

**AUBURN AREA RECREATION AND PARK DISTRICT
MEETING OF THE ACQUISITION AND DEVELOPMENT COMMITTEE AGENDA**

MONDAY, OCTOBER 21, 2019, 4:00 PM

**CANYON VIEW COMMUNITY CENTER, 471 MAIDU DRIVE
AUBURN, CA 95603**

Materials related to an item on this Agenda submitted to the District after distribution of the agenda packet are available for public inspection in the District's Office at 471 Maidu Drive, Auburn, CA 95603 during normal business hours. In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the District Clerk at (530) 537-2187. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.

1.0 CALL TO ORDER

Gray ____ Ferris ____

2.0 ANNOUNCEMENTS, AGENDA REVIEW, CHANGES AND APPROVAL

3.0 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 Committee Chairperson, please state your name and address for the record (optional). There is a time limitation of three minutes.

4.0 BUSINESS

4.1 Approval of Minutes from the September 16, 2019 Acquisition & Development Meeting

Recommendation: Review and approve minutes.

4.2 Winchester Park Baseball Field Electrical Power

Shall the Auburn Area Recreation and Park District approve \$15,000 in the FY 2019/2020 Project List to bring electrical power to the Winchester Park baseball field?

4.3 Amending 2019/2020 Project List

Shall the Auburn Area Recreation and Park District (ARD) amend the existing 2019/2020 Project List to coincide with the Fiscal Year 2019/2020 Final Budget Revision?

Discussion items:

1. Recreation Park Restroom Issues.
2. 2019 – 2020 Project Activity Report.

5.0 ITEMS TO BE CONSIDERED AT FUTURE ACQUISITION & DEVELOPMENT MEETINGS

None.

6.0 PENDING ITEMS REQUIRING MORE DETAILED RESEARCH

None.

ADJOURNMENT

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

10-18-19
Date

9:35 a.m.
Time


Secretary to the Board

**Auburn Area Recreation and Park District
Minutes of the Acquisition & Development Committee Meeting
Monday, September 16, 2019, 4:00 PM
Canyon View Community Center, Board Room
471 Maidu Drive, Auburn, CA 95603**

1.0 CALL TO ORDER

The meeting of the Acquisition & Development Committee was called to order at 4:01 p.m.

ROLL CALL

Directors Gray and Ferris were present.

2.0 ANNOUNCEMENTS, AGENDA REVIEW, CHANGES AND APPROVAL

The agenda was approved by the Committee with item 4.3, Auburn Bike Park Rules being moved to item 4.2.

3.0 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 Committee. After you are recognized by the Committee Chairperson, please state your name and address for the record (optional). There is a time limitation of three minutes.

Peggy Eggli, an Auburn, California resident gave public comment asking about the status of the Maidu Drive repairs and also asked about the status of the non-maintained property north of the Canyon View Community Center.

4.0 BUSINESS

4.1 Approval of Minutes from the August 21, 2019 Acquisition & Development Meeting

The minutes from the August 21, 2019 Acquisition & Development Meeting were reviewed and approved by Directors Gray and Ferris.

4.2 Auburn Bike Park Rules

The proposed Auburn Bike Park Rules were discussed by the Committee and Staff.

Public Comment was given by Auburn residents Peggy Eggli and Jim Nieto. One of the public comment questions was how will the rules be enforced?

It will be added to the rules for non-emergency concerns to call the Placer County Sheriff. Option 5 is the selection for dispatch.

There was further public comment asking about warning signs being put up for wildlife and snakes.

ARD will look into putting up warning signs for wildlife and snakes.

No open flames or barbecuing will be added to the rules.

ARD will discourage people from bringing food to the bike park.

Dogs will be allowed in the bike park on leashes only. ARD will provide dog bags and a disposal container.

The Committee recommended adding the additions discussed and sending the revised bike park rules to the Board of Directors for review and consideration.

