163.57	25%	\$763,623.29	26%	\$891,214.20	30%
Facility Revenue	\$53,677.92	2%	\$82,450.48	3%	\$105,731.93	4%
Misc. Revenue	\$43,370.91	2%	\$33,210.59	1%	\$7,785.04	0%
Grants & Donations	\$56,086.00	2%	\$177,939.00	6%	\$64,234.00	2%
Interest Income	\$39,428.07	1%	\$34,121.99	1%	\$17,655.75	1%
Projects Revenue	\$256,526.00	9%	\$184,913.00	6%	\$26,249.00	1%
Tax Revenue	\$1,569,036.85	58%	\$1,701,861.99	57%	\$1,852,980.13	62%
	\$17,595.27	1%	\$9,704.71	0%	\$280.00	0%
<b>Total Operating Revenue</b>	<b>\$2,717,884.59</b>		<b>\$2,987,825.05</b>		<b>\$2,966,130.05</b>	
<b>Expenditures</b>						
Program Expense	\$141,698.73	5%	\$207,387.18	7%	\$254,953.46	8%
Operating & Supplies	\$176,005.69	6%	\$167,583.70	6%	\$265,688.03	9%
Utilities Expense	\$144,338.11	5%	\$164,884.07	6%	\$146,692.28	5%
Professional Services	\$158,040.65	6%	\$85,581.06	3%	\$89,244.31	3%
Building & Grounds Maintenance	\$117,400.79	4%	\$150,038.29	5%	\$192,803.79	6%
Property Tax Administration	\$31,906.00	1%	\$32,820.25	1%	\$27,336.00	1%
Wages	\$997,014.28	36%	\$1,054,754.27	38%	\$1,100,214.21	37%
Benefits & Payroll Costs	\$284,910.92	10%	\$355,527.76	13%	\$473,420.50	16%
Fixed Asset Expense	\$50,678.27	2%	\$112,441.71	4%	\$51,421.33	2%
Capital Improvement Projects	\$520,057.00	19%	\$317,549.00	11%	\$264,053.00	9%
Debt Services	\$137,334.59	5%	\$138,963.03	5%	\$136,655.81	5%
<b>Total Expenditures</b>	<b>\$2,759,385.03</b>		<b>\$2,787,530.32</b>		<b>\$3,002,482.72</b>	
<b>Net Revenue Over Expenditures</b>	<b>(\$41,500.44)</b>		<b>\$200,294.73</b>		<b>(\$36,352.67)</b>	



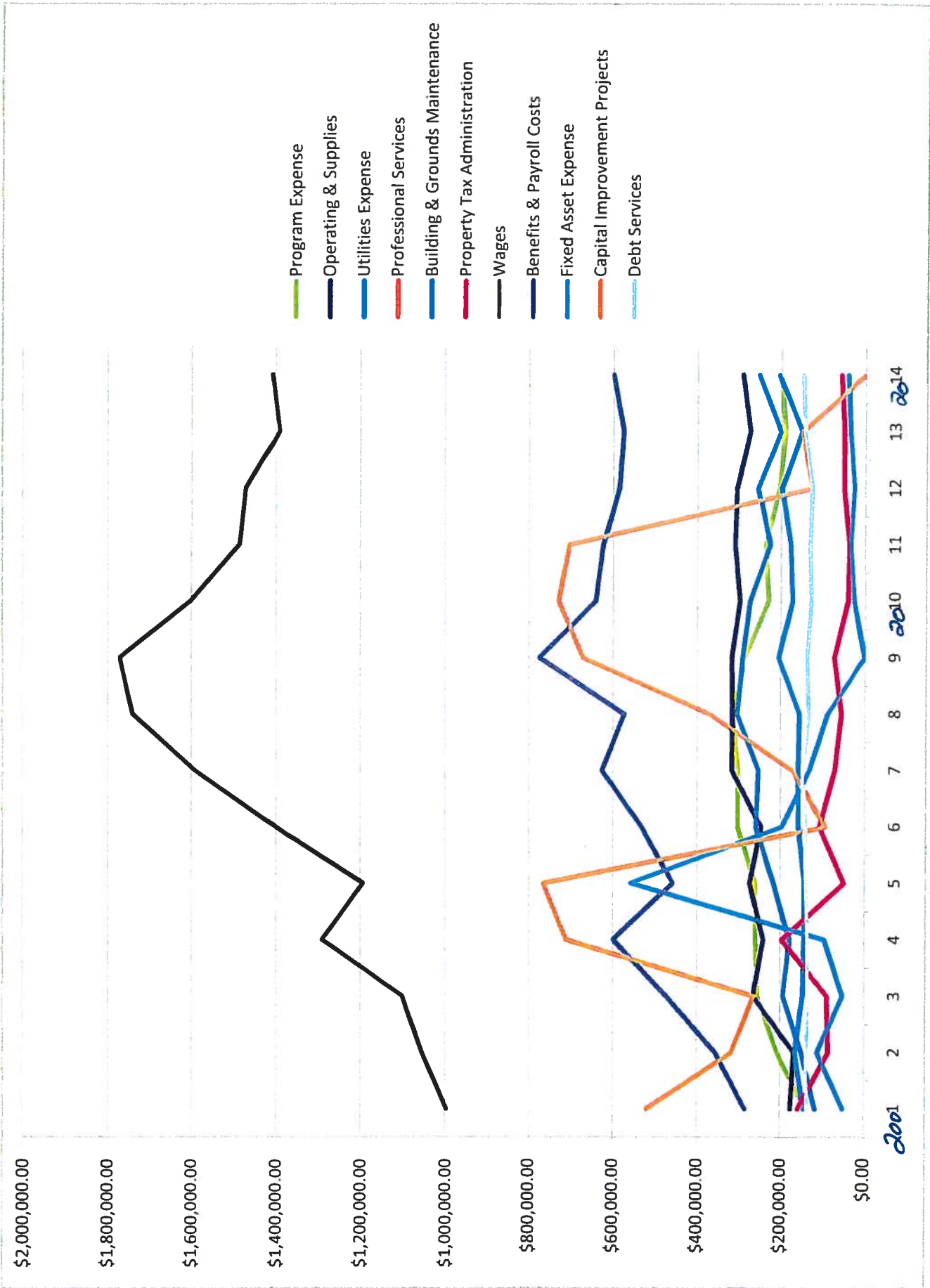
	Actuals FY 03-04	% Of Total	Actuals FY 04-05	% Of Total	Actuals FY 05-06	% Of Total
<b>Operating Revenues</b>						
Program Revenue	\$932,842.48	23%	\$964,474.29	24%	\$1,012,598.00	27%
Facility Revenue	\$133,661.27	3%	\$342,510.34	8%	\$249,197.00	7%
Misc. Revenue	\$53,438.11	1%	\$45,302.00	1%	\$53,978.00	1%
Grants & Donations	\$511,286.00	13%	\$518,350.00	0%	\$7,771.00	0%
Interest Income	\$14,801.30	0%	\$20,099.28	0%	\$48,500.00	1%
Projects Revenue	\$340,348.00	9%	\$196,982.00	5%	\$76,847.00	2%
Tax Revenue	\$1,991,903.01	50%	\$1,982,563.14	49%	\$2,259,141.00	61%
	\$2,425.00	0%	\$400.00	0%	\$528.00	0%
<b>Total Operating Revenue</b>	<b>\$3,980,705.17</b>		<b>\$4,070,681.05</b>		<b>\$3,708,560.00</b>	
<b>Expenditures</b>						
Program Expense	\$260,025.65	7%	\$260,493.00	6%	\$302,783.00	9%
Operating & Supplies	\$240,803.48	6%	\$273,931.00	7%	\$246,977.00	7%
Utilities Expense	\$143,341.70	4%	\$143,005.13	3%	\$157,580.00	5%
Professional Services	\$196,845.09	5%	\$49,153.43	1%	\$107,292.00	3%
Building & Grounds Maintenance	\$178,612.61	5%	\$216,759.78	5%	\$259,255.00	7%
Property Tax Administration	\$42,237.56	1%	\$38,943.62	1%	\$44,028.00	1%
Wages	\$1,289,650.31	33%	\$1,193,767.24	29%	\$1,399,861.00	40%
Benefits & Payroll Costs	\$599,283.79	15%	\$457,960.32	11%	\$531,930.00	15%
Fixed Asset Expense	\$95,506.76	2%	\$557,526.00	14%	\$196,671.00	6%
Capital Improvement Projects	\$711,840.00	18%	\$765,423.00	19%	\$94,199.00	3%
Debt Services	\$136,596.57	3%	\$140,874.00	3%	\$142,032.00	4%
	\$15,000.00	0%				
<b>Total Expenditures</b>	<b>\$3,909,743.52</b>		<b>\$4,097,836.52</b>		<b>\$3,482,608.00</b>	
<b>Net Revenue Over Expenditures</b>	<b>\$70,961.65</b>		<b>(\$27,155.47)</b>		<b>\$225,952.00</b>	