4.3 Amending 2019/2020 Project List

The Committee reviewed and approved the amendments to the 2019/2020 Project List and forwarded it to the Board of Directors with the Winchester Filed Electrical improvements being taken off of the project list.

Discussion Items

1. Discussion of Proposal to Restore the DeWitt Theatre and Gym – an update was given to the Acquisition & Development Committee by District Administrator Kahl Muscott that he has called and tried to get a tour of the DeWitt buildings and has not received a response yet.
2. 2019-2020 Project Activity Report – this item was reviewed with the Committee by Landscape Architect Mike Scheele.

5.0 ITEMS TO BE CONSIDERED AT FUTURE ACQUISITION & DEVELOPMENT MEETINGS

None.

6.0 PENDING ITEMS REQUIRING MORE DETAILED RESEARCH

None.

ADJOURNED

As there was no further business, the meeting was adjourned at 5:20 p.m.

Board Secretary

Date

Item 4.2 Cover sheet – Winchester Park Baseball Field Electrical Power

Auburn Area Recreation and Park District Acquisition and Development Committee meeting October, 2019

The Issue

Shall the Auburn Area Recreation and Park District approve \$15,000 in the FY19/20 Project List to bring electrical power to the Winchester Park baseball field?

Background

In November of 2000, ARD was deeded Winchester Park property. This action was part of the conditions of approval for the Winchester Development. That property was developed into a multi-purpose soccer and baseball field, a tennis court and 30 parking stalls.

The only power in the park is for the irrigation pump. The Sierra Foothill Little League (SFL) met with staff to discuss how to get power pulled to area behind home plate. This power would be used for the score booth/snack bar, pitching machine use and eventually a system that will allow for watering of the infield during games and practices (currently there is no way to water the infield dirt).

Staff received a quote from Norris Electric to pull power to the area. The quote for this work was \$15,009. If approved, ARD staff will seek two other quotes.

Over the past year, ARD has seen an increase of use in the Winchester Park baseball field. This past year saw \$4,300 in rentals from the SFL.

It should also be noted that SFL is proposing to assist with bringing in the infrastructure needed for the infield water. This would include a holding tank, pump, and lines to a quick coupler. SFL will be seeking donations and reduced cost equipment in return for some relief on rental fees.

Recommendation for the A&D Committee

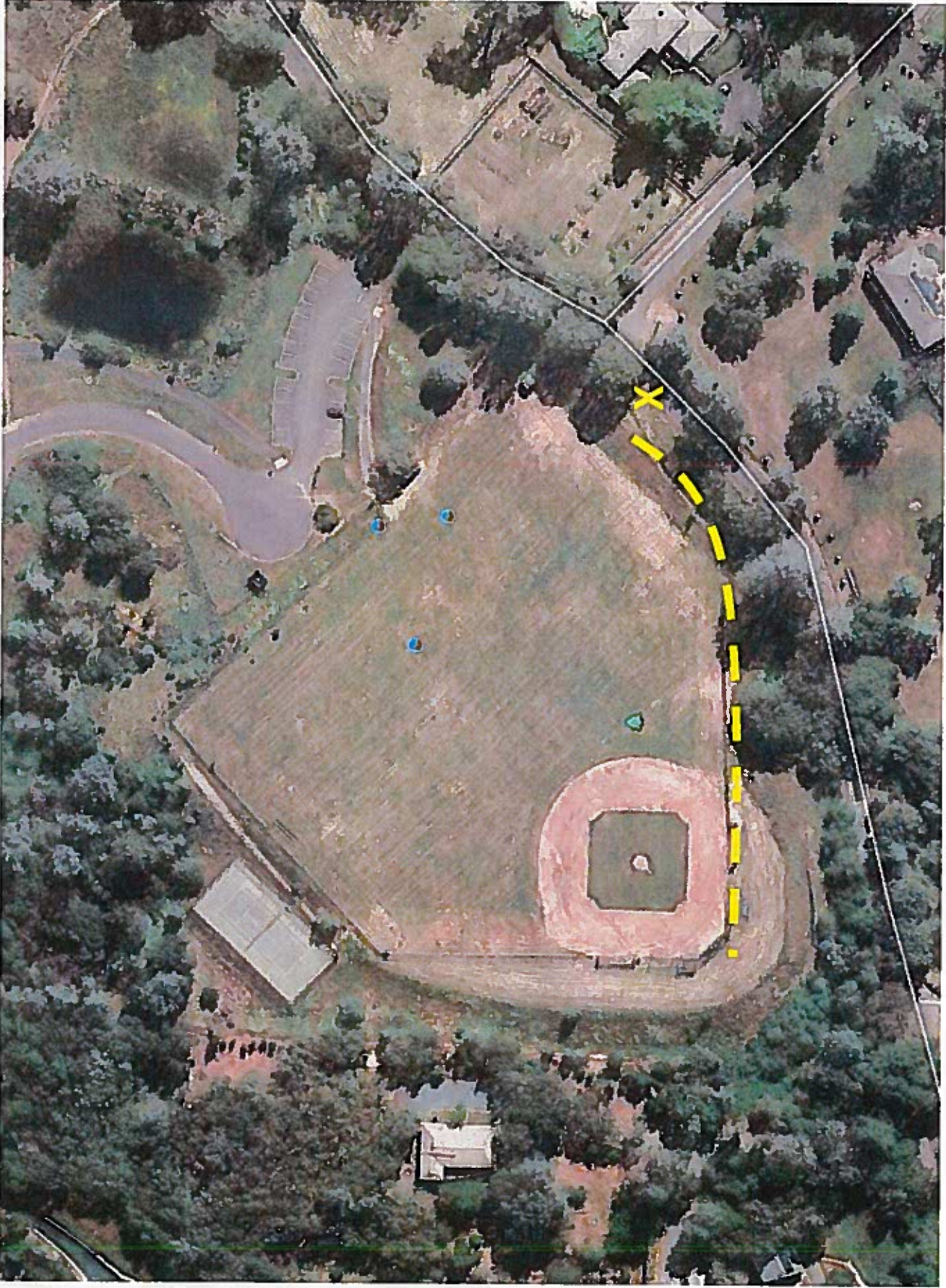
Review and provide a positive recommendation to the Board for the addition of power to the Winchester Park baseball field.

Fiscal Impact

\$15,000. This cost has been budgeted in the FY19/20 Budget Revision.

Attachments

Winchester Park site map with approximate power location
Quote from Norris Electric



X = approximate location of power source



NORRIS ELECTRIC

A CALIFORNIA CORPORATION

License 282399 B & C10
(530) 885-8421 FAX (530) 885-1420
700 Lincoln Way, Auburn, Ca. 95603

PROJECT: Pickleball Court LED fixture upgrade

DATE: April 12, 2019

To: **Kahl Muscott**
kmuscott@auburnrec.com

PROPOSAL

Scope of work:

- ✓ Provide and install a new 60 amp breaker at the existing service panel.
- ✓ Trench 7 backfill approximately 545' and install a new 1 1/2" conduit with 3 #6 and 1#8 copper ground wire to the snack bar.
- ✓ Provide and install a new 12 circuit panel on the snack bar.
- ✓ Provide and install two double duplex GFI protected outlets inside the snack bar and one weather proof lockable outlet outside.
- ✓ Provide one LED strip light and switch inside the snack bar.

Total Installed Cost: \$8,218.20
 Total @ California state prevailing wage rates: \$ 12,504.24

To upgrade to 125amp feed to snack bar for future loads: add (non prevailing):..... \$ 10,169.25
 To upgrade to 125amp feed to snack bar for future loads: add (prevailing wage rates):..... \$ 15,009.26

Sincerely,



RONALD J. CHIARATTI, President

NORRIS ELECTRIC, INC.
A CALIFORNIA CORPORATION

Accepted:

By:

Date:

Item 4.3 Cover sheet – Amending 2019/2020 Project List

Auburn Area Recreation and Park District Acquisition and Development Committee October, 2019;

The Issue

Shall the Auburn Recreation District amend the existing 2019/2020 Project List to coincide with the FY 19/20 Final Budget Revision?