	ACTUALS 06/07	ACTUALS 07/08	ACTUALS 08/09	ACTUALS 09/10 (9 months)	ACTUALS 10/11
<b>Operating Revenues</b>					
Program Revenue	1,191,600	1,218,366	\$ 1,064,826	\$ 876,733	808,454
Facility Revenue	287,925	292,310	\$ 223,600	\$ 223,113	257,191
Misc. Revenue	66,785	61,561	\$ 48,600	\$ 53,715	129,526
Grants & Donations	32,361	56,237	\$ 50,000	\$ 76,300	67,676
Interest Income	89,430	113,738	\$ 86,500	\$ 71,481	50,134
Projects Revenue	179,133	43,978	\$ 386,365	\$ 257,486	152,199
Tax Revenue	2,598,291	2,711,208	\$ 2,695,190	\$ 2,628,082	2,443,225
	1,472	1,198	\$ -	\$ 4,276	-
		0	\$ -	\$ -	
<b>Total Operating Revenue</b>	4,446,997	4,498,596	4,555,081	4,191,186	3,908,405
	100.00	100.00	100.00	100.00	100.00
<b>Expenditures</b>					
Program Expense	301,854	314,794	\$ 286,405	\$ 229,463	236,699
Operating & Supplies	317,301	315,714	\$ 317,739	\$ 297,821	310,148
Utilities Expense	158,368	154,987	\$ 205,300	\$ 172,389	177,428
Professional Services	71,232	55,383	\$ 72,745	\$ 40,209	37,202
Building & Grounds Maintenance	252,965	304,077	\$ 290,555	\$ 274,099	225,489
Property Tax Administration	37,809	42,952	\$ 73,000	\$ 37,541	74,063
Wages	1,591,189	1,738,639	\$ 1,769,473	\$ 1,601,631	1,484,774
Benefits & Payroll Costs	625,750	572,561	\$ 774,899	\$ 641,223	623,161
Fixed Asset Expense	131,713	88,059	\$ -	\$ 24,464	34,411
Capital Improvement Projects	171,881	368,498	\$ 671,365	\$ 730,034	704,454
Debt Services	149,018	134,174	\$ 137,244	\$ 127,861	131,271
	57,220	5,000	\$ -	0	
<b>Total Expenditures</b>	\$3,866,300	\$4,094,838	\$4,598,725	\$4,176,735	\$4,039,100
	100.00	100.00	100.00	100.00	100.00
<b>Net Revenue Over Expenditures</b>	580,697	403,758	(43,644)	14,451	(130,695)
	13.06	8.98	-0.96	0.34	-3.34

	ACTUALS 11/12		ACTUALS 12/13 estimate	Preliminary 13/14	Average % 2001 thru 2012
<b>Operating Revenues</b>					
Program Revenue	770,596	21.88	\$ 695,000	688,150	931,458
Facility Revenue	185,846	5.28	\$ 225,000	223,561	203,101
Misc. Revenue	35,139	1.00	\$ 30,000	31,400	52,701
Grants & Donations	27,163	0.77	\$ 35,000	20,750	137,117
Interest Income	42,320	1.20	\$ 44,000	42,350	52,351
Projects Revenue	106,795	3.03	\$ 202,827	-	183,985
Tax Revenue	2,334,262	66.27	\$ 2,298,014	2,304,106	2,230,645
one time RDA distribution	20,190	0.57	\$ 21,253	20,190	4,839
<b>Total Operating Revenue</b>	<b>3,522,311</b>	<b>100.00</b>	<b>3,644,159</b>	<b>3,330,507</b>	<b>3,796,197</b>
<b>Expenditures</b>					
Program Expense	203,907	6.01	\$ 190,000	199,650	250,039
Operating & Supplies	305,503	9.00	\$ 275,000	292,676	269,601
Utilities Expense	197,553	5.82	\$ 150,000	203,955	163,822
Professional Services	50,694	1.49	\$ 50,000	57,500	84,468
Building & Grounds Maintenance	253,893	7.48	\$ 200,000	251,125	226,329
Property Tax Administration	50,274	1.48	\$ 81,000	52,200	44,409
Wages	1,469,531	43.31	\$ 1,390,000	1,407,917	1,390,875
Benefits & Payroll Costs	585,001	17.24	\$ 575,000	599,215	543,802
Fixed Asset Expense	24,998	0.74	\$ 35,000	41,000	113,991
Capital Improvement Projects	126,057	3.71	\$ 150,000	-	453,784
Debt Services	125,819	3.71	\$ 144,000	147,084	136,487
<b>Total Expenditures</b>	<b>\$3,393,230</b>	<b>100.00</b>	<b>3,240,000</b>	<b>3,252,322</b>	<b>\$3,684,043</b>
<b>Net Revenue Over Expenditures</b>	<b>129,081</b>	<b>3.66</b>	<b>404,159</b>	<b>78,185</b>	<b>112,154</b>
					<b>2.95</b>



REVENUE



EXPENSES



## **Item 9.6 Cover sheet – Obsolescence List Update and Approval of Resolution 2013 – 02 approving expenditures for items on the FY 13/14 Obsolescence List**

**Auburn Area Recreation and Park District (ARD) Board of Directors Meeting, February, 2013;**

### **The Issue**

Shall the Auburn Area Recreation and Park District approve an update to the Obsolescence List and approve Resolution 2013 – 02 approving the expenditure of funds for the FY 13/14 Obsolescence List?

### **Background**

In April of 2009, the ARD Board of Directors approved a Planned Obsolescence List. The purpose of this list is to create a spreadsheet of ARD equipment, facility features and large maintenance repairs and their corresponding purchase date, purchase price, and when expected lifespan. This list is then used to plan for expenditures to replace that equipment, facility feature or complete the maintenance task.

The ARD Board of Directors also established an Equipment Replacement Reserve Fund. District Policy regarding this Reserve Fund is as follows:

#### **ARD District Policy Section I**

**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:

2. **Equipment:** Contributions to this fund may occur at any time but will be included in the budget each fiscal year on an “as available” basis. This yearly amount, if any, is part of the expenditure budget and can only be spent at the Board’s discretion. These funds are to be used to purchase single pieces of equipment in excess of \$5,000. The equipment purchases can be for additions to the current District inventory or to replace equipment that has expended its useful life and/or has broken down and is beyond economical repair and must be replaced.

An updated Obsolescence List is attached.

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

Review and approve of the updated Planned Obsolescence list and approve Resolution No. 2013 – 02 approving the expenditure of \$180,000 from the Equipment Reserve Fund to pay for the items on the FY 13/14 Obsolescence list.

The ARD Finance Committee had a split recommendation on approving the Obsolescence List as written.

**Alternatives available to the Board of Directors**

- 1) Make changes to the Obsolescence List and recommend approval.
- 2) Send the Obsolescence List back to staff for further consideration.

**Fiscal Impact**

The proposed fiscal impacts for FY 13/14 are \$180,000.

There is currently \$458,531 in the Equipment Replacement Reserve. A balance of \$278,531 will remain.

**Attachments**

Planned Obsolescence List  
Resolution No. 2013 - 02



**Obsolescence List**

Updated March, 2012

**Funding Source**

Item	New to ARD	Purchase Price	Life	Est. Cost	NOTES	Equip. Reserve	Future Cap Reserve	General Fund
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**FY 10/11**

Bleachers at James Field	UK			\$20,000	Replaced	X		
Rec building - Craft Room HVAC	UK		15	\$4,667	Replaced	X		
Rec building - Stella Room HVAC				\$4,667	Replaced	X		
Reg. Lakeside room HVAC - 2 units				\$9,334	Replaced	X		
Modular - Skyridge 2 units HVAC				\$9,334	Replaced	X		
Meadow Vista Park parking lot			8	\$12,000	Completed		X	
Regional Park gym floor screening/re-coat	2007	\$4,000	3	\$4,200	Completed			X
Regional Park soccer goals	2001	\$5,400	10	\$2,030	Replaced			X
<b>Total 2010/2011</b>				<b>\$66,232</b>		<b>\$48,002</b>	<b>\$12,000</b>	<b>\$6,230</b>

**FY 11/12**

Gator Cart	2002	\$6,377	10	\$9,200	Purchased	X		
Gator Cart	2000	\$5,900	10	\$9,200	Purchased	X		
Sierra Pool umbrella x 5 (fabric only)	2005	\$8,500	7	\$4,000	Purchased	x		
<b>Total 11/12</b>				<b>\$22,400</b>		<b>\$22,400</b>		

**FY 12/13**

Rec Park irrigation tank/system	UK			\$7,500	Replaced/fixd	x		
<b>Total 12/13</b>				<b>\$7,500</b>				<b>\$7,500</b>