Background

The ARD Board of Directors approved the 2019/2020 Project List in March, 2019. As staff prepared the budget revision for FY 2019/2020, a proposed revision was also made to the 2019/2020 Project List and approved in September, 2019. Updated changes were made in October to reflect recent activity on current and future projects.

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

District Policy, Section H states:

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

Special note: to complete the projects as described over the next 3 – 4 years, staff is recommending that funding to develop the 24-acre project largely rely on grant funding and County mitigation funds. Staff is recommending, and showing in this proposed amendment, the removal of all ARD Future Cap Reserve funds for the development of the property.

Recommendation for the A&D Committee

Review and approve of the amended 2019/2020 Project List.

Alternatives available to the A&D Committee

- 1) Do not recommend approval of the Project List Amendment. Send back to the November 2019 A&D Committee meeting

Fiscal Impact

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

Attachments

5-Year Project List (FY 2019/2020 – FY 2023-2024) (with updates from October **highlighted**)
Description of proposed amendments to FY 2019/2020 Project List.

FY 2019/2020 Project List Mid-Year Revision

The following is a brief discussion of the **changes** proposed for the final mid-year revisions to the FY 2019/2020 Project List

James Field major renovation: Increased the estimated cost to **\$412,600**, to include power for scoreboard.

James Field Lighting re-wiring: **Removed** last month's estimate, due to recommendation from electrical engineer.

Stella Dance Floor replacement: Moved to FY 20/21.

Meadow Vista Parking lot reseal/re-stripe: Moved to FY 20/21.

Christian Valley Park Tutor Totter Building: Moved to FY 20/21, increased to \$45,000.

Christian Valley Park Tutor Totter Building Floor Replacement: lowered to \$5,000.

Winchester Park baseball field electric improvements: this project was added to the list. This project entails bringing power to the area behind home plate, allowing for power at the score booth/snack bar and for pitching machines.

Maidu Dr. Repairs: removed from the list.

Bike Park: Increased the estimated cost to **\$370,000**, based on Board action at 10/1/19 special meeting.

Overlook Restroom ADA upgrades: **Moved to FY 20/21.**

Special Note: To complete the projects as described over the next 3-4 years, staff is recommending that funding to develop the 24-acre project largely rely on grant funding and County mitigation funds. Staff is recommending, and showing in this proposed amendment, the removal of all ARD Future Cap Reserve funds for the development of the property.

Auburn Recreation District Five Year Project List

Project List

2019/2020

PROJECT	Est. Cost	Spent from General Funds or Grants in Prior Year(s)	Gen. Fund	ADA	Reserve	Cnty. Mil.	City Mil.	Grants	In Kind	Equip. Res.
Estimated balance										
				25,032	845,098	617,038	487,720	46,800		872,282
Recreation Park										
James Field major renovation	412,600				300,000		112,600			
Wheelchair Swing	60,000						30,000	30,000		
Parking lot Repairs	10,681		10,681							
Locker room Floor	25,000				25,000					
Railhead Park										
Rotary Beautification Project	24,014		7,214					16,800		
Regional Park										
POT for South end Playground	19,525				19,525					
24 Acre Preliminary work										
Planning/CEQA	190,000				190,000					
Christian Valley Park										
Tutor Totter Floor Replacement	5,000		5,000							
CVCC										
Bike Park	370,000				107,700		117,300	145,000		
Winchester										
Electrical/Water Upgrades	15,000		15,000							
Overlook Park										
Restroom-ADA-upgrades					-35,000					
All Parks										
TOTAL	1,131,820		37,895	25,032	642,225	117,300	287,800	48,800	0	872,282
Estimated Balance Remaining					202,873	499,738	200,120	0	0	872,282