**FY 13/14**

John Deere 1600 Mower	2006	\$43,877	5	\$53,000	needs to be replaced	X		
Sierra Pool thermal cover	2005	\$5,500	5	\$8,000	needs replacement	X		

1994 Jacobsen Turfcat mower	1994	\$13,500		\$0	moved to next year				x	
1992 Ford Ranger (lic. #E373227)	1992	\$6,500		\$20,000	<b>needs to be replaced 98000 miles</b>				x	
1992 Ford Ranger (lic. #E373228)	1992	\$6,500		\$0	moved to next year				x	
1993 Ford Ranger (lic. #E365799)	1993	\$7,800		\$0	moved to next year				x	
Cushman 32HP Truckster w/flatbed	2003	\$18,183	10	\$16,000	<b>replace with 2 gator carts 2150 hours</b>				x	
Regional gym heater #1	1992			\$0	moved to next year				x	
Regional gym heater #2	1992			\$0	moved to next year				x	
1999 Jeep Grand Cherokee	1999	\$20,266	8	\$0	moved to next year				x	
Sweepster V62 pull behind leaf vacuum	2003	\$21,610	10	\$0	moved to next year				x	
2005 Dodge Ram 2500 (lic. #1203731)	2005	\$21,410	8	\$0	moved to next year				x	
2005 Ford Ranger XLT (lic. #1203734)	2005	\$12,588	8	\$0	moved to next year				x	
Rec Park server #2	2008	\$2,600	5	\$9,000	<b>needs to be replaced</b>				x	
Circulation pump, Sierra Pool	2005		8	\$0	moved to next year				x	
Circulation pump motor, Sierra Pool	2005		8	\$0	moved to next year				x	
Recreation Park Modular #1 HVAC			15	\$0	moved to next year				X	
Recreation Park Modular #2 HVAC			15	\$0	moved to next year				X	
Auburn EI Modular #1 HVAC			15	\$0	moved to next year				X	
Auburn EI Modular #2 HVAC			15	\$0	moved to next year				X	
Rec building - Teen Center HVAC	UK		15	\$7,000	<b>needs replacement</b>				x	
2000 Dodge 3/4 ton truck (lic. #1107399)	2002	\$20,000	0	\$0	moved to next year				X	
Regional Park irrigation pump/motor	2002	\$4,600	8	\$0	moved to next year				X	
Winchester Park irrigation pump/motor	2002	\$4,600	8	\$0	moved to next year				X	
1996 Ford F-150 (lic #1042708)	1999	\$10,500	8	\$20,000	<b>needs to be replaced this year 163,500</b>				X	
1997 Ford F350 (lic #1168547)	2003	\$16,000	8	\$35,000	<b>98,000 miles needs replacement with 250 4</b>				x	
Circulation pump, Splash pool	2003	\$4,600	8	\$0	moved to next year				X	
Stella Room dance floor	2003	\$5,986	10	\$0	moved to next year				X	
CVCC server	2007	\$11,500	5	\$9,000	<b>needs replacement</b>				x	
Rec Park server (upgrade)	2007	\$11,500	5	\$3,000	<b>needs replacement</b>				x	
Circulation pump, Splash Pool mushroom	2000		8	\$0	moved to next year				x	

**Total 13/14**

\$180,000

\$180,000

\$0

**FY 14/15**

Sweepster V62 pull behind leaf vacuum	2003	\$21,610	10	\$22,000	works fine, but needs a second one	x	
1999 Jeep Grand Cherokee	1999	\$20,266	8	\$20,000	replace with minivan 97,000 miles	x	
2005 Dodge Ram 2500 (lic. #1203731)	2005	\$21,410	8	\$30,000	86,000 miles	x	
2000 Dodge 3/4 ton truck (lic. #1107399)	2002	\$20,000	0	\$30,000	86,000 miles needs replacement	X	
1993 Ford Ranger (lic. #E365799)	1993	\$7,800		\$20,000	needs to be replaced 36,000 miles	x	
1992 Ford Ranger (lic. #E373228)	1992	\$6,500		\$20,000	needs to be replaced 52000 miles	x	
1994 Jacobsen Turfcat mower	1994	\$13,500		\$14,000		x	
Regional gym heater #1	1992			\$10,000		x	
Regional gym heater #2	1992			\$10,000		x	
2005 Ford Ranger XLT (lic. #1203734)	2005	\$12,588	8	\$12,000		x	
Circulation pump, Sierra Pool	2005		8	\$5,000		x	
Circulation pump motor, Sierra Pool	2005		8	\$5,000		x	
Recreation Park Modular #1 HVAC			15	\$8,500		X	
Recreation Park Modular #2 HVAC			15	\$8,500		X	
Auburn El Modular #1 HVAC			15	\$8,500		X	
Auburn El Modular #2 HVAC			15	\$8,500		X	
Regional Park irrigation pump/motor	2002	\$4,600	8	\$10,000		X	
Circulation pump, Splash pool	2003	\$4,600	8	\$4,600		X	
Stella Room dance floor	2003	\$5,986	10	\$6,500			X
Circulation pump, Splash Pool mushroom	2000		8	\$5,000		x	
Winchester Park irrigation pump/motor	2002	\$4,600	8	\$4,600		X	
CVCC lobby, hall, stairs carpet (1,560 sq.ft.)	2003		7	\$6,130			X
Sierra Room tile floor (2,100 sq.ft.)	UK	3.50/sq.ft.	25	\$7,350			X
Foothill Room tile floor (1,863 sq.ft.)	UK		25	\$6,520			X
Canyon View Room tile floor (1,150 sq.ft.)	UK		25	\$4,025			X
CVCC up. tile floors, incl. kitchen (880 sq.ft.)	UK		25	\$3,080			X
CVCC downstairs tile floors (4,800 sq.ft.)	UK		25	\$16,800			x
Board room carpet (930 sq.ft.)	2003		7	\$3,650			X

Sunset room carpet (480 sq.ft.)	2003			7	\$1,900				X	
CVCC offices carpet (1150 sq. ft.)	2003			7	\$4,520					
Heater, Sierra Pool	2005			8		Overhauled in 2010		X		
2000 Ford Dump truck	2005	\$27,042			\$35,000			X		
Recreation Park irrigation pump/motor	2006	\$4,600		8	\$10,000			X		
Ashford Park irrigation pump/motor		\$4,600		8	\$4,600			X		
Meadow Vista Park irrigation pump/motor	2006	\$6,500		8	\$6,500			X		
John Deere Tractor	1988	\$12,500			\$12,500	Used sparingly; do not replace				
1993 Kubota Tractor	1993	\$11,500			\$12,000			X		
1994 Kubota Tractor B5200	1994	\$6,000			\$12,000	Replace with larger tractor		X		
1997 John Deere Tractor 310E backhoe	1997	\$59,452			\$60,000			X		
Advance 320 floor scrubber	1992	\$4,000			\$4,000			X		
Savin Copier 2522 (currently used in Y.Serv.)	2004	\$6,621			\$6,621			X		
Rec building - Rec offices HVAC	UK				\$10,000			X		
Rec building - Youth services office HVAC	UK				\$10,000			X		
2006 Ford Ranger (lic. #1209081)	2006	\$12,544		8	\$12,000			X		
2006 Ford Ranger XLT (lic. #1209080)	2006	\$11,327		8	\$12,000			X		
2006 Ford Ranger XLT (lic. #1209015)	2006	\$11,327		8	\$12,000			X		
Sierra Pool replaster	2005			8	\$43,000				X	
Rec Park lobby and hallway carpet (2500 sq.ft.)	2006	3.93/sq.ft.		7	\$9,900			X		
Rec Park offices carpet (1,340 sq.ft.)	2005			7	\$5,300			X		
Splash Pool equip. replacement	2000			15	\$30,000			X		
<b>Total 14/15</b>										
					<b>\$624,096</b>			<b>\$509,941</b>	<b>\$114,155</b>	<b>0</b>

**FY 15/16**

John Deere 1600 turbo diesel mower	2008	\$48,000		5	\$48,000	Running ok; push to 15/16		X	
Overlook Park parking lot	UK			8	\$12,000				X
Gator Cart 4WD w/power lift	2005	\$8,882		10	\$9,000			X	
Gator Cart 13 HP	2005	\$5,796		10	\$5,800			X	
2007 Ford F-250 4WD (lic. #1209082)	2007	\$24,237		8	\$25,000			X	

Daktronics scoreboard, Recreation Park gym	2005	\$3,468	10	\$3,500		X	
<b>Total 15/16</b>				<b>\$103,300</b>		<b>\$91,300</b>	<b>\$12,000</b>

**FY 16/17**

Vermeer Chipper	2006	12,031	10	\$13,200		X	
3.5 ton roller	2006	13,942	10	\$14,000		X	
<b>Total 16/17</b>				<b>\$27,200</b>		<b>\$27,200</b>	

**FY 17/18**

Grasshopper 928D	2007	18,541	10	\$20,400		X	
Regional Park Varsity gym scoreboard	2007	3,053	10	\$3,200		X	
<b>Total 17/18</b>				<b>\$23,600</b>		<b>\$23,600</b>	

**FY 18/19**

Tri-King 1800G Jacobson reel mower	2005	19,236	10	\$20,000		X	
Recreation Park pathway seal/repairs	2010		8	\$5,400			X
CV Tutor Toter Roof	UK			\$18,000			X
PH Pool replaster	2011		8	\$15,000			X
PH Pool circulation pump	2011		8	\$5,000			X
<b>Total 18/19</b>				<b>\$63,400</b>		<b>\$20,000</b>	<b>\$43,400</b>

**FY 19/20**

Turfco top dresser	2005	11,779	10	\$11,800		X	
SDI 100-9K6M Sprayer	2005	7,997	10	\$8,000		X	
<b>Total 19/20</b>				<b>\$19,800</b>		<b>\$19,800</b>	

**FY 20/21**

CVCC 3.5 ton HVAC	2003	\$5,695	15	\$7,000		X	
CVCC 5 ton HVAC	2003	\$8,135	15	\$10,000		X	
CVCC 6 ton #1 HVAC	2003	\$9,760	15	\$12,000		X	

CVCC 6 ton #2 HVAC	2003	\$9,760	15	\$12,000	X	
CVCC 6 ton #3 HVAC	2003	\$9,760	15	\$12,000	X	
CVCC 7.5 ton #1 HVAC	2003	\$12,200	15	\$15,000	X	
CVCC 7.5 ton #2 HVAC	2003	\$12,200	15	\$15,000	X	
CVCC 8 ton HVAC	2003	\$13,015	15	\$16,000	X	
<b>Total 20/21</b>				<b>\$99,000</b>		<b>\$99,000</b>

### FY 21/22

Chemical controller (Strantrol?) Sierra Pool	2005	5,000	20	\$5,000	X	
Chemical controller, Splash pool	2005	3,000	20	\$3,000	X	
Ryan Tracaire 72 aerator	2004	4,338	10	\$4,400	X	
Lely spreader and ejector disk	2004	3,908	10	\$4,000	X	
Rec Gym exhaust fans	2006	\$15,127	15	15,127	X	
Regional gym roof	2007	\$20,000	15	21,000		X
<b>Total 21/22</b>				<b>52,527</b>		<b>\$31,527 21,000</b>

### FY 22/23

Rec Gym exhaust fan	2006	\$15,127	15	\$15,500	X	
Lakeside Room carpet (1,365 sq.ft. ;carpet tiles)	2007	4,500	15	5,400		X
Rec building - cust serv. HVAC	2008		15	\$11,500	X	
Rec building - recreation offices HVAC	2008		15	\$11,500	X	
<b>Total 22/23</b>				<b>43,900</b>		<b>\$38,500 5,400</b>