Note: Assumes \$50,000/year in County Mitigation Fees
 Note: Assumes \$50,000/year in ADA reserve funds
 Note: Assumes \$10,000/year in city mitigation
 Note: Assumes \$25,000 added to FCC per year
 Note: Reserve amount includes Future Capital Const. Reserve + Cell Tower Reserve
 Note: Assumes \$50,000/year in Equipment Reserve funds

1,131,820 all projects
 37,895 Less: General Fund
 1,093,925 Capital Impr Projects
 642,225 Reserves
 451,700 Project Revenue
 1,093,925 Funds for Projects

Auburn Recreation District Five Year Project List

Project List

2020/2021

See Note

Estimated balance

PROJECT	Est. Cost	Spent from General Funds or Grants in Prior Year(s)	Gen. Fund	ADA	Reserve	Cnty. Mit.	City Mit.	Grants	IML. Vernon proceeds	Equip. Res.
<i>Recreation Park</i>										
Front Playground	120,000						120,000			
North Playground, new path of travel	30,000						30,000			
Stella Dance Floor Replacement	10,000		10,000							
<i>Meadow Vista</i>										
Parking lot reseal/resinpe	10,000				10,000					
<i>Christian Valley Park</i>										
Tulor Totter Roof	45,000		45,000							
<i>Placer Hills Park</i>										
Path of Travel to Pool	10,000		10,000							
<i>Overlook Park</i>										
Restroom ADA upgrades	35,000				35,000					
<i>24 Acre Property</i>										
Phase I	1,542,441					539,000		603,441	400,000	
<i>CVCC</i>										
Bike Park Phase II	200,000				80,000			120,000		
TOTAL	2,002,441	0	65,000	0	125,000	539,000	150,000	723,441	400,000	0
Estimated Balance Remaining				30,032	102,873	10,738	60,120	1,559	0	922,282

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

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

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

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

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

Note: Assumes \$50,000/year in Equipment Reserve funds

Note: Assumes \$215,000 from per capita (Prop 68) and \$150,000 from trail grant and additional \$360,000 grant

2,002,441	all projects	125,000	Reserves
65,000	Less: General Fund	1,812,441	Project Revenue
1,937,441	Capital Impr Projects	1,937,441	Funds for Projects

Auburn Recreation District Five Year Project List

Project List

2021/2022

Estimated balance

PROJECT	Est. Cost	Spent from General Funds or Grants in Prior Year(s)	Gen. Fund	ADA	Reserve	Cnty. Mit.	City Mit.	Grants	In Kind	Equip. Res.
<i>Meadow Vista</i>										
Signage	1,200			1,200						
<i>Recreation Park</i>										
<i>Regional Park</i>										
Pond leak Repair	95,000				95,000					
Phase II	425,000				10,000	60,000	10,000	350,000		
TOTAL	521,200	0	0	1,200	105,000	60,000	10,000	350,000	0	0
Estimated Balance Remaining				33,832	22,873	738	60,120	0	0	972,282

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

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

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

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

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

Note: Assumes \$50,000/year in Equipment Reserve funds

Note: Assumes \$350,000 additional grant

526,200	all projects	105,000	Reserves
-	Less: General Fund	421,200	Project Revenue
<u>526,200</u>	Capital Impr Projects	<u>526,200</u>	Funds for Projects

Auburn Recreation District Five Year Project List

2022/2023

Estimated balance

PROJECT	Est. Cost	Spent from General Funds or Grants in Prior Year(s)	Gen. Fund	ADA	Reserve	Cnty. Mit.	City Mit.	Grants	In Kind	Equip. Res.
<i>Regional Park</i>										
Tennis/pickleball courts surfaces	-150,000									
Tennis Court Path of Travel	41,500			21,500	20,000					
Kiosks	10,000			5,000	5,000					
Pond mucking	-75,000									
Walking pathway extension, Dry Creek end	265,000									
<i>Recreation Park</i>										
<i>Meadow Vista Park</i>										
Pond Island renovation	-100,000									
TOTAL	641,500	0	0	26,500	25,000	25,738	70,120	0	0	1,022,282
Estimated Balance Remaining			38,832	21,373	25,738	70,120	0	0	0	1,022,282