### FY 23/24

Rec building - Cust. Serv. Office HVAC	2008	\$5,500	15	\$5,500	X	
Rec building - lobby HVAC	2008	\$9,000	15	\$9,000	X	
Rec building - computer server room HVAC	2008	\$5,000	15	\$8,000	X	
Regional Facility Attendant office HVAC	2008	\$8,000	15	\$8,000	X	
<b>Total 23/24</b>				<b>\$30,500</b>		<b>\$30,500</b>

**FY 24/25**

Sand filters, Sierra Pool	2005	34,000	30	\$34,000		x	
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**Total 24/25**

**\$34,000**

**FY 25/26**

Rec Park picnic units	2006		20	\$60,000	Replace with metal units		x
MV Park large picnic units	2006		20	\$60,000	Replace with metal units		x

**Total 25/26**

**\$120,000**

**\$120,000**

**GRAND TOTALS**

**\$1,183,270    \$327,955    \$6,230**

**FY 26/27**

**FY 27/28**

**FY 28/29**

**FY 29/30**

**FY 30/31**

**FY 31/32**

**FY 32/33**

**FY 33/34**

**FY 34/35**

**FY 35/36**

**FY 36/37**

**FY 37/38**

Ashford Park picnic unit	2008	26,000	30	\$30,000			X	
Beggs Field scorebooth roof	2008	3,000	30	\$3,000			X	
James Field scorebooth roof	2008	5,000	30	\$5,000			X	

**Total 37/38**

**\$38,000**

**\$38,000**



**RESOLUTION NUMBER 2013-02**

**RESOLUTION OF THE GOVERNING BOARD  
OF THE  
AUBURN AREA RECREATION AND PARK DISTRICT**

**WHEREAS**, the Board of Directors of the Auburn Area Recreation and Parks and Recreation Department wishes to transfer funds from the Equipment Reserve to the General Fund.

**NOW, THEREFORE, BE IT RESOLVED**, by the Governing Board of the Auburn Area Recreation and Park District as follows:

The Board now approves the transfer of \$180,000 from the Restricted Fund for Operations and Maintenance (Equipment Reserve) to the General Fund to be used to purchase equipment to be replaced from the obsolescence list as approved by the Board.

This Resolution shall take effect immediately upon its adoption.

**APPROVED, PASSED, AND ADOPTED** on February 28 2013 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

---

Jim Gray, Chairman of the Governing Board  
Auburn Area Recreation and Park District

ATTEST:

---

Secretary of the Governing Board  
Auburn Area Recreation and Park District

## **Item 9.7 Cover sheet – Board Member Use of Cell Phones at Meetings**

**Auburn Area Recreation and Park District February, 2013 Policy Committee; February, 2013 Board of Directors meeting**

### **The Issue**

Shall the Auburn Area Recreation and Park District (ARD) create a policy prohibiting the use of cell phones by Board Members at Board meetings? Director Holbrook has requested that this item be considered.

### **Background**

A recent CSDA parliamentary training workshop discussed the use of cell phones at Board meetings. It was suggested that the use of cell phones, especially for texting, could result in a Brown Act violation if one Board Member was texting another Board Member at a meeting. All discussions between Board Members at a Board meeting should be verbal, allowing the public to hear what is being said.

There is currently no policy in the Board Procedures and Responsibilities Manual regarding the use of cell phones.

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

Staff recommends the creation of a policy prohibiting Board Member use of cell phones while at a Board meeting. This proposed policy should be sent to the ARD Board for consideration.

DRAFT language of this policy is as follows:

#### **Section III Board Procedures and Conduct of Board Meetings**

Cell Phone Use: Board Members may not use cell phones or other electronic communication devices at a Board meeting. This prohibition includes the use of cell phones or other electronic communication devices for verbal conversations and texting. Board Members who are “on call” for their job or who may receive a call for emergency purposes should notify the Presiding Officer before the meeting and arrange to take the call so as to disrupt the meeting in the most minimal manner possible.

### **Alternatives available to the Board of Directors**

- 1) Request more information from staff and bring this information back to the March Policy Committee meeting.
- 2) Do not create a policy on cell phone use by Board Members.

### **Fiscal Impact**

There is no fiscal impact from creating this policy.

## **Item 9.8 Cover sheet – Public and Board Member Public Comment**

**Auburn Area Recreation and Park District February, 2013 Policy Committee meeting; February, 2013 Board of Directors meeting**

### **The Issue**

Shall the Auburn Area Recreation and Park District change the format of the Board and Committee meeting agendas to allow for Board Member comment during the public comment portion of the meeting? Director Ainsleigh has requested that this item be considered.

### **Background**

Agendas for ARD Board meetings currently have a time for Public Comment at the beginning of the meeting (**4.0 Public Comment**). The agendas also reserve time for brief announcements and reports from Board Members (**11.0 Brief Announcements and Reports From Board Members**). Item 11.0 also contains the following language:

“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.”

California Government Code 54954.2 (a) (2) states:

“No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of a legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3. In addition, on their own initiative or in response to questions posed by the public, a member of a legislative body or its staff may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. Furthermore, a member of a legislative body, or the body itself, subject to rules or procedures of the legislative body, 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, or take action to direct staff to place a matter of business on a future agenda.”

Director Ainsleigh has asked that the Board consider changing the Public Comment section (4.0) to read as follows:

Comment on non-agenda items:

- A: Public Comment on non-agenda items
- B: Board Comment on non-agenda items

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

The ARD Policy Committee does not recommend any changes to the way the agenda is currently structured.

Staff recommends that the agendas remain as currently written. The Public Comment Section 4.0 should be reserved for comments from the public. Board members have an opportunity to make brief announcements during Section 11.0.

**Alternatives Available to the Board of Directors**

- 1) Provide for public comment time by members of the Board during the Public Comment section
- 2) Move “Brief Announcements from Board Members” section to earlier in the meeting.

**Fiscal Impact**

There are no fiscal impacts created by changing this policy.

**Attachments**

None.

## **Item 9.9 Cover sheet – Public Agency Liaison**

**Auburn Area Recreation and Park District February, 2013 Policy Committee meeting; February, 2013 Board of Directors meeting**

### **The Issue**

Shall the Auburn Area Recreation and Park District (ARD) have a Chairman appointed Public Agency Liaison? Director Holbrook has requested that this item be considered.

### **Background**

ARD has previously had a liaison to the Auburn City Council. It has been suggested that the Chairman appoint a Public Agency Liaison to serve as a contact point with public agencies that operate in ARD's boundaries. A list of these agencies includes, but is not limited to:

City of Auburn  
Placer County  
Placer County Water Agency

### **Recommendation**

The Policy Committee recommends that the ARD Chairman appoint a Public Agency Liaison.

Staff supports a Public Agency Liaison.

### **Alternatives Available to the Policy Committee**

- 1) Do not create a Public Agency Liaison

### **Fiscal Impact**

There is no fiscal impact in creating this post.

### **Attachments**

None.

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## Media Life: Auburn braces for food truck cortege

Last Andrews Sisters' death shines renewed light on sister, Maxene, who lived in Auburn

By: [Gus Thomson](#), Reporter/Media Life columnist



Media Life's Gus Thomson can be reached at [gust@goldcountrymedia.com](mailto:gust@goldcountrymedia.com). Also hear Thomson most Fridays at 6 p.m. on Dave Rosenthal's drive-time radio show on KAHJ 950 AM. He's also a regular guest on Capital Public Radio's "Insight." And you can catch up with Thomson on Twitter at [AJ\\_Media\\_Life](#).

While the Old Town-Downtown food-truck issues are simmering for now, plans are afoot to bring a convoy of mobile cuisine vendors to Auburn this summer.

And who other than Scott Holbrook, Auburn's instigator of fun, to help get the party started. Holbrook and the Auburn Recreation District he serves as director with will be getting some know-how and able [assistance](#) from a Sacto non-profit group called the Foodmob.

This vision of a roundup of colorful food [trucks](#), lines of foodies and curious Auburnites buzzing about the emerging food truck culture, and the aroma of a variety of tasty mobile eats wafting through the air already has a date and a venue. It will be from 4:30-9 p.m. Aug. 23 at Auburn's Recreation Park.

Holbrook, whose Keep Smilin' Promotions is bringing name acts Poor Man's Whiskey and I See Hawks In L.A. to Auburn in coming weeks, said he'll be helping find some music to go with the foodfest. A big plus has been a commitment by the Auburn Ale House to provide the craft draft as a donation to aid the Auburn Bike Park pump-track effort. The Ale House is also chipping in with brew for another pump track fundraiser - February 23's spaghetti dinner at the Canyon View Community Center, Holbrook said.

For a first-time event, Holbrook envisions about 10 or 12 food trucks making the trek to the shaded spaces of Recreation Park, including local favorite Maria's and Sacramento's Cajun Wagon.

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## All-park smoking ban getting closer look from Auburn Recreation District

By: [Gus Thomson](#), Journal Staff Writer



Smokers could be required to butt out at all Auburn Recreation District parks under a proposal now getting an early look.

Acting on an [American Lung Association survey](#) that gave Auburn an "F" grade for actions it has taken to curb smoking, Director Gordy Ainsleigh has requested that the district take a serious look at banning [cigarette](#) use in its parks.

Ainsleigh's request was initially brought up at a meeting this month of the district board's policy committee. Administrator Kahl Muscott said Wednesday that he will come back to the panel in February with more information on what other parks districts are doing.

"From what I can tell, there are over 100 special districts in California that have smoking bans," Muscott said.

Muscott said he'll also be finding out more about neighboring Roseville's smoking ban in parks.

A district move to ban smoking would extend it from one park now not allowing cigarette use to a network of parks and opens spaces that includes Recreation Park in Auburn, Regional Park in North Auburn and Meadow Vista Park. The ban could also take in smaller Atwood Park, Mount Vernon Park and Railhead Park.

The lone park now under a smoking ban is Ashford Park on Auburn Ravine Road, near Interstate 80. That ban was initially for just the dog park but expanded to the whole property after the park's opening. Earlier this month, the district established a ban on using "intoxicants" in any park, which includes the use of marijuana.



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Ainsleigh said it's time for a discussion and, hopefully, action on the idea of a smoking ban.

"My feeling is we don't need a lot more information - the Lung Association say's we're greatly out-of-step," Ainsleigh said.

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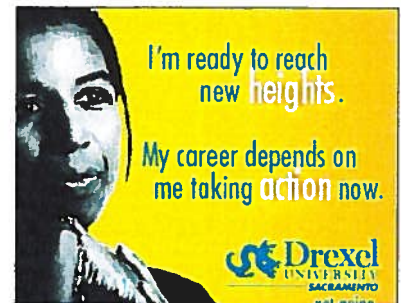
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Both the city of Auburn and the county scored 'F's' in all categories in a report card from the non-profit on controlling tobacco use. The annual "State of Tobacco Control" report assigned grades to all California cities and counties on what it considers key tobacco-control issues, including smoking in parks.

Ainsleigh said he would like to see a ban go into effect.

"The only way you could smoke in a park is if you're in a vehicle with the windows closed - and you're the only one in it," Ainsleigh said.

Ainsleigh's request also comes after the city of Auburn initiated its own look at a possible ban on smoking at the School Park Preserve, across from Placer High School.

Muscott said that if the committee and then the board moved forward with a ban, it would be in the form of an ordinance.

With the district for almost 13 years, Muscott said that the effort by Ainsleigh was the first time he knew of that a board member had requested a smoking ban at parks.