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

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

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

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

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

Note: Assumes \$50,000/year in Equipment Reserve funds

51,500 all projects
 26,500 Reserves
 Less: General Fund 25,000 Project Revenue
 51,500 Capital Impr Projects 51,500 Funds for Projects

Auburn Recreation District Five Year Project List

2023/2024

Estimated balance

PROJECT	Est. Cost	Spent from General Funds or Grants in Prior Year(s)	Gen. Fund	ADA	Reserve	Cnty. Mit.	City Mit.	Grants	In Kind	Equip. Res.
				43,832	46,373	75,738	80,120	115,000		1,072,282
<i>Recreation Park</i>										
Spray park (replace splash pool)	300,000				45,000	75,000	65,000	115,000		
TOTAL	300,000	0	0	43,832	45,000	75,000	65,000	115,000	0	0
Estimated Balance Remaining				43,832	1,373	738	15,120	0	0	1,072,282

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

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

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

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

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

Note: Assumes \$50,000/year in Equipment Reserve funds

Note: Assumes \$115,000 additional grant

300,000 all projects	45,000 Reserves
-	-
300,000 Capital Impr Projects	255,000 Project Revenue
	300,000 Funds for Projects

Discussion Item #1. Cover sheet – Recreation Park Restroom Issues

**Auburn Area Recreation and Park District Acquisition and Development Committee
October 21, 2019**

The Issue

A discussion about two issues in the restrooms at Recreation Park.

Background

A member of the public has spoken with staff and at the September, 2019 Board of Director's meeting about his observation of unflushed toilets in the restroom at the south-end of Recreation Park. This member is of the opinion that the reasons the toilets are not flushed is due to the push-button flushing mechanism being too hard to push, especially for children. A few options have been suggested:

- 1) Switching to a lever handle: Staff talked with Sloan and the push-button valves are non-adjustable and cannot be switched out to a lever handle, like ARD has at Overlook Park. They informed staff that this push-button does not become harder to operate as time goes on, so replacing it with a new one will not make it easier to push. We would need to replace the entire fixture if we decided we wanted to switch over to the lever handle type.
- 2) Switch to motion-sensor automatic flushers: this is possible. The cost is \$5,049 for parts (labor not included).
- 3) Create a device that could be attached to the wall that acts like a large push-button lever.

The ARD Facilities and Grounds staff who work the "restroom run" (responsible for cleaning the restrooms in all ARD parks) were interviewed about this issue. Neither of the two staff interviewed felt that the toilets at Recreation Park were left unflushed anymore than other toilets that have lever-type handles.

The member of the public also suggested getting smaller trash cans for inside the restrooms. The new, smaller trash cans were purchased and are in place.

Recommendation for the Acquisition and Development Committee

Review and provide direction.

Staff does not feel the costs to switch to lever style or motion-sensor flushers are warranted, based on observation from ARD staff.

Staff does not feel that adding a large push-button type lever is a good idea as they would be easily damaged or destroyed.