**Keywords:**

[Auburn Recreation District smoking ban](#) [Gordy Ainsleigh](#) [Kahl Muscott](#)



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## re plans call for an archway atop the Western States Trail; informa



MICHAEL KIRBY • AUBURN JOURNAL  
On hand for the ribbon cutting of the transfer of key responsibilities at the Western States Trail staging area in Auburn Thursday were, from left, Doyle Patrick, Pamela Vann, Placer County Supervisor Jennifer Montgomery, Kathleen Henkel, Susie Souza, Kathie Perry, Mike Pickett (with scissors, Mike Lynch. (Back row) Kahl Muscott, Tom Christofk, Kate Riordan, Chuck Mather, Auburn City Councilman Mike Holmes.

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## Auburn's Mile 0 getting new Western States Trail prominence

Foundation takes over key responsibilities, plans overnight parking at Pacific Avenue staging area



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Tucked away on an Auburn side street, it's called Mile 0.

It's the final hoof-print for Tevis Cup riders and - through the work of the Western States Trail Foundation and several government agencies - is now positioned for a higher profile among riders, runners and hikers.

Located off Pacific Avenue, the Mile 0 staging area operations, improvements and maintenance are now being undertaken by the non-profit trail foundation under an agreement worked out this month with State Parks and property owner the U.S. Bureau of Reclamation.



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With a concessionaire agreement much like ones used by non-profits to operate the Lake Clementine boat docking facilities and the Cool rock-climbing area in the Auburn State Recreation Area, the foundation is moving ahead with several plans to attract more riders and give Mile 0 a more prominent role.

"We have a great vision for this property," said Tom Christofk, a former Western States Trail Foundation president and part of the committee working over six years to secure the contract.

"And we wanted to increase public access to the trail."

One of the first changes put in place is a rollback on the \$10 park use fee recently instituted by State Parks at the staging area. The foundation has set up a donation box asking for \$5 day use.

Trail foundation leaders joined government officials at a ribbon-cutting ceremony on Thursday afternoon at the 1.9-acre site, adjacent to the Overlook Park.

The foundation spent \$30,000 on surveys, an environmental study, archaeological study, engineering, permits and construction of a new driveway entrance to a parcel adjacent to the staging area that will expand riders' abilities to park overnight and use Mile 0 as a point to set out on rides along the Western States Trail from Auburn.

Christofk said that final agreements should soon be in place to allow that part of the property to start being used by spring. Up to 40 trailers and vehicles have been on the

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site during the Tevis Cup ride over the past two years. Christofk said that the plan is for six to eight rigs on the property at one time.

Mike Lynch, sector superintendent for the Auburn State Recreation Area, said that the new partnership is the latest in a series of cooperative ventures State Parks has participated in with the trail foundation.


"The concession agreement extends this cooperation even further," Lynch said. "A public-private partnership like this one is of benefit to the maintenance and protection of the Auburn State Recreation Area and directly helps the operation of the Auburn staging area."

The foundation isn't intending to stop efforts now it has an agreement in place. Christofk outlined future plans that include an archway at the top of the Western States Trail to mark its importance and a new information kiosk.


**Keywords:**

Western States Trail Foundation Tom Christofk State Parks auburn staging area mile 0 cathie perry


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## Smoke-free Auburn parks attempt suffers setback

Auburn Recreation District committee, staff against outright parkwide ban

By: Gus Thomson, Journal Staff Writer

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An Auburn Recreation District committee is recommending no change to regulations that currently allow [cigarette smoking](#) in parks.

The district's policy committee, consisting of directors Scott Holbrook and Jim Ferris, is sending a recommendation to be considered at [next](#) Thursday's board meeting .

Director Gordy Ainsleigh had asked for consideration of an ordinance to ban smoking in all Auburn Recreation District parks. Smoking is now not allowed only at Ashford Park. Regional, Recreation and Meadow Vista parks have no such ban, although state law prohibits smoking within 25 feet of any playground or tot lot.

Ainsleigh's request followed a "report card" by the American Lung Association last month, which gave the Auburn community failing marks in several categories that would discourage tobacco use, including smoking in parks.

Holbrook said he would support signage allowed under current district rules to prohibit smoking in areas such as baseball-field bleachers and picnic areas. But a blanket ban is not needed, he said.

"I'm personally frustrated by the efforts of some people to ban things they don't think others should do," Holbrook said. "The reality is most people are respectful of others. I've had no complaints from anyone about smoking in parks."

Ainsleigh said Thursday that he'll continue to pursue the ban at Thursday's meeting, partly on health grounds and partly on the basis that the Lung Association "F" grade is bad public relations for Auburn.



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"The Lung Association says we're out of step," Ainsleigh said. "It's such a black eye as a publicity thing."



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Ainsleigh said that he was amazed when he saw a list provided to directors in a staff report of California communities with smoke-free park laws. A total of 176 communities were listed.

Ainsleigh's smoking ban attempt is also bumping up against a staff recommendation to not amend its current ordinance. Kahl Muscott, district administrator, said the ordinance already allows the district to prohibit smoking in areas, if a sign is put up to alert the public.

"That allows a ban around places where there are kids but also allows smokers places in the park to smoke and, hopefully, not offend anybody," Muscott said.

The staff report also states that the district does not have the resources to enforce a park wide ban.

"(A ban without enforcement could) lead to frustrated park users and potential confrontations," the report stated.

Auburn Police Chief John Ruffcorn was quoted in the report stating that everything the department does is based on priorities and smoking, in all public places, falls on the bottom of the priority scale.

Placer County Undersheriff Devon Bell expressed a similar view but did say that a smoking ban could be a tool for deputies in situations where they need to speak with park users, the report stated.

The report said Roseville parks director Dominick Casey found law enforcement engaged the smoking ban in that city's parks to engage people.

"We have one officer in Roseville assigned to deal with homelessness or transit issues," Casey stated. "He uses this ordinance more frequently than our other officers, however, because of his assignment, he is on our trails and in our parks more frequently than other officers."

The Auburn Recreation District board's meeting starts at 6 p.m. Thursday at 471 Maidu Drive.

**Keywords:**

Auburn Recreation District parks ban smoking cigarettes Tobacco American Lung Association Gordy Ainsleigh Scott Holbrook kahl muscott john ruffcorn devon bell Dominick Casey

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