Fiscal Impact

Depending on the option chosen, \$100 - \$10,000+

Attachments

None

2019/2020 PROJECT ACTIVITY REPORT		UPDATED 10/17/19	
PROJECT	EST. COST	NOTES	EST. COMPLETED
RECREATION PARK			
James Ballfield Renovation Project (2019)	277,086.00	Project is nearly complete. Sod was laid in the infield and the outfield will be hydroseeded early in the week of the 21st. Infield sod will be over-seeded with the same seed (perennial ryegrass) at the same time. District will perform a walk-through and prepare punchlist shortly thereafter. Contractor has a 60 Calendar Day maintenance period before the District inspects again and takes over the field. Creative use of stand-alone sprinklers off domestic water hose bibbs got the freshly laid sod through the 2-3 day power outage and the 6" "whole park" water main break shortly thereafter. Staff is working with the coaches on coordinating installation of a brand new scoreboard as well.	DECEMBER 2019
Recreation Park South Parking Lot Accessible Parking Stall Project (2019)	15,000.00	Project Completed. Simpson & Simpson Inc. did a nice job.	JULY 2019
PLACER HILLS POOL			
ADA Path of Travel (2016/2017)	10,000.00	Sidewalk path of travel has been found to be in acceptable ADA shape but the parking lot asphalt and ADA striping could use renovation. Additionally there is a significant drainage problem trapping a large puddle of water that needs to be studied.	NOVEMBER 2019
REGIONAL PARK			
New Playground (130K-completed) and new ADA path of travel from parking lot project (40K) (2017/2018)	170,000.00	ADA Parking and path of travel project has been completed.	AUGUST 2019
Irrigation Pump Replacement (2017/2018)	160,000.00	New pump is installed and working well. Project is finally completed!	JULY 2019
OVERLOOK PARK			

Restroom ADA Upgrades (2018/2019)	35,000.00	Staff is planning on hiring consultant to prepare construction documents in the Winter of 2019 with bidding and construction in the Spring of 2020.	MARCH 2020
24 ACRE PROPERTY			
Statewide Park Development and Community Revitalization Program Grant (2018/2019)	0.00	Staff will be pursuing the next round of grant funding for the property next spring and all 5 required public meetings have taken place with staff obtaining input on the current master plan drawing. Prior to this staff will be putting together and releasing a RFQ requesting a design firm that can not only take the project through CEQA, but that can also assist with any design refinements and produce construction documents for whatever the first phase of the 24 Acre development turns out to be post CEQA.	AUGUST 2019 THROUGH SPRING 2020
CVCC			
Bike Park - Design, CEQA, NEPA etc. (2014/2015)	100,000.00	The signed FONSI (Finding Of No Significant Impact) from the USBOR was finally received July 2nd.	JULY 2018
Bike Park - Construction (2015/2016)	320,000.00	Work continues on the project with bike park viewing area/ramp/ADA parking almost completed. Storm drain and irrigation system going in concurrently. Short concrete retaining walls and guardrails were added to the picnic walkway scope. District will be preparing and installing all the rules and directional signage. The trail portions of the project will be build by volunteers, most likely in stages and coordination meetings have already taken place. Civil engineer already has the trail routes surveyed and has set stakes to guide the volunteers.	OCTOBER 2019
Maidu Drive Repair (2018/2019)	25,000.00	The Bureau asked both ARD and PCWA to get additional budget cost estimates for the entire stretch of their portion of Maidu Drive (South of CVCC towards Auburn Folsom Road ending at the edge of the housing development) This is in addition to the estimates already received for the more damaged portion by CVCC. At some point the project(s) will need to be put out to formal bid. ARD is offering \$25K towards the re-paving of the bad section by CVCC/Bike Park. Staff obtained the additional cost estimates from the paving contractor and forwarded them off to the Bureau. Next steps by the Bureau are currently unknown.	TBD
MEADOW VISTA PARK			
Parking Lot Re-seal/Re-Stripe (2018/2019)	10,000.00	Parking lot maintenance project is proposed to be pushed out to next fiscal year.	MARCH 2020

MULTI-PARK ITEMS			
Streambed Alteration Agreement (2016/2017)	44,000.00	The Draft Vegetative Management Plan IS/MND (Initial Study/Mitigated Negative Declaration) was accepted by the Board in December 2018 and the Agreement is now in place.	Agreement in place, project on-going
Carry over projects from 2018/2019 list in YELLOW			
Fiscal Year Projects Total:	874,000.00